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Action:	**For Information**

Operations Report – June 2018

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 driver, product and grade and provides commentary related to the activities undertaken by the SECAS team in June 2018.

2. Recommendation

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

Hollie McGovern

SECAS Team

6th July 2018

Attachments:

Appendix A - Testing Update UEPT (Amber).

SEC
Smart Energy Code

Smart Energy Code

SECAS Operations Report

June 2018

This document has a Classification of **White**

1. Market Entry and Exit

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

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

1.1 Accessions

The following Applicants are to be admitted as Parties to the SEC, subject to the execution of an Accession Agreement by the SECCo Board:

Organisation	Party Category
Leep Gas Networks Limited	Other SEC Party

Table 1: Applicants that will accede to the SEC

1.2 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, the following SEC Parties have completed the UEP:

SEC Party	Party Category	DCC User role(s)	Date of UEP completion
Foxglove Energy Supply Limited	Small Supplier	Gas Supplier, Export Supplier, Import Supplier	18/06/2018
IMServ Europe Limited	Other SEC Party	Registered Supplier Agent (RSA)	21/06/2018

Table 2: Parties that completed UEP since the last SEC Panel meeting

1.3 Testing Update

SMKI and Repository Entry Process Testing (SREPT)

There have been no notifications of UEPT completion since the last SEC Panel meeting.

Completion of the User Entry Process Testing (UEPT)

Since the last SEC Panel meeting, three SEC Parties have successfully completed UEPT for a total of five User Roles. The details are provided in Appendix C.

1.4 Membership

Statistics for the number of accessions, Defaulting Parties, withdrawals and expulsions of SEC Parties over the last 12 months are detailed below:

	Jun-17	Jul-17	Aug-17	Sept-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
Accessions	9	3	7	8	6	3	3	1	3	0	15	2	6
In Default	0	0	0	0	0	0	0	0	0	0	1	1	1[1]
Withdrawals	0	1[2]	0	0	0	1[3]	0	0	0	0	0	0	0
Expulsions	1[4]	0	0	0	0	0	0	0	1[5]	0	0	0	0

Table 3: SEC Party Statistics

At the end of the reporting month, there were **309** Parties to the SEC representing **242** Voting Groups, plus the DCC.

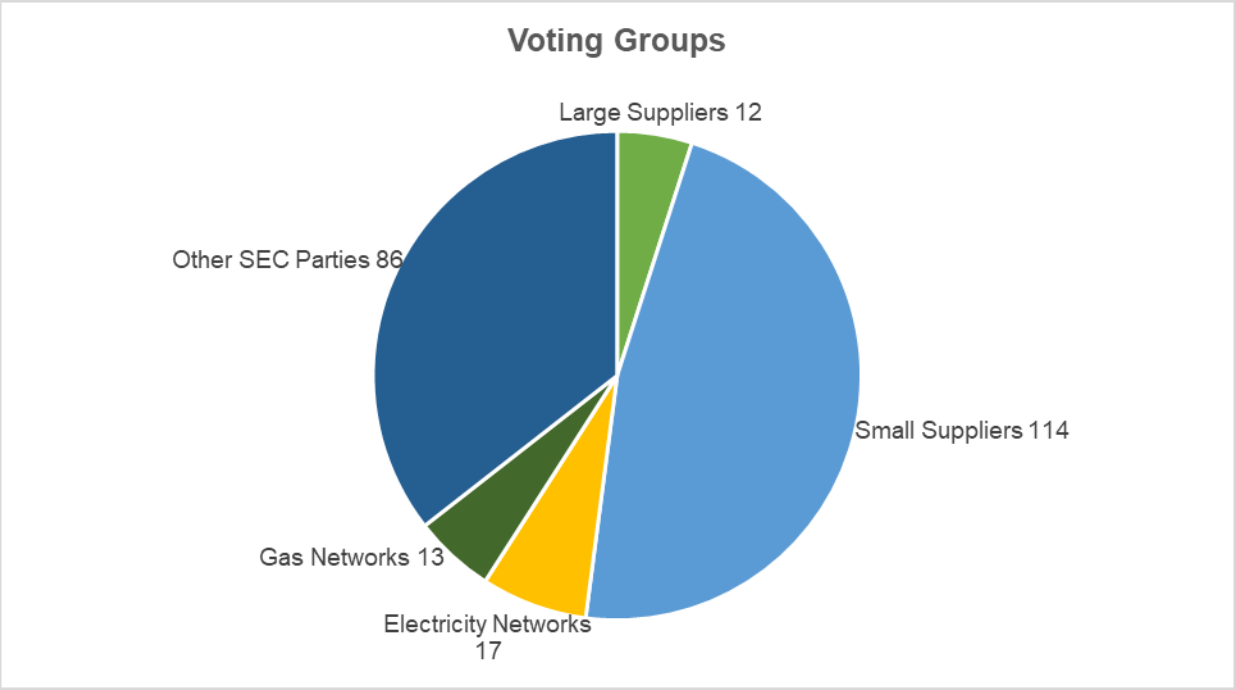

Figure 1: Breakdown of SEC Party Voting Groups

[1] One SEC Party entered Default in both May and June. The SEC Panel is maintaining a watching brief on the Party.
[2] CNG (Group) Limited voluntarily requested to be withdrawn.
[3] Wingas UK Limited voluntarily requested to be withdrawn.
[4] This expulsion was due to the company Enterprise Gas Ltd being dissolved.
[5] This expulsion was due to the company Future Energy (Supply) Ltd ceasing trading.

2. Monthly SECAS Highlights

2.1 Change and Release Update

- The SEC Section D Review modifications, SECMP0049, SECMP0050 and SECMP0051, have completed the Refinement Process and their Modification Reports will be presented to the Panel this month. Along with SECMP0034 and SECMP0041, there is the potential for five modifications that impact Section D to be implemented on 1st November 2018. SECAS are now working on the changes to the modifications process that these modifications would deliver (if approved), and as part of this are seeking feedback from the industry on how we can further improve our services.
- SECAS currently has 26 modifications undergoing the Refinement Process. We are working to complete those that are near the end of the process, with the Modification Reports for 12 of these expected to be delivered to the Panel over the next three meetings.
- One new version of the SEC has been implemented since the last Panel meeting. SEC Version 5.19 went live on 25th June 2018 to implement Version 2.0 of the SEC Variation Testing Approach Document (SVTAD) as directed by BEIS.
- We are working on the November 2018 SEC Release, which will go live on 1st November 2018 as a document-only release (no impact on DCC Systems). This will be the first enduring SEC Release to be implemented under the current Release Management Policy. Four modifications have now been approved for inclusion, with a further eight targeted. Alongside this, SECAS continues to work with DCC in preparing for the June 2019 and November 2019 SEC Releases.

2.2 Technical Support Update

- Following TABASC approval, SECAS has been continuing to prepare the final amended version of the Business Architecture Document (BAD) for publication. Equally, following the TABASC approval of the associated Business Architecture Model (BAM) changes for Release 2.0. SECAS has been undertaking final changes (including minor housekeeping changes) in preparation for its publication in advance of Release 2.0 going live.
- The Technical Architecture Document (for Release 2.0) has now been finalised and published on the SEC Website.
- SECAS has reviewed and obtained TABASC approval to a number of amendments to the Effectiveness Review Questionnaire in advance of it being re-issued in September. We have also reviewed the initial responses to the questionnaire and have obtained agreement from the TABASC that action on the responses should be paused until the questionnaire is repeated. This is to ensure that the issues identified are still present and to get a better indication of how wide spread they are.
- SECAS has been preparing guidance on the Certified Products List (CPL) and how new and different versions of the Technical Specifications and Great Britain Companion Specification (GBCS) interact with it. This guidance is also seeking to clarify the recent situation with GBCS v1.1 along with future scenarios and situations.
- SECAS have been continuing to facilitate and support the Testing Advisory Group (TAG) reviews of the testing documentation associated with Release 2.0 and SMETS1 Services,

including discussing the DCC's proposed Release 2.0 Transition to Operations Approach Document (TTOAD).

- SECAS have supported the TAG and Operations Group with its considerations of the first DCC Release 2.0 Incentives Scheme Milestone (1A and 1B) enabling views and recommendations to be provided to the Panel to support its associated determinations.
- SECAS continues to investigate the cause of industry and DCC Data Quality issues impacting installations, as well as potential impacts to Enrolment and Adoption of SMETS1 smart metering systems (as recently highlighted at the Ops Group). To this end SECAS have asked Parties to provide example MPANs to investigate and DCC has also advised it is undertaking another full Data Refresh of RDP data.

2.3 Security and Privacy Update

- SECAS facilitated the election of SSC members for the next 24-months, and in July, two Large Supplier seats, a Small Supplier seat and a Gas Network seat were filled. SECAS is now seeking to fill the remaining vacant Electricity Networks seat.
- Similarly, for SMKI PMA, SECAS issued a call for nominations and in June filled a Large Supplier seat. SECAS now seeks to fill the vacant Small Supplier seat, and unrenewed Gas Networks seat.
- On the 19th June 2018, SECAS held the first SEC Privacy Provision forum to facilitate the development of the Privacy Controls Framework and discussion between industry and DCC around use of personal data within the ecosystem and testing activity. The event was well attended by industry participants with expertise in privacy and data protection.

2.4 Party Support Update

- SECAS responded to follow up queries after the Spotlight on the SEC on 30th May 2018.
- The Party Support team started preparation for the SEC Panel Engagement Day on 12th July 2018, including seeking input from Parties on desired topics and putting together a two-stream workshop programme for the afternoon session.
- Work around Events of Default continued. This included following up an ongoing and subsequent further Event of Default by a Party, (this is the subject of a separate confidential paper) updating Panel and the Authority.
- We also began preparations for a Panel workshop to discuss principles for Panel decision making for future Events of Default, examining given scenarios and desired outcomes. This workshop will also be taking place on 12th July 2018.
- SECAS continued to support Parties with general queries as well as welcome emails and telephone contacts to newly acceded parties. There were six new Parties in June - three Small Suppliers and three Other SEC Parties.

3. SECAS Time Devoted by Service Area

The total number of resource days in June 2018 was **500.87.** The division of effort within the reporting month is shown at Driver level below:

	Driver	Days
Core	Panel and Board	59.11
	Security and Privacy	107.47
	Modifications and Release Management	146.10
	Party Support and Engagement	70.07
	Technical and Operational	106.13
Projects	Centralisation Projects/Smarter Markets	11.60
	Technical Effectiveness	0.00
	Annual Security Obligations	0.40
Grand Total		**500.87**

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

4. Helpdesk Activities

The SECAS Helpdesk receives enquiries via email and telephone. There were approximately 47 telephone enquiries and **1328** email enquiries to the SECAS mailbox in June 2018.

The email enquiries being raised and resolved have been grouped into the following categories with the total over the last 12 months shown:

	Jul-17	Aug-17	Sept-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
Applications	133	113	62	72	56	32	29	38	44	41	23	43
Sub-Committees	143	116	195	237	439	116	737	481	223	228	208	108
Consultation Correspondence	1	2	0	12	4	14	15	5	6	0	0	13
Contact Info	101	48	69	62	110	46	25	60	41	34	81	75
General Queries	98	102	99	113	80	102	110	90	87	59	40	43
Panel & Board Correspondence	186	299	230	111	56	23	21	34	33	48	55	203
Modifications	165	178	169	182	200	145	249	389	500	415	369	376
User CIO Assessments	350	225	246	256	375	230	359	210	230	235	262	276
Party/RDP Signifiers	4	1	5	4	4	1	4	4	4	1	1	6
Training Days/Seminars	72	83	63	76	11	0	0	57	91	22	73	1
Other	206	265	11	124	245	225	178	135	126	128	93	184
Total	**1439**	**1432**	**1149**	**1249**	**1580**	**934**	**1727**	**1503**	**1385**	**1211**	**1205**	**1328**

Table 5: SECAS Helpdesk Emails

5. SEC Website Update and Statistics

This month, there were 2,118 new visitors and 1,254 returning visitors to the SEC Website. Below are some key statistics relating to the use of the SEC Website:

	2017							2018				
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Visits[6]	5,775	5,499	5,498	5,728	6,445	9,984	10,419	6,099	8,017	8,062	6,803	6,825
Page Views[7]	17,808	16,765	15,821	16,845	19,854	25,224	28,344	22,712	27,240	24,155	19,924	20,292

Table 6: SEC Website Statistics

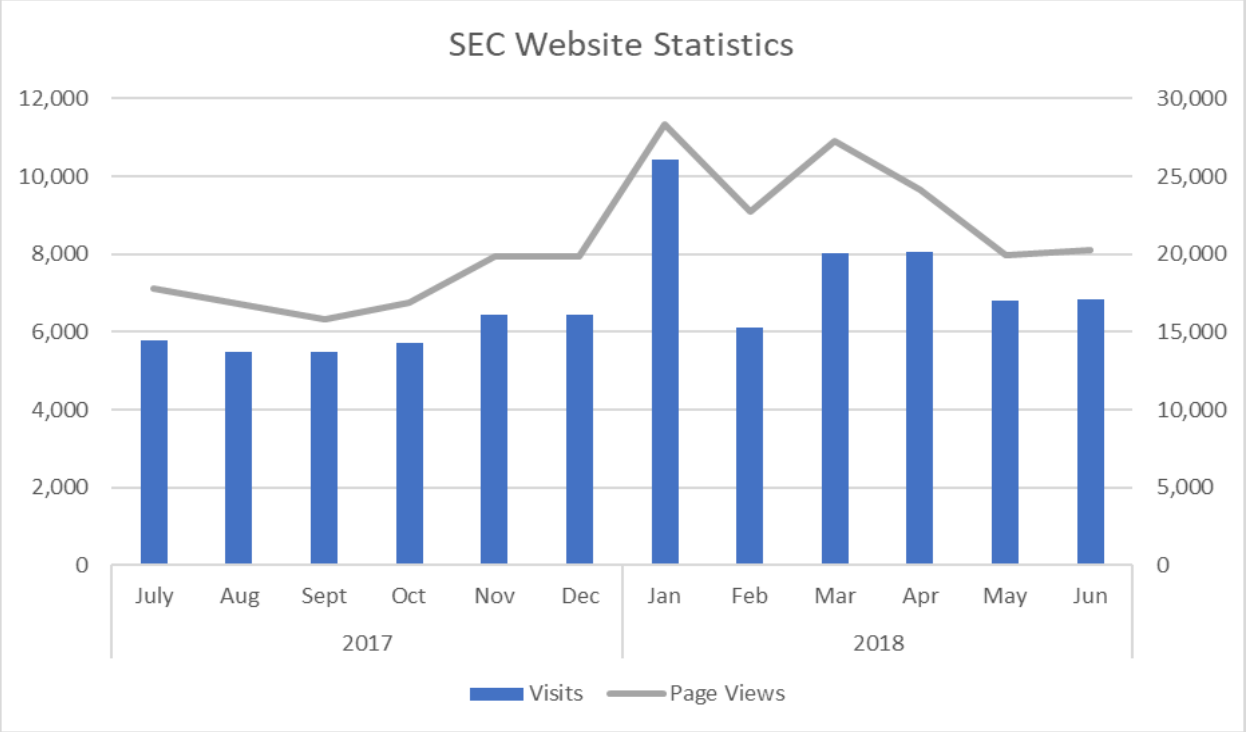

Figure 2: SEC Website Usage

[6] A visit is the period time a user is actively engaged with our website. All usage data is associated with a visit.
[7] Pageviews is the total number of pages viewed. Repeated views of a single page are counted.

6. SEC Meeting Details

The table below provides a summary of all SEC meetings over the last month. It also provides 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	15/06/2018	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	15/06/2018	The SECCo Board's regular monthly meeting. The proceedings and minutes of the SECCo Board are confidential.
	TABASC	21/06/2018	The TABASC's regular monthly meeting. The meeting headlines are available via the link below. **TABASC_31_2106 – Meeting Headlines**
	SEC Change Board • SECMP0027[8] • SECMP0047[9] • SECMP0052[10]	20/06/2018	The Change Board met in June 2018, where it voted to approve **SECMP0027, SECMP0047** and **SECMP0052.**
	Working Group • SECMP0039[11] • SECMP0041[12] • SECMP0049[13] • SECMP0050[14] • SECMP0051[15]	19/06/2018 14/06/2018 25/06/2018	Four Working Group meetings took place in June 2018 to discuss the progression of SECMP0025, SECMP0043, SECMP0044, SECMP0049, SECMP0050 and SECMP0051.
	Security Sub-Committee (SSC)	14/06/2018 27/06/2018	The SSC held two meetings in June 2018. The non-confidential meeting headlines can be found below.

[8] SECMP0027: Amending Service Request Forecasting
[9] SECMP0047: Default Provisions for Other SEC Parties
[10] SECMP0052: Updates to the DCCKI CP and DCCKI RAPP
[11] SECMP0039: Communication Hub returns notification mechanism for Other SEC Parties
[12] SECMP0041: Amending the Change Board decision making rules for Modification Proposals
[13] SECMP0049: Section D Review: Amendments to the Modification Process
[14] SECMP0050: Section D Review: Moving the Working Group Terms of Reference to a separate document
[15] SECMP0051: Section D Review: Amendments to the Fast Track Modification process

			SSC_56_1406 – Meeting Headlines **SSC_57_2706 – Meeting Headlines**
	SMKI PMA	19/06/2018	The SMKI PMA continue to meet on a monthly basis. The meeting headlines are available via the link below. **SMKI PMA_47_1906 – Meeting Headlines**
	Operations Group (OPSG)	26/06/2018	The OPSG continue to meet on a monthly basis. The meeting headlines are available via the link below. **OPSG_09_2606 – Meeting Headlines**
	Testing Advisory Group (TAG)	27/06/2018	The TAG met once in June 2018. The minutes will be available in July 2018.
	Modifications Question Hour	11/06/2018	Each month SECAS host a teleconference, offering SEC Parties the opportunity to speak to a Modifications specialist.
BEIS	Implementation Managers Forum	28/06/2018	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.
	Smart Metering Delivery Group	13/06/2018	
	Technical and Business Design Group	20/06/2018	
DCC	Test Design and Execution Group	12/06/2018	

Table 7: Meetings hosted and attended by SECAS