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Operations Report – July 2020

1. Purpose

The Operations Report is a monthly update based on SECAS activities in support of the SEC. It includes a breakdown of days by budget driver, and provides commentary relating to the activities undertaken by the SECAS team in July 2020.

2. Recommendation

The Panel is requested to **NOTE** the contents of this paper.

Holly Burton

SECAS Team

7 August 2020

Attachments:

- **Appendix A:** DCC Testing Notifications – UEPT, SREPT and SMETS1 Eligibility Testing (**AMBER**)

3. Market Entry and Exit

This section provides an update on the progression of Users entering and leaving the market over the last month. This month's update includes:

- Accessions;
- Parties who have completed the User Entry Process;
- Parties who have completed testing activities.

3.1 Accessions

There were no Accessions completed in July.

3.2 Events of Default

Two Parties entered into an Event of Default in July 2020 for not paying their DCC Charges. Both Parties have since paid their outstanding payments and are no longer in Default.

3.3 User Entry Process (UEP) completion

In order to access DCC services, eligible Users must fulfil a list of requirements that are detailed in SEC Section H1: User Entry Process. Once the requirements have been fulfilled, a Party must send evidence of the completion of these activities to SECAS.

Since the last SEC Panel meeting, two new Parties have completed the UEP.

SEC Party	Party Category	DCC User role(s)	Date of UEP completion
Omni Energy Limited	Small Suppliers	Import Supplier Gas Supplier	28/07/2020
Symbio Energy Limited	Small Suppliers	Gas Supplier	23/07/2020

Table 1: UEP Completion

3.4 Testing Updates

SMKI and Repository Entry Process Testing (SREPT)

Since the last Panel meeting, two SEC Parties successfully completed SREPT.

Completion of the User Entry Process Testing (UEPT)

Since the last SEC Panel meeting, two SEC Parties successfully completed UEPT.

Completion of SMETS1 Eligibility Testing

Since the last SEC Panel meeting, one SEC Party successfully completed SMETS1 Eligibility Testing.

3.5 Membership

The table on the next page shows the number of Parties each month who:

- acceded to the SEC;
- are in Default;
- withdrew from the SEC;
- were expelled from the SEC.

	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20
Accessions	0	2	1	1	4	4	2	2	2	2	1	1	0
In Default	6	4	4	5	5	5	2	2	4	7	6	5	2
Withdrawals	0	0	0	0	0	0	0	0	0	0	0	0	2
Expulsions	1	0	2	1	1	0	1	1	1	1	0	1	5

Table 2: SEC Party Statistics

At the end of the reporting month, there were 326 Parties to the SEC representing 258 Voting Groups, excluding the DCC.

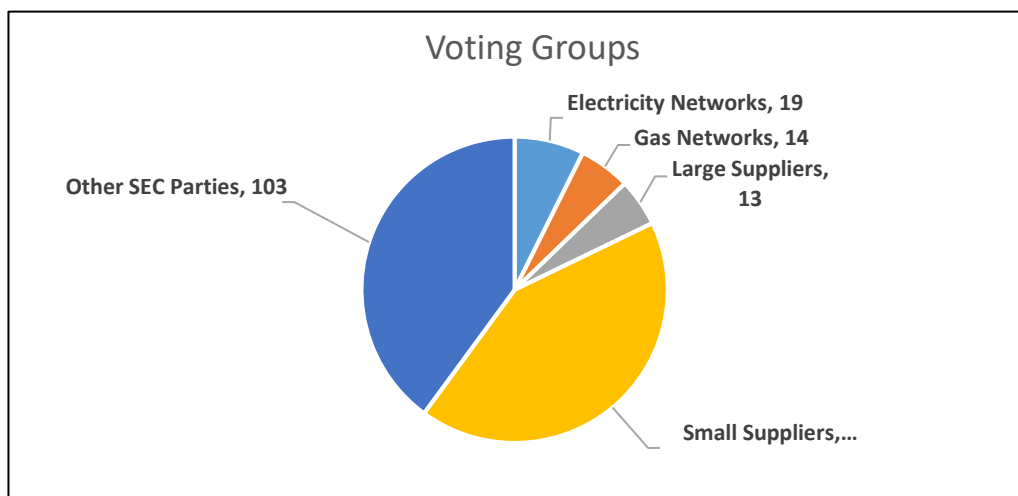


Figure 1: Breakdown of SEC Party Voting Groups (excluding DCC)

4. Monthly SECAS Highlights

4.1 Change Management Update

- There are currently 52 open proposals going through the modifications process. Four new proposals were raised in July, and four decisions were made.

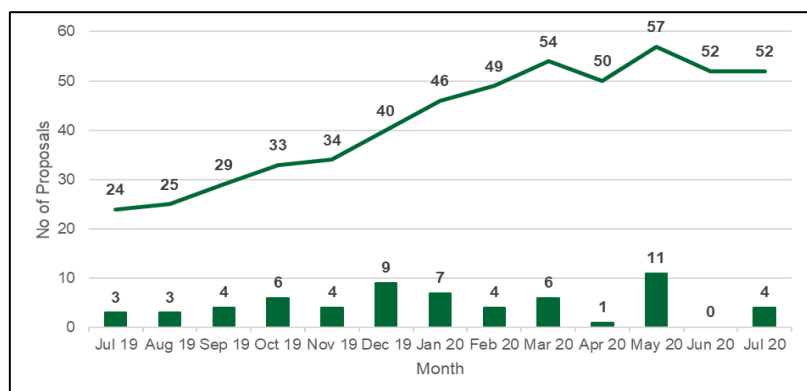


Figure 2: Proposals raised (bars) and open (line) in the last 12 months

- The DCC, is still challenging the costs with its Service Providers and sent the [SECMP0007 'Firmware updates to IHDs and PPMIDs'](#) Impact Assessment response to SECAS. The solution was discussed with the TABASC and the Working Group. We believe that the Modification Report is now ready for the Panel's approval to proceed to decision.

- We have updated the [SECMP0067 'Service Request Traffic Management'](#) Modification Report to provide the clarity sought by the Authority and to clarify the implementation approach. This modification was discussed with the TABASC and an ad-hoc Working Group, and has been issued for a second Refinement Consultation. We note there is disagreement among Parties if the solution is the right one; however, we believe the Modification Report is now ready to be returned to the Authority for final decision. The Authority will then be able to weigh up the benefits case and all views for and against as part of its determination.
- We have spoken with the [MP111 'SMDA Budget Amendments'](#) Proposer, the Smart Meter Devices Assurance (SMDA) and the SEC Lawyer regarding the way forward for this modification, following the SEC Lawyer's advice. We are now exploring several options and will be working over August to develop these ahead of discussions with the Working Group.
- The DCC is currently carrying out its Impact Assessment for [MP122 'Operational Metrics'](#). A first draft was due on 5 August 2020, providing the impacts on the DCC. An updated version containing the impacts on Service Provider contracts will then be released in the week beginning 17 August. We are arranging a Working Group session to discuss this response before the Modification Report is presented to the Panel. We will be asking the Panel to approve the Modification Report either ex-committee or at an ad-hoc meeting at the end of August, allowing the Change Board vote to take place in September as scheduled.
- [SECMP0015 'GPF timestamp for reading instantaneous Gas values'](#) was rejected by the Change Board under Self-Governance on 22 July 2020. This decision has been referred to the Panel, who will need to determine whether this modification should be approved or rejected.
- The modifications above have taken up a lot of our effort and attention this month, due to their size, complexity and timelines. We continue to de-prioritise the Low priority modifications to ensure that large, Critical and High priority modifications can be given the required attention. We are anticipating many of these bigger modifications to be completed in the coming weeks, allowing us to refocus on other proposals.
- We have now published most of the SEC Appendices on CodeWorks, alongside the already published SEC Sections and SEC Schedules. We are expecting the remaining SEC documents to be published in the coming weeks.
- [SECMP0049 'Section D Review: Amendments to the Modification Process'](#) was implemented in March 2019. The Modification Report included an expectation to carry out a post-implementation review a year following go-live. Due to the high workload in recent months, we have not been able to progress this. We are now looking to initiate this review in the Autumn and propose to bring a scope to the Panel in September 2020 for approval.

4.2 Technical Support Update

The below table sets out the SEC product lists which the Panel is obliged to establish, maintain and/or publish on the SEC Website.

List name	SEC Obligation	Update
<u>Central Products List (CPL)</u>	SEC Section F2.1 The Panel shall establish and maintain a list (the " Central Products List ")	Seven new CPL versions were created in July, which included adding 15 new SMETS2 Device Models.
<u>SMETS1 Pending Product Combinations List (PPCL)</u>	SEC Section F2.10A (b) The DCC shall create, keep up-to-date and provide to the Panel (and the Panel shall publish on the Website) lists of the " SMETS1 Pending Product Combinations ".	There were no new versions of the SMETS1 PPCL provided by the DCC for publication in July.
<u>SMETS1 Eligible Product Combinations List (EPCL)</u>	SEC Section F2.10A (a) The DCC shall create, keep up-to-date and provide to the Panel (and the Panel shall publish on the Website) lists of the " SMETS1 Eligible Product Combinations ".	There were no new versions of the SMETS1 EPCL provided by the DCC for publication in July.
<u>Deployed Products List (DPL)</u>	SEC Section F2.10 The DCC shall create, keep reasonably up-to-date and provide to the Panel (and the Panel shall publish on the Website) a list of the " Deployed Products List "	Seven new DPL versions were published in July.

Table 4: The SEC Product lists

- SECAS worked with BEIS to understand the status and next steps for the addition of Middle Operating Capability (MOC) Secure Device Model Combinations (DMCs) to the EPCL. The results of this will provide an update to the Panel and Parties, including an assessment of any remaining risks to the Services.
- We undertook an initial review of lessons-learned following the Panel's Live Services decision in relation to MOC Secure DMCs. This review focussed on whether two Testing Issues identified during User testing should have been identified during Systems Integration Testing (SIT) and assessed by the TAG. A weakness was identified within DCC's governance processes which has now been addressed. The TAG will complete additional checks as part of future Live Services assessments to ensure that the revised governance process is being carried out.
- We have worked with BEIS to ensure that all changes to the Joint Implementation Plan (JIP) fully consider any impacts on the DCC's testing environments during assessment. In the future, assessments will include consideration of any impacts on SEC Testing Releases, which are not currently considered when the JIP is changed.
- We have issued a survey to Parties to assess the current firmware management arrangements and issues to support the Panel's response to BEIS' request to undertake assurance of SMETS2 interoperability. Responses are requested by 21 August 2020.
- The Smart Metering Strategic Technical Design Project has made progress to include the formulation of problem statements for discussion at TABASC. It has also collaborated with the Operations Group to ensure alignment between known operational issues, their tactical solutions, and whether a strategic solution is required.

- SECAS is developing a benefits case for issuing the next Effectiveness Review survey. It will highlight where the outcomes of the survey have facilitated improvements to key issues identified with the Technical Architecture, Business Architecture and HAN requirements. It will make a recommendation regarding the timing of the next survey to ensure that the expected benefits to Parties can be captured.
- We are supporting the development of improvements to the DCC's performance reporting, including defining the operational acceptance criteria that will be used by the Panel during its assessment of the changes being made under [MP0122 'Operational Metrics'](#).

4.3 Security and Privacy Update

- In addition to the usual monthly Smart Metering Key Infrastructure Policy Management Authority (SMKI PMA) and bi-monthly Security Sub-Committee (SSC) meetings, we hosted four ad-hoc meetings and a privacy focus group
 - In support of the CPA Security Characteristics (SC) Threat Mapping Review project, we held a meeting on 7 July 2020. Two further meetings were facilitated between the SC project consultants, SSC Chair, NCSC and BEIS on 20 and 27 July to resolve the actions raised during the initial review.
 - We organised an ad hoc SMKI PMA meeting regarding the DCC's proposed scope and approach for Phase 2 of SMKI Testing.
 - We hosted a Privacy Focus Group with the Independent Privacy Auditor (IPA), which included privacy experts from BEIS and several 'Other User' representatives. This was in preparation for the first Random Sample Privacy Assessments (RSPA) which will be taking place in the next couple of months.
- We liaised with those Supplier Parties with outstanding remediation plans from June for the Central Product List (CPL) Devices with expired Commercial Product Assurance (CPA) certificates.
- On 23 July 2020 we published [V3.5 of the SEC Section G Standards and Best Practice Review](#) following completion of the quarterly standards review by our security experts.
- We concluded procurement of the User Competent Independent Organisation (User CIO) for the Security and Privacy Assurance of DCC users. Contracts have been agreed and signed. Participating bidders will be offered feedback sessions regarding their bid submissions.
- We have successfully implemented an improved data-handling software solution for using the DCC's Smart Metering Inventory Report which now has over 3 million rows.
- An overview of July's Security Assessment activity is provided on the next page:

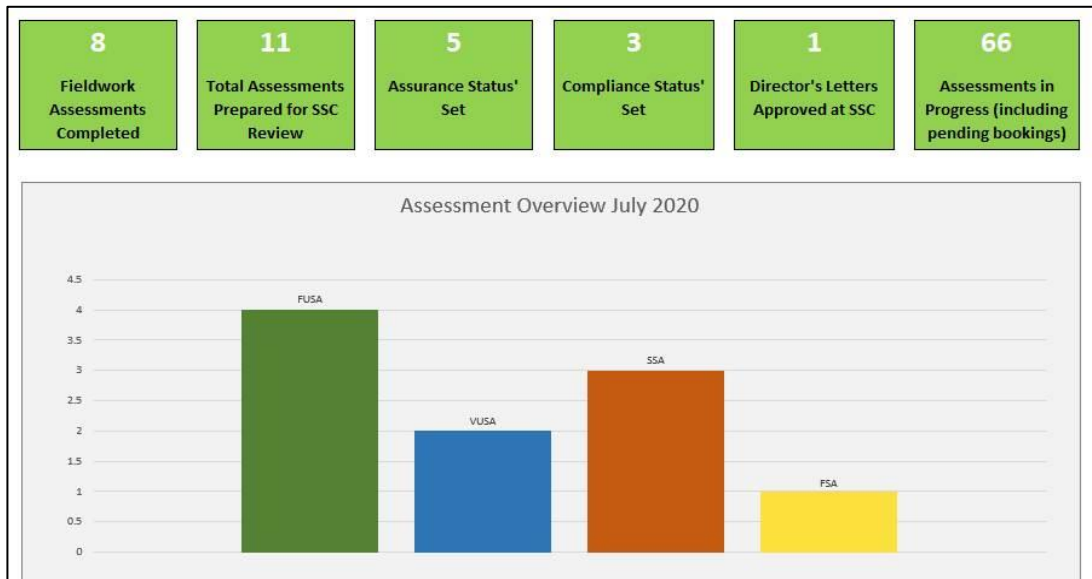


Figure 3: July 2020 Security Assessment Activity

4.4 Party Support Update

- The Annual SEC Panel Q&A Webinar that took place on Friday 17 July was a resounding success. We had around 60 attendees who managed to ask questions directly to the SEC Panel, and have a look at plans for the year ahead.

SEC Parties can download the presentation slides and view the video recording [here](#).

- Following on from Section 3.2, there were two Events of Default this month. Both were subsequently paid; and the Parties are no longer in Default.
- We continue to hold the Small Supplier Engagement call which takes place one week after the SEC Panel meeting.

4.5 Committee Support Update

- In July the Committee Support Team facilitated 16 Sub-Committee meetings. There is a continued demand for additional meetings across the Sub-Committees.
- Committee Support distributed a survey to all SEC Panel and Sub-Committee members requesting feedback on their experiences of remote meetings, as well as their preferences for returning to future in-office meetings. There was substantial engagement and the outcomes of the survey will be presented to the SEC Panel in August.
- Committee Support is currently managing elections for the SEC Panel and the SSC. Further Sub-Committee elections will follow later this year.
- We initiated the Sub-Committee Terms of Reference Review project which will better define the responsibilities of the Sub-Committees, decision-making powers and recognise transitional and enduring role changes.

4.6 Code Administrator Code of Practice (CACoP) Update

- The CACoP Forum met on 14 July 2020. At this meeting, it discussed progress with developing a central CACoP website, considered an engagement day, reviewed the Horizon Scanner and assessed progress against its 2020 Forward Work Plan. The approved minutes from all 2020 Forum meetings can be found on the [Independent Gas Transporters Uniform Network Code's \(IGT UNC\) website](#).
- The CACoP Forum also held a workshop at the end of July to further discuss how the modification proposal forms can be simplified across all the Codes. The Forum considered proposals on information needed to raise a modification and for a final decision. It also considered what information the front page of a proposal form should contain. Discussions will continue at the Forum meeting in August.
- The CACoP Forum considered a proposal for how consumer impacts could be better assessed across all Codes. National Grid is holding discussions with Citizens Advice, and these views will be fed into Forum discussions on translating this into modification assessments
- The CACoP Forum continues to explore a proposal to hold a cross-Code industry engagement day in October 2020 to discuss the changes required under the Retail Code Consolidation Significant Code Review (SCR). This would provide end-to-end operational explanations of the proposed changes following Ofgem's upcoming consultation which will provide clarity to Parties. The Forum has agreed an initial agenda for this session and is now developing the content to be covered. A date for this session is also expected to be agreed and announced in August.
- Ofgem has begun engaging with the Forum over the outputs and recommendations of the Energy Data Taskforce. These discussions will help facilitate a co-ordinated and consistent approach to sharing and managing data in the Energy sector. The discussions now form a standing item on the Forum's agenda.
- The latest CACoP Newsletter was issued in July 2020, and can be downloaded [here](#). Previous editions of this quarterly newsletter are available on the [CACoP](#) page of our website.

5. SECAS Time Devoted by Service Area

The total number of resource days in July 2020 was **730**. The division of effort within the reporting month is shown at Driver level below:

	Driver	Days
Services	Panel & Board	45.95
	Security and Privacy	170.27
	Change and Release Management	202.27
	Party Engagement	96.67
	Technical and Operational activities	182.47
Projects	Annual Security Obligations	3.87
	SEC Digitisation	7.10
	Market-Wide Half Hourly Settlement	9.07
	Meter Splitting	1.53
	Supplier of Last Resort	1.47

	Driver	Days
	Faster and more Reliable Switching	1.27
	Smart Metering Strategic Technical Design	2.13
	Review of Terms of Reference	2.00
	SMETS2 Interoperability Review	2.80
	CACoP	0.93
Grand Total		730

Table 4: Division of Effort by Driver (Days Worked)

6. Helpdesk Activities

The SECAS Helpdesk receives enquiries via email and telephone. 1,787 email enquiries were received to the various SECAS mailboxes in July 2020, and 14 calls. The email enquiries received have been grouped into the following categories with the total over the last 12 months shown:

	Aug 19	Sept- 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul 20
Accessions	6	14	40	74	114	48	39	71	65	47	14	4
Sub-Committees	262	203	157	272	178	195	157	239	189	179	134	88
Modification Consultation	2	7	2	2	5	9	2	5	3	1	0	0
Contact detail changes	40	57	172	120	132	168	153	160	117	85	77	42
General Queries	32	41	71	61	93	121	108	138	150	121	53	18
Panel & Board Correspondence	43	36	24	25	7	15	21	41	25	52	19	15
Modifications	310	425	476	550	311	564	479	554	775	742	655	834
User CIO Assessments	717	606	692	619	303	804	945	736	562	514	547	672
Engagement Days	41	6	126	17	37	53	131	87	5	18	57	34
Other	84	98	69	92	85	76	69	89	65	57	51	80
Total	1,537	1,493	1,829	1,832	1,265	2,053	2,104	2,120	1,956	1,816	1,607	1,787

Table 5: SECAS Helpdesk Emails

7. CodeWorks Statistics

User Category	Number of CodeWorks Users
BEIS, DCC and Ofgem	61
Committee Members	7
Large Suppliers	73
Network Parties	38
Other SEC Parties	97
Small Suppliers	95
Total number of users	371

Table 6: Total number of CodeWorks Users

8. SEC Meeting Details

The table below provides a summary of all SEC meetings over the last month, and a summary of meetings attended by SECAS personnel on behalf of the SEC Panel and its Sub-Committees:

Category	Meeting	Meeting Date(s)	Summary of Events
SEC Governance Meetings	SEC Panel Meeting 82	17/07/2020	The Panel's regular monthly meeting. Further information on the proceedings of this meeting is available in the public minutes on the SEC Website .
	SECCo Board	17/07/2020	The SECCo Board's regular monthly meeting. The minutes of the SECCo Board are confidential.
	Technical Architecture and Business Architecture Sub-Committee (TABASC)	02/07/2020 23/07/2020	The TABASC held two meetings in July. Further information on the proceedings of these meetings is available in the public minutes as follows: TABASC Meeting 55 – 2 July 2020 TABASC Meeting 55X – 23 July 2020
	Change Board	13/07/2020 22/07/2020	The Change Board held two meetings in July. The meeting documentation is available below. Change Board Meeting 43x – Meeting Documentation Change Board Meeting 44 – Meeting Documentation
	Change Sub-Committee (CSC)	28/07/2020	The CSC met once to discuss several Draft Proposals that were for decision. The meeting documentation can be found in the link below. Change Sub-Committee Meeting 17
	Working Group	01/07/2020 08/07/2020 09/07/2020 28/07/2020	The Working Group met four times in July and the meeting documentation can be found using the following link: Monthly Working Group Meeting July 2020 MP122 Ad-Hoc SEC Working Group Meeting SECMP0067 Ad-Hoc Working Group Meeting SECMP0007 Ad-Hoc Working Group Meeting
	Security Sub-Committee (SSC)	08/07/2020 22/07/2020	Two SSC meetings took place in July 2020. The meeting headlines for the meetings can be found below.

Category	Meeting	Meeting Date(s)	Summary of Events
			SSC Meeting 104 – Meeting Headlines SSC Meeting 105 – Meeting Headlines
	SMKI PMA	21/07/2020	<p>The SMKI PMA held one meeting last month and the meeting headlines can be found below.</p> SMKI PMA Meeting 71 – Meeting Headlines
	Operations Group (OPSG)	07/07/2020 10/07/2020 21/07/2020 27/07/2020	<p>The OPSG met four times in July. The meeting documentation is available via the links below.</p> Operations Group Meeting 34 Operations Group Meeting 34x Operations Group Meeting 34xx Operations Group Meeting 34xxx
	Testing Advisory Group (TAG)	10/07/2020 29/07/2020	<p>The TAG met twice in July. The minutes are classified as Amber.</p> TAG Meeting 68x TAG Meeting 69
	Modifications Question Hour	N/A	There was no Modifications Questions Hour in July.
BEIS	Implementation Managers Forum (IMF)		<p>These transitional groups continue to meet on a regular monthly basis. Further information on all transitional meetings is available in the Transitional Governance Update paper, available as part of the monthly SEC Panel paper pack.</p>
	Smart Metering Delivery Group (SMDG)		
	Technical and Business Design Group (TBDG)		
DCC	Test Design and Execution Group (TDEG)		<p>TDEG continue to meet monthly, and further information can be found in the Transitional Governance Update paper, available as part of the monthly SEC Panel paper pack.</p>

Table 7: Meetings hosted and attended by SECAS