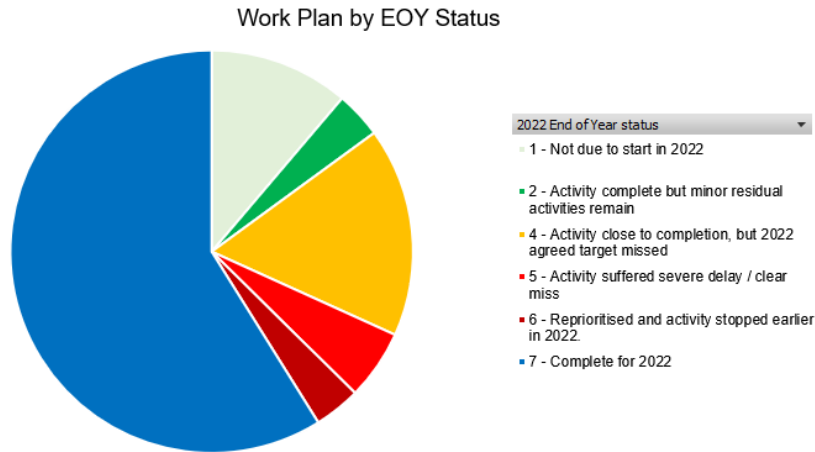


IC-ENC End Of Year Report: 2022 Summary

IC-ENC has made good progress across the breadth of an ambitious 2022 Work Plan. Full details on the status of each activity is provided in the Excel file. The following provides the Steering Committee with a high level overview of the progress made and the challenges faced.



The Work Plan contained 107 activity lines. The majority of these are assessed as either Complete for 2022 (63) or “Activity complete with minor residual activities remaining” (4). Notable successes/completions include developing and maintaining the Learning Management System which has 479 users from across the Membership, delivering five Technical Conference events, and holding a successful first hybrid Steering Committee with excellent attendance. Towards the end of the year, IC-ENC began using the new ENC Sales Audit tool, and this activity is already bringing advantages.

We have completed 14977 ENC validations, and the folio has grown by 6% from 9332 to 9916 over the year. We’re looking forward to celebrating passing the 10,000 milestone soon! The 2022 ENC service success measures are provided over the page, along with additional figures regarding the number of safety critical errors being prevented from release.

18 activities are assessed as “Close to completion but 2022 agreed target missed”. Despite the progress made across our range of new S-100 services, we have marked many of these as ‘close, but missed’ primarily because of a key dependency of the S-100 Exchange Set Tool being delayed until Q1/2023.

10 activities are either severely delayed/suffered a ‘clear-miss’ (6) or were reprioritised earlier in the year and either stopped or postponed (4). Most notable are our technical infrastructure (in terms of reliability and service level, which included an outage mid-year in the ENC receipt/deliver system) and the IC-ENC team – this has carried gaps in key posts every month of the year (which is one of the main reasons for incomplete activities, see IC-ENC risk register).

Finally, a further 12 activities in the Plan have not yet begun (by design, these were activities for later in the 2022-24 range).

For the detailed status of each 2022 Work Plan activity, see file:

Ref	Measure	Purpose	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
T1	IC-ENC Validation time: Updates; 3 working days. Target >95%.	A measure of our timeliness of service performance	99.86	100	100	100	99.63	100	99.72	99.88	99.74	99.72	99.74	99.88
	IC-ENC Validation time: Updates; 3 working days. Target >95%.		100	100	100	100	100	100	100	100	100	100	83.33	96.55
	IC-ENC Validation time: New Editions; 5 working days. Target >95%.		89.66	99.76	99.77	99.41	99.74	99.74	100	99.71	100	99.2	99.18	94.41
	IC-ENC Validation time: New Cells; 10 working days. Target >95%.		80.95	96.49	100	100	97.92	100	96.84	100	98.57	97.22	95.74	83.56
	Total number of ENC files validated:		1234	1305	1399	1205	1335	1284	1114	1211	1110	1317	1200	1263
Total number of ENC files with Safety Critical errors prevented from being released:		37	25	47	42	45	35	58	44	29	33	29	54	
Comments: A strong performance from the international validation team (Australia, Brazil, UK, US) with many months 'green' despite staff churn. December's results reflect end of year leave peak. 2023 timeliness success measures have been made more stringent in order to drive forwards increased speed of throughput of ENC files.														
T2	IC-ENC Release; ENCs that have passed validation are released by IC-ENC within (an average of) 2 working days	A measure of our timeliness of service performance.	67.45	70.12	72.9	70.51	67.79	68.89	73.34	68.6	61.68	58.77	59.16	51.15
Comments: Figures are % achieved within 48 hrs. This measure gives the baseline performance and when the intermediate releases become operational we will see a shift to more data within 48 hours for updates initially. The decline towards the end of the year is consistent with increased workload pressure as shown in the T1 figures.														
T3	(UKHO) Verification; 30 working days	A measure of our timeliness of service performance.	0	0	33	46	0	0	35, 70, 159, 152, 162, 159	72, 72, 72,	0	0	0	0
Comments: Numbers display the verification jobs completed in month and number of working days taken. As at 31st Dec 2022, IC-ENC is awaiting results from UKHO of a further 16 verification jobs.														
Q1	ENC Integrity: 100% of ENCs released to IC-ENC VARs have their integrity maintained.	A measure of our accuracy and safety of service	100	100	100	100	100	100	100	100	100	100	100	100
Comments: Fully achieved. The CRC check process itself has been tested in-year, and a new control measure in IC-ENC risk register included to repeat this test at least annually.														
Q2	ENC Quality: "Urgent" ENC improvements identified by users are reviewed by IC-ENC within 2 working day, and IC-ENC re-validates/releases any resulting ENC changes within 2 working days.	A measure of our timeliness, accuracy and safety of our service	1	0	0	0	0	0	0	0	1	0	0	0
Comments: As forecast, only a handful (2) cases in 2022. Both achieved within defined timeline. The investigation report for the September case was shared with Steering Committee as part of Q3 Progress Reports (email 19th October 2022).														
Q3	Metafile Quality: (At least) 95% of exchange sets issued by IC-ENC have accurate & complete metafiles	Metafile Quality: (At least) 95% of exchange sets issued by IC-ENC have accurate & complete metafiles	75	100	100	100	75	100	100	50	100	75	100	100
Comments: Given the weekly release cycle (i.e. usually 4 exchange sets per month), the monthly success figures will tend to be one of 100, 75, 50, 25, 0. The metafiles which contain errors occur with manual creation stages usually when managing a large re-scheme. Important to note this success measure is one of service quality to VARs, the ENC data itself is not affected.														