

Details			Responsible	Dates			Overdue Actions		
Action Reference	Main/ Reporting meeting	Action	Owner	Raised on	Due Date	Closed Date	Update	Status	Revised Due Date
OPSG 31x/03	Reporting	SECAS to investigate why Users are not submitting SRV forecasts.	SECAS	27/04/2020	22/05/2020		SECAS will provide a final update at the December meeting (OPSG_39).	Open	01/12/2020
OPSG 31x/07	Reporting	The DCC to provide a document describing the end service as it would be seen from a User's perspective, after implementation of the proposed changes to queue management for the DSP Motorway Cache. The DCC also to provide an estimate of any costs incurred.	DCC	27/04/2020	22/05/2020		The DCC will provide an update at the November meeting (OPSG_38x).	Propose to close	23/11/2020
OPSG 33xx/04	Reporting	The DCC to reissue all PMRs affected by the CSP N reporting tool error with the inclusion of a summary of the impact to CPM1 and service credits.	DCC	22/06/2020	27/07/2020		The DCC has now managed to produce the retrospective reports. DCC is finalising these with Arqiva and expects to publish in the coming days.	Open	28/09/2020
OPSG 34xxx/06	Reporting	The DCC to provide an update on how CSP N intend to achieve the SEC SLA at the September meeting (OPSG_36x)	DCC	27/07/2020	28/09/2020		The DCC will provide a high level overview at the December meeting (OPSG_39).	Open	01/12/2020
OPSG 34xxx/08	Reporting	The DCC to share the outcomes from the Network and CH Evolution plan assessment undertaken by an external company, including cost benefit analysis with the OPSG	DCC	27/07/2020	24/08/2020		The Cost Benefit Analysis (CBA) will be discussed at the November meeting (OPSG_38x).	Propose to close	23/11/2020
OPSG 35x/03	Reporting	The DCC to add the age of Problems to the SEC Panel Quarterly Problem Report.	DCC	24/08/2020	23/11/2020		The age of Problems will be included in the next quarterly report.	Open	

OPSG 35x/09	Reporting	The DCC to confirm an appropriate timeline to review the CH and Network Evolution cost benefit analysis and ensure the needs of the OPSG are addressed.	DCC	24/08/2020	28/09/2020		The CBA is due to be discussed at the November meeting (OPSG_38x). The DCC is working with SECAS on timings for engagement as directed by the Panel.	Propose to close	23/11/2020
OPSG 35x/10	Reporting	The DCC to provide a summary of the robustness of the plan to changes in schedules of the various DCC programmes that will be affected by the SMETS1 FOC Go-Live plan.	DCC	24/08/2020	06/10/2020		The Deployment date has been approved and deployment to SIT carried out, with no impact on SMETS1 identified.	Propose to close	
OPSG 36x/01	Reporting	The DCC to engage with SECAS to produce a revised DCC Responsible Communications Hubs Returns Quarterly Report to be submitted by 19 October.	DCC/SECAS	28/09/2020	26/10/2020		The DCC worked with SECAS on this action and work is ongoing under actions 37x/03 and 37x/05.	Propose to close	
OPSG 36x/03	Reporting	The DCC to investigate with CSP N whether firmware downloads are being cancelled or rejected and if they are being excluded from the PM2 in CSP N.	DCC	28/09/2020	26/10/2020		This action is still under investigation and DCC will provide an update at the December meeting (OPSG_39).	Open	01/12/2020
OPSG 36x/05	Reporting	The DCC to investigate why remote reboots of CH are not captured in the SLA for PM2.1 'Percentage of Communications Hub Incidents resolved by remote maintenance' in the CSPs.	DCC	28/09/2020	26/10/2020		This action is still under investigation and DCC will provide an update at the December meeting (OPSG_39).	Open	01/12/2020
OPSG 37x/01	Reporting	The DCC to provide an update on its investigation into the rise in RDP Incidents at the next meeting (OPSG_38x)	DCC	26/10/2020	23/11/2020		The last of the RDP workshops is due to take place on 19 November. The DCC will provide a verbal update at the November meeting (OPSG_38x), with a more substantial update at the December meeting (OPSG_39).	Open	
OPSG 37x/02	Reporting	The OPSG to provide any comments on the summary of DCC reporting (Annex 1 of the SEC Panel Report) by 5 November.	OPSG	26/10/2020	05/11/2020	05/11/2020	No further updates have been received from OPSG members.	Closed	
OPSG 37x/03	Reporting	SECAS and the DCC to confirm if the newly formatted Q2 CH Returns Quarterly Report is compliant with the SEC.	DCC/SECAS	26/10/2020	23/11/2020		This action is ongoing. SECAS has provided a view of the report to DCC for comments.	Open	

OPSG 37x/04	Reporting	SECAS to investigate whether the responsibility for determining disputed CHs return responsibility has been delegated to the OPSG by the Panel.	SECAS	26/10/2020	23/11/2020	16/11/2020	SECAS confirmed the Panel has not delegated the responsibility for the dispute process.	Closed	
OPSG 37x/05	Reporting	The DCC to produce two versions of the Q3 CH Returns Quarterly Report for OPSG review at the next meeting (OPSG_38x).	DCC	26/10/2020	23/11/2020		The DCC has produced a copy of the report and is working with SECAS on any additional requirements for December.	Open	
OPSG 37x/06	Reporting	SECAS to report to the Panel CSP C&S failure to report PM3.2 performance for August.	SECAS	26/10/2020	23/11/2020	06/11/2020	This was included in the report to the Panel for the Panel's November meeting.	Closed	
OPSG 37x/07	Reporting	The DCC to review its data retention policy regarding the failure to report PM3.2 performance in the August PMR.	DCC	26/10/2020	23/11/2020		<p>The current data retention policy for SAT data is being followed (immediate access for less than three months old data, access within 24 hours for 3-28 months' old data, and access with 72 hours for more than 28 months).</p> <p>The Performance Measure in question is TEF's Round Trip Time for delivery of Alerts. The "missing" data is due to the activation of the North-Bound Traffic Management solution in DSP discarding a large number ("billions") of Alerts at the edge of the DSP system (as it was designed to do). These Alerts therefore never made it through to the DSP SAT.</p> <p>When discarding the Alerts, the Traffic Management solution should have logged the SMWAN data such that these could be passed to TEF to enable them to include them in their overall Alert delivery time PMs. The defect meant that the SMWAN data was not recorded. The fix means this is now recorded, so DSP is able to send TEF details of discarded Alert RTTs as well as the genuine, retained ones.</p> <p>DCC is however awaiting a further response from TEF to understand why this prevented them reporting on the measures for the Alerts that were not subject to Traffic Management.</p>	Open	
OPSG 37x/08	Reporting	The DCC to summarise how missing performance data is treated in the calculation of metrics.	DCC	26/10/2020	23/11/2020		<p>DCC will take a pragmatic approach to performance reporting for data that is missing and therefore cannot be included in the Performance Management calculations.</p> <p>DCC will not ask our Service Providers to "extrapolate" (which is basically asking them to guess what it would have been). DCC will ask the SPs to report on the data they do have available and caveat this against the date periods the data covers. If the data available leads to a PM failure, and the SP believes the missing data would have resulted in a pass, then DCC will consider an exception but we would have to be presented with a convincing case.</p> <p>If the missing data is the responsibility of the SP then they will be asked via the service reviews to provide a narrative as to why, what and when the missing data can be produced. The Service reviews include an element of commercial and contract discussions. Any data that can be retrospectively produced must be with accompanying narrative.</p> <p>If the missing data is not the responsibility of the SP then DCC will follow this through on their behalf and chase down the data retrospectively and ask the SP to narrate of their performance.</p>	Open	
OPSG 37x/09	Reporting	The DCC to communicate the strategy and requirements for SMETS1 to wider SEC Parties regarding the scope for the CH and Network Evolution Plan.	DCC	26/10/2020	23/11/2020		<p>The DCC noted that SMETS1 is included in the business case for Central and South Regions only. It's important to note that SMETS1 meters are not compatible with SMETS2 Communications Hubs; SMETS1 replacement installations require a meter replacement when installing SMETS2 CHs. This outline detail is included in modelling for the CBA issued to SECAS and Industry on Friday 30 October.</p> <p>SECAS have questioned the DCC response to this action as this was specific to the communication strategy on providing this information to wider industry.</p>	Open	

OPSG 37x/10	Reporting	The DCC to provide a defined schedule for implementing DBCHs after the SBCHs had been released.	DCC	26/10/2020	23/11/2020		The delivery plans of Single Band and Dual Band Communications Hubs shall be confirmed with the outcomes of the RFP process. Both CHs have independent delivery programmes and shall run in parallel. If there is resource contention then Single Band delivery is prioritised as this represents the larger installation estate.	Open	
OPSG 37x/11	Reporting	The DCC to consider the dependencies between DBCHs and SBCHs work streams in the CH and Network Evolution Plan.	DCC	26/10/2020	23/11/2020		The Single Band and Dual Band CH delivery programmes are part of the Network Evolution Portfolio at DCC. Both programmes will actively exchange their delivery plans and share common designs and lessons learned as so to benefit their efficient delivery.	Open	
OPSG 37x/12	Reporting	SECAS to communicate any design dependencies between DBCHs and SBCHs to TABASC.	DCC	26/10/2020	23/11/2020		The DCC shall communicate design dependencies through the running engagement for technical design with the TABASC forum. The OPSG shall be engaged should there be any Operational consideration required.	Open	
OPSG 37x/13	Reporting	SECAS to draft a summary of the OPSG views regarding the project scope and requirements and circulate this to members	SECAS	26/10/2020	23/11/2020		SECAS has provided a draft summary for OPSG review (OPSG_38x_2311_02 - Action 37x_13 - CH and Network - OPSG Requirements Review)	Propose to close	
OPSG 37x/14	Reporting	The DCC to amend the Major Incident Review Report for INC000000629108 to include the delay in Incident communications.	DCC	26/10/2020	23/11/2020		The DCC confirms this has been completed.	Open	