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Meeting TABASC_23_1910, 19th October 2017

10:00 – 15:45, America Square Conference Centre, One America Square, London, EC3N 2LB

Technical Architecture and Business Architecture Sub-Committee (TABASC) Final Minutes

Attendees:

Category	TABASC Members
TABASC Chair	Julian Hughes
Large Suppliers	Stephen Lovell
	Rochelle Harrison
	Grahame Weir
	Emslie Law
	Ashley Pocock
	Stacey Brentall
Other SEC Parties	Elias Hanna
	Tim Boyle
Gas Networks	Leigh Page
Electricity Networks	Alan Creighton

Representing	Other Participants
BEIS	John Eager
	Rachel Cooper (part)
DCC	Sylvia Ovie
	Paul Narciso (part)
	Paul cook (part)
	Graeme Liggett (part)
SECAS	David Barber
	Kayla Reinhart
	Sasha Townsend (part)

Absent	
Small Suppliers	Kirk Hawksworth
Small Suppliers	Andy Knowles

1. Minutes and Actions Outstanding

The draft minutes from the September 2017 TABASC meeting were approved and written as final. All actions were marked as completed or on target for completion with a number of verbal updates provided, with relevant amendments to updates and action statuses recorded. The following updates were provided:

Action Reference	Update
TABASC18/09 SECAS to further develop the operational risks, including identifying appropriate mitigations in conjunction with TABASC.	A second workshop is scheduled for 31st October 2017 to develop the remaining 10 operational risks prior to closing the action, with operational risks being transferred to the Operations Group and the remaining risks monitored by the TABASC through the monthly risk register reviews. Action **ONGOING**.
TABASC19/03 The DCC to consider whether only the UIT-A environment could be used as a path for live service fixes, to free up the Systems Integration Testing (SIT-A) environment for development.	This action was superseded by TABASC22/01. Action **CLOSED**.
TABASC19/08 SECAS to deliver an update once the Working Group (WG) meeting for SECMP0037 and SECMP0038 have commenced.	SECAS informed the TABASC that an update on SECMP0037 and SECMP0038 will be provided at a future meeting. The TABASC agreed to close the action on the basis that an update will be included in the regular review and monitoring of Modification Proposals. Action **CLOSED**.
TABASC20/01a Re-Opened The DCC to provide the TABASC with an update on any change requests that have been already implemented associated with Power Outage alerts.	An update was provided under agenda item 4. This action is closed and superseded by TABASC 23/02. Action **CLOSED**.
TABASC21/03 The DCC to provide the TABASC with a completed template for each open Change Request by the September 2017 TABASC meeting	The DCC presented to the TABASC a populated spreadsheet of Change Requests (CRs) associated with Release 1.4 and Release 2.0 under agenda item 6. The DCC will expand the scope to include all CRs. Further detail on how this information will be publicised is expected at the next meeting. Action **ONGOING**.

TABASC21/04 The TABASC Chair to liaise with the Smart Metering Information Exchange (SMIE) to understand the requirements in relation to sharing information from the group.	The TABASC Chair informed the TABASC that discussions are underway to understand the requirements in relation to sharing information from the SMIE and a response is expected. A further update will be provided at a future TABASC meeting. Action **ONGOING**.
TABASC21/05 SECAS to request further details on the scope of the Ofgem led Feed in Tariffs (FiTs) Workshop to inform whether attendance from the TABASC is required in relation to any impacts on the Technical Architecture or Business Architecture.	Due to the proximity of the FiTs Workshop to the October 2017 TABASC meeting, Ofgem has been invited to provide an update on the workshop outcomes at the November 2017 meeting. A further update was provided by a TABASC Member under agenda item 3. Action **ONGOING**.
TABASC22/01 SECAS and the TABASC Chair to raise how UIT can be used for live fixes, with the DCC testing lead to ascertain the risks of releasing SIT-A for future release testing and thereby reduce the DCC expenditure.	An update was provided under agenda item 4. The DCC will provide a further update at a future TABASC meeting. Action **ONGOING**.
TABASC22/02 The TABASC Chair to write to the SSC on the proposed actions in response to the matters passed from the SSC and advise that the performance part will be brought up at the Operations Group by SECAS during its first meeting.	The TABASC determined the matter of Firmware Distribution performance to be discussed at the Operations Group for further investigation. SECAS will bring the action to the November 2017 Operations Group meeting and ask to provide feedback to the SSC and the TABASC once a response has been considered fully. Action **CLOSED**.
TABASC22/03 SECAS to ensure the correct processes for Firmware Distribution are articulated in the Business Architecture Document (BAD) and Business Architecture Model (BAM) for Communications Hubs (CH) to Electricity Smart Metering Equipment (ESME) and Gas Smart Metering Equipment (GSME).	SECAS took the necessary steps to ensure the correct processes for Firmware Distribution are articulated in both the BAD and BAM for CH, ESME and GSME. Action **CLOSED**.

TABASC22/04 SECAS to complete minor updates to the Activity Planner spreadsheet template including, formatting and inclusion of Release 3 and effectiveness review dates.	An updated Activity Planner was provided under agenda item 7. Action **CLOSED**.
TABASC22/05 SECAS to provide work package papers at the October 2017 TABASC meeting for the review of the current BAD and Technical Architecture Document (TAD) to be updated for Release 2 Specifications.	The BAD work package paper was included under agenda item 10. The TAD work package paper was included under agenda item 11. Action **CLOSED**.
TABASC22/06 SECAS to schedule a second Operational Risk Review workshop to develop the remaining 10 Operational Risks.	A second workshop is scheduled for 31st October 2017 to develop the remaining 10 operational risks. Action **CLOSED**.
TABASC22/07 The DCC to provide an overview of change management on enduring release, including how the delivery hub will help as an October 2017 TABASC agenda item.	This agenda item was postponed by the DCC and will be presented at the November 2017 TABASC meeting. Action **ONGOING**.
TABASC22/08 The TABASC Chair agreed to discuss with the SEC Panel Chair the DCC's involvement in modifications, including Preliminary and full Impact Assessment costs and timescales.	This item was discussed by the TABASC under agenda item 3. Further discussions are required with the Panel and SECAS will provide an update on the outcomes of the discussions at a future meeting. Action **ONGOING**.
TABASC22/09 The Modification Proposer (DCC representative) for SECMP0030 to provide detail of the Modification Proposal at the October 2017 TABASC meeting.	The DCC and SECAS provided an update on SECMP0030 under agenda item 12. Action **CLOSED**.

2. BEIS and Ofgem's Call for Evidence 'A Smart, Flexible Energy System' Consultation Outcomes

Following the recent publication of the consultation outcomes, BEIS presented an update on the BEIS and Ofgem 'Upgrading our energy system: smart systems and flexibility plan'. It was noted that the plan was published on 24th July 2017 and outlines the specific actions that the government, Ofgem and industry will take to:

- remove barriers to smart technologies (such as storage and demand-side response);
- enable smart homes and businesses; and
- improve access to energy markets for new technologies and business models.

BEIS highlighted the above three focus areas for discussion. It was noted that the energy system is changing, specifically how consumers interact with the system, which increases the degree of complexity of the system. The challenge is to ensure the system is fit for purpose.

BEIS informed the TABASC that the government estimates that the benefits of a smart energy system could be up to £40bn by 2050. This would be achieved through the maximum use of renewables, avoiding unnecessary reinforcements and managing peaks and troughs within the system. BEIS noted that change is happening now, highlighting the below key enablers:

- Battery costs have plummeted since 2010;
- Government framework on electricity vehicles;
- Aggregators working with market leaders to deliver and monetise demand-side response, helping businesses to reduce their energy bills; and
- The smart meter rollout delivery is ramping up; however, there is a challenge here to communicate the benefit to consumers.

The TABASC discussed aggregators as a means of leverage in the response to the smart meter rollout, noting that aggregators should not constrain the offers to consumers. Aggregators should leave room for innovation, while balancing security to ensure there is no risk to the grid. Currently, there are no licence obligations for aggregators; however, the TABASC noted that there is a relationship between the Supplier and aggregator behaviours. It was suggested that there is a need for more partnership in the future; however, there are barriers due to the timeframes of licence conditions. The TABASC noted its concern with aggregators' provision of demand-side response services in the market, specifically that barriers in the aggregators' ability to provide services may negatively impact consumers. The TABASC discussed the need for government policy to set standards in this area. The relationship between the Supplier and Consumer and who is in control of the output was discussed, noting that there are currently competing incentives, which pose a problem to the market. BEIS noted the current license arrangements and consumer protection. The TABASC discussed the need to define ownership of the arrangements.

BEIS noted that technology and commercial models will continue to evolve and therefore, the plan is an important first step to carry out the actions identified. Continued engagement with industry will be carried out to understand what the need is.

The TABASC **NOTED** the BEIS presentation.

3. Sub-Committee Update

Security Sub-Committee (SSC)

The TABASC Chair provided the TABASC with an update on the SSC recent activities, highlighting that the SSC are continuing to proceed through the User Competent Independent Organisation (CIO) audits. The TABASC Chair noted the high quantity of CIO audits occurring each month.

Smart Meter Key Infrastructure Policy Management Authority's (SMKI PMA)

The TABASC Chair provided the TABASC with an update on the SMKI PMA recent activities, highlighting areas of specific relevance to the TABASC. One particular concern is the use of SMKI certificates in the SMETS 1 solution and further consideration is going to be given to the challenge.

Operations Group

A TABASC Member provided an update to the TABASC on the first Operations Group meeting. It was noted that this meeting was mainly focused on introductions and setting out the Terms of Reference of the group. The TABASC noted that some of its duties may be passed along or shared with the Operations Group. The TABASC Chair noted that further work is required between the Operations Group and the TABASC to ensure duties are not duplicated across the Sub-Committees.

ACTION TABASC22/08 - Update on the SEC Panel Chair discussions in relation to the DCC's involvement in modifications, including Preliminary and full Impact Assessment costs and timescales.

Following the TABASC's concerns regarding the viability of modifications from a cost and timescale perspective, the TABASC Chair informed the TABASC that a paper is being developed by SECAS to be provided to the Panel for discussion at its November 2017 meeting regarding general improvements to the Modification process. This paper will cover timescales, cost and a request for refinement of the process. In addition, the DCC delivery hub information will help inform the Panel's discussions. SECAS will provide an update at the next TABASC meeting prior to closing this action.

Smart Metering Operations Group (SMOG)

A TABASC Member provided an update from the last SMOG meeting, highlighting areas of interest or where the Technical or Business Architecture may be impacted.

In addition, as per **ACTION TABASC21/05**, Ofgem was invited to provide an update on the Feed in Tariffs (FiTs) workshop outcomes at the October 2017 TABASC meeting. It was noted that due to the timing of the October 2017 TABASC meeting in relation to the FiTs workshop, Ofgem would provide an update at the November 2017 TABASC meeting instead.

An update was provided by a TABASC Member who attended the workshop. It was noted that Ofgem representatives were not aware of the capability of the DCC solution and smart context. It was noted that the workshop helped inform the Ofgem representatives of the problem.

The Department for Business, Energy and Industrial Strategy (BEIS) Update

BEIS informed the TABASC of consultations and conclusions that have been published or are to be published in the coming months:

- The response to the BEIS Consultation on DCC Licence Changes was issued on 9th October 2017. This consultation outlines the changes to the DCC Licence to allow the Secretary of State to set project-based incentives for DCC and extension of the date for modification of the

Operational Performance Regime. The TABASC requested for SECAS to circulate where this consultation is published, on behalf of BEIS;[1]

- BEIS conclusion of the consultation to the GBCS as part of the SEC. This consulted on a change to GBCS to reflect a live service issue fix in relation to DLMS and proposed SEC designation on 6th November 2017;
- BEIS noted that the conclusions on DCC's delivery plan for SMETS1 Services was published on 16th October 2017;
- BEIS conclusion of the formal response to the DCC's licence condition plans for Release 2.0 and Enrolment and Adoption (E&A); and
- The Smart Energy Bill (including extended powers over the 2020 licence conditions and measure to deal with the DCC if a company were to fail) had its first reading in Parliament on 18 October

BEIS noted future activity in relation to Secretary of State (SoS) Transitional Variations. It was highlighted that there are currently SoS Transitional Variations in place in relation to the:

- Consulting on variation to Transitional Variations. (including changing the date for Multiple User Identifiers (EUI-64 IDs) change to April 2018 and other Change Requests to Release 1.4 ie. 5th November 2017);
- Re-designation of information on the Self-Service Interface (SSI) specification;
- Designation of GBCS V1.1;
- Published the quarterly statistics; and
- Consultation on legal drafting for change to Non-domestic Opt-out Policy closed 19th October 2017.

BEIS noted that there is currently a Panel consultation out on the extensions to the end dates of these Transitional Variations.

The TABASC **NOTED** the verbal updates.

ACTION TABASC23/01: The TABASC Chair noted that further work is required between the Operations Group and the TABASC to ensure duties are not duplicated across the Sub-Committees.

4. DCC Update

The DCC provided the TABASC with the below update on **ACTION TABASC20/01a** in relation to Power Outage alert CRs:

- CR60 – This request to remove duplicate/ESME alert was implemented
- CR90 – The DCC indicated that this CR was a duplicate of CR60, which has not been implemented. The TABASC had understood that this CR was different to CR60 and was going to be implemented, and therefore requested information on why this CR is not being implemented.
- CR166 – The DCC indicated that this CR was implemented

[1] Post meeting note: SECAS circulated the link to the SEC Website to access BEIS's published response to the consultation.

- CR167 – The DCC indicated that this CR has not been started.

The TABASC noted the CR information and requested that the DCC summarise the update in an email to the TABASC prior to the next meeting, including information on CR168, which was missing from the information provided. It was also noted that these would form part of the DCC CR spreadsheet to include more information on the context and history of each CR, including when they were implemented.

SSC Action regarding Registration Data Provider (RDP) update files

There was an SSC action for the DCC to conduct analysis with the TABASC to understand its approach to performing checks of anomalous change levels within Registration Data Provider (RDP) update files and to look at whether there are options to perform checks. It was noted that SSC is concerned that the RDP update files are accepted by the DCC with no formal content validation. The SCC do not believe that this is appropriate and that there should be a level of validation on checking the quantification of change.

The DCC informed the TABASC that they were currently considering the above; however, there is currently no SEC requirement on the DCC to validate the change. The DCC advised that it is not currently possible to predict, or trend analyse the data received; however, TABASC considers it should be possible.

It was confirmed that the SCC have requested the TABASC to work with the DCC to consider options or raise a change to the current process to limit the exposure of unconstrained RDP Update files, while looking at the least costly solutions. Once further options have been assessed, the TABASC will refine the options and feedback any recommendations to the SSC.

ACTION TABASC22/01 - Update on DCC consideration of SIT-A

The DCC informed the TABASC that further consideration had been given to whether the User Integration Testing (UIT) environment can be used to test live fixes rather than going through SIT-A first. The TABASC requested the DCC to ascertain the value provided by maintaining the SIT-A environment to fix defects by considerations of defects already handled since DCC Live.

The main opportunity is release SIT-A for future functionality testing and therefore, reduce the DCC expenditure. The DCC are currently tracking the number of production fixes from an analysis project on ALM that CGI as the Systems Integrator has undertaken. However, it was noted that given the elapsed time since R1.3 went live and the limited volume of meters that are installed, the data may not be representative to an appropriate degree of statistical certainty. Because of this, the DCC maintain their previous position that it is necessary to maintain a SIT environment mirror of production, distinct from a SIT environment for development, to minimise the risk and expedite the deployment of fixes for production defects to user testing and production.

The group noted that this consideration has been explored in other industry meetings, including with TAG Members and at the TDEG. At the TDEG meeting it was noted that use of the UIT environment for testing fixes is already currently occurring depending on the severity of the defect. For example, Category 1 and 2 defects are skipping test phases. Because of this the TABASC questioned how much more risk there is for Category 3, 4 and 5.

It was noted that the action was marked as ongoing and the DCC will provide a further update at a future TABASC meeting.

Update on the DCC Release Management Policy proposal

The DCC provided an overview on the DCC Release Management Policy proposal provided to the Panel. The DCC outlined the following proposal for the release schedule including maintenance releases:

- Two In-life Releases per year (with potential for one being a major release (Updates to Firmware of Communications Hub) and one more minor release);
- Three additional scheduled Maintenance Releases per year;
- Fault fixes for Severity 1 and 2 defects on fix-on-fail basis;
- Unplanned maintenance releases if required; and
- New Product Releases scheduled as agreed with the Panel.

It was noted that further work is required between SECAS and the DCC on how the DCC supports releases in advance of the November 2017 Panel meeting.

SECAS noted to the TABASC that the DCC Release Management Policy will go out for consultation for industry views, where the TABASC will have opportunity to provide any feedback on the policy.

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

ACTION TABASC23/02: Following an SSC action for the DCC to conduct analysis with the TABASC to understand its approach to performing checks of anomalous change levels within Registration Data Provider (RDP) update files the DCC are requested to go to the TABASC to determine if there are any alternative ways of performing these checks.

ACTION TABASC23/03: The DCC to provide a summary of the CR Power Outage alert updates via email to the TABASC prior to next meeting, including information on CR168, which was missing from the initial information given.

5. DCC Overview of Change Management of Enduring Releases – Delivery Hub

This agenda item was postponed by the DCC and will be presented on at the November 2017 TABASC meeting.

6. DCC Change Request Update – including Power Outage Alerts

As per **ACTION TABASC21/03**, the DCC presented to the TABASC a populated spreadsheet of Change Requests (CRs) associated with Release 1.4 and Release 2.0. The TABASC provided the DCC with feedback confirming that the spreadsheet was generally fit for purpose. It was further noted that the spreadsheet provided sufficient content, subject to minor suggested additions below to include:

- a cross-reference of all the iterations each CR had gone through to provide an audit trail and enable Users to track the CR history;
- all SEC Modification Proposals and CRs as part of the spreadsheet, including those not included in a specific release;
- all CRs that have gone through as a Technical and Business Design Group (TBDG) Request For Confirmation (RFC), where it is becoming part of a release; and

- a column of the impacts from a Service User perspective; and
- all CRs that have been implemented or attached to a release, with a specific focus on the Power Outage Alerts CRs. It was noted that further information is provided under agenda item 4 – DCC Update.

The DCC informed the TABASC of its next steps to expand the scope on the spreadsheet to include all CRs. It was noted that the action will remain ongoing until the DCC provide further detail. Further detail on how this information will be publicised is expected at the next meeting.

SECAS informed the TABASC that the spreadsheet will be circulated following the TABASC meeting with a request for further feedback to be provided prior to the next meeting. Any TABASC comments will be collated and fed back to the DCC.

ACTION TABASC23/04: SECAS to circulate the DCC CR spreadsheet for feedback to be considered by the DCC.

7. TABASC Activity Planner

The TABASC were provided with the updated activity planner outlining future anticipated activities. SECAS provided a high-level overview of the ongoing activities from October 2017. Following the updates made to standardising the colour scheme format, it was further noted that 'red' will be updated to 'not achievable by current planned date' rather than 'not achievable'. Feedback was provided on a few details and dates that required amendment in light of the TABASC and Release activities.

The TABASC agreed to update the commencement date of Phase 1 Questionnaire from November 2017 to March 2018, subject to understanding the number of installs that have been completed.

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

8. TABASC Risk Register

The TABASC was provided with a paper documenting the existing TABASC risks and those included in the SEC Panel Risk Register. SECAS informed the TABASC that no changes had been made to the three-existing TABASC risks. The TABASC were informed that the Panel agreed the amendments in Appendix B: SEC Panel Risk and Issue Register of the paper at its October 2017 meeting.

SECAS noted that following the second Operational Risk Workshop on 31st October 2017, the retained TABASC risks will be added to this monthly paper. This will ensure that the risks associated with the TABASC and its duties are reviewed on a monthly basis. In addition, those risks that have been determined to fall under the Operations Group remit will be formally handed over to the group following the second Operational Risk Workshop.

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

9. Business Architecture Document Project Closure Report and Lessons Learned

Following the publication of the Business Architecture Document (BAD) and model, SECAS provided the final update on the project, including the remaining activities to be undertaken in support of the

completion and subsequent publication of the BAD and model. In addition, a high-level dashboard was provided, setting out the final project status, including the final project out-turn.

SECAS presented on the updated lessons learnt document (Appendix A) for the project and actions that have been taken or will be taken as part of or in advance of future BAD updates. The TABASC discussed the updated lessons learnt document and provided feedback.

The TABASC suggested the rewording of Appendix A, Section 2.1 'Areas for potential improvement - Project Establishment and Management Responsibilities'.

> Project Establishment and Management Responsibilities
>
> The Project Initiation Document (PID) was initially presented to the TABASC in April 2016 as part of the project establishment. The Product Description was then presented in May 2016 to provide further information on the scope and content of the BAD, however the PID was not then updated. In order to provide further confirmation of the project responsibilities, project plan, controls and reporting requirements, *the TABASC should have considered a further version of the PID to sign off as part of the project establishment.*

The TABASC expressed concern with this statement as the TABASC articulated that it did not have an opportunity to consider this, and therefore should not be associated with failing to do so.

In addition, the TABASC discussed its concern around the process followed to establish the Project Team to deliver the project. It was highlighted that at the time, there were no discussions on any alternative options for the delivery of this project e.g. through a procurement exercise. The TABASC requested that further analysis of this processes should be included in the report.

The TABASC **DISCUSSED** the lessons learnt set out in Appendix A and provided feedback to SECAS.

10. Business Architecture Document Review Approach

SECAS set out the overarching approach for maintaining the Business Architecture Document (BAD) and model, along with the estimated resource requirements needed to undertake the review of the BAD and model to capture the changes that Release 2.0 will introduce.

It was noted that the activities and resource requirements do not cover the identification of changes needed for Release 3.0 (including SMETS1 Enrolment and Adoption). A further paper will be provided on the resource requirements for preparing the Release 3.0 iteration of the BAD at a future meeting, once the plan for the release is further defined, along with confirmation of the design and once the supporting SEC changes are baselined.

The TABASC discussed the timeline for each iteration of the BAD and agreed to monitor progress towards the end dates of each iteration. It was noted that there will be an initial interrelationship between the Service Users and the different iterations of the BAD and model based on the Releases and the date the use of previous versions of the interfaces will end.

The TABASC agreed the estimated resource package subject to increasing the number of man days to complete the work based on estimated training resources and a further breakdown of who will be completing the work. In addition, to explicitly include monthly progress reports to the TABASC as part of the approach.

The TABASC **AGREED** the review approach and the estimated resource work package, subject to further detail being provided following the completion of the first activity.

11. Technical Architecture Document Review Approach

SECAS set out the overarching approach for maintaining the Technical Architecture Document (TAD), along with the estimated resource requirements needed to undertake the review of the Technical Architecture Document to capture the changes that Release 2.0 will introduce.

The activities and resource requirements do not cover the identification of changes needed for Release 3.0 (including SMETS1 Enrolment and Adoption). A further paper will be provided on the resource requirements for preparing the Release 3.0 iteration of the Technical Architecture Document at a future meeting, once the plan for the release is further defined, along with confirmation of the design and supporting SEC changes are baselined.

Similar to the TABASC discussions on the BAD Review Approach under agenda item 10, the TABASC agreed the review approach and the estimated resource work package, subject to further detail being provided following the completion of the first activity. The TABASC also discussed the need for an overhead to be included based on estimated training resources. In addition, the TABASC requested a further breakdown of who will be completing the work to be included as part of the TAD Review Approach.

The TABASC **AGREED** the review approach and the estimated resource work package, subject to further detail being provided following the completion of the first activity.

12. Modification Proposal for Discussion – SECMP0030

The DCC (Modification Proposer) presented to the TABASC an overview on the current progress of SECMP0030 'Demand Management of DCC Systems'.

Summary

Where network traffic approaches or exceeds the capacity of the DCC System, Users could experience fluctuations in system performance, extended round trip times or in extreme cases the system could fail. This modification proposes to implement an enduring solution that protects the DCC System when aggregate demand cannot be satisfied simultaneously.

Status Update

The Working Group met for the second time in October 2017 after an initial Working Group meeting in February 2017, where members considered the current arrangements of demand management and what problems the peak bursts in the DCC Systems may cause.

The DCC informed the group that the current scenario is being looked at from a theoretical exceptional circumstance point of view. The DCC noted that they are working on justifying whether this modification should be defined as Urgent. However, the TABASC raised concern over the requirement for the modification to be made Urgent, given that it has been eight months between Working Group meetings. Following the last Working Group, the DCC recommended to allow a further 6 months to pass in order to build up a traffic profile to assess the data patterns. It was noted that one of the six potential solutions were to set thresholds for business as usual traffic and use this to block the traffic. If usage exceeds threshold the User will be subject to a flow control gate to block traffic in order to manage demand.

TABASC Discussion

The TABASC expressed its concern with this approach given the effect of DCC blocking traffic on User business systems and processes. The TABASC also suggested that the DCC consult with

industry to understand traffic profiles and peak demand figures prior to waiting for real world results in 6 months. This will help inform the severity of the problem to then determine if a solution is required.

Next Steps

The TABASC suggest the DCC to analyse whether there is likely to be a problem before spending resource on developing a solution. The DCC noted that further information on the six considered options will be provided to the Working Group and the TABASC by the end of November 2017, prior to industry consultation.

In addition, SECAS provided an overview of SECMP0019 'ALCS Description Labels' for discussion and feedback.

Summary

This Proposal recommends that there should be some form of guidance / rules (Naming Conventions)/standardisation when defining any of the 5 Auxiliary Load Control Switches (ALCS) or HAN Connected Auxiliary Load Control Switch(es) (HCALCS).

Status Update

This modification is currently in the Refinement Process and proposes to develop an ALCS/HCALCS Labels Document to become part of the SEC. It is then proposed that the TABASC would be responsible for establishing and maintaining the list of ALCS/HCALCS labels and the associated descriptions. An obligation would then be placed on the Users to use the list.

SECAS presented to the TABASC the suggested four requirements for any new labels:

1. Only DCC Users in the role of Import Suppliers are able to submit new ALCS labels;
2. New entry labels shall have a maximum length of 22 characters;
3. The new entry cannot be included into one of the existing ALCS & HCALCS labels on the list. The TABASC will need to agree that a new entry to the list does not fit an any existing category on the current ALCS & HCALCS labels list; and
4. The TABASC agree each new label shall include a description of the family of devices that are typically connected to the switch.

SECAS provided a process model for maintaining the list of ALCS/HCALCS labels and the associated descriptions. This included SECAS being critical friend and complete initial checks prior to the TABASC making a decision on the new proposed label. SECAS then would inform industry of the decision. It was noted that an appeal process with the Panel will also be in place for any rejected labels.

TABASC Discussion

The TABASC discussed its remit in managing the list, including tools to understanding the parameters. The TABASC suggested that the proposer of the new label should include justification as part of the process to better inform the TABASC decision. The TABASC also suggested to avoid using verbs as the label names, for example, it was considered that "boost" was not an applicable ALCS/HCALCS. It was suggested that 'boost' be replaced with 'ground source heat pump', as this is a more common example of ALCS/HCALCS.

Next Steps

The TABASC noted that it is content that it is the most suitable sub-committee to manage the content of the list. The next steps were discussed and the TABASC questioned the timeframe for when the list will be implemented. SECAS noted they would raise this with the Working Groups and keep the

TABASC informed on the progression of the Modification Proposal, specifically around the implementation timeframes.

The TABASC **DISCUSSED** the Modification Proposals and provided feedback for consideration by the Working Groups.

13. Service Management and Reporting

The TABASC discussed their role in monitoring the DCC Performance Measurement Report, and noted that it will be monitored by the Operations Group going forward. Consequently, it was agreed that the TABASC will focus on monitoring the DCC Major Incident Reports and any impacts on the Technical and Business Architecture and feedback any concerns to the Panel, if required.

A TABASC Member provided an update on the Operations Group discussions around the responsibility of the monitoring of the DCC Performance Measurement Report. The TABASC were informed that the report will be monitored by the Operations Group monthly to gain insight from an end-to-end DCC User experience perspective. It was noted that any potential impacts on the Technical and/or Business Architecture will be brought to the TABASC for input. This includes the TABASC's focus to identifying the root cause(s) of the incidents from a Technical and Business Architecture point of view and escalate any concerns to the Panel as required. The timeline for issuing DCC Major Incident Reports was discussed. It was noted that depending on when a DCC Major Incident Report is issued it may not always be feasible for the TABASC to discuss any recommendations prior to the next Panel. Where this is the case, the TABASC agreed to discuss any DCC Major Incident Reports via teleconference, where the severity of the issue warrants it, to allow any recommendations to be raised to the Panel at its next meeting.

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

14. TABASC Meeting Dates

SECAS presented the TABASC with the proposed 2018 meeting dates for approval. It was proposed that the monthly meetings continue with the current schedule, with meetings taking place on the Thursday following the SEC Panel meeting each month.

SECAS noted that there had been a request to move the December meeting, currently scheduled for Friday 20th December 2018 to 13th December 2018. SECAS informed the TABASC that they will provide 2018 meeting invites as placeholders to the TABASC Members.

The TABASC **AGREED** the proposed meeting dates schedule for 2018 subject to the amended December 2018 date.

ACTION TABASC23/05: SECAS to provide the 2018 meeting invites as placeholders to the TABASC Members.

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

There were no further items and the TABASC Chair closed the meeting.

Items for Information

16. Transitional Governance Update

The Transitional Governance Update is a compendium of activities occurring under the Smart Metering Implementation Programme (SMIP) and the update for August 2017 was provided to the TABASC. The paper includes updates on the following areas:

- high level updates from Transitional Work Group meetings attended by SECAS and the Panel Chair in the last month;
- an overview of any relevant notices from the Secretary of State (SoS);
- a high-level overview of any relevant publications, responses and consultations issued by BEIS, the DCC and Ofgem in relation to smart metering;
- high-level updates from any additional smart metering related publications, groups, meetings and workshops; and
- at-a-glance-view of meetings held during the reporting period, including the forthcoming meetings dates and other relevant narratives.

17. Modification Status Report – October 2017

The monthly Modification Status Report was provided to the TABASC for information to update them of the status and progress of Modification Proposals going through the SEC Modification Process.