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| <b>Paper Reference:</b> | <b>SECP_52_1201_10</b> |
| <b>Action:</b>          | <b>For Information</b> |

## DCC Reporting

### 1. Purpose

The purpose of this standing agenda item is to provide the Panel with any reports issued by the DCC as required by the Smart Energy Code (SEC). A list of all DCC Reports required by the SEC, including details of their contents and frequency, is provided as Annex A to this paper.

### 2. Monthly Reporting

This month the following reports are included within the paper:

- Appendix A – CSR Forecast Variance Report – November 2017 (Published 12/12/17)
- Appendix B - RDP Monthly Incident Report – November 2017 – (Published 01/12/17)
- Appendix C – Post Commissioning Information Report – November 2017 (Published 19/12/17)
- Appendix D – Deployed Products List – (Published 02/01/18)
- Appendix E – DCC Performance Measurement Report – October 2017 (Published 05/12/2017)

### 3. Recommendations

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

**Nick Blake**

**SECAS Team**

**5<sup>th</sup> January 2018**

## **Annex A: DCC Report Types**

### **Certificate Signing Requests (CSR) Forecast Variance Report**

In accordance with SEC Section L8.9, the DCC are required to provide the Panel with a report that sets out:

- the actual number of CSRs against the forecasted volumes; and
- where there are exceptions, details of the Authorised Subscribers whose actual volumes of CSRs submitted were greater than, or equal to, 110% of their forecasted volumes.

The report is made available by the 10<sup>th</sup> Working Day following the end of each month.

### **DCC Performance Measurement Report**

In accordance with SEC Section H13.4, the DCC are required to produce a report setting out the Service Levels achieved in respect of each Performance Measure set out in SEC Section H13.1 and SEC Section L8.6.

The report is made available within 25 Working Days following the end of each Performance Measurement Period.

### **Service Request Variance Reporting**

In accordance with SEC Section H3.24, the DCC are required to provide the Panel with a report that sets out:

- the actual number of Service Requests sent against the forecasted volumes; and
- where there are exceptions, details of the Users whose actual volumes of Service Requests sent were less than or equal to 90%, or greater than or equal to 110% of their forecasted volumes.

The report is made available by the 10<sup>th</sup> Working Day following the end of each month.

### **Deployed Products List**

In accordance with SEC Section F2.10, the DCC are required to provide to the Panel, for publication on the SEC Website, a list of all Device Model combinations that comprise a Smart Metering System that exist from time to time.

The DCC provides a copy to the Panel for publication on the SEC Website when there is relevant information to be included on the list.

### **Responsible Communications Hubs Returns Report**

In accordance with SEC Section F9.15, the DCC shall report to the Panel and SEC Parties on the number of Communications Hubs for which the reason for return, loss or destruction is determined in accordance with this Section F9 to have been a CH Pre-Installation DCC Responsibility or a CH Post-Installation DCC Responsibility. The DCC shall report in respect of successive periods of three months.

### **Network Enhancement Plan Report**

Pursuant to SEC Section F7.21, the DCC shall report to the Panel and SEC Parties on any Network Enhancement Plans that were completed during the previous quarter and any ongoing Network Enhancement Plans. Each Network Enhancement Plan will include:

- an overview of the geographic area that is subject to the plan;
- the premises that fall within that area; and
- the scheduled date for completion of the planned works.

### **Registered Data Provider Monthly Incident Report**

The report is produced in accordance with Section 2.5.10 of SEC Appendix AG - Incident Management Policy:

The DCC shall collate and make available to Network Parties and the Panel data related to the time taken to resolve Incidents associated with the exchange of data pursuant to SEC Section E, where the DCC is responsible for resolving the Incident, but in order to do so, activity must be undertaken by a Registration Data Provider.

### **Quarterly Problem Report**

This report provides details of the Open Operational Problems experienced by DCC Users. This report is produced pursuant to the Problem reporting requirements set out in Section 3.2 of Appendix AG (Incident Management Policy) of the Smart Energy Code (SEC).

This report will be produced quarterly. This report is provided to the SEC Panel and (on request) the Secretary of State.

### **Post Commissioning Information Report**

This report is for the Panel, the Security Sub-Committee and the Authority and reports on the volume of relevant Devices which are listed in the Post Commissioning Information prevailing at the end of the measurement period.