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## Meeting TABASC\_32\_1907, 19<sup>th</sup> July 2018

10:00 – 15:30, Gemserv, 8 Fenchurch Place, London EC3M 4AJ

### Technical Architecture and Business Architecture Sub-Committee (TABASC)

### Final Minutes

#### Attendees:

Category	TABASC Members
TABASC Chair	Julian Hughes
Large Suppliers	Stephen Lovell
	Emslie Law
	Stacey Brentnall
	Ashley Pocock
	David Hipwell (alternate)
Small Suppliers	Andy Knowles
Electricity Networks	Alan Creighton
Gas Networks	Leigh Page
Other SEC Parties	Elias Hanna

Representing	Other Participants
Smart DCC	Sylvia Ovie
	Amanda Rooney (part)
BEIS	James Hawkes
SECAS	David Barber
	Kayla Reinhart
	Linda Martiri
	Phil Twiddy (part)

Apologies	
Large Suppliers	Rochelle Harrison
	Graham Weir
Other SEC Parties	Tim Boyle

Absent	
Ofgem	Michael Walls

Administered by

## 1. Minutes and Actions Outstanding

Action Reference	Update
<p>TABASC23/01</p> <p>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.</p>	<p>A meeting took place between the Panel Chair and Sub-Committee Chairs on 23<sup>rd</sup> January 2018, to discuss the roles and responsibilities across Sub-Committees. A RASCI matrix has been undergoing further development to clarify and trace the duties and responsibilities of each Sub-Committee. Specific resource has been set aside during the next quarter to discharge this activity, with forthcoming activities (such as Release test phase, go live and incentive scheme activities) being utilised as working examples to ensure the RASCI and associated information is complete and robust.</p> <p>Action <b>ONGOING</b>.</p>
<p>TABASC28/03</p> <p>The TABASC Chair to continue discussions with the Panel to determine the responsibility of the Release Implementation Document (RID).</p>	<p>Discussions are taking place, with the Panel Chair on the roles and responsibilities associated with enduring Release Management. These discussions include which elements from the BEIS stewardship function need to become enduring activities.</p> <p>A paper was discussed at the July Panel meeting. Further work is being undertaken to ensure responsibilities in relation to the RID and other release management activities are clear. This work includes improvements to monthly updates on the RID for each Release and identifying and developing the necessary changes to the SEC to capture the necessary BEIS stewardship functions within the SEC</p> <p>Action <b>ONGOING</b>.</p>

<p>TABASC29/02</p> <p>SECAS to provide information on the November 2019 Release approach in relation to Technical Specification changes, including a clear rationale for the TABASC's consideration prior to the approach being brought to the SEC Panel for approval.</p>	<p>An update was provided on the approach for the November 2019 Release discussed at the June Panel meeting. The main matter to note being the agreement of the potential scope, as without a substantial change to the cost, the release will not be viable, subject to the subsequent approvals of the associated Modification Proposals, which is expected over the next couple of months. It was subject to modifications being approved and it was noted that engagement with relevant Sub-Committees would commence, including TABASC, in August, where the roles in Release would be discussed and clarified by the DCC.</p> <p>In addition, the DCC provided an updated under agenda item 2.</p> <p>Action <b>ONGOING</b>.</p>
<p>TABASC30/01</p> <p>The DCC to provide a demonstration on the Change Management System at the June 2018 TABASC meeting.</p>	<p>The DCC provided a demonstration on the Change Management System under agenda item 3.</p> <p>Action <b>CLOSED</b>.</p>
<p>TABASC30/03</p> <p>The TABASC to escalate the Modification Proposal risk 10 to the SEC Panel for consideration.</p>	<p>The TABASC escalated TABASC 10<sup>1</sup> risk and its associated sub-risk to the June 2018 SEC Panel meeting as an issue as it was viewed as being a current issue.</p> <p>The Panel accepted the Issue and added it to the Panel Issue register at the June 2018 Panel meeting. The Issue was to be considered further by the Panel at the July 2018 meeting,</p> <p>An update on the Panel discussions was covered under agenda item 7.</p> <p>Action <b>CLOSED</b>.</p>

<sup>1</sup> TABASC 10 'DCC System is circumvented as making changes to it is costly and taken too long'

<p>TABASC30/08</p> <p>The TABASC agreed to invite the relevant representatives to provide an update on the Joint Ofgem-and BEIS Smart Flexibility call for evidence in order to inform whether there are any impacts on the Technical and/or Business Architecture.</p>	<p>SECAS has requested an update from a BEIS representative to be provided at a future meeting to inform whether there are any impacts on the Technical and/or Business Architecture.</p> <p>SECAS has been advised that BEIS will not be able to provide a significant update until the Autumn. SECAS will remain in contact with BEIS to ensure an update is provided at the opportune time.</p> <p>Action <b>ONGOING</b>.</p>
<p>TABASC30/09</p> <p>The TABASC agreed to keep a watching brief and invite when required, the relevant representatives to provide an update on the Half-Hourly Settlement Significant Code Review in order to inform whether there are any impacts on the Technical and/or Business Architecture.</p>	<p>ELEXON is leading on the work from a cross-code impact perspective. SECAS will request an overview and update on the five Target Operating Models to help inform any action required with the Technical and Business Architectures and whether greater involvement in the various working groups is required.</p> <p>Action <b>ONGOING</b>.</p>
<p>TABASC31/01</p> <p>DCC to provide an update on the Technical solution for the DCC enduring Production Proving Update should be provided at the July 2018 meeting.</p>	<p>An update was provided under agenda item 4.</p> <p>Action <b>CLOSED</b>.</p>
<p>TABASC31/02</p> <p>DCC update to be provided on T3 Aerials at a future meeting.</p>	<p>The DCC noted that work is underway with industry regarding the T3 Aerials issue, however, a TABASC Member noted that this is conflicting information received via other industry forums that the T3 solution is non-negotiable.</p> <p>A further update is required by the DCC at the TABASC meeting on 16<sup>th</sup> August.</p> <p>Action <b>ONGOING</b>.</p>
<p>TABASC31/04</p> <p>SECAS to show how issues will be progressed in a timely fashion with TABASC in future</p>	<p>An update was provided under agenda item 13.</p> <p>Action <b>CLOSED</b>.</p>

<p>TABASC31/05</p> <p>SECAS to provide an update of all the other SEC Issues on the SEC website.</p>	<p>The SEC Issues log is being updated to action TABASC feedback and will shortly be published on the SEC Website.</p> <p>Action <b>ONGOING</b>.</p>
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## 2. DCC Update

### June 2019 Release

The DCC provided the TABASC with an update on the June 2019 Release that was provided to the SEC Panel on 13<sup>th</sup> July 2018. The update included information on bringing down the release testing costs associated with the Release, and consequently all subsequent enduring releases.

The DCC noted that although the Release involves minor changes, the current core testing requirements, including regression testing, remain at the same level as releases with much greater content. As a result, without a change of approach to testing, there is difficulty in reducing enduring release testing costs.

The TABASC noted the need for testing, however it was noted that there was also a need for a different solution that involved proportionate and risk-based levels of testing. Although any revised testing approach should not just involve the reduction of the number of test undertaken without clear rationale.

It was also noted that DCC should be investigating options to reduce the costs of running the tests as well as the test scope.

The DCC noted that they are trying to find a new way of performing proportionate levels of tests on devices. In addition, the DCC mentioned that the number of Communications Hubs variants drives the amount of testing that could be required, which may not be always needing to be undertaken every time going forward. The TABASC questioned the risks that were associated for DCC to perform tests in the System Integration Testing (SIT) environment instead of UIT. The TABASC noted the need for a risk management approach to testing needed to be agreed regardless of what the Release is in order to determine if a change is viable. The TABASC discussed its role in the risk assessment to help define the mechanisms used for test and noted that the approach would need to involve the relevant experts and Sub-Committees for support. It was noted by SECAS that the risk-based approach to enduring release testing including June 2019, would be considered at the July Testing Advisory Group (TAG) meeting

The TABASC Chair noted the ongoing TABASC23/01<sup>2</sup> action and the need to identify a RASCI matrix to outline the duties and responsibilities of each Sub-Committee. In addition, the TABASC Chair noted TABASC28/03<sup>3</sup> ongoing action where discussions are underway with the Panel Chair on the roles and responsibilities associated with enduring Release Management. Both actions are ongoing and will aid in addressing the TABASC's role in the June 2019 Release.

<sup>2</sup> 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.

<sup>3</sup> TABASC28/03: The TABASC Chair to continue discussions with the Panel to determine the responsibility of the Release Implementation Document (RID).

## **November 2019 Release**

The DCC provided an update on the November 2019 Release, noting the two approved SEC Modification Proposals<sup>4</sup> as part of the scope. It was noted that consideration may be needed to the merging the June 2019 Release with the November 2019 Release due to the relative small scope of the releases compared to the release overheads, including release testing.

The TABASC Chair noted that, unless the DCC's approach to how releases are developed and tested, there would be very few changes able to be made between June 2019 and June 2020. In addition, it was also observed that there was a fundamental problem in that modifications are unlikely to be approved without the full cost (including SIT and UIT testing and release to live) identified and provided by the DCC. The DCC noted that the problem would be of how to allocate and forward plan and cost for the Release.

It was highlighted that there is the potential need to wait until there are a much higher volume of approved Modifications Proposals per Release as the underlying costs may be the same however that may not deliver the business benefits required. The TABASC noted that the modification cost should be able to stand on its own and that consideration could be given to moving certain changes in to planned maintenance Releases.

## **Centralised Switching Services (CSS)**

The DCC provided an update on the Centralised Switching Service (CSS). The Registration Data Provider (RDP) service would transition to an online web service interface as opposed to the existing file transfer batch interface. DCC questioned whether TABASC considered it necessary to carry out User Integration Testing (UIT) as the changes do not affect the operation of any Service User interface. TABASC agreed that some UIT testing should be done to provide confidence that nothing has been broken. The TABASC suggested that DCC should also look at other testing, in order to make sure that there are no other consequences. DCC noted that all relevant parties would be involved and that Ofgem also will need to acknowledge the role of TABASC.

## **Alt HAN and the request for DCC Services**

DCC provided an update related to Alt HAN and the request for DCC Services which are beyond the existing scope of services. A TABASC Member, noted however that this was not a request from Energy Supplier to the DCC. The DCC noted the discrepancy, and possibility of using different interfaces such as the SSI or DUIS to provide the services. DCC also noted that the capacity, pace and cost of providing services meant it was not a view that was widely supported.

The TABASC noted that any change would either need to be progressed via Ofgem, BEIS or a SEC Modification Proposal.

## **Half-Hourly Settlement Significant Code Review**

The DCC also provided an update on Half-Hourly Settlement Significant Code Review. It was noted that Ofgem has issued the consultation, which includes how consumption data is accessed and allows customers to opt out. The TABASC noted that Ofgem's expectations around the existing SMIP

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<sup>4</sup> SEC Modification Proposals: Semp0005 and Scemp0015

solution is incorrect in that the DCC Systems are not currently sized to support every meter being read every half-hour. It was noted that the Working Group is aware of this, however, Ofgem is not.

The TABASC agreed that SECAS should request an overview and update on the five Target Operating Models to help inform any action required with the Technical and Business Architectures and whether greater involvement in the various working groups is required. This request is covered under the ongoing TABASC30/09<sup>5</sup> action.

The TABASC **NOTED** the DCC Update.

### 3. DCC Change Management Demonstration

The DCC provided an update on the DCC Change Management system with the aim of improving Change Request visibility, including timelines to better inform Service Users. The TABASC questioned whether the system would show all changes. The DCC confirmed that all changes (including all SEC Modification Proposals) since the last two years are captured on the system.

Currently the Service Request can be searched for ease of navigation within the system. Each change will include the following categories of information:

- serial number,
- title/description,
- status,
- what system it impacts,
- information of the DCC action to be taken; and
- what Release the change is targeted at.

The DCC confirmed that costs associated with each CR would not be included in the system, for commercial reasons.

The DCC noted it is looking to make the system publicly available in the future, however, currently, only TABASC Members will be granted access to the DCC Change Management system. It was also requested that when access is provided to TABASC Members that some supporting guidance is provided on how to navigate the system, which the DCC agreed to provide.

**ACTION TABASC32/01:** The DCC to provide the TABASC Members with login details to access the DCC Change Management system prior to the August 2018 TABASC meeting and provide supporting guidance information on how to use and navigate the system.

A TABASC Member questioned whether the TABASC will be given access to information where attachments are referenced. The DCC noted that all information should be available and that the idea is that the detail will be in the description rather than any attachments.

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<sup>5</sup> The TABASC agreed to keep a watching brief and invite when required, the relevant representatives to provide an update on the Half-Hourly Settlement Significant Code Review in order to inform whether there are any impacts on the Technical and/or Business Architecture.



The DCC noted that the DCC Change Management communications function is live and queries will be directed to the DCC Change Management team in real time.

The TABASC **NOTED** the DCC Change Management demonstration.

#### 4. Technical Design for DCC Enduring Production Proving

The DCC provided an update on the related tactical solutions for the DCC Production Proving. The TABASC noted that they were expecting and requested an update on the enduring strategic solution of Production Proving. However, the DCC noted a solution is not fully developed yet, hence the focus on the tactical solution. The DCC explained the tactical solution and how it will involve the use cases which allow Other User Role to access data from meters to then send/share data to the DCC to use in operations. The TABASC questioned the security around the tactical solution and it was confirmed that SSC were content with the solution proposed.

It was observed that the understanding was Production Proving was going to be ready to use for Release 2.0 live but questioned whether this was feasible if procurements activities were still underway just over two months before Release 2.0 is due to go live. The DCC indicated that they expect the tactical solution to be ready in time for use with Release 2.0. The TABASC requested transparency in the approach including information on cost in order to assess the investment and its value for money.

Regarding the strategic solution, DCC was unable to provide as much details, however, noted that by October they will provide a more transparent plan for the strategic solution in terms of cost, solution design and target Devices, and the plan for implementation.

The TABASC **NOTED** the verbal presentation. and requested a more transparent update on the approach, specifically in relation to the enduring strategic solution.

**ACTION TABASC32/02:** 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.

#### 5. Sub-Committee update

##### Security Sub-Committee (SSC)

The TABASC Chair provided an update on the recent SSC activities, highlighting that the SSC are continuing to proceed through User Competent Independent Organisation (CIO) audits. It was also noted that the SSC have been discussing the agreed SMETS1 Security Architecture and the potential residual risks.

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

There were no specific areas of relevance to the TABASC to note in relation to the recent SMKI PMA activities.

##### Operations Group

A TABASC Member provided an update on the items discussed at the last Operations Group meeting. They noted discussions in relation to the DCC's proposed approach for improving the Self-Service Interface (SSI), including the agile development and delivery of certain changes.

In relation to DCC Maintenance Schedule, the group is also considering the DCC proposal to increase the number of planned outages for a period of time. The TABASC questioned its involvement due to



the impacts on the Service Users and whether this causes Technical Architecture issues that have operational consequences.

The group also discussed SECMP0006<sup>6</sup> and SMETS2 compliance, noting the need for clarity in relation to what SMETS version and SEC release the change will be implemented in. SECAS noted that SECMP0006 had been approved last year, in advance of the cut-off point for inclusion and that the changes relate to devices. It was noted that the original expectations were that the SECMP0006 changes would be incorporated into the version designated for Release 2.0 (i.e. SEMTS2 version 3.0). However, in light of the recent designation of GBCS v2.1 and v3.1 following the application of a number of changes, that it has left a question open on what to do with SECMP0006 and whether a SMETS2 v3.2 may be required instead. TABASC Members indicated a preference for a new version of SMETS. In light of this discussion, the TABASC noted the restriction on releases based on content and cut off dates and requested an overview on how Technical Specifications are managed through the Release Management process, including specific proposal from SECAS and the DCC of how SECMP0006 will be implemented.

**ACTION TABASC32/03:** SECAS to provide an overview on how Technical Specifications are managed through the Release Management process, including specific proposal from SECAS and the DCC of how SECMP0006 will be implemented.

The TABASC **NOTED** the verbal update.

## 6. BEIS Update

BEIS provided information on the consultations and publications that have been and will be, published over the coming month. There was an update on the consultation on the DCC Project Incentives Scheme for SMETS1 Enrolment and Adoption which is due to come out in July/August 2018. BEIS also highlighted that the response to the consultation on the SMETS1 end date is due September/October 2018.

The TABASC **NOTED** the verbal update.

## 7. TABASC Risk Register

SECAS provided an update regarding the TABASC Risk Register, noting there was no proposed updates to consider for the July 2018 TABASC meeting.

SECAS informed the TABASC that since the June 2018 SEC Panel meeting, the Panel has not considered the escalated TABASC risk 10 that resulted in SEC Panel Issue 2 being added to its risk register further. SECAS noted that the SEC Panel had discussed the Section D review activities and the associated modifications at its July meeting. Having undertaken this the Panel should be in a position to effectively discuss the Issues within its Issue log at its next meetings. The TABASC noted the need for further assessment to determine what can be done to mitigate the issue. It was proposed that SECAS should seek to facilitate a specific work piece engaging the SEC Panel to consider Panel Issue2<sup>7</sup>. A TABASC Member suggested that this could be achieved through an extension of the monthly Panel meeting.

**ACTION TABASC32/05:** SECAS to facilitate a specific work piece engaging the SEC Panel to consider Panel Issue 2.

<sup>6</sup> SECMP0006 'Specifying the number of digits for device display'

<sup>7</sup> Panel Issue 2 'DCC System is circumvented as making changes to it is too complicated'

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

## 8. Release 2.0 Business Architecture Document Project Update

SECAS provided the TABASC with the final monthly update on the Release 2.0 BAD project, highlighting that the final activities are taking place prior to publishing the approved version of the BAD and Business Architecture Model (BAM).

It was noted that the project overall has been delivered within budget.

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

## 9. SMETS1 Service Release Business Architecture Document Review Approach

SECAS provided a plan for identifying and capturing the necessary changes to the Business Architecture Document (BAD) and supporting Business Architecture Model (BAM) that the SMETS1 (Enrolment and Adoption) Service Release will introduce.

SECAS provided information on the resource requirements from the SECAS Core team and SECAS Community of Experts (CoE) expected as well as the required steps and lead-times to manage and plan updates to the BAD and BAM. In addition, timescales for undertaking these activities were indicated, counting back from when the SMETS1 Initial Operating Capability (IOC) is expected to go live at the end of November 2018.

The TABASC discussed whether it was too early to commence the work as there was not a final complete set of designated or in some cases baselined SMETS1 SEC changes. The TABASC then discussed whether the work should only commence once the changes have all be designated into the SEC.

The TABASC Chair noted that the complete suite of SMETS1 SEC changes might not be designated until the SMETS1 IOC Live and as such it is unlikely to be possible to wait until designation.

Noting that the TABASC wanted the documents to be completed, stable and ready before commencing IOC Live. The TABASC also noted that due to testing progress challenges, the timing of IOC may change. Therefore, it was agreed that it was appropriate to await until the Live date was confirmed before agreeing the work commencement date. A TABASC Member questioned whether further revisions may be needed to the BAD, as part of changes brought in as part of the subsequent Medium Operating Capability (MOC) and Final Operating Capability (FOC). SECAS noted that this may be the case depending on the extent of the changes however the TABASC chair suggested that if and when this occurs the details of the changes should be brought to TABASC to confirm whether a project is required to action them or whether the extent of the impacts is minimal enough to warrant them to be simply actioned.

The TABASC **AGREED** the planned approach and relative timescales, however, it noted that the planned work may move back, based on any revised implementation dates for the SMETS1 Service Release.

## 10. SMETS1 Service Release Technical Architecture Document Review Approach

SECAS provided a plan for identifying and capturing the necessary changes to the Technical Architecture Document (TAD) that the SMETS1 (Enrolment and Adoption) Service Release will introduce.

SECAS provided information on the resource requirements from the SECAS Core team and SECAS Community of Experts (CoE) expected as well as the required steps and lead-times to manage and planned updates to the TAD. In addition, timescales for undertaking these activities were indicated, counting back from when the SMETS1 Initial Operating Capability (IOC) is expected to go live at the end of November 2018.

As per the discussions on the BAD, the TABASC agreed to not initiate the activities until the revised date for Initial Operating Capability (IOC) is known.

The TABASC noted that it is worth considering the SMETS1 HAN and ways of operating devices and if TABASC need to reference this in both the BAD and BAM. SECAS noted that this would be looked at as part of the approach for the SMETS1 changes.

The TABASC **AGREED** the planned approach and relative timescales, however, it noted that the planned work may move back, based on any revised dates for the SMETS1 Service Release and the associated IOC timing.

## 11. DCC Planned and Unplanned Maintenance Information

The TABASC were provided with one recent DCC Planned Maintenance notification and one recent DCC Unplanned Maintenance notifications. SECAS noted that since the paper was issued, several DCC Unplanned Maintenance notifications have been issued.

The TABASC considered the content of each notification and whether action is required and concluded that there was nothing to note in relation to the Technical and/or Business Architecture

The TABASC reiterated prior observations on the format and content of the recent notifications. It was noted that SECAS will seek confirmation from the DCC as to whether the intention is to align the format of both the Planned Maintenance and Unplanned Maintenance notifications.

**ACTION TABASC32/06:** SECAS to seek confirmation from the DCC as to whether the intention is to align the format of both the Planned Maintenance and Unplanned Maintenance notifications.

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

## 12. TABASC Activity Planner

The TABASC Activity Planner was provided to the TABASC to manage its duties, time, and required expert support. SECAS highlighted up and coming activities, noting the inclusion of the SMETS1 Service Release plans for the BAD and TAD, phase 2 of the Effectiveness Review Questionnaire timeline and the TABASC scheduled elections taking place in November 2018.

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

## 13. Issue Management

### HAN-Connected EV Charger Modification Proposal SECMP0046<sup>8</sup>

SECAS provided an updated on SECMP0046. It was noted that the first Working Group (WG) took place in June 2018 where different solutions were put forward seeking to enable Electric Vehicle (EV)

<sup>8</sup> SECMP0046 'Allow DNOs to control Electric Vehicle chargers connected to Smart Meter infrastructure'

Chargers connected via HAN Connected Auxiliary Load Control Switch (HCALCS). The main outcomes involved a solution of Electricity Distributors informing Suppliers of Meter Point Administration Numbers (MPANs) to shed load, as the Suppliers set the load limits. The second solution involves setting up contracts with Ancillary Service Providers. A few additional solutions have been suggested but may not address the underlying matter or may not meet expectations.

It was noted that discussions are underway with the Security Sub-Committee (SSC) regarding the security implications and identifying the challenges of security assurance for the different solution was required. The most significant factor is CPA assurance being possible, which might integrate smart electrical chargers, however, it was noted that it may be very difficult to get CPA assurance.

The TABASC discussed the need to consider the wider opportunity in relation to Smart Metering connectivity, including smart appliances. BEIS noted that they are identifying options to enable EV charges to be controlled by the Smart Metering solution. The TABASC suggest that an expansive solution be identified to enable change rather than managing different solutions separately. The focus should be on the ability to connect to switch loads and connect intelligently to enable the exchange commands that allow the Device to make decisions.

The TABASC also noted its availability to support matters, if required.

**ACTION TABASC32/07:** The Electricity Networks TABASC Member to liaise with DNOs to clarify whether the point of views expressed in the Working Groups aligns reflect the overall position of DNOs.

### Update on IRP Modification Proposal SECMP0055<sup>9</sup> progress

SECAS provided an update on SECMP0055, noting that the WG meeting was held on 2<sup>nd</sup> July 2018. It was noted that this modification includes the IRPs that have been closed by TSIRS and subsequently handed over by BEIS and SECAS to be progressed as part of a modification. The TABASC noted that there were initially 25 IRPs included as part of the modification and an additional 10 IRPs have since been handed over since the date which the modification was raised. The DCC noted that they were looking into the implementation of the modification, noting either a June or November 2019 implementation date. It was noted that a Large Supplier mentioned there may be some IRPs that impact the DCC systems and consequently Service Users. SECAS noted that work is underway to identify the IRPs in question. Once identified, they will be removed from the scope of the modification as part of the Working Group consultation.

### Issue progression approach, including use of TBEC

SECAS highlighted that at the July Technical and Business Design group (TBDG) meeting, BEIS had explained that the transitional Issue Resolution Process (IRP) would continue until such time as issues relating to BEIS managed releases tail off, currently expected to be mid-2019. During this time parties would be encouraged to raise issues with the BEIS issues Management Process. Parties can still raise SEC Issues if they wish, but to aid progression if they relate to transitional release Technical Specifications they would be passed over to BEIS for progression via the IRP process. It was also noted that when the IRP process ceases in 2019, at the same time the Technical Specification Issue Resolution Sub-group (TSIRS) would also cease. When this occurs, there would be a need for an enduring replacement.

The replacement could take the form of monthly meetings of the Technical and Business Expert Community (TBEC). SECAS proposed that such meetings should occur 2 weeks in advance of TABASC to enable updates to be given on the matters discussed including any necessary

<sup>9</sup> SECMP0055 'Incorporation of multiple Issue Resolution Proposals into the SEC'

escalations. This would cover a concern raised by the BEIS attendee, around appropriate communication between groups to resolve concerns around transparency of information.

SECAS raised a question to the TABASC around meeting size, to ensure the size of the meetings of TBEC remain manageable. The TABASC agreed that restricting attendance at meetings to one person per organisation may aid this. Noting that exceptions could be made on request depending on the subject matter being discussed.

The TABASC also briefly discussed what the group/meetings should be called, noting that this could be picked up at a later point.

It noted and agreed that discussions would be aided if there was a starting point of a Terms of Reference to discuss using those of TSIRS as a starting point to aid the development of the scope and role of any meetings of the TBEC.

TABASC agreed that a draft Terms of Reference (TOR) for the meetings of TBEC should be prepared and provided for discussion and approval at a future TABASC meeting.

**ACTION TABASC32/08:** SECAS to prepare a draft set of Terms of Reference for the meetings of the TBEC for TABASC discussions at the September meeting.

No items of A.O.B were raised.

## **14. 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 the Department for Business, Energy and Industrial Strategy (BEIS), the Data Communications Company (DCC), and Ofgem, in relation to smart metering, whilst highlighting areas which may be of interest to the SEC Panel and/or SEC Parties.

## **15. Change Status Report – July 2018**

The monthly Change Status Report provides information on the progress of SEC Modifications and Releases, covering the July 2018 SEC Panel recommendations and decisions.