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Action:	**For Information**

Operations Report – August 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 August 2018.

2. Recommendation

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

Hollie McGovern

SECAS Team

7th September 2018

Attachments:

Appendix A – Testing Update SREPT (AMBER)

Appendix B – Testing Update UEPT (AMBER)

SEC
Smart Energy Code

Smart Energy Code

SECAS Operations Report

August 2018

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
Dyball Associates Limited	Other SEC Party
Squire Energy Limited	Small Suppliers

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
ENGIE Gas Limited	Small Suppliers	Gas Supplier, Import Supplier, Export Supplier	09/08/2018
Haven Power Limited	Small Suppliers	Import Supplier, Export Supplier	28/08/2018
Opus Energy Limited	Small Suppliers	Import Supplier, Export Supplier	30/08/2018
Opus Energy Corporate Limited	Small Suppliers	Import Supplier, Export Supplier	30/08/2018
Opus Gas Supply Limited	Small Suppliers	Gas Suppliers	30/08/2018
Opus Energy Renewables Limited	Small Suppliers	Import Supplier, Export Supplier	30/08/2018

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 four notifications of SREPT completion since the last SEC Panel meeting. The details are provided in Appendix A.

Completion of the User Entry Process Testing (UEPT)

Since the last SEC Panel meeting, SECAS have been informed of seven SEC Parties having successfully completed UEPT for a total of 16 User Roles. The details are provided in Appendix B.

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:

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

Table 3: SEC Party Statistics

At the end of the reporting month, there were 308 Parties to the SEC representing 243 Voting Groups, plus the DCC.

[1] One SEC Party entered Default in both May and June. This continued in July. A second Party entered Default in July.
[2] Two SEC Parties entered Event of Default in August, and a further Party had both an ongoing Event of Default from July and a further Event of Default in August.
[3] Wingas UK Limited voluntarily requested to be withdrawn.
[4] Boltland Energy Limited voluntarily withdrew from the SEC upon the revocation of their Electricity Supply Licence.
[5] This expulsion was due to the company Future Energy (Supply) Ltd ceasing to trade.
[6] Iresa Limited was expelled from the Code following revocation of its Electricity and Gas Supply Licences.

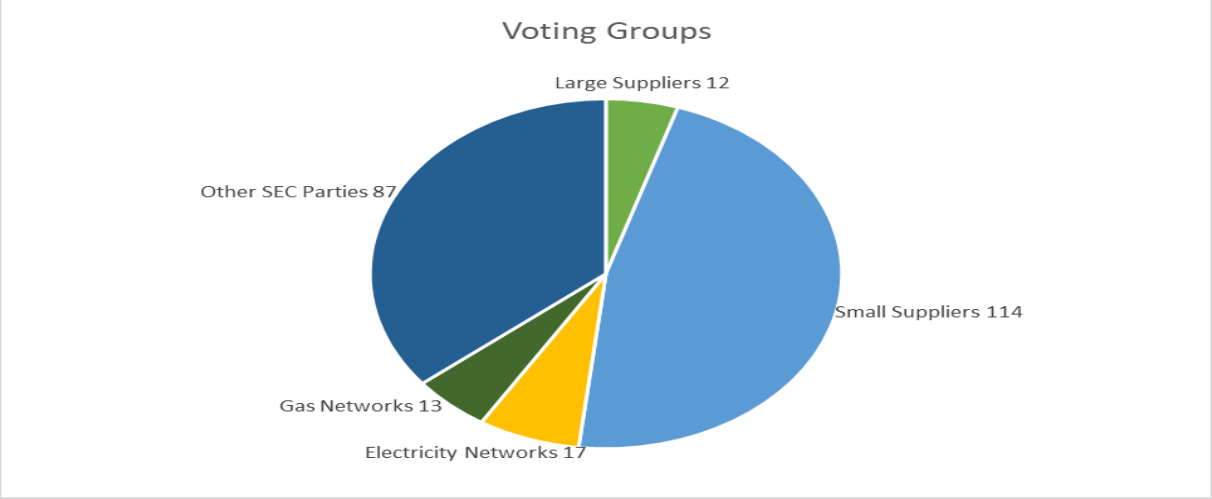

Figure 1: Breakdown of SEC Party Voting Groups

1.5 Change Management Update

- Following the Change Board's approval of SECMP0050 'Section D Review: Moving the Working Group Terms of Reference to a separate document' and SECMP0051 'Section D Review: Amendments to the Fast Track Modification process' and recommendation to approve SECMP0049 'Section D Review: Amendments to the Modification Process', we are now preparing for the implementation of the updated Modification Process in November 2018. In preparation for a decision to approve SECMP0049, we are preparing the Terms of Reference for the group that will provide input during the new Development Stage and updating the proposal form for raising changes. Alongside this, we will be releasing guidance to SEC Parties, updating our modification webpages and revamping our Modification Reports. We are also seeking approval of the Working Group Terms of Reference document formed as part of SECMP0050.
- Following the Panel's request, we continue to seek the full DCC implementation costs for individual Modification Proposals, to allow for fully informed decisions to be made by the Change Board and the Authority. We have also been determining the way forward with the implementation of DCC System changes originally targeted for the June 2019 SEC Release following the Panel's decision to defer these to a later release.
- We are working to develop the enduring process for implementing SEC Releases following the Panel's discussions at the July and August 2018 meetings. We will be working with the DCC to develop the end-to-end process, before presenting this to the Panel for consideration.
- We released one new version of the SEC this month. SEC Version 5.21 was designated on 22nd August 2018 to implement SECMP0044 'User Security Assessment of a Shared Resource'.
- We continue to progress a large number of changes through the process, with 28 modifications currently undergoing the Modification Process.
- We currently have nine modifications approved for implementation in the November 2018 SEC Release with three further modifications targeted for inclusion subject to approval. We are beginning to prepare for the implementation of this release.

1.6 Technical Support Update

- Five new versions of the Central Products List (CPL) were updated and published on the SEC Website in August 2018, following six new entry submissions.
- We published the Deployed Products List to the SEC Website four times in August 2018, following the updates being generated by the DCC.
- We are continuing to prepare Business Architecture Model (BAM) updates in preparation for its publication in advance of Release 2.0 going live.
- Following TABASC's approval of improvements made to the Effectiveness Review Questionnaire, we have been preparing the second iteration of the Effectiveness Review Survey within the Survey Monkey platform. We expect this survey to be issued in early September 2018. In addition, work is underway on communications to key stakeholders, which will be issued in advance of the questionnaire to provide advanced notice and to aid the level of engagement and responses submitted.

- We are developing an approach for facilitating industry discussions on Technical Specification matters once the transitional Issue Resolution Process (IRP) ceases to run in mid-2019.
- We are continuing to prepare guidance on the 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.
- We are continuing to facilitate and support the Testing Advisory Group's (TAG) review of the testing progress associated with Release 2.0 (R2.0), focusing on System Integration Testing (SIT) completion to inform a recommendation to the SEC Panel.
- We have undertaken several reviews and meetings with the DCC to establish timelines for the TAG and Ops Group assessment of the DCC Release 2.0 Live Service Criteria (LSC) (as part of the R2.0 Go Live governance activities). Furthermore, arrangements will have to be re-worked and communicated to all Parties once the DCC has completed its review of R2.0, as per the announcement at last Thursday's BEIS IMF.
- We have agreed with the DCC to defer consideration of Release 2.0 Incentives Scheme Milestone (2a and 2b), in light of R2.0 testing delays.
- The volume of changes to the Temporary Planned Maintenance Schedule, as agreed at SECP_57x_0407, is generating considerable work for the Ops Group. DCC communications for all the various aspects of Planned Maintenance need improvement and we believe a single schedule of all Planned Maintenance changes would be simpler to administer and interpret for all Parties.
- We continue to push the DCC for further engagement over its communications and Notifications to Parties, i.e. Maintenance, Incidents and Reporting. We have fed back areas where we believe these can be improved and have offered support.
- In light of the anniversary and additional responsibilities placed on the Ops Group this year, we are undertaking a review of the Terms of Reference for the group.

1.7 Security and Privacy Update

- We have been working with the User Competent Independent Organisation (User CIO) to produce Security Controls Framework (SCF) v1.13, which includes amendments to Part 1 and 2 to reflect recent Security Sub-Committee (SSC) agreements and to ensure consistency. SCF v1.14 is due to be published in October 2018, to reflect the changes associated with SECMP0044 'User Security Assessment of a Shared Resource', which was implemented on 22nd August 2018.
- We have begun providing the SSC with the monthly Change Status Report, to provide oversight on the progress of SEC Modifications and Releases.
- We recently published the SMETS1 Security Architecture Document, as the updates to Section 4.1 provide advice to Users. The document is available to SEC Parties on the SEC Website.
- We also published the Privacy Controls Framework (PCF) v2.0 on the SEC Website, following SEC Panel approval.

1.8 Party Support Update

- The Non-Domestic Supplier DCC User Mandate deadline closed on 31st August 2018. The Party Support team have supported several SEC Parties with their completion of the User Entry Process (UEP). As of the end of August, a total of 57 Supplier Parties had completed UEP.
- The Party Support team undertook follow up work from the July Panel Event of Default workshop, and also dealt with four Events of Default arising in August. Two related to Parties in administration, one of whom was expelled following revocation of its licences and the other is being monitored. The remaining two are ongoing.
- We continued to review the SEC website and guidance content and undertook a preliminary review of the SECAS newsletter. We are aiming to implement a revised newsletter format in September.
- The Party Support team has been preparing for the Introduction to the SEC Seminar scheduled for 19th September 2018. This seminar is targeted at industry participants who are new to Smart metering. Invitations were issued in mid-August. Please **c**ontact SECAS to RSVP to the event.
- Party Support continues to support Parties with general queries, as well as issuing welcome emails and telephone calls to newly acceded parties.

2. SECAS Time Devoted by Service Area

The total number of resource days in August 2018 was **531.72.** The division of effort within the reporting month is shown at Driver level below:

	Driver	Days
Core	Panel and Board	47.70
	Security and Privacy	124.43
	Modifications and Release Management	157.88
	Party Support and Engagement	80.13
	Technical and Operational	101.97
Projects	Centralisation Projects/Smarter Markets	10.67
	Technical Effectiveness	0.00
	Annual Security Obligations	8.93
Grand Total		**531.72**

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

3. Helpdesk Activities

The SECAS Helpdesk receives enquiries via email and telephone. There were approximately **76** telephone enquiries and **1590** email enquiries to the SECAS mailbox in August 2018.

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

	Sept-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18
Applications	62	72	56	32	29	38	44	41	23	43	6	6
Sub-Committees	195	237	439	116	737	481	223	228	208	108	242	312
Consultation Correspondence	0	12	4	14	15	5	6	0	0	13	7	0
Contact Info	69	62	110	46	25	60	41	34	81	75	46	55
General Queries	99	113	80	102	110	90	87	59	40	43	17	54
Panel & Board Correspondence	230	111	56	23	21	34	33	48	55	203	146	106
Modifications	169	182	200	145	249	389	500	415	369	376	627	514
User CIO Assessments	246	256	375	230	359	210	230	235	262	276	284	426
Party/RDP Signifiers	5	4	4	1	4	4	4	1	1	6	1	5
Training Days/Seminars	63	76	11	0	0	57	91	22	73	1	2	31
Other	11	124	245	225	178	135	126	128	93	184	74	81
Total	**1149**	**1249**	**1580**	**934**	**1727**	**1503**	**1385**	**1211**	**1205**	**1328**	**1452**	**1590**

Table 5: SECAS Helpdesk Emails

4. SEC Website Update and Statistics

Below are some key statistics relating to the use of the SEC Website:

	2017				2018							
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Visits[7]	5,498	5,728	6,445	9,984	10,419	6,099	8,017	8,062	6,803	6,825	8,370	6,841
Page Views[8]	15,821	16,845	19,854	25,224	28,344	22,712	27,240	24,155	19,924	20,292	24,496	20,530

Table 6: SEC Website Statistics

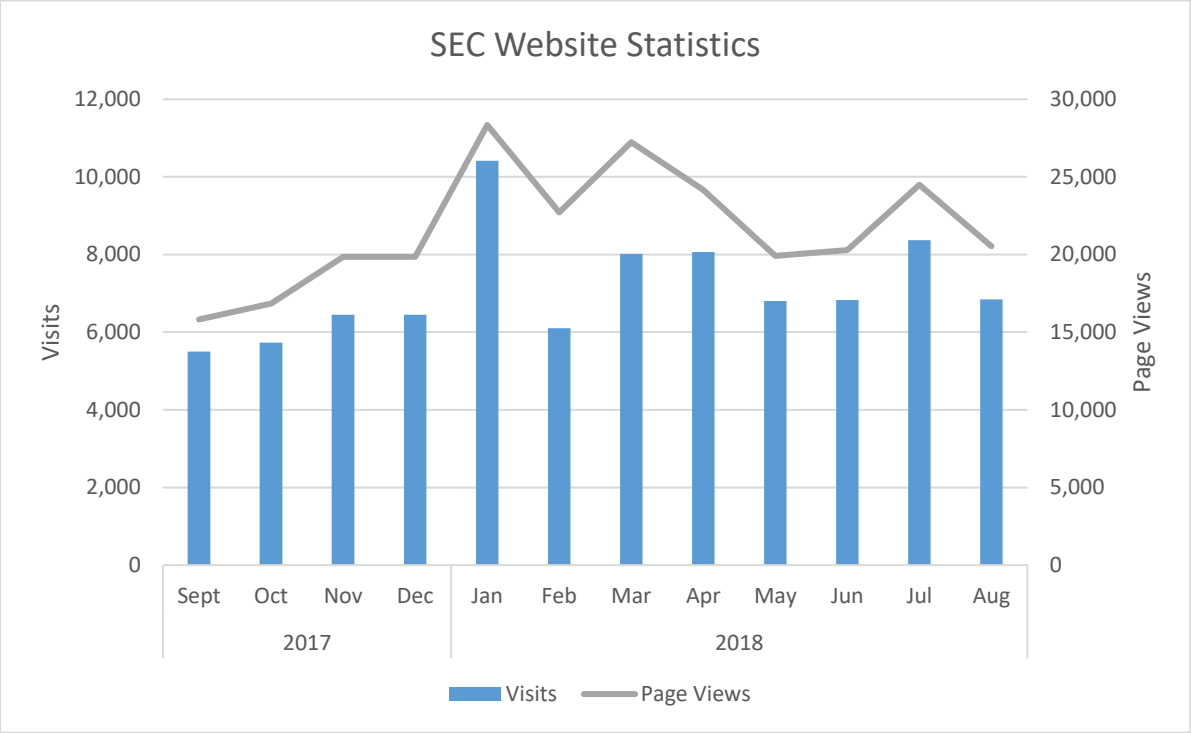

Figure 2: SEC Website Usage

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

5. 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	10/08/2018	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	10/08/2018	The SECCo Board's regular monthly meeting. The proceedings and minutes of the SECCo Board are confidential.
	TABASC	16/08/2018	The TABASC's regular monthly meeting. The meeting headlines are available via the link below. **TABASC_33_1608 – Meeting Headlines**
	SEC Change Board • SECMP0018[9] • SECMP0025[10] • SECMP0029[11] • SECMP0049[12] • SECMP0050[13] • SECMP0051[14]	21/08/2018	The Change Board met in August 2018, where it voted to approve SECMP0029, SECMP0049, SECMP0050 and SECMP0051, and to return SECMP0018 and SECMP0025 to the SEC Panel.
	Working Group • SECMP0043[15] • SECMP0046[16] • SECMP0057[17]	 09/08/2018 07/08/2018 08/08/2018	Four Working Group meetings took place in August 2018 to discuss the progression of SECMP0043, SECMP0046 and SECMP0057.

[9] SECMP0018 'Standard Electricity Distributor Configuration Settings'
[10] SECMP0025 'Electricity Network Party Access to Load Switching Information'
[11] SECMP0029 'Business Continuity and Disaster Recovery Testing Amendments'
[12] SECMP0049 'Section D Review: Amendments to the Modification Process'
[13] SECMP0050 'Section D Review: Moving the Working Group Terms of Reference to a separate document'
[14] SECMP0051 'Section D Review: Amendments to the Fast Track Modification process'
[15] SECMP0043 'Modification to Services Force Majeure Provisions'
[16] SECMP0046 'Allow DNOs to control Electric Vehicle chargers connected to Smart Meter infrastructure'
[17] SECMP0057 'Users to notify SSC of a second or subsequent User System'

	Security Sub-Committee (SSC)	08/08/2018 22/08/2018	The SSC held two meetings in July 2018. The non-confidential meeting headlines can be found below. **SSC_60_0808 – Meeting Headlines** **SSC_61_2208 – Meeting Headlines**
	SMKI PMA	21/08/2018	The SMKI PMA continue to meet monthly. The meeting headlines are available via the link below. **SMKI PMA_49_2108 – Meeting Headlines**
	Operations Group (OPSG)	28/08/2018	The OPSG continue to meet monthly. The meeting headlines are available via the link below. **OPSG_11_2808 – Meeting Headlines**
	Testing Advisory Group (TAG)	01/08/2018	The TAG met once in August 2018. The minutes will be available in September 2018.
	Modifications Question Hour	06/08/2018	Each month SECAS host a teleconference, offering SEC Parties the opportunity to speak to a Modifications specialist.
BEIS	Implementation Managers Forum	30/08/2018	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.
	Technical and Business Design Group	15/08/2018	
DCC	Test Design and Execution Group	14/08/2018	

Table 7: Meetings hosted and attended by SECAS