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Meeting TABASC_37_1312, 13 December 2018

10:00 – 15:00, Genserv, 8 Fenchurch Place, London EC3M 4AJ

Technical Architecture and Business Architecture Sub-Committee (TABASC)

Draft Minutes

Attendees:

Category	TABASC Members
TABASC Chair	Julian Hughes
Large Suppliers	Stephen Lovell
	Stacey Brentnall (<i>teleconference</i>)
	Ashley Pocock
	Rochelle Harrison
Small Suppliers	James Kirk (<i>teleconference</i>)
	Terry Underwood
Other SEC Parties	Tim Boyle
Electricity Networks	Alan Creighton
Gas Networks	Leigh Page

Representing	Other Participants
Smart DCC	Simon Harrison
	Jane Eccles (<i>part</i>)
SECAS	Phillip Twiddy
	Kayla Reinhart
	David Kemp (<i>part</i>)

Apologies	
BEIS	John Eager
Large Suppliers	Emslie Law

Absent	
Large Suppliers	Grahame Weir
Other SEC Parties	Elias Hanna
Ofgem	Michael Walls

1. Minutes and Actions Outstanding

Action Reference	Update
<p>TABASC32/02</p> <p>The TABASC requested more transparent cost and solution update on the approach to Production Proving, specifically in relation to the enduring strategic solution from DCC.</p>	<p>The DCC to provide an update under agenda item 5.</p> <p>Action: CLOSED.</p>
<p>TABASC34/03</p> <p>TABASC to seek clarification from Panel as to whether Faster Switching changes is a TABASC responsibility or if a separate body is required.</p>	<p>SECAS is undertaking an analysis to determine the changes that will be required to the SEC as a consequence of the development of the Retail Energy Code and will present initial findings at the January 2018 Panel meeting.</p> <p>An update will be provided to the TABASC following the January 2019 Panel meeting which will help inform any TABASC responsibility associated with consequential impacts on the Technical Architecture and/or Business Architecture.</p> <p>Action: ONGOING.</p>
<p>TABASC34/04</p> <p>DCC to present findings from the T3 Aerials RFI to the TABASC at the January 2019 Meeting.</p>	<p>The DCC will present findings from the T3 Aerials RFI to the TABASC at the January 2019 Meeting.</p> <p>Action: ONGOING.</p>
<p>TABASC35/01</p> <p>SECAS to summarise the responses to the Smart Appliances consultation.</p>	<p>An update was provided under agenda item 12.</p> <p>Action: CLOSED.</p>
<p>TABASC35/09</p> <p>SECAS to confirm whether the Change Board Sub-Committee Terms of Reference are aligned with the draft TSIRS Terms of Reference.</p>	<p>In response to the TABASC's feedback, an updated flowchart setting out TSIRS and CSC interaction is provided under agenda item 9, including details on the alignment of the Change Board Sub-Committee Terms of Reference with the draft TSIRS Terms of Reference.</p> <p>Action: CLOSED.</p>

<p>TABASC36/01</p> <p>The TABASC Chair to provide a TABASC response to the Ofgem CSS Programme Director letter response.</p>	<p>A letter to the CSS programme director is being drafted and an update will be provided at the TABASC 38 meeting.</p> <p>Action: ONGOING.</p>
<p>TABASC36/02</p> <p>SECAS to draft a response to the DCC Communications Hub Firmware Management consultation for the TABASC consideration at the December 2018 meeting.</p>	<p>Under agenda item 2, the TABASC agreed the proposed TABASC response to the DCC Communications Hub Firmware Management consultation, subject to minor amendments.</p> <p>Action: CLOSED.</p>

2. TABASC Response to DCC Communications Hub Firmware Management consultation response

SECAS presented to the TABASC a proposed TABASC response to the DCC Communications Hub Firmware Management consultation. The TABASC focused on several general observations, and provided additional views to the draft proposal below:

Use of real Devices in testing

It was noted that TDEG and TAG also support the use of real Devices in testing; however, TABASC discussed the need for a risk-based approach to testing so to not delay progress unnecessarily or incur excessive costs. It was noted that the regression testing should only be completed with real Devices and new functionality testing should be completed with real Devices where possible.

Assumption of n-1, n, n+1 Firmware versions policy

The TABASC agreed with the policy to maintain three versions of Firmware for each CH; however, noted that a clear policy or regulatory requirement is needed that caters for a situation when CHs are approaching, or have passed, the date by which support for n-1 will end. This would include, for example, what will happen if a CH is not communicating or cannot be upgraded for another reason. This should set out what actions are required in such situations and which organisations would perform those actions.

The TABASC discussed suggestions that Suppliers should attempt to limit the number of firmware versions in existence by endeavouring to upgrade to the latest versions of firmware. Although TABASC considered that, where possible, it would be helpful to limit the number of firmware versions in existence it would inappropriate to attempt to mandate upgrading to latest versions of firmware.

The TABASC **AGREED** the response to the consultation, subject to minor amendments. The updated response has been provided to TABASC Members for comment ahead of submission on 17 December 2018¹.

¹ Post meeting note: the TABASC response to the DCC Communications Hub Firmware Management consultation was submitted on 17 December 2018.

3. Business Continuity and Disaster Recovery Test Disaster Recovery Test Schedule consultation

The TABASC were provided with the DCC Business Continuity and Disaster Recovery (BCDR) Test Schedule consultation to specifically seek the views from the group regarding the timing and approach of the forthcoming BCDR Test activities. The TABASC Member's noted that the Operations Group have submitted a response which the TABASC supported its views. The TABASC discussed the key item to be addressed as part of the separate TABASC response was Sunday's were preferred for the DCC to undertake BCDR Test activities as installations are unlikely to be taking place and it is a non-disconnection day for prepayment customers, therefore there will be minimal disruption to the users' operations on this day.

The other points the TABASC highlighted were:

- how and when BCDR will be tested for SMETS1 capability as the results will not be wholly relevant since the DSP will be changed to integrate the SMETS1 Service Providers and CGI IE will not be tested at this stage. It is quite possible that the number of devices on the new systems will dominate number of devices on systems that have been BCDR tested.
- the SEC Operations Group should be involved in the decision making, particularly Question 3 'Please provide any suggestions which you consider may help to minimise disruption to the provision of the Services during the proving exercise'.
- the need to involve the industry in a go / no-go decision closer to the outage windows. This is due to these activities noted to be out of the storm season, but a storm or other event, could mean that delaying would be appropriate.
- Annex 2 – Impact on the Services of the consultation may not be quite correct. The ability to maintain parts of the system when certain other parts are taken down may occur, therefore, the system availability may be slightly better than present here.

The TABASC also considered the process followed and whether improvements could be considered in the future:

- recent improvements to the consultation section of the DCC website was noted as useful but compromised by not posting all consultations there.
- there seemed to be no notice given regarding the BCDR Test Schedule consultation.
- the consultation period was very short; however, this need could be negated if prior notice was given.

The TABASC **AGREED** to submit a TABASC response² to the consultation, in addition to the SEC Operations Group response.

4. DCC Update

The DCC provided an update on the following items:

- recent Enduring Change of Supplier (ECoS) session, noting that the details and future updates on ECoS will be communicated through the TBDG as well as the TABASC for information.
- up and coming Data Service Provider re-procurement.

² Post meeting note: the TABASC response to the DCC BCDR Test Schedule consultation was sent on 14 December 2018.

- recent Central Switching Service procurement sessions and confirmed that it is down to two vendors, noting that the procurement has been under budget and on time.
- Alt HAN potentially looking to provide inventory services via the DCC. The TABASC agreed to request an update from the Alt HAN specifically on the Technical and/or Business Architecture implications.
- ongoing activity to improve the extent of test automation, noting that responses to an RFI are expected in January.
- open DCC consultations. The DCC confirmed that its new consultation page on the DCC website will be monitored and kept up to date. Any consultations relevant to the TABASC will be highlighted at each meeting.
- at least one User had upgraded its version of DUIS, with DCC noting that it is prudent that Users engage with DCC prior to upgrading.

The TABASC **NOTED** the DCC Update.

5. DCC Production Proving Update

The DCC Programme Director for Technology Transformation presented on the DCC Production Proving. It was noted that the solution delivery was split into two phases. Phase 1 solution involves the use of CGI adaptor to manually trigger a limited number of Service Requests (SRs) to production meters in test lab. DCC noted that this solution was used as part of assuring Release 2. Phase 2 involves SR sent automatically by CGI including heart beat check values.

The DCC noted that it took the decision to not progress the originally-scoped tactical solution because timescales were significant and costs were too high. The solution was to be delivered in February 2019, which would result in not gaining the benefits for using it for Release 2.0.

A TABASC Member challenged whether the changes to the solution should have been subject to further consultation. The DCC confirmed that the changes since the consultation were minor to avoid duplication of other developments and therefore avoiding unnecessary costs – the enduring solution is no longer planned to operate heartbeat checks and now focuses on other use cases and business benefits.

The DCC highlighted that the enduring Production Proving proposal is based on the use of an 'adaptor solution' and the use of the DCC production meters and CH located in the DCC Test Lab facility.

ACTION TABASC37/01: The DCC to provide a list of the use cases that are to be sent by the Production Proving solution.

The TABASC were informed that the DCC will utilise existing Registration Data Provider (RDP) to establish production proving registration data as that has been determined to be the most feasible and economic approach. The security solution was confirmed with reference to SEC Section P1.36³ where the DCC will use private keys and will not swap certificates on devices.

The next steps were outlined to the TABASC, including providing updates to the SSC and SEC Operations Group and confirmation of costs, delivery timescales and production of a programme plan. It was noted that the current plan is to deliver the Production Proving solution in Q3 2019, which is later than SMETS1 Initial Operating Capability (IOC). The TABASC discussed whether SMETS1 IOC

³ SEC Section P1.36: The DCC shall ensure that no Public Key that is used by a Production Proving Device in relation to the Remote Party Role of either supplier or network Operator is contained within any Certificate or other public key infrastructure certificate.

delivery was dependent upon the DCC Production Proving capability being available for initial migrations.

ACTION TABASC37/02: The DCC to confirm whether enduring Production Proving phased delivery is possible to support Initial Operating Capability (IOC) and future release.

The TABASC debated whether governance of the Production Proving solution should fall under transitional (BEIS) or enduring (SEC Panel) governance, concluding with BEIS if required for SMETS1 Services Release go live.

The TABASC **NOTED** the presentation.

6. DCC Testing Services Update

The DCC provided an overview on DCC Testing Services, highlighting that the DCC is establishing a centralised Testing Facility with a new Test Lab Operator (TLO). The DCC noted that it will retain its contract manager role and will not be the TLO. Once appointed, the TLO contract and service requirements will be made available on the DCC website. The DCC outlined the benefits of the new Test Lab, including establishing an innovative User Testing Facility.

The TABASC were informed that the TLO RfP was competitive and was issued to 9 potential bidders with the intention to appoint the TLO in mid-February 2019. It was noted that the Test Lab would be available end of February/beginning of March 2019. The DCC noted that the Cardiff Lab can be used as backup; however, the DCC will confirm the timescales, specifically around availability of service for SMETS1 IOC.

The DCC noted that it will be developing the requirements and charging model and provide further updates to TABASC. A TABASC Member also queried the impacts on the CSP of retaining part of their services and what happens with costs of existing Remote Test Lab services.

The TABASC debated whether governance of the Test Lab solution should fall under transitional (BEIS) or enduring (SEC Panel) governance, concluding with BEIS if required for SMETS1 Services Release go live, however TABASC are interested from an enduring testing capability perspective.

ACTION TABASC37/03: The DCC to confirm:

- the timescales for delivering the DCC User Testing Facility, specifically around availability of service for SMETS1 IOC;
- the requirements and charging model of the DCC User Testing Facility
- the impacts on the CSP of retaining part of their services and what happens with costs of existing Remote Test Lab services

The TABASC **NOTED** the presentation.

7. Sub-Committee Update

Security Sub-Committee (SSC)

The TABASC Chair noted that Alt HAN provided an update to the SSC on Alt HAN Design Proposals. The SCC discussed that changes to the DCC were not expected, however at least one of the options includes interaction with DCC and therefore, there may be security implications. The TABASC noted that as the design of Alt HAN has changed including completing an active join on the HAN and the

use of the DCC for Alt HAN inventory, TABASC needs to understand more about the proposed solutions.

It was also noted that the SMETS1 Security Architecture document was presented to the SSC with feedback requested by 21 January 2019.

Smart Meter Key Infrastructure Policy Management Authority (SMKI PMA)

The TABASC Chair provided an update following on from SMKI PMA discussions around obtaining Device Certificates via the SMKI Portal via the Internet. It was noted that the SMKI PMA are continuing to consider the security risks associated with making Device Certificates available to parties that are not regulated under the SEC.

The TABASC Chair also highlighted that the SMKI PMA are undertaking a separate set of volunteer Supplier related SMKI Recovery Scenario exercises to gain feedback from a more realistic scenario on 15 January 2019 and that Operations Group members would be invited to attend.

Operations Group

SECAS informed the TABASC of the activities of the Operations Group, particularly regarding the challenges around DCC Performance Measurement Report and operational experience discrepancies.

SECAS also noted that the SEC Panel had asked the Operations Group to oversee and coordinate the Data Quality issue resolution process acting as a steering group with the formation of a sub-group to manage the work. Work will commence for the first few issues in the near future.

Lastly, it was noted that the Operations Group raised concern regarding the DCC's preferred Release 2.0 Firmware upgrade paths to complete post Release 2.0 Go Live obligations. Therefore, the DCC arranged a teleconference with relevant experts and SEC Parties in order to clarify the information before republishing an updated view of the process.

The TABASC **NOTED** the Sub-Committee Update.

8. BEIS Update

The TABASC were provided with BEIS presentation slides on the publication of the recent and future consultations.

The TABASC **NOTED** the BEIS update.

9. Updated TSIRS and Change Sub-Committee interaction flowchart

Following the TABASC's feedback at the November TABASC meeting, SECAS provided the TABASC with an updated flowchart setting out the Technical Specification Issue Resolution Sub-group (TSIRS) and Change Sub-Committee (CSC) interactions. It was clarified that the groups will interact to ensure coordination of potential changes to the Technical Specifications.

The TABASC Chair noted that the step involving the TSIRS considering an issue may be iterative (until consensus for a resolution is gained) but was not shown on the diagram. A TABASC Member also queried that the CSC being asked by the TSIRS about the approach to take for potential changes prior to a draft proposal being raised was not explicitly included in the CSC Terms of Reference recently agreed by the Panel. SECAS noted that the intention is to implement the process and, if necessary, refine it once in operation.

SECAS confirmed that SECMP0049 'Section D Review: Amendments to the Modification Process' is currently awaiting Authority determination, and that this is anticipated in early January 2019.

The TABASC **AGREED** the TSIRS and Change Sub-Committee Interaction Flowchart, noting that revisions, clarification of detail or amendments to the CSC Terms of Reference may be needed in future.

10. SMETS1 Service Release BAD Review Approach

An updated plan for identifying and capturing the necessary SMETS1 Service Release changes to the Business Architecture Document (BAD) and supporting Business Architecture Model (BAM) was provided to the TABASC. This included a revised timeline, commencing work in January 2019, with the intention to finalise the changes in line with SMETS1 IOC go live.

The expected cost, based on estimated days effort, was also outlined to the TABASC. It was noted that the cost for BAD activities undertaken in Q4 18/19 Financial Year has already been accounted for as part of this year's budget. Therefore, the remaining BAD and BAM activities are expected to be in line with the current draft SEC Panel 2019/20 budget proposal for the BAD and TAD SMETS1 update project. The TABASC queried whether there was a more efficient and cost-effective way to update the BAD and BAM.

The BAD usage was provided to the TABASC since it was published. However, the BAM does not have analytics indicating access or provide an indication of the length of time being used.

SECAS noted that the proposed plan involves the BAM updates to commence shortly after the BAD, which will provide some time to complete an industry review on the usefulness of the model. The TABASC noted the amount of effort required to update the BAM and considered its value. Areas where the benefits can improve include, to be utilised more effectively as part of the Modification Process and externally as a tool for new starters within organisations to understand the Business Architecture. The TABASC noted it may also need to consider alternatives to the BAM. The TABASC noted the need to promote the BAD and BAM and considered including it as a question in the next iteration of the Effectiveness Review Questionnaire.

SECAS confirmed that the wider SMETS1 Service Release BAD changes Project Initiation Document (PID) that will be brought to the January 2019 TABASC meeting. The project manager who will be appointed is requested by the TABASC to consider the above points, specifically on how to reduce costs.

The TABASC **AGREED** the revised review approach and the estimated resource requirements, noting the need to reduce cost where possible and investigate the benefits and delivery mechanism of the BAM prior to it being updated.

11. SMETS1 Service Release TAD Review Approach

An updated plan for identifying and capturing the necessary SMETS1 Services Release changes to the Technical Architecture Document (TAD) was provided. This included a revised timeline, commencing work in January 2019, with the intention to finalise the changes in line with SMETS1 Initial Operating Capability (IOC) go live.

The expected cost, based on estimated days effort, was also outlined to the TABASC. It was noted that the cost for TAD activities undertaken in Q4 18/19 Financial Year has already been accounted for as part of this year's budget. Therefore, the remaining TAD activities are expected to be in line with the current draft SEC Panel 2019/20 budget proposal for the BAD and TAD SMETS1 update project.

The TABASC noted that the same points raised under agenda item 10 apply to the TAD review approach.

The TABASC **AGREED** the development approach and the estimated resource requirements, noting the need to reduce cost where possible.

12. Summarising Smart Appliance Consultation responses

In October 2018, BEIS published the Government Response to Consultation on Proposals regarding Smart Appliances. SECAS provided a paper summarises the key outcomes from the response.

The TABASC discussed the key factors relevant for TABASC, including Interoperability, security implications and Energy Data Taskforce. It was queried why EV Charging was not specifically included in the response. A TABASC Member, who attended the Smart Appliance session on behalf of the TABASC, clarified that EV was not specifically excluded from the consultation.

The TABASC concluded that no specific actions are required to take forward at this time.

The TABASC **NOTED** the contents of the paper.

13. TABASC Risk Register

SECAS provided an update on the TABASC risks and associated risk management plans that the TABASC have agreed to retain and monitor. SECAS highlighted that no updates had been made to the current TABASC risk register this month. It was noted that a thorough review of the risk register will be undertaken by the TABASC in the new year.

The TABASC **NOTED** the update.

14. TABASC Activity Planner

SECAS provided the TABASC with the Activity Planner. The Activity Planner has been updated with the additional agreed planned projects and activities, including the next iteration of the Effectiveness Review Questionnaire, TABASC support to the Central Switching Service, and TSIRS transfer from BEIS. SECAS noted that the required activities to update the BAD and TAD with the SMETS1 Services Release changes will be included in next months Activity Planner now that the approach has been agreed.

The TABASC **NOTED** the contents of the paper and Appendix A.

15. Oversight and Input on Industry Development

The TABASC were provided the opportunity to note recent industry developments that are of relevance to the TABASC. The TABASC discussed the following topics:

- TSIRS activities around identifying solutions in relation to prepayment operation and emergency credit. It was noted the TSIRS are currently assessing different options. The constraints were highlighted, including the inability to upgrade PPMID firmware.
- Broadband connectivity having a universal obligation to achieve 100% coverage by 2020 and whether this presented any opportunities for smart metering, noting that the DCC is considering this as part of an infill solution.
- Alternative Home Area Network (Alt HAN) and the details of the two options being considered, as well as potential impacts on smart metering infrastructure. The TABASC

agreed to ask Alt HAN project to engage with the TABASC to ensure that the Technical and Business Architecture integrity is maintained.

ACTION TABASC37/04: SECAS to arrange for Alt HAN to engage with the TABASC to ensure that the Technical and Business Architecture integrity is maintained.

- Communications Hub test specifications for Significant Metallic Objects were discussed at the DCC Communications Hub Smart Metering Wide Area Network Forum.

ACTION TABASC37/05: The DCC to provide an update on Significant Metallic Objects at the January 2019 TABASC meeting.

16. Newsletter Topics

The TABASC were asked to consider any topics to be included in the next edition of the SEC Newsletter. No specific TABASC related topics were agreed to include this month. However, topics such as the commencement of the replacement TSIRS in 2019 under enduring governance, Effectiveness Review Questionnaire and the BAM usage query to industry were raised for future consideration.

17. Any Other Business (A.O.B.)

SECAS noted that a survey (via SurveyMonkey) will be issued following the meeting seeking the TABASC opinion on meeting timings and engagement preferences. The survey came out of feedback received from the Cross Code Survey.

There was no further business and the TABASC Chair closed the meeting.

18. Transitional Governance Update

The Transitional Governance Update is a compendium of activities occurring in the Smart Metering Implementation Programme (SMIP). The paper provides a high-level overview of any relevant publications, responses and consultations issued by BEIS, the DCC, and Ofgem, in relation to smart metering, whilst highlighting areas which may be of interest to the SEC Panel and/or SEC Parties.

19. Change Status Report – December 2018

The monthly Change Status Report provides information on the progress of SEC Modifications and Releases, covering the December 2018 SEC Panel recommendations and decisions. This report is being provided as a late paper this month, due to the SEC Panel Meeting being held on 14 December 2018, after the TABASC meeting.