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<b>Action:</b>	<b>For Information</b>

## Operations Report – September 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 September 2018.

### 2. Recommendation

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

**Hollie McGovern**

**SECAS Team**

**5 October 2018**

Attachments:

Appendix A – Testing Update SREPT (AMBER)

Appendix B – Testing Update UEPT (AMBER)



# SECAS Operations Report

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**September 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
Scafell Energy Limited	Small Suppliers
Flogas Britain 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, no SEC Parties have completed the UEP.

### 1.3 Testing Update

#### SMKI and Repository Entry Process Testing (SREPT)

There have been 5 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 2 SEC Parties having successfully completed UEPT for a total of 6 User Roles. The details are provided in Appendix B.

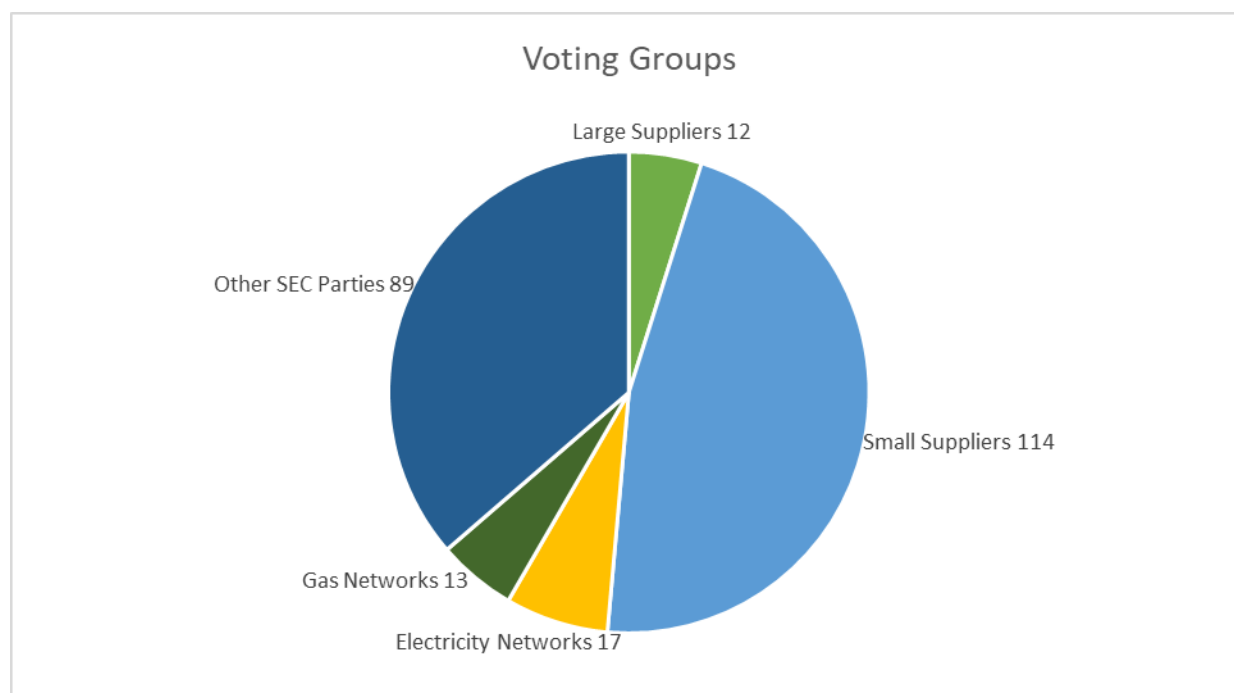
## 1.4 Membership

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

	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18
Accessions	6	3	3	1	3	0	15	2	6	1	0	2
In Default	0	0	0	0	0	0	1 <sup>1</sup>	1	1	2 <sup>2</sup>	3 <sup>3</sup>	4 <sup>4</sup>
Withdrawals	0	1 <sup>5</sup>	0	0	0	0	0	0	0	1 <sup>6</sup>	0	0
Expulsions	0	0	0	0	1 <sup>7</sup>	0	0	0	0	0	1 <sup>8</sup>	0

**Table 3: SEC Party Statistics**

At the end of the reporting month, there were 310 Parties to the SEC representing 245 Voting Groups, plus the DCC.



**Figure 1: Breakdown of SEC Party Voting Groups**

<sup>1</sup> One SEC Party entered Default in April; this was resolved shortly after.

<sup>2</sup> One SEC Party entered Default in both May and June. This continued in July. A second Party entered Default in July.

<sup>3</sup> 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.

<sup>4</sup> Three SEC Parties have been in Default since August; a further Party has entered Default in September.

<sup>5</sup> Wingas UK Limited voluntarily requested to be withdrawn.

<sup>6</sup> Boltland Energy Limited voluntarily withdrew from the SEC upon the revocation of their Electricity Supply Licence.

<sup>7</sup> This expulsion was due to the company Future Energy (Supply) Ltd ceasing to trade.

<sup>8</sup> Iresa Limited was expelled from the Code following revocation of its Electricity and Gas Supply Licences.

## 2. Monthly SECAS Highlights

### 2.1 Change Management Update

- We continue to prepare for the changes to the modification process that will be going live in November 2018, although the send-back of [SECMP0049 'Section D Review: Amendments to the Modification Process'](#) will (if this change is ultimately approved) delay the implementation of the 'pre-modification process' until early 2019. We still intend to roll out as many other improvements to the existing process as we can, not dependent on SECMP0049, before the end of 2018.
- 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 are continuing to develop the enduring process for implementing SEC Releases. We will be working with the DCC to develop the end-to-end process, before presenting this to the Panel for consideration. We anticipate providing an update on this work to the Panel in November.
- We released one new version of the SEC this month. SEC Version 5.22 was designated on 18 September 2018 in order to [introduce the SEC Variation Testing Approach Document for DCC SMETS1 Services as Appendix AK](#).
- We continue to progress a large number of changes through the process, with 30 modifications currently undergoing the Modification Process.
- We currently have 11 modifications approved for implementation as part of the November 2018 SEC Release (including two modifications due to be implemented one week later). We are in the process of preparing the combined redlining of the SEC for the implementation of this release.

### 2.2 Technical Support Update

- Three new versions of the Central Products List (CPL) were updated and published on the [SEC Website](#) in September 2018.
- We published the Deployed Products List to the [SEC Website](#) four times in September 2018, following the updates being generated by the DCC.
- We are completing the final updates to the Business Architecture Model (BAM) in preparation for its publication in advance of Release 2.0 (R2.0) going live.
- We have issued the [Effectiveness Review Questionnaire](#) on 14 September 2018 and are monitoring responses ahead of the deadline on 12 October 2018.
- Work is underway to develop a Terms of Reference for TABASC consideration for the SEC group that replaces the Technical Specification Issue Resolution Sub-group (TSIRS) when it ceases to operate under transitional governance in mid-2019.
- We have supported the call for TABASC nominations process in September 2018.
- 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.

- We are continuing to facilitate and support the Testing Advisory Group's (TAG) and Operations Group (Ops Group) review of the testing progress associated with R2.0, focusing on System Integration Testing (SIT) completion to inform a recommendation to the SEC Panel.
- We supported the Panel and Ops Group review of the latest Temporary Planned Maintenance request. We have progressed a number of actions resulting from the feedback to the request with the DCC.
- We have supported the Working Group for [SECMP00058 'Changes to the governance of the Self-Service Interface'](#), developing solutions and approach to future changes for the DCC Self Service Interface.
- We attended the BEIS Implementation Managers Forum (IMF) where a number of operational issues impacting rollout were discussed.

## 2.3 Security and Privacy Update

- The Security team facilitated two SSC meetings on 12 and 26 September, as well as an SSC SMETS1 Device Assurance workshop and SSC Risk Assessment workshop on 25 September. The team also facilitated the SMKI PMA meeting on 16 September.
- Two members of the Security team attended the Introduction to the SEC Seminar to give attendees an overview of the User Entry Process and an overview of the Security and Privacy assessment process.
- The team continue to liaise with the SSC, the SSC Chair and the User CIO with regards to updating the Security Controls Framework to version 1.14.
- The SECAS validation team also completed two validations of Privacy Assessments, which will be presented to the Panel on 12 October 2018.

## 2.4 Party Support Update

- A significant focus for the Party Support Team was the Introduction to the SEC seminar on 19 September 2018. A number of representatives attended from a range of Suppliers, Network Parties and Other SEC Parties. We received positive feedback from the seminar; participants agreed that all sessions were useful, with the variety of topics covered being appreciated.
- Changes were introduced to the SEC newsletter. This will now be more frequent, concise, and focused on engaging Parties in the SEC, in addition to reporting past decisions.
- Party Support continue to focus on Events of Default, with follow up work on three current Events of Default and a new Event of Default being undertaken. The Party Support team continue to liaise with Ofgem and the DCC to clarify the Event of Default process.
- We continue to support Parties with general queries, as well as welcome emails and telephone contacts to newly acceded Parties. The team continue to advise on and process Accession applications and the User Entry process.

### 3. SECAS Time Devoted by Service Area

The total number of resource days in September 2018 was **481.63**. The division of effort within the reporting month is shown at Driver level below:

	Driver	Days
<b>Core</b>	Panel and Board	45.93
	Security and Privacy	111.67
	Modifications and Release Management	143.13
	Party Support and Engagement	67.30
	Technical and Operational	102.67
<b>Projects</b>	Centralisation Projects/Smarter Markets	5.00
	Technical Effectiveness	0.00
	Annual Security Obligations	5.93
<b>Grand Total</b>		<b>481.63</b>

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

#### 4. Helpdesk Activities

The SECAS Helpdesk receives enquiries via email and telephone. There were approximately **55** telephone enquiries and **1,606** email enquiries to the SECAS mailbox in September 2018.

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

	Oct 17	Nov 17	Dec 17	Jan 18	Feb 18	Mar 18	Apr 18	May 18	Jun 18	Jul 18	Aug 18	Sep 18
Applications	72	56	32	29	38	44	41	23	43	6	6	56
Sub-Committees	237	439	116	737	481	223	228	208	108	242	312	362
Consultation Correspondence	12	4	14	15	5	6	0	0	13	7	0	2
Contact Info	62	110	46	25	60	41	34	81	75	46	55	51
General Queries	113	80	102	110	90	87	59	40	43	17	54	44
Panel & Board Correspondence	111	56	23	21	34	33	48	55	203	146	106	45
Modifications	182	200	145	249	389	500	415	369	376	627	514	528
User CIO Assessments	256	375	230	359	210	230	235	262	276	284	426	416
Party/RDP Signifiers	4	4	1	4	4	4	1	1	6	1	5	0
Training Days/Seminars	76	11	0	0	57	91	22	73	1	2	31	43
Other	124	245	225	178	135	126	128	93	184	74	81	59
<b>Total</b>	<b>1249</b>	<b>1580</b>	<b>934</b>	<b>1727</b>	<b>1503</b>	<b>1385</b>	<b>1211</b>	<b>1205</b>	<b>1328</b>	<b>1452</b>	<b>1590</b>	<b>1606</b>

**Table 5: SECAS Helpdesk Emails**

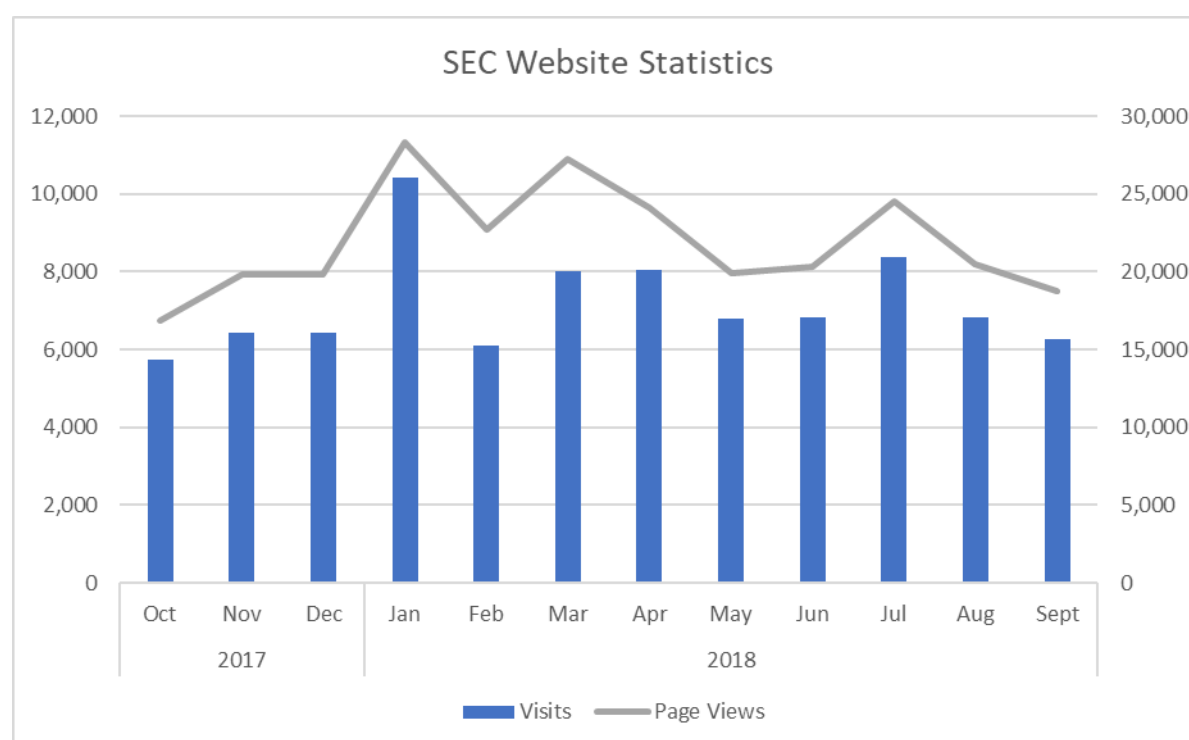


## 5. SEC Website Update and Statistics

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

	2017				2018							
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Visits <sup>9</sup>	5,728	6,445	9,984	10,419	6,099	8,017	8,062	6,803	6,825	8,370	6,841	6,266
Page Views <sup>10</sup>	16,845	19,854	25,224	28,344	22,712	27,240	24,155	19,924	20,292	24,496	20,530	18,738

**Table 6: SEC Website Statistics**



**Figure 2: SEC Website Usage**

<sup>9</sup> A visit is the time a user is actively engaged with our website. All usage data is associated with a visit.

<sup>10</sup> Page Views 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	14/09/2018	The Panel's regular monthly meeting. Further information on the proceedings of this meeting is available in the public minutes on the <a href="#">SEC Website</a> .
	SECCo Board	14/09/2018	The SECCo Board's regular monthly meeting. The proceedings and minutes of the SECCo Board are confidential.
	TABASC	18/09/2018	The TABASC's regular monthly meeting. The meeting headlines are available via the link below. <a href="#">TABASC 34 1809 – Meeting Headlines</a>
	SEC Change Board <ul style="list-style-type: none"> <li>SECMP0009<sup>11</sup></li> <li>SECMP0041<sup>12</sup></li> </ul>	19/09/2018	The Change Board met in August 2018, where it recommended the Authority <b>rejects</b> SECMP0041 and voted to <b>return</b> SECMP0009 to the SEC Panel.
	Working Group <ul style="list-style-type: none"> <li>SECMP0058<sup>13</sup></li> <li>SECMP0031<sup>14</sup></li> <li>SECMP0038<sup>15</sup></li> <li>SECMP0056<sup>16</sup></li> <li>SECMP0010<sup>17</sup></li> <li>SECMP0013<sup>18</sup></li> </ul>	03/09/2018 10/09/2018   24/09/2018	Four Working Group meetings took place in September 2018 to discuss the progression of SECMP0010, SECMP0013, SECMP0031, SECMP0038, SECMP0056 and SECMP0058.

<sup>11</sup> [SECMP0009 'Centralised Firmware Library'](#)

<sup>12</sup> [SECMP0041 'Amending the Change Board decision making rules for Modification Proposals'](#)

<sup>13</sup> [SECMP0058 'Changes to the governance of the Self-Service Interface'](#)

<sup>14</sup> [SECMP0031 'Adding UTRN Functionality to SMETS'](#)

<sup>15</sup> [SECMP0038 'Sending Commands via PPMIDs'](#)

<sup>16</sup> [SECMP0056 'IHD / PPMID Zigbee Attributes Available on the HAN'](#)

<sup>17</sup> [SECMP0010 'Introduction of triage arrangements for Communication Hubs'](#)

<sup>18</sup> [SECMP0013 'Smart meter device diagnostics and triage'](#)

Category	Meeting	Meeting Date(s)	Summary of Events
	Security Sub-Committee (SSC)	12/09/2018 26/09/2018	The SSC held two meetings in September 2018. The non-confidential meeting headlines can be found below.  <a href="#">SSC 62 1209 – Meeting Headlines</a> <a href="#">SSC 63 2609 – Meeting Headlines</a>
	SMKI PMA	18/09/2018	The SMKI PMA continue to meet monthly. The meeting headlines are available via the link below.  <a href="#">SMKI PMA 50 1809 – Meeting Headlines</a>
	Operations Group (OPSG)	25/09/2018	The OPSG continue to meet monthly. The meeting headlines are available via the link below.  <a href="#">OPSG 12 2509 – Meeting Headlines</a>
	Testing Advisory Group (TAG)	06/09/2018	The TAG met once in September 2018. The minutes will be available in October 2018.
	Modifications Question Hour	10/09/2018	Each month SECAS host a teleconference offering SEC Parties the opportunity to ask questions on the modifications due to be presented at the forthcoming Panel meeting.
BEIS	Implementation Managers Forum	27/09/2018	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	12/09/2018	
	Technical and Business Design Group	19/09/2018	
DCC	Test Design and Execution Group	n/a	The TDEG did not meet in September. The next meeting is scheduled for 9 October 2018.

**Table 7: Meetings hosted and attended by SECAS**