

Meeting TSC_02_2101, 21st January 2015

10am – 12:30pm, Gemserv, 8 Fenchurch Place, London, EC3M 4AJ

Technical Sub-Committee (TSC) Final Minutes

Attendees:

Category	TSC Members
TSC Chair	Julian Hughes
Large Suppliers	Rochelle Harrison
	Tim Newton
	Ashley Pocock
	Grahame Weir
	Andy Baugh (Alternate) (via teleconference)
	Colin Rowland
Electricity Networks	Alan Creighton
Gas Networks	Leigh Page
Other SEC Parties	Andrew Campbell
	Tim Boyle

Representing	Other Participants
DECC (Secretary of State)	Seamus Gallagher
	Mike Bennett
Ofgem	Nigel Nash
DCC	Matt Roderick
SECAS (Meeting Secretary)	Joana Esgalhado
SECAS	Alys Garrett
	David Barber (part)
	Kevin Atkin (part)

1. Minutes and Actions Outstanding

There were no comments or suggested amendments to the draft minutes from the November 2015 TSC meeting and the TSC agreed the minutes as written. All actions were marked as completed or on target for completion.

2. TSC Terms of Reference

SECAS provided the TSC with a paper proposing the requested amendments from their last meeting to the TSC's Terms of Reference (ToR). These amendments included the definitions of some SEC defined terms to provide clarification on the duties and the addition of a clause that enables the TSC to send a representative to other Sub-Committees and Working Groups as appropriate. SECAS noted that following recommendation from the TSC, the ToR would be provided to the Strategic Assurance 16 (SA16) steering group for comment prior to seeking Panel approval.

The TSC discussed their duty to review the effectiveness of the End-to-End Technical Architecture and the methods and the criteria they would use to do this. The TSC Chair confirmed that following approval of the ToR, scoping work would be required to determine how they would fulfil this duty. It was noted that other duties would also require similar scoping work.

Discussion continued on the criteria and framework that could be developed, noting that changeability of the End-to-End Technical Architecture could be a method to determine effectiveness i.e. how responsive is it to change. A TSC member noted that this could also apply to the Business Architecture which is currently under consultation to come under the TSC remit.

A TSC Member suggested a process of Methods Adoption or a Methods Adoption Workshop could be used to identify the major artefacts and deliverables that would need to be produced and who the performers of activities would be. It was also proposed a method such as Software and Systems Process Engineering Metamodel (SPEM) could be used to document workshops.

The TSC agreed to further discuss the development of a framework for the assessment of the effectiveness of the End-to-End Technical Architecture at later meetings. The TSC:

- **NOTED** the contents of the paper;
- **AGREED** to further discuss the development of a framework for the assessment of the effectiveness of the End-to-End Technical Architecture at later meetings; and
- **AGREED** to recommend the proposed amendments to the TSC ToR for SEC Panel approval.

ACTION TSC02/01: SECAS to provide the amended TSC ToR to the SA16 steering group for comment prior to seeking SEC Panel approval.

ACTION TSC02/02: TSC to discuss the development of a framework for the assessment of the effectiveness of the End-to-End Technical Architecture at a future meeting.

3. TSC Updates

The TSC were presented with a paper providing an update on Action TSC01/021¹ in relation to the ways of working between the TSC and its expert groups. The TSC were also presented with an

¹ TSC01/02: SECAS to undertake additional scoping work regarding the expert groups' remit and duties

update on the discussions between the TSC Chair and SECAS on the general budget and the ways of working between the SEC Panel and the TSC.

SECAS proposed that expert groups could be dynamic and tailored to a specific work package rather than the previously proposed standing groups. SECAS suggested this would provide for more flexibility to the TSC's ability to delegate work packages to expert groups and emphasised there would be feedback loops between the relevant expert group, SECAS and the TSC which would go on until the TSC have approved the final output from the expert group.

SECAS explained that an expert group would be work package specific and expert group members would be drawn from a technical and business expert community (TBEC) and SECAS Technical Experts, subject to TSC's approval. The TSC Chair highlighted that this would not preclude an expert group being established on a more permanent basis, for example to discuss testing issues. In this case an ongoing work package would be developed to support the TSC with testing issues and would be stood up when an issue is raised.

TSC Members asked how the TBEC would be determined and SECAS informed that a request would be sent out to industry for nominations, highlighting that this would not just go out to SEC Parties so that a wide representation could be sought. It was also raised that relevant qualifications and expertise could be requested as part of the nomination process so that the TSC can ensure relevance within the TBEC. It was questioned whether technical experts would need to be procured in order to support the expert groups and SECAS informed the group that SECAS have a contract to provide a service and if that service cannot be delivered from the current team then experts could be procured as necessary.

The TSC:

- **NOTED** the contents of the paper;
- **APPROVED** the above approach to the TSC structure; and
- **AGREED** to further discuss the nominations process for the TBEC at its next meeting.

ACTION TSC02/03: SECAS to update the scoping paper on the TSC expert groups with the proposed approach at the meeting.

ACTION TSC02/04: SECAS to develop the nomination process of the TBEC experts for the February TSC meeting.

4. Consultation on Implementing HAN Solutions and Changes to TSC

The TSC discussed the consultation published in December 2015 including proposals to expand the remit of the TSC to cover oversight of the HAN requirements and the business architecture aspect. A further element of this consultation covered an approach to Local Consumer Access Device (CAD) Pairing.

DECC took this opportunity to update the TSC on the work being undertaken by the End-to-End Design Issues Subgroup (EEDIS)² to carry out initial scoping work on the Business Architecture Document that is proposed to be developed and maintained by the TSC within the consultation. It was highlighted that current thinking was for EEDIS to continue with the scoping work up to a point where high level areas for inclusion had been agreed with the continued development underneath these

² A sub-group of the transitional governance Technical and Business Design Group (TBDG)

areas to be undertaken by the TSC. DECC would also look into the level of detail that is required for the document and the linkages between the Business Architecture Document and the Technical Architecture Document, also under the remit of the TSC.

The DECC representative highlighted that the Business Architecture Document should be developed to be approved as close to DCC Live as possible and therefore a smooth transfer from the work being undertaken by EEDIS to the TSC is essential. It was requested that DECC provide a more detailed view of the areas currently considered to be in scope for discussion at the next TSC meeting.

The Panel confirmed at its meeting on the 15th January 2016 that a response to this consultation should come directly from the TSC rather than from the Panel and the TSC discussed the consultation document and whether a response was necessary. It was agreed that as the proposals directly affect the workings of the TSC a response should be submitted and the TSC agreed that this should be in the form of a supporting statement, with emphasis on the need to work closely with DECC on the handover of responsibilities.

The TSC discussed the proposed approach to local CAD pairing and a member questioned whether this proposal would affect the development of a remote CAD pairing solution. DECC informed the group that the local CAD pairing approach does not affect their position that a remote option could be developed by the market if the need was there, however it is not their intention to instigate the development of this option.

The TSC:

- **NOTED** the contents of the paper; and
- **AGREED** to respond with a supporting statement to the consultation.

ACTION TSC02/05: SECAS to draft a response to the consultation for approval by the TSC at the next TSC meeting.

5. Updated DCC Release Management Policy Consultation

SECAS presented a paper to the TSC providing an overview of the latest DCC consultation on the DCC Release Management Policy, as well as observations that could potentially be included in a consultation response from the TSC to be sent to the DCC by the 29th of January 2016. The TSC were invited to provide any further observations on the consultation for inclusion within the response.

The TSC discussed the relationship between the DCC Release Management Policy (RMP) and the Panel RMP. It was clarified that the DCC RMP is SEC defined to only cover internal DCC system changes that do not affect external user systems and processes.

The TSC agreed that the observations detailed in the paper should be raised in a response to the consultation. SECAS agreed to draft a response and send it out for comment prior to the submission deadline 29th January 2016.

The TSC:

- **NOTED** the contents of the paper; and
- **AGREED** to respond to the consultation covering the observations set out by SECAS in the paper.

ACTION TSC02/06: SECAS to prepare a response to the consultation covering the observations set out by SECAS in the paper and to circulate it to TSC members before sending it out to the DCC.

6. DCC Update

The DCC provided the TSC with an update on the DCC's progress, particularly on the changes being progressed through the triage process and emphasised the DCC's focus on prioritising the delivery of live service.

The following changes were discussed:

- Communications Hub re-use – the DCC are currently assessing whether a Communications Hub can be reset so that if it has been installed and not commissioned it can be reset so that it is not installed and be re-used at a different premises.
- Work is continuing with Network Operators on network alerts including power restore and outage alerts.
- Demand Management – the DCC are looking at the effective and efficient consumption of DCC services and the ability for the DCC to react and respond to challenges e.g. overconsumption. It was noted that there would be no technical ability at DCC Live to manage the demand of services however this would be developed as consumption of services increases. A key area required is the ability to understand predictable behaviour and forecast accurately.
- Quarantining of Service Requests – currently investigating whether the process for alerts, identification and processing of quarantined messages could be improved through the DCC User Interface Specification. It was highlighted that discussions were continuing with the Transitional Security Expert Group on this area.

The TSC questioned whether these changes would be available for Release 2. SECAS agreed to circulate the clarification paper on Release 2 that was provided to the Panel in December alongside the candidate items for releases post-DCC Live.

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

ACTION TSC02/07: SECAS to circulate the paper on Release 2 that was provided to the Panel in December alongside the candidate items for releases post-DCC Live.

7. DECC Update

DECC provided the TSC with an overview of the forthcoming consultations and conclusions that may be of interest to the TSC. DECC also provided a brief summary of the latest TBDG meeting and agreed to circulate TBDG slides that were presented at the meeting.

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

ACTION TSC02/08: SECAS to circulate the latest TBDG meeting's slides provided by DECC.

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

The TSC **AGREED** that the TSC Chair would represent the TSC at the Security Sub-Committee (SSC) meetings.

The TSC Chair informed the group that a request from the SMKI PMA Chair had been issued to the Large Suppliers to nominate key custodians to allow a key ceremony to take place in February.

SECAS raised that a draft forward work plan for the TSC would be developed and circulated for comment prior to the next TSC meeting.

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

ACTION TSC02/09: SECAS to develop a draft forward work plan for the TSC and circulate it for comment prior to the next TSC meeting.