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SECMP0058 Initial Modification Report

About this document

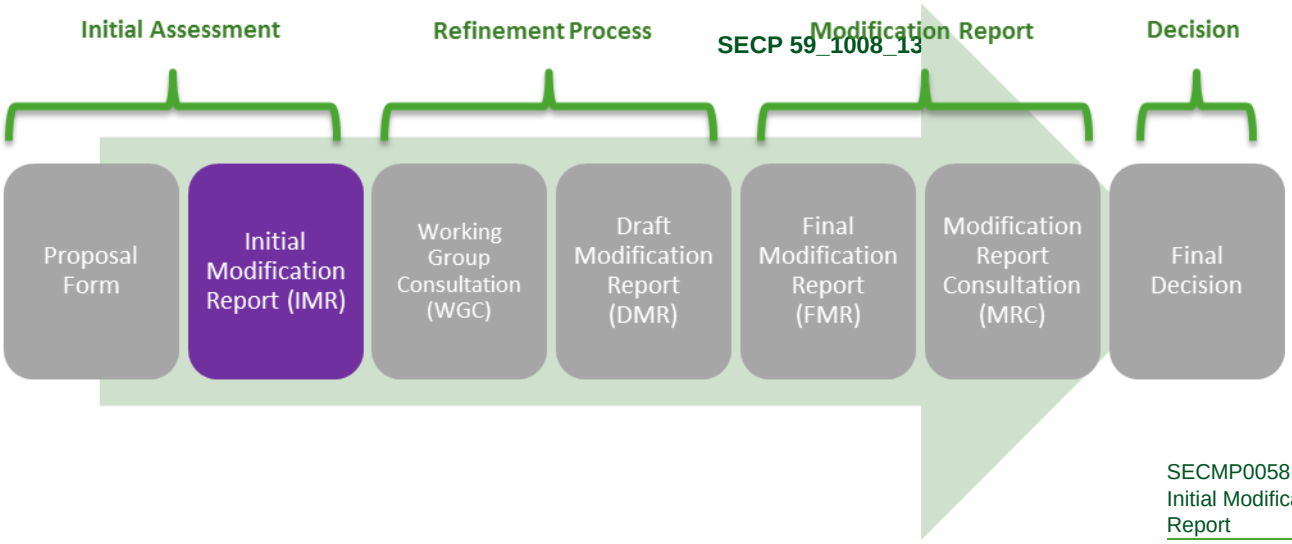
This Initial Modification Report (IMR) contains our initial assessment of SECMP0058 'Changes to the governance of the Self-Service Interface'. It also provides information on the issue, the Proposer's solution, potential impacts, costs and proposed progression.

This document is submitted to the Smart Energy Code (SEC) Panel for consideration to determine how this Modification Proposal should be progressed through the Modification Process.

As part of this document the Panel will be invited to:

- **AGREE** that this modification should be submitted into the Refinement Process to be assessed by a Working Group;
- **AGREE** the Working Group's Terms of Reference;
- **AGREE** the progression timetable set out in Section 6; and
- **AGREE** that SECMP0058 should be progressed as a Path 3: Self-Governance Modification Proposal.

Where are we in the process?



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Smart Energy Code

SEC
Smart Energy Code

Stage 01: Initial Modification Report

SECMP0058:

Changes to the governance of the Self-Service Interface

What stage is this document in the process?

01	Initial Assessment
02	Refinement Process
03	Modification Report
► 04	Decision

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Summary

This modification seeks to remove the Self-Service Interface (SSI) Design Specifications from the SEC and include them in a new lower level document which is created and maintained by the DCC with any future changes being consulted on and agreed by the SEC Panel. This will ensure that improvements can be implemented to the SSI in a timelier manner whilst also ensuring that the industry remain in control of what new functionality is deployed, along with the associated costs.

Proposed Progression

This Modification Proposal is recommended to be progressed:

P3

- as a Path 3: Self-Governance Modification Proposal; and
- through the Refinement Process for three months.

3 Months

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Content

1. Summary 4
2. What is the issue? 6
3. Solution 8
4. Potential Impacts 10
5. Potential Costs 11
6. Proposed Progression 12
7. Recommendations 14
Appendix 1: Detailed Progression Plan 15
Appendix 2: Glossary 16

About this Document

This is an Initial Modification Report (IMR). This document contains details of the issue, solution, potential impacts and costs as well as the proposed progression for SECMP0058.

This document has two attachments:

- **Attachment A** contains the SECMP0058 Modification Proposal Form; and
- **Attachment B** contains the draft SSI Baseline Requirements Document.

The Panel will consider this IMR at its meeting on 10th August 2018 and determine how this modification should be progressed through the Modification Process.

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1. Summary

What is the issue?

The DCC has received feedback from Users stating that, whilst the SSI is compliant in its current form, it has insufficient functionality to fully support them as effectively as required.

SEC Appendix AH 'Self-Service Interface Design Specification' currently sets out the detailed specifications for the SSI. The information set out in Appendix AH is specified at a level of detail which is very prescriptive, and which can only be changed by raising and progressing a SEC Modification. Due to this, the DCC is unable to make rapid changes to the SSI to improve Users ability to access DCC services, which is undermining the usefulness of the SSI over time as the needs of Users change.

What is the Proposed Solution?

This Modification aims to remove Appendix AH from the SEC and replace it with a new specification document (the SSI Baseline Specification) which would be created and maintained by the DCC. The SSI Baseline Specification Document will not be subject to the Section D Modifications Process and instead DCC will be able to make changes to the document following consultation with Parties, and with the agreement of the SEC Panel (or a Sub-Committee to which the Panel has formally delegated the required decision-making power).

Potential impacts

Party

Large Supplier Parties		Small Supplier Parties	
Electricity Network Parties		Gas Network Parties	
Other SEC Parties			

System

DCC Systems		Party interfacing systems	
Smart Metering Systems		Communication Hubs	
Other systems			

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Potential implementation costs

We believe that the cost to implement SECMP0058 will be £1,200 and will be limited to SECAS time and effort to deliver the necessary document changes.

Proposed progression

We and the Proposer recommend this Modification Proposal is:

- Progressed as a Path 3: Self-Governance Modification Proposal; and
- Progressed through the Refinement Process for three months.

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2. What is the issue?

What is the SSI?

The Self-Service Interface (SSI) is a web-based portal which allows Users to obtain information about, and interact with, DCC Services. This includes raising and monitoring the status of incidents, viewing smart metering inventory and accessing external systems.

What discussions have already been held?

DCC initially informed the Operations Group on 27th March 2018 on the feedback it had received from users about the SSI within Appendix AH of the SEC, outlining changes that they would like to see be made for the SSI to work more effectively. It was noted that the functionality provided by the SSI was set in the SSI Design Specification, which is part of the SEC and that this prevented making changes to the SSI without a Modification Proposal. The Operations Group discussed the issue and agreed that improvements to the SSI were needed, and that an agile approach might be considered, but noted that it would still need to include appropriate governance under the SEC.

DCC presented slides to the Operations Group on 24th April 2018 covering their proposals for change to the SSI. DCC outlined their preferred approach to amend SEC Appendix AH removing the detailed specification and replacing this with a set of functional requirements and governance requirements. The detailed SSI specification document would be managed by DCC outside the SEC but referenced in the SEC. This would mean that making changes to the SSI specification in the future would not need a SEC Modification. It was noted however, that a modification would be required to make these changes to Appendix AH and its governance. DCC also proposed that an alternative approach was to leave Appendix AH as the detailed specification but with an alternate change process to enable swift and timely changes to be made. DCC then advised the Operations Group on 26th June 2018 that they would be raising a modification to replace the detailed SSI specification in SEC Appendix AH.

On 24th July 2018 DCC explained to the Operations Group the Modification Proposal they would be raising to replace Appendix AH with a new document that would not be subject to the Section D Modifications Process itself (but would still require a modification to implement the document), enabling DCC to more effectively make improvements to the SSI. The possibility of using the Operations Group as a Working Group was then discussed due to their prior knowledge of the issue. The proposed new document which can be found in Attachment B, was then circulated by SECAS to all Operations Group members on 30th July 2018.

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What is the issue?

The DCC has received feedback from Users stating that, whilst the SSI is compliant in its current form, it has insufficient functionality to fully support them as effectively as required.

SEC Appendix AH 'Self-Service Interface Design Specification' currently sets out the detailed specifications for the SSI. The information set out in Appendix AH is specified at a level of detail which is very prescriptive, and which can only be changed by raising and progressing a modification. Due to this, DCC is unable to make rapid changes to the SSI to improve Users ability to access DCC services, which is undermining the usefulness of the SSI over time as the needs of Users change.

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3. Solution

Proposed solution

DCC raised SECMP0058 'Changes to the governance of the Self-Service Interface' on 2nd August 2018.

This modification seeks to remove Appendix AH from the SEC and replace it with a new specification document called the SSI Baseline Specification Document, which will be created and maintained by DCC.

The proposed SSI Baseline Specification Document will allow full traceability of the requirements outlined in SEC Sections H8.15(c) and H8.16 to the lowest level of detail. It will also reflect the requirements of Appendix AI 'Self Service Interface Code of Connection'.

DCC propose that the new DCC managed document will not be subject to the Section D Modification Process. Instead, it can be amended by DCC following consultation with Parties, and with the agreement of the SEC Panel (or a Sub-Committee to which the Panel has formally delegated the required decision-making power).

Legal text

The proposed legal text changes to SEC will be developed as part of refinement. The draft SSI Baseline Requirements Document developed by the DCC is provided in **Attachment B**.

Views against the General SEC Objectives

The Proposer believes that this Modification Proposal better facilitates General SEC Objectives (a) and (b).

- **Objective (a)**[1]: This Modification will provide Users with an improved means of accessing DCC Services directly, including information which could be critical to resolving issues related to the provision, installation and operation of Smart Metering Systems.
- **Objective (b)**[2]: This Modification will better enable DCC to meet the Interim General Objective in its licence, specifically it will support improved co-ordination of the activities, systems, and procedures of SEC Parties by providing better access to DCC Services and information.

[1] Facilitate the efficient provision, installation, and operation, as well as interoperability, of Smart Metering Systems at Energy Consumers' premises within Great Britain.

[2] Enable the DCC to comply at all times with the General Objectives of the DCC (as defined in the DCC Licence), and to efficiently discharge the other obligations imposed upon it by the DCC Licence.

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For the avoidance of doubt, the Proposer believes that this modification is neutral against the remaining General SEC Objectives.

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4. Potential Impacts

The following section sets out the initial assessment of likely impacts should SECMP0058 be approved and implemented. Additional impacts may be identified by the Working Group as part of the Refinement Process.

SEC Party impacts

This modification is expected to impact the DCC as the new SSI Baseline Requirements Document will need to be developed and maintained by the DCC.

There are no impacts of any other SEC Parties identified.

SEC Panel impacts

Under this modification, the SEC Panel (or any delegated authority or Sub-Committee) will be given the power to approve changes to the new SSI Baseline Requirements Document. This means that the SEC Panel will have to review and consider any changes to this SSI document.

Central System impacts

There are no system impacts anticipated for this modification.

Testing

There is no testing anticipated to be needed for this modification.

SEC and Subsidiary Document impacts

SEC Section A 'Definitions and interpretations', Section H 'DCC Services' and Appendix AH 'Self Service Interface Design Specification' will all be impacted by this modification.

Impacts on other industry codes

There are no other codes anticipated to be impacted as a result of this modification.

Greenhouse Gas Emission impacts

This modification will not have an impact on Greenhouse Gas Emissions.

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5. Potential Costs

Potential implementation costs

The cost to implement SECMP0058 is expected to be limited to SECAS Administration time and effort for:

- Making the necessary amendments to the SEC;
- Releasing a new version of the SEC to SEC Parties; and
- Publishing this on the SEC website.

However, this will be confirmed as part of the Working Group's assessment and development of the modification.

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6. Proposed Progression

Modification Path

We and the Proposer recommend that SECMP0058 be progressed as a Path 3: Self-Governance Modification Proposal as it does not meet any of the criteria under Section D2.6 of the SEC.

Proposed progression

We recommend the following progression timetable for Panel consideration.

Activity	Date
Modification Proposal raised	02 Aug 18
IMR presented to Panel	10 Aug 18
Working Group	W/C 03 Sep 18
Working Group Consultation	Sep/Oct 18
Working Group *(if required)*	Oct 18
Panel reviews Modification Report	09 Nov 18
Modification Report Consultation	12 Nov 18 – 03 Dec 18
Change Board vote	19 Dec 18

Refinement length

We recommend that this modification is submitted for a three-month Refinement Process for assessment by a Working Group. This three-month timeframe will allow for:

- a full Working Group assessment to take place (approx. one to two Working Group meetings); and
- one 15 Working Day industry consultation to be issued and reviewed;

For a more detailed progression plan please see Appendix 1.

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Working Group

Membership

We recommend that the SECMP0058 Working Group be made up of individuals with expertise in the DCC SSI, members of the Operations Group as well as any other interested parties.

Terms of Reference

In order to assess the Modification Proposal fully, we are recommending that the Working Group considers the following specific questions in addition to the standard Working Group Terms of Reference questions.

What impact will this modification have on planned DCC maintenance durations?

Under question 1 in the proposal form for this modification, DCC references that future changes to the SSI will affect the levels of planned maintenance, but that this will be the subject of a separate modification. The Working Group should consider how big an impact this modification could have on planned maintenance durations.

The standard ToR for SEC Working Groups can be found on the About Modifications page of our website.

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7. Recommendations

The Panel is invited to:

- **AGREE** that this modification should be submitted into the Refinement Process to be assessed by a Working Group;
- **AGREE** the Working Group Terms of Reference;
- **AGREE** the progression timetable set out in Section 6; and
- **AGREE** that SECMP0058 should be progressed as a Path 3: Self-Governance Modification Proposal.

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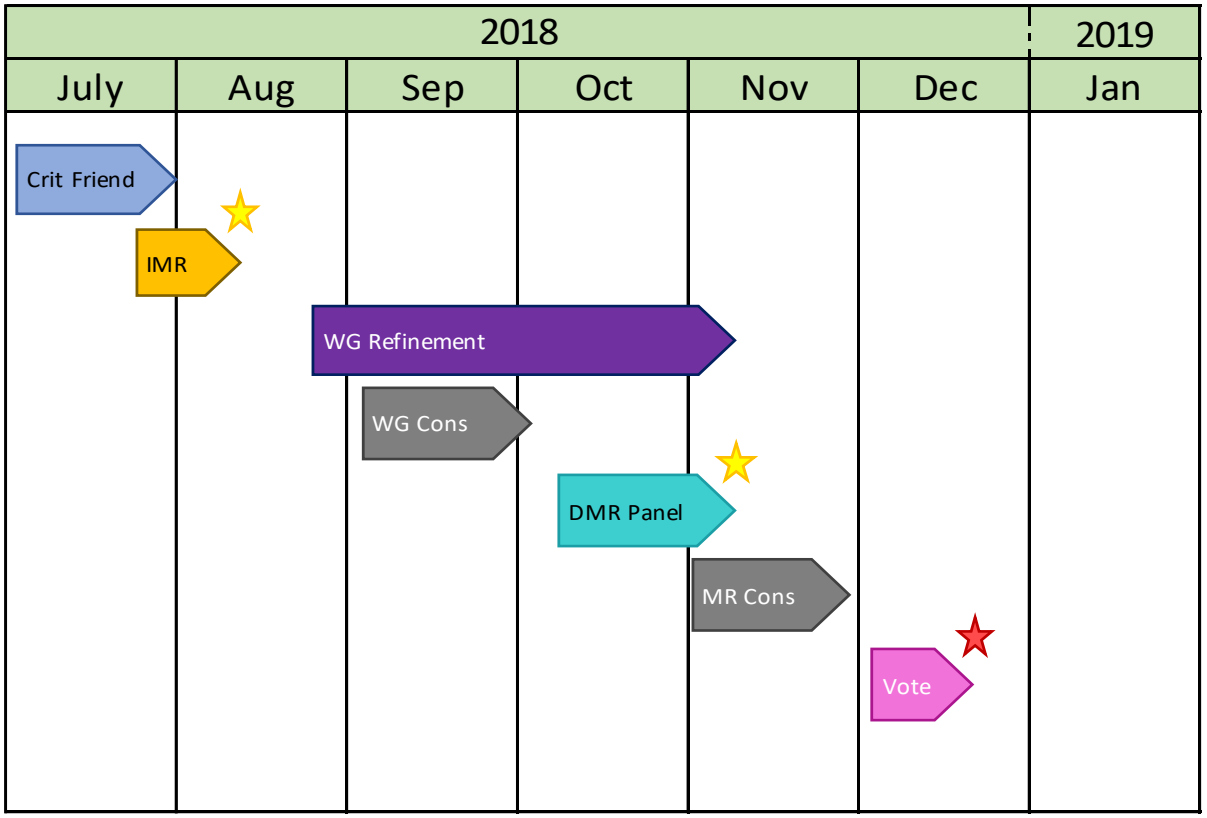
Appendix 1: Detailed Progression Plan

Please note that the progression plan shown below is subject to change.

Panel agreed milestone ☆ Decision Date ★



Appendix 2: Glossary

The table below provides definitions of the terms used in this document.

Acronym	Defined Term
DCC	Data Communications Company
IMR	Initial Modification Report
SEC	Smart Energy Code
SECAS	Smart Energy Code Administrator and Secretariat
SSI	Self-Service Interface

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