

Meeting TSC_07_1606, 16th June 2016

10:00 – 16:00, 8 Fenchurch Place, London, EC3M 4AJ

Technical Sub-Committee (TSC) Final Minutes

Attendees:

Category	TSC Members
TSC Chair	Julian Hughes
Large Suppliers	David Speake (alternate to Rochelle Harrison)
	Paul Saker (alternate to Ashley Pocock)
	Grahame Weir
	Stephanie Shepherd
	Colin Rowland
	Tim Newton
Electricity Networks	Alan Creighton
Gas Networks	Leigh Page
Other SEC Parties	Andrew Campbell
	Tim Boyle

Representing	Other Participants
DECC (Secretary of State)	Seamus Gallagher
DCC	Matt Roderick
SECAS (Meeting Secretary)	Joana Esgalhado
SECAS	Alys Garrett (part)
	Kevin Atkin (part)
	David Barber (part)
	Sarah Gratte (part)

Apologies:

Representing	Other Participants
Small Suppliers	Andy Knowles
DECC (Secretary of State)	Mike Bennett
Ofgem	Nigel Nash

1. Minutes and Actions Outstanding

The draft minutes from the May 2016 TSC meeting were updated to include minor amendments suggested by a TSC member and DECC, and were agreed as final. All actions were marked as complete or on target for completion.

2. TSC Work Package July – September 2016

The TSC were presented with a paper providing an overview of the estimated SECAS activities and resource requirements relating to the TSC from a core and project perspective for July – September 2016.

It was noted that there is an increase in the allocation of technical expert resource this quarter in order to facilitate the development of the agreed Business Architecture Document (BAD).

The group discussed whether a monthly status report on the development of the BAD should be provided to the TSC. It was agreed that an update at the first review point scheduled for the September 2016 meeting would be appropriate.

A TSC member queried the 200 working days principle consultant resource forecast identified in the paper. SECAS clarified that the 200 days was a blend of consultant level resource and not just at principal level. SECAS also informed the TSC that the paper provided to the SECCo Board would include a breakdown of resource levels.

The TSC approved the Draft Work Package to be recommended to the SECCo Board, subject to amendments above.

The TSC:

- **NOTED** the contents of the paper; and
- **APPROVED** the TSC Draft Work Package to be recommended to the SECCo Board, subject to the 200 days consultant resource being broken down into the appropriate levels.

ACTION TSC07/01: SECAS to amend the levels of consultant resource allocated under the TSC Work Package July – September 2016 with the recommendation from the TSC to the SECCo Board.

3. TSC Activity Planner

SECAS provided the TSC with an updated activity planner outlining the activities anticipated until March 2017.

It was noted the planner should include the first review point of the BAD product description in September 2016.

A TSC member queried when it would be appropriate for BAD product description changes to start being tracked. It was noted that the first sections of the BAD product description are due for review in September 2016 and that once those sections are developed, changes can start being tracked.

The TSC **NOTED** the content of this paper.

4. TSC Risk Register

The TSC were provided with a risk register paper to document the risks associated with the TSC and their duties, agreed by the group in their previous meeting. SECAS informed the TSC this will constitute a standing agenda item to be reviewed monthly.

SECAS informed the TSC that the Panel risk register will be provided going forwards, so that the TSC can understand the wider context of the TSC risks. The TSC were also informed that the Panel are to agree the updates to their risk register on 17th June 2016 and agreed to circulate Panel risk register following the meeting.

The TSC **NOTED** the contents of this paper.

ACTION TSC07/02: SECAS to circulate the Panel risk register following the Panel meeting.

5. TSC Principles for Assessing Modification Proposals

SECAS provided the TSC with a straw man of principles to aid the TSC assessment of Modification Proposals. The TSC had agreed at their May 2016 meeting that a set of principles to guide the group in assessing Modifications Proposals should be developed. It was noted this straw man provided a starting point for the TSC's discussions and that the agreed set of principles could be reassessed by the TSC at a later date.

It was agreed the objective of these principles is to help the TSC assess Modification Proposals. It was noted that the context in which these principles are being developed will change over time and they would have to evolve as well, however, they should remain stable and retain primacy, noting that the decision making process for the approval or rejection of Modifications is based around whether the SEC Objectives are better achieved.

It was queried whether these principles should be anchored on 10 years and the predicted elements of a 10 year scenario were discussed, such as the use of Consumer Access Devices and demand side response controls.

The TSC discussed the proposed principles and agreed them as below:

- Principle 1: Any solution should minimise operational complexity for Service Users where possible.
 - The DCC noted that hiding complexity is not necessarily in line with DCC's licence conditions, which impose that changes are made in the most efficient and economical manner, however TSC understood that to be across the whole Smart Metering system rather than just the DCC component of it. The TSC concluded that complexity within the DCC was preferable over each individual User having to manage additional complexity.
- Principle 2: Efficiencies in implementation should be ensured where possible.
 - It was noted that this element is not captured in SEC Objective A, since the principle relates to the development and implementation of Modification Proposals specifically.
- Principle 3: Impact to the Technical/ Business Architecture should be limited, unless significant benefit is identified.

- It was noted that the reason behind this principle is to give stability of operating design.
- Principle 4: Change should not replicate existing business systems, processes and other industry code provisions or requirements, unless significant benefit is identified.
 - It was noted that the reason behind this principle is to ensure that the Smart Metering System does not take on industry functions outside its remit without specific consideration of the benefits.
- It was agreed that the principle 5, due to its similarities with principle 4, under the proposed straw man, should be merged with principle 4.

It was noted that's the above principles are written at a high level and that additional detail and guidance needs to be developed under each. SECAS agreed to develop the detail which would be considered at the next TSC meeting.

The TSC expressed interest in these principles being fed into the Modification Working Groups (WG). SECAS explained that any TSC feedback including comments around the principles would be captured in the reports produced during the Refinement Process including rationale where TSC feedback was not actioned.

The TSC:

- **NOTED** the contents of the paper;
- **AGREED** four principles for the TSC to follow when assessing Modification Proposals.

ACTION TSC07/03: SECAS to add detail under each agreed TSC principle.

6. Modification Development Update

SECAS presented a paper providing an update on the development of Modification Proposals currently going through the SEC Modification Refinement Process.

SECAS informed the group that there were no significant updates on the Modification Proposals being looked at by Working Group (WG) 1, as they had not met since the last TSC meeting. It was noted that following WG feedback on the draft technical changes, that TSC was verbally updated on last month, had been updated and provided as Attachments A to C for Modification Proposals SECMP0002, SECMP0003 and SECMP0006 respectively. SECAS are to re-circulate these attachments in word format.

The group discussed each Modification Proposal, including any new ones at a high level and whether TSC input should be provided. The views provided on each Modification Proposal took into account the TSC principles discussed and agreed under agenda item 5. Particular attention was given to Modification Proposals that had not been previously discussed and reviewed at the last TSC meeting, specifically: SECMP0006, SECMP0008 and SECMP0009.

Modification Proposal	Impact		EC Notification requirement	Notes/Concerns	Interest Level
	Technical	Business			
SECMP0002 Add New Command to Reset Debt Registers	Yes – DUIS / GBCS / SMETS		Potential	Has been submitted for DCC Preliminary Assessment (PA).	Watching Brief
SECMP0003 Deficiencies in the Service Request for setting Maximum Demand Configurable Time	Yes	Yes – Limited to DNOs		Old service requests are likely to remain to support existing installed equipment.	Watching Brief
SECMP0004 Inclusion of Meter Serial Number data item in the Smart Metering Inventory	Yes	Yes		DCC PA to be discussed by Working Group 2 on 20 th June 2016. Will be considered together with SECMP0011 regarding MAP ID, for efficiency of implementation.	Medium
SECMP0005 Include Tariff and Register Labels in SMETS2 Devices	Yes	Yes	Potential	This Modification Proposal was not discussed further at this meeting.	High
SECMP0006 Specifying the number of digits for device display			Potential	TSC did not express interest in inputting towards this solution, as the change is simply about the display on a meter.	Watching brief
SECMP0007 Firmware updates to mandated HAN devices	Yes	Yes	Potential	TSC noted that future developments that may impact the long term benefits of the modification should be considered.	High

Modification Proposal	Impact		EC Notification requirement	Notes/Concerns	Interest Level
	Technical	Business			
				<p>The following concerns were raised: Are there going to be more suitable solutions available in a short period of time, affecting the cost vs. benefit of the change? By the time the modification is implemented (if approved), would it still be needed?</p> <p>It was also suggested that the WG could consider a broader “Type 2 device” solution to factor in CADs, rather than constraining it to IHD or PPMIDs.</p> <p>The TSC noted the discussions that were still needed in relation to liabilities around the application of firmware updates on IHDs and PPMIDs, where there is more than one associated supplier, in the event that a firmware update stops functionality.</p>	
<p>SECMP0008</p> <p>Provision of a DCC Alert (formerly Service Request Error Response) for Quarantined Service Requests</p>	Yes	Yes		<p>Proposed change so that an Alert is sent to DCC Users following a breach of the DCC’s Anomaly Detection Threshold and/or the individual DCC Service User’s Anomaly Detection Threshold. The modification impacts the DUIS schema.</p> <p>DCC Only supports the current Schema and current minus one so if changes keep being introduced, Users would have to adapt their</p>	Medium

Modification Proposal	Impact		EC Notification requirement	Notes/Concerns	Interest Level
	Technical	Business			
				<p>systems fast enough, so implementing DUIS impacting changes together in a single DCC Release could minimise impact on the User.</p> <p>Following principle 2, the TSC would like to see this change grouped together with other modifications for implementation efficiency and noted that the WG is looking into the implementation approach for the individual modification, but would note if similar DUIS affecting modifications could be implemented concurrently for efficiency.</p>	
SECMP0009 Centralised Firmware Library		Yes		<p>Proposed change to establish a repository where SEC Parties can access Firmware Images. Questions around security were raised in regards to: access control, maintenance (DCC/ SECAS), and responsibility (Suppliers/ Manufacturers/ both). The TSC were informed contractual issues between manufacturers and suppliers have been identified.</p> <p>The TSC expressed their desire to see any associated business architecture for the modification once developed, and requested sight of it following WG development. The</p>	Medium

Modification Proposal	Impact		EC Notification requirement	Notes/Concerns	Interest Level
	Technical	Business			
				TSC also emphasised a simple Business Architecture outcome would be preferable.	
SECMP0010 Introduction of triage arrangements for Communication Hubs	Yes	Yes		This Modification Proposal was not discussed at the meeting.	Watching Brief
SECMP0011 Including the MAP ID in the Smart Metering Inventory	Yes	Yes		Similar to SECMP0004.	Medium
SECMP0012 Channel selection to support Shared HAN solutions	Yes	Yes		<p>TSC raised a concern that this change relates to alternative HAN solutions being developed under separate processes and activities.</p> <p>The TSC were informed that an RFI for products and services for the alternative HAN solution is being developed by the project team and shortly to be released. TSC is interested to understand whether this modification is in-line with the RFI.</p> <p>The TSC are interested to keep a watching brief on developments in order to understand whether there are wider benefits or issues to this Modification Proposal.</p>	Watching Brief

Modification Proposal	Impact		EC Notification requirement	Notes/Concerns	Interest Level
	Technical	Business			
SECMP0013 Smart meter device diagnostics and triage	Yes	Yes		This Modification Proposal was not discussed at the meeting.	Watching Brief
SECMP0014 Standardise Formatting of Device ID	Yes	Yes		<p>This change seeks to standardise the formatting of Device ID by adding the device type to the GUID. Modification to undergo initial consideration by the Panel on 17th June 2016.</p> <p>It was noted this change had been discussed previously at SDAG a number of years ago and also at TBDG and that it had been agreed that product specific information should not be included in the Device ID.</p> <p>The TSC expressed a number of concerns, namely:</p> <ul style="list-style-type: none"> • This change could result in inefficient use of the EUI64 space and deterred by the EUI administrators; • application of this change to non-mandated products such as CADs may prove challenging; • As this change will be implemented after DCC Live there will be many Devices that do not follow this 	High

Administered by

Modification Proposal	Impact		EC Notification requirement	Notes/Concerns	Interest Level
	Technical	Business			
				<p>change and therefore benefits will be limited; and</p> <ul style="list-style-type: none"> The operative reading the barcode could also read the meter type information on the meter, which would render this change unnecessary. <p>The TSC stated this Modification Proposal does not align with Principles 1, 3, and 4.</p>	
<p>SECMP0015</p> <p>GPF timestamp for reading instantaneous Gas values</p>	Yes			<p>This change seeks to provide certainty/accuracy in regards to when the reading was taken on GSME by providing a timestamp on the information held in the GPF. The TSC support the modification and are interested in keeping a watching brief on its progression.</p>	Watching Brief
<p>SECMP0016</p> <p>Consideration of “Maximum Credit” value in credit cover calculation</p>				<p>Changes to the SEC Credit Cover calculation.</p>	No interest
SECMP0017				<p>Changes to Modification Proposal Working Group chairing provisions in SEC Section D. No technical aspects to the change; with the</p>	No interest

Modification Proposal	Impact		EC Notification requirement	Notes/Concerns	Interest Level
	Technical	Business			
CGR Phase 3 outcomes: Code Administrator to chair modification Working Groups				change mirroring what has been operating in practice since February.	

The TSC:

- **NOTED** the contents of the paper;
- **CONSIDERED** the TSC's degree of interest in the new Modification Proposals; and
- **AGREED** the feedback to be provided to Working Groups on the Modification Proposals or technical drafting.

ACTION TSC07/04: SECAS to circulate Attachments A, B and C to this paper in word format to TSC members.

7. Modification Status Report

The monthly Modification Status Report was provided to the TSC to update them of the status and progress of Modification Proposals going through the SEC Section D 'Modification Process'.

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

8. DCC Update

The DCC provided the TSC with an update on their progress towards live operations; namely on their progress through SIT, integration challenges and the on-boarding of Registration Data Providers (RDPs).

The TSC were informed that a Contingency Request for release 1.2 had been agreed by the Secretary of State for the 17th August and that 1.3 is currently being assessed. An update on operational readiness will be provided next month.

The DCC noted that Modification Proposals have to be treated separately and costed likewise, however, the DCC are looking into a coordination aspect and has raised the matter at the Smart Metering Steering Group (MSG) meeting. SECAS noted that release management of Modification Proposals falls under the SEC Panel Release Management Policy.

The TSC were informed that the DCC are looking into their capacity predictability and are currently engaging with Elexon on lessons learned from their capacity predictability exercise.

The TSC **NOTED** the contents of the verbal update.

9. DECC Update

DECC provided the TSC with an update from the latest Technical and Business Design Group (TBDG) meeting and informed the group that:

- a Request for Change (RFC) to amend the GBCS, CHTS and SMETS had been required to reflect the current specifications being tested and to enable their designation into the SEC;
- DECC are currently engaging with suppliers, manufacturers and Citizens Advice in regard to local CAD pairing, with a conclusion expected in September 2016. DECC noted there are some outstanding issues to be resolved, namely: deliverability timescales, Privacy PIN, and HAN Control management;

- DECC are currently working on the terms of reference for the group that will be meeting on a daily basis, if required, to discuss post DCC live risks. A proto-set of risks are in the process of being allocated and some may be allocated to TSC;
- the No WAN Design Note has been circulated for review;
- the Firmware Management Design Note is expected to be finalised in July; and
- The non-domestic DCC opt-out consultation to be published in mid-August.

The TSC **NOTED** the contents of the verbal update.

10. Sub-Committee Update

The TSC Chair informed the group there was nothing of significance to note at present with regards to other Sub-Committees' activities.

The TSC were informed that the SMKI Recovery Procedure will not be available until release 1.3. and that the SSC are currently looking into anomaly detection procedures, following SECMP0008 being raised.

The TSC **NOTED** the contents of the verbal update.

11. Any Other Business

A TSC member suggested TSC meeting dates should be reviewed due to clashes with other industry meetings such as the External Design Advisory Group (EDAG) and Supply Point Administration Agreement (SPAA) meetings. The TSC discussed this suggestion, however it was agreed the TSC meeting dates should continue to take place on the third Thursday of every month. In this respect, the DCC said they would highlight the clash around the EDAG meetings and see if they can be moved so they do not clash with TSC meetings.

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