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Meeting TABASC_29_1904, 19th April 2018

10:00 – 13:25, 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
	Ashley Pocock
	Grahame Weir
	Rochelle Harrison
	Emslie Law
	Stacey Brentnall
Small Suppliers	Andy Knowles
Electricity Networks	Alan Creighton
Other SEC Parties	Tim Boyle
	Elias Hanna

Representing	Other Participants
EV Representatives	Bob Hopkins (part)
	Daniel Hollingworth (part)
DCC	Nicola Roteaglia (alternate)
BEIS	John Eager
SECAS	David Barber
	Kayla Reinhart
	Linda Martiri
	Phil Twiddy
	Courtney O'Connor (part)

Absent	
Ofgem	Michael Walls

1. EV Charging Project Overview

Representatives from the Distribution Network Operator (DNO) provided the TABASC with an overview of the DNO led EV consultation of the potential solutions for Domestic Managed EV charging, including the potential relationship with the Smart Metering Implementation Programme (SMIP) and the Smart Energy Code (SEC). It was noted that Scottish and Southern Electricity Networks (SSEN) have been leading the project on behalf of all UK DNOs for 18 months.

It was noted that the DNO project is guided by a steering group consisting of a range of stakeholders. The goal of the project is to define a technical specification to protect and manage local networks from large increases in network load brought about by increased ownership of EVs. It was noted the risks and concerns are around the local low voltage networks.

A Modification Proposal (SECMP0046¹) has been raised and it was noted that this will allow investigation on the implications for the SEC in parallel with the project.

The technical options that have been identified include:

- Control using Home Area Network (HAN) Connected Auxiliary Load Control Switches (HCALCS), to temporarily disconnect EV chargers from supply
- the use of HCALCS instructions to instruct a smart charger to reduce the charging rate for a period of time.
- Implement proportional control instructions to vary the charging load depending on the severity of the issue.
- Standardisation of the Open Charge Point Protocol (OCPP) for chargers
- Local control ports (as a minimum option) on smart chargers to accommodate future connection to a smart controller

It was noted that Office for Low Emission Vehicles (OLEV) and BEIS would need to support the Smart Meter integrated options.

The benefits of using the Smart Metering infrastructure was discussed, including the security framework, consistency of technical standards and the use of existing communications services. It was also noted that this route has the potential to allow customer choice on how to respond to different load requests.

The DNO led smart EV Project consultation is currently open until 30th April 2018, which outlines an interim solution and a longer-term solution involving Smart Meters.

The attendee from SSEN clarified that the intention is that the solution developed is not entirely a DNO led solution, but rather a solution that considers other stakeholders. The TABASC noted the need for governance arrangements in place to manage the requirements, and on the extent the DNOs can rely on the system.

A TABASC Member expressed concerns on why Suppliers have not been involved from a smart energy point of view. As a result of these concerns the TABASC Member observed that because the project is customer and market impacting it should be managed independently with Ofgem suggested as a candidate.

¹ SECMP0046 'Allow DNOs to control Electric Vehicle chargers connected to Smart Meter infrastructure'

The TABASC expressed the need for requirements from across the industry to be included with wholesale and market impacts understood and that a balanced solution across the market was needed. A clear picture of the cross-industry incentives is also needed.

The TABASC discussed the timescales for the solution to be in place, noting that the solution is being developed in parallel with the rollout of SMETS2 meters and is on track for the program rollout timeline of 2020.

The TABASC discussed the approach outlined in the presentation and noted that the focus should be on developing a solution and its capabilities as well as to determine who is responsible and when based on the stakeholder impacts.

The TABASC agreed to respond to the EV project consultation from a Technical and Business Architectural point of view, noting its support of a solution that uses the Smart Metering infrastructure, while also noting that consideration is needed for whom should control such functionality, while recognising the 'who' sits outside of the remit of the TABASC.

The TABASC **NOTED** the verbal presentation and **AGREED** to respond to the consultation from a Technical and Business Architectural point of view.

ACTION TABASC29/01: The TABASC to respond to the DNO EV Project consultation from a Technical and Business Architectural point of view, highlighting support for a solution that utilises and is built into the Smart Metering Infrastructure.

2. Minutes and Actions Outstanding

Action Reference	Update
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.	A meeting took place between the Panel Chair and Sub-Committee Chairs on 23 rd 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. Completion of the RASCI was delayed due to SECAS resource focusing on getting the BAD, TAD and Effectiveness review questionnaire ready for issue. The RASCI will be discussed with the Panel Chair and Sub-Committee Chairs by the end of April 2018. Action ONGOING .
TABASC24/08 The DCC to provide further information on its approach to publishing the CR spreadsheet to industry.	The updated CR spreadsheet is provided under agenda item 14. The DCC informed the TABASC that discussions were underway with SECAS for determining an approach to publishing the CR spreadsheet. It was noted that the spreadsheet is anticipated to be made publicly available in May 2018. Action ONGOING .

<p>TABASC24/10</p> <p>SECAS to develop a list of issues to the TABASC for monitoring.</p>	<p>An update on the issues handed over from BEIS to SECAS will be provided under agenda item 7. The issues received to date through the SEC Issues Process have been progressed via the 'explanation' route. Any issues requiring further input from the TABASC will be provided when necessary.</p> <p>Action ONGOING.</p>
<p>TABASC26/05</p> <p>The TABASC Chair to liaise with the Panel Chair to consider who is responsible for the risks involved in the end to end process for Release 4.0.</p>	<p>There are considerations underway in establishing a Release project board to oversee the associated Release risks, with input being provided as required from the associated Sub-Committees depending on the nature of the risk/issue.</p> <p>Action ONGOING.</p>
<p>TABASC27/01</p> <p>SECAS noted further analysis is required to determine whether there is an impact on gas and the Supply Point Administration Agreement (SPAA) in relation to progressing a change to J1839 with the MRA.</p>	<p>The TABASC were informed that SECAS raised the matter with the SPAA to understand the potential impacts and are awaiting a response. A further update on the progression will be provided at the May 2018 TABASC meeting.</p> <p>Action ONGOING.</p>
<p>TABASC27/03</p> <p>SECAS to inform the Panel on TABASC's discussions on what to expect as part of the set of handover information to be provided from BEIS following the go-live of transitional releases.</p>	<p>Following previous Panel discussions in March 2018, where the Panel agreed with the view of the TABASC that following R2.0 and SMETS1 going live, there is a need for an appropriate degree of handover from BEIS to the Panel and its Sub-Committees.</p> <p>The Panel agreed an action for SECAS and BEIS to liaise to identify and confirm which materials will be handed over to enduring governance following a release going live.</p> <p>Following a brief update at the April 2018 Panel meeting on the matter, it was noted that the details on the handover materials will be shared with TABASC and any other relevant sub-committees to help inform subsequent Panel discussions at a future meeting.</p> <p>Action ONGOING.</p>

<p>TABASC28/01</p> <p>The TABASC Chair agreed to seek a view from SECAS on how the IRPs will be progressed in time for the June 2019 Release.</p>	<p>An update was provided under agenda item 7.</p> <p>Action CLOSED.</p>
<p>TABASC28/02</p> <p>SECAS to request a representative from the EV charging project to present at a future TABASC meeting, which may help inform TABASC of any need to assess impacts and opportunities on the Technical and/or Business Architecture.</p>	<p>An update was provided under agenda item 1.</p> <p>Action CLOSED.</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 underway to determine the responsibility of the Release Implementation Document (RID). The draft RID for September 2018 Release will be provided at the April 2018 Panel meeting for views and feedback.</p> <p>Action ONGOING.</p>
<p>TABASC28/05</p> <p>SECAS to review and update the current TABASC risks and RMP, including the risk's that are approaching the proximity date for the TABASC's consideration.</p>	<p>SECAS reviewed the current TABASC risks and RMP, including the risk's that are approaching the proximity date for the TABASC's consideration. The proposed updates are provided under agenda item 6.</p> <p>Action CLOSED.</p>
<p>TABASC28/06</p> <p>The TABASC Members to propose any further areas or topics of interest that should be discussed as agenda items at the TABASC in the future by the April 2018 TABASC.</p>	<p>No areas or topics of interest were raised by the TABASC Members to SECAS in advance of the meeting.</p> <p>At the meeting a TABASC Member proposed that discussions should take place on the current BEIS Smart Appliances consultation that is underway. It was agreed that those leading on the consultation should be invited to provide an overview at the May 2018 TABASC meeting to help inform whether a TABASC response to the consultation is required.</p> <p>No other topics of interest where raised.</p> <p>Action CLOSED.</p>

3. DCC Update

The DCC noted that work is ongoing regarding the June 2019 release, to define the testing approach and the scope of the release. It was noted that the scope currently includes SECMP0018, SECMP0023, and SECMP0025² and an updated version of GBCS, regardless of the acceptance of the modifications.

The DCC also informed the TABASC that a proposal for the November 2019 release will be brought to the SEC Panel for approval, noting that they consider that there should be only one GBCS impacting release a year. The TABASC expressed its concerns, noting the limitations even if it does not have an impact on the DCC systems. Such restriction could delay the implementation of approved GBCS changes that miss a cut-off for conclusion by effectively two years. The TABASC requested information from SECAS on the approach, including a clear rationale for the TABASC's consideration prior to the approach being brought to the SEC Panel for approval.

The DCC noted that there needs to be a more in-depth discussion regarding the implementation of changes to the GBCS, and that any associated changes need to be tested regardless of who and where they might be used.

ACTION TABASC29/02: SECAS to provide information on the approach to the November 2019 Release 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.

The TABASC **NOTED** the verbal update.

4. Sub-Committee Updates

Security Sub-Committee (SSC) and Smart Meter Key Infrastructure Policy Management Authority's (SMKI PMA)

The TABASC Chair provided the TABASC with an update on the SMKI PMA and Security Sub-Committee's recent activities, highlighting that significant effort is going in to assessing the security impact of the proposed SMETS1 Release. It was noted that a joint risk assessment workshop between the DCC, SSC and SMKI PMA is scheduled for 1st May 2018, where several SSC comments and observations are expected to be addressed by the DCC.

Operations Group

A TABASC Member provided an update on the Operations Group's recent activities, noting discussions around rejections to Communications Hub deliveries due to barcodes and non-standard pallet sizes, which have had an impact on the ability of suppliers to store them in storage warehouses, in that the varied sizes means not all deliveries fit. The group also discussed Registration Data Provider (RDP) data integrity and its concern with data quality as a whole.

The TABASC **NOTED** the verbal updates.

²SECMP0018 'Standard Electricity Distributor Configuration Settings'
SECMP0023 'Correct Units of Measure for Uncontrolled Gas Flow Rate'
SECMP0025 'Electricity Network Party Access to Load Switching Information'

5. BEIS Update

BEIS noted the recent publications below:

- The consultation on enrolment of SMETS1 meter cohorts with the DCC was issued 16th April 2018.
- The consultation on SMETS1 supplier licence obligations was issued 16th April 2018, setting out the expectation for requirements on suppliers in relation to the enrolment of SMETS1 meters with the DCC.
- The consultation on DCC Release 2.0 versions of DCC User Interface Specification (DUIS) and the GBCS closes 24th April 2018.
- The response to the consultation issued 27th March 2018 on the Release 2.0 SEC changes has been issued.
- The response to the consultation issued 27th March 2018 on the DCC Production Proving SEC changes has been issued.
- The response to the consultation 27th March 2018 on the non-domestic package has been issued.
- The Quarterly statistics report was issued, which includes the number of Smart Meter installs to date.

BEIS noted future consultation activity due to be published:

- The response to consultation on the Incentive Scheme for Release 2.0 will be issued by the end of April 2018.
- A consultation on the DCC Project Incentive Scheme for SMETS1 Enrolment and Adoption will be issued early May 2018.
- A consultation on re-designating the Enduring Technical Architecture Document and Common Test Scenarios Document for Release 2.0 will be released end of April 2018 to early May 2018.
- The conclusion for re-designating DUIS v2.0 and GBCS v2.0 are scheduled to be released mid-May 2018.

The TABASC **NOTED** the verbal update.

6. TABASC Risk Register

The TABASC were provided with a paper documenting the proposed amendments made to the existing TABASC risks and the associated risk management plans. Several amendments were driven by the Effectiveness Review Questionnaire being issued on 12th April 2018. It was noted that the analysis of the responses received will be brought to the June 2018 TABASC meeting to inform any potential next steps, with an initial view of the responses provided at the May 2018 meeting. The TABASC noted the significance of the Effectiveness Review Questionnaire in the risk mitigations but are hopeful to receive sufficient user feedback to the questionnaire to be able to confirm risk status and inform next steps. SECAS clarified that one response per organisation was requested.

The TABASC questioned what contact list was used when issuing the Effectiveness Review Questionnaire as there was concern around whether it was issued to the relevant contacts of each organisation and to more than one contact. SECAS clarified that it was issued to TABASC Members

and to the SEC Party distribution list of contacts that have requested to receive information relating to the SEC. SECAS agreed to make TABASC Member's aware of who from their respective organisations received the Effectiveness Review Questionnaire email.

ACTION TABASC29/03: SECAS to ensure TABASC Members are made aware of who from their organisations received the Effectiveness Review questionnaire email.

In addition, the TABASC considered establishing a sub-risk in relation to the 868MHz frequency coverage and Alt HAN coverage. The TABASC discussed the current HAN coverage situation, including the work being undertaken by the transitional 868 sub-group that reports into the transitional Technical and Business Design Group (TBDG), and the associated risks. The TABASC also discussed the recent Change Board decision to recommend to the authority the rejection of SECMP0002, primarily on the grounds of the costs. The TABASC discussed whether the Panel had a risk associated with Modification Proposal costs, and it was noted that the current Panel risks do not capture cost concerns as cost is out of scope however the implications for the Panel of being unable to improve or enhance the DCC System, is within the remit of the Panel.

The TABASC agreed that two new risks should be developed for discussion at the May 2018 TABASC meeting relating to the 868MHz coverage and the impact of Modification Proposal costs on the ability to make changes to enhance the DCC system. Once TABASC finalise the risks, if required, a decision can be made on whether to escalate the risks to the SEC Panel for consideration.

ACTION TABASC29/04: TABASC to develop the two new risks for discussion at the May 2018 TABASC meeting relating to the 868MHz coverage and the impact of Modification Proposal costs on the ability to enhance DCC.

The TABASC when considering Alt HAN coverage, agreed that it was too early to establish a risk in relation to both the functional and non-functional aspects. Instead they agreed to revisit the matter once the Alt HAN solution had been developed further, including the list of exempt premises. The TABASC agreed that liaison with a representative from Alt HAN should take place, so that if there are any concerns relating to the Technical Architecture they can be raised with TABASC to then prompt further discussions if required.

A TABASC Member observed that they were not up to speed with the current status with the progression of Alt HAN. SECAS agreed to liaise with the Alt HAN Co to request an update or supporting information to be provided to the TABASC on Alt HAN and the progress made so far.

ACTION TABASC29/05: SECAS to liaise with the Alt HAN to request an update be provided to the TABASC on the progress made on the Alt HAN solution.

The TABASC:

- **NOTED** the contents of the paper;
- **AGREED** that two new risks should be developed for discussion at the May 2018 TABASC meeting relating to the 868MHz coverage and the impact of Modification Proposal costs on the ability to enhance DCC; and
- **AGREED** the proposed amendments to the risks' status and progress of the risks and associated Risk Management Plans set out in Appendix D.

7. Issue List

SECAS presented to the TABASC a list of issues that have been agreed as out of scope for BEIS to take forward due to not being required for DCC Release 1, 2 or 3, and have been passed to the SEC

Issues Log for progression. The TABASC discussed the details of the issues, targeted implementation date, impacts on the Technical Specifications and how they were to be progressed via Modification Proposals.

SECAS noted that approximately 15 IRPs handed over from BEIS have been grouped into a single Modification Proposal to be raised with the aim of implementation in the June 19 release. The BEIS representative questioned why the IRPs, that would be considered within scope of the Modification Proposal, would require assessment via a Working Group, in light of the work undertaken prior to the IRPs being handed over by BEIS. It was clarified that the Working Group would be focusing on the nature of the IRPs not the solutions, and whether any specific changes, due to the associated impacts could delay implementation, of the modification as a whole. If this was to be the case, a decision could be then made to descope specific IRPs from the single Mod, to be progressed separately.

SECAS noted that they have explored whether the DCC might be able to sponsor the change; however, noted this has not been confirmed. Therefore, SECAS noted the need for a sponsor of this modification and requested whether any TABASC Members had an interest in raising the modification. SECAS also noted that the modification proposal has been drafted. SECAS agreed to provide the TABASC with the updated list of issues handed over from BEIS along with the draft Modification Proposal. This provision of this information will help inform whether a TABASC Member is willing to volunteer to raise the modification, from an organisation perspective.

ACTION TABASC29/06: SECAS to provide the TABASC with the updated list of issues handed over from BEIS along with the drafted modification for proposal.

The TABASC **NOTED** the verbal update.

8. Release 2.0 Business Architecture Document Project Update

The TABASC were updated on the activities undertaken in March 2018 in support of the Release 2.0 Business Architecture Document (BAD) update project. SECAS noted that the comments from the industry Business Architecture Model review (BAM) review were starting to be reviewed and would be actioned where required.

SECAS also noted that there were some delays in issuing the BAM for industry review alongside the BAD. SECAS informed the TABASC that the work is underway to finalise the Release 2.0 changes to the BAM, and that it will be issued for industry review by week ending 20th April 2018. It was also noted that any subsequent BAD comments will also be welcomed and taken into consideration in parallel with the BAM review. It was noted that the BAD and BAM will be brought to the TABASC for final approval in June 2018.

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

9. Release 2.0 Technical Architecture Document Project Update

The TABASC were updated on the development of the Technical Architecture Document (TAD) project to date. It was highlighted that any industry comments on the review of the TAD will be collated and actioned, where appropriate, before it is brought to the TABASC for final approval in May 2018.

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

10. 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 April 2018. It was highlighted that the review for industry comment on the draft changes to the Business Architecture Document and Technical Architecture Document containing the Release 2.0 content deadline is complete.

The TABASC discussed the timing of undertaking the BAD and TAD reviews to capture the changes being introduced by the SMETS1 Service release. It was agreed that a plan should be discussed at the July 2018 TABASC meeting, on the assumption that the solution and associated technical drafting will be more stable, enabling the work on the BAD and TAD to commence in August 2018.

ACTION TABASC29/07: SECAS to provide a plan at the July 2018 TABASC meeting for the capture of the BAD and TAD changes being required by the SMETS1 Service release.

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

11. DCC Unplanned Maintenance

The TABASC were provided with the recent DCC Unplanned Maintenance notifications and considered whether action is required by the TABASC. The TABASC highlighted the following feedback on the notifications:

- **Think about the audience of the notifications** - The content of the information provided in the tables needs to be explained in plain English. The recipients of the notifications will not necessarily have detailed knowledge of the DCC systems and terminology used in relation to those systems. The TABASC Members observed that it appears that currently the notifications appear to be a 'copy and paste' from the relevant DCC Service Providers information.
- **Acronyms should be expanded** – as not all recipients may know what all acronyms mean, with a particular focus on the DCC System acronyms (recent examples being referenced were to LDAP-1 and LDAP-2). In addition, where it is not obvious from the expansion of the acronym as to what the item, function etc. is, the subject/function should be briefly explained to aid understanding of the information.
- **Why the activity is 'urgent' and needs to be carried out as Unplanned Maintenance** – It is not clear from the notifications as to why some of the activities are being treated as Unplanned Maintenance. More detail on why the matter needs to be treated and actioned through Unplanned Maintenance would cover off concerns as to why it could not be planned for and treated as planned maintenance with the associated planned maintenance notification timescales.
- **System relationships and impacts** – Greater and clearer detail on the nature of the Unplanned Maintenance and the impacts it has on systems would be beneficial. While the Unplanned Maintenance may only affect one area, it would be beneficial to better indicate any knock-on impacts on other systems or consequential impacts on how Users interact with DCC Systems or services.
- **Notification (Lead-Time)** – Some of the Unplanned Maintenance that has occurred has only been notified a matter of hours before the activity is to take place, which may in turn affect how quickly Users can react to the notification from an internal User process perspective. Where possible as much notification should be given. When this is not the case, an explanation as to why the notice is short should be provided.

The TABASC agreed to highlight the feedback to the DCC on the Unplanned Maintenance notification to enable action to be taken to improve the usefulness (in accordance with Section H8.6) of the notifications to all recipients.

ACTION TABASC29/08: SECAS to provide the further feedback to the DCC, on the Unplanned Maintenance notifications to enable action to be taken to improve the usefulness (in accordance with Section H8.6) of the notifications to all recipients.

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

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

A TABASC Member raised an A.O.B item in relation to disputes, specifically with the Wide Area Network LED lights on the Comments Hubs. A TABASC Member noted that following discussions at the April Panel meeting a Large Supplier SEC Panel member agreed to take the lead on whether further action is required to address the matter via the SEC dispute process. It was noted by a TABASC Member that the Panel Chair had expressed the view that the matter will hopefully be resolved by the DCC without needing to proceed with the SEC defined process. If that was not the case, it was noted by SECAS that the Panel may request the TABASC to undertake analysis of the situation and associated evidence provided to help inform what next steps the Panel determine needs to occur.

In addition, the TABASC discussed whether there are any gaps in how matters can be disputed and escalated. SECAS noted that a log of the existing routes for escalation within the SEC exists. SECAS agreed to undertake a review of the log in light of recent SEC changes and share the updated log with the TABASC to inform whether there are any gaps in the mechanisms available.

ACTION TABASC29/09: SECAS to undertake a review of the log in light of recent SEC changes and share the updated log with the TABASC to inform whether there are any gaps in the mechanisms available.

13. 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.

14. DCC Change Request Spreadsheet

This spreadsheet provides the current status of all DCC Change Requests and how they have been actioned and who they impact.

15. Modification and Release Status Report – Post Panel

The monthly Modification Status Report, covering the period between the March 2018 and April 2018 SEC Panel meetings, was provided to the TABASC for information to update them of the status and progress of Modification Proposals going through the SEC Modification Process.