Meeting TABASC_28_1503, 15th March 2018

10:00 – 14:25, 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
	Stacey Brentnall
	David Hipwell (alternate)
Electricity Networks	Alan Creighton
Gas Networks	Leigh Page
Other SEC Parties	Tim Boyle

Representing	Other Participants
DCC	Sylvia Ovie
	Gary Bailey (part)
BEIS	John Eager (part)
SECAS	Kayla Reinhart
	Laura Delargy

Apologies	
Large Suppliers	Rochelle Harrison
Other Suppliers	Elias Hanna
Small Suppliers	Andy Knowles
SECAS	David Barber

Absent	
Ofgem	Michael Walls
Large Suppliers	Emslie Law

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1. Minutes and Actions Outstanding

The draft minutes from the February 2018 TABASC meeting were approved with minor amendments 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
TABASC22/08 The TABASC Chair agreed to discuss with the SEC Panel Chair the DCC's involvement in modifications.	The TABASC were informed that the DCC will be asked to provide an 'early assessment' of a new modification in time for the first Working Group meeting, giving an indication of the likely impacts on its systems based on the initial proposal. It will also send representatives to each Working Group meeting, and, where needed, may also bring service provider representatives. The Working Group will be working more closely with the DCC's technical representatives during the development of the business requirements, to better facilitate the subsequent DCC Assessments. SECMP0034 will introduce timescales for the completion of DCC Assessments. Action **CLOSED**.
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.	The TABASC were informed that a meeting took place between the Panel Chair and Sub-Committee Chairs on 23rd January 2018, to discuss the roles and responsibilities across Sub-Committees. It was noted that RASCI matrix is being developed to further clarify the duties and responsibilities of each Sub-Committee and will be discussed with the Panel Chair and Sub-Committee Chairs once completed. The TABASC requested a timeframe for completion for this action. It was noted that a final meeting is to take place between the Panel Chair and Sub-Committee Chairs to provide clearer boundaries of responsibility going forward to inform the TABASC at a future meeting. Action **ONGOING**.
TABASC24/08 The DCC to provide further information on its approach to publishing the CR spreadsheet to industry.	The updated CR spreadsheet was provided to the TABASC under agenda item 13. 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**.

TABASC24/10 SECAS to develop a list of issues to the TABASC for monitoring.	The TABASC were informed that SECAS are continuing to contact the owners of the IRPs that have been submitted by BEIS. Some of those who have raised the IRPs have agreed for their IRPs to be progressed with others under a modification(s). SECAS and the DCC are exploring whether the IRPs can be grouped into a single modification that can be raised ahead of the April 2018 Panel meeting. The DCC will determine the timescales for implementation once the scope of the full set of IRPs is determined and a full DCC Assessment is conducted as part of the modification's refinement. The TABASC expressed concerned that some IRPs and Modifications may not make the June 2019 Release deadline and discussed options for guiding the process towards an outcome. The TABASC Chair agreed to seek a view from SECAS on how the IRPs will be progressed in time for the June 2019 Release (TABASC 28/01). A further update will be provided at a future TABASC meeting. Action **ONGOING**.
TABASC25/04 The DCC to present to the TABASC on traffic management for further consideration, in February 2018, once the work has been developed.	The DCC presented to the TABASC on traffic management under agenda item 3. Action **CLOSED**.

TABASC25/06 The BEIS representative to inform the TABASC of the electricity vehicle (EV) consultation timeline and where it will be published for further consideration.	The TABASC were informed that the DNO and ENA EV consultation will be issued by the end of March 2018. SECAS also noted that the SECMP0046 'Allow DNOs to control Electric Vehicle chargers connected to Smart Meter infrastructure' Initial Modification Report was issued at the March Panel, which will also feed into the management of DNO EV in general. The first Working Group is scheduled to meet in May, once the consultation has concluded. The TABASC suggested that SECAS request a representative from the 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. This action is superseded by the new action (TABASC 28/02) outlined below. Action **CLOSED**.
TABASC26/05 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.	It was noted that discussions are still ongoing between the Panel Chair, the TABASC Chair and BEIS on this matter. It was noted that an update will be provided at the April 2018 TABASC meeting. Action **ONGOING**.
TABASC27/01 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.	The TABASC were informed that SECAS will be raising the matter at the next CACoP meeting (scheduled for Monday 19th March) to understand the potential impacts. It was noted that an update will be provided at the April 2018 TABASC meeting. Action **ONGOING**

TABASC27/03 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.	It was noted that SECAS provided an update to the Panel on the details of the TABASC discussions and conclusions on its role in transitional governance at its March 2018 meeting. The Panel noted and supported the view that beyond ensuring that the Business Architecture and Technical Architecture Documents were updated to reflect transitional release content, it would not undertake additional activities. The Panel also 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. The TABASC were informed that an action was agreed for SECAS and BEIS to liaise to identify and confirm which materials will be handed over to enduring governance following a release going live. The TABASC noted the need for its input into the handover plan as part of the release process, including material and risks to be handed over. Action **ONGOING**

ACTION TABASC28/01: The TABASC Chair agreed to seek a view from SECAS on how the IRPs will be progressed in time for the June 2019 Release.

ACTION TABASC28/02: 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.

2. DCC Update

The DCC updated the TABASC on the recent activities including an update on the Modifications that were scheduled to be included in the June 2019 release. It was noted the SECMP0025 'Electricity Network Party Access to Load Switching Information' is unlikely to meet the timescale to progress in the June 2019 release. It was noted that this modification would not meet the May 2018 Change Board and therefore will be removed out of scope from the Release Implementation Document (RID) for Panel to make a decision on. The DCC noted the challenge of any modification requiring GBCS changes, in that the updated firmware has to be available for testing during System Integration Testing. The DCC requested clarity over who has responsibility to ensure this takes place as it may require a 12 month lead time to progress. The DCC noted that the challenge is not necessarily the size of the change but rather the lead time involved in implementing the changes to components of the end to end system. The DCC queried whether, given the limited extent of changes proposed for June 2019, a 12 month lead time could be reduced, however it was noted that this was dependent on the stability of Release 2.0 and the number of defects that will likely require the focus to progress. The RID outlines that a 6 week gap between Releases is also in effect, which may limit the possibility of incremental releases being applied. It was noted that reducing the timeline for signoff of modifications

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could put the June 2019 release date at risk although the TABASC noted that the risk may be worth taking.

The DCC also noted that the RID is required to be brought to the Operations Group and the TABASC for feedback, prior to going to Panel, further highlighting that the governance around progressing the RID takes time. The DCC further noted that because of the approvals required, this only provides a small window to actually do the work. The TABASC noted that governance may be flexed to meet the timescales and that a pragmatic approach can be taken, however design and planning governance needs to be clarified.

It was clarified that, subject to approval, the June 2019 Release will also include SECMP002 'Add New Command to Reset Debt Registers', SECMP0018 'Standard Electricity Distributor Configuration Settings' and SECMP0023 'Correct Units of Measure for Uncontrolled Gas Flow Rate'. The DCC noted that SECMP002, SECMP0023 may get rejected, therefore leaving only SECMP00018 to be implemented in the June 2019 Release as planned. The TABASC raised concern that if this was the case, whether the Release would be worthwhile. It was clarified that other BEIS led changes to the GBCS are also involved in the Release. The DCC informed the TABASC that if the modifications get pushed into the November Release, another GBCS uplift will occur then. Although the Release Management Plan indicates that two GBCS changes occur each year, the DCC asked the TABASC to consider the idea of only having one due to the impact on stakeholders.

The TABASC Chair noted that there are current discussions with the Panel in relation to the responsibility of the RID. It was noted that the TABASC, in collaboration with the Testing Advisory Group, may be in a position to own the document.

The DCC noted that the DCC Production Maintenance Release Schedule is now updated and available for the TABASC to access. The TABASC requested for the DCC to provide a link to the specific area of the DCC SharePoint.

> **ACTION TABASC28/03:** The TABASC Chair to continue discussions with the Panel to determine the responsibility of the Release Implementation Document (RID).
>
> **ACTION TABASC28/04:** The DCC to provide a link to the specific area of the DCC SharePoint to access the DCC Production Maintenance Release Schedule.

The TABASC **NOTED** the verbal update.

3. DCC Traffic Management

The DCC presented to the TABASC on the recent development of DCC Traffic Management approach. The DCC noted that this is not currently a formal project, although it is heading in that direction.

The DCC outlined the reason for Traffic Management being that the End to End Network will have a finite transaction rate that it can support. The aim is for capacity to be greater than the forecasted demand, however, if the demand exceeds this then the network needs to be able to protect itself and continue to operate in a predictable manner without collapse.

The DCC informed the TABASC of the current proposals in the Southbound Requests where the Service Users would be allocated a guaranteed percentage of network capacity. A tolerated threshold would be defined. The overall incoming transaction rate would be monitored and if the demand exceeds the defined threshold then the Traffic Management would commence to identify those who are exceeding their allocation. Once identified, the system would then reject the Service Requests (SR) from those Users to bring the rate back down to the Users allocation. It was noted that any SR

configured as 'priority' would always be accepted as well as the other SR below the threshold would not be impacted. It is only in effect when the incoming rates exceed capacity.

The TABASC mentioned that SECMP0028 'Prioritising Services Requests' seeks to introduce SR prioritisation with the rationale that some SRs are fundamental to the customer experience of the market and should take priority over other, non-critical SRs. It was noted that two prepayment related SRs will be prioritised.

The DCC informed the TABASC that the Traffic Management system would be monitored by the DCC and are exploring how to alert Users who are approaching their threshold or alert Users that they are at capacity and of the use of Traffic Management is in effect. This is to provide awareness to allow Users to reduce the rate of SRs.

The DCC informed the TABASC that in addition to the Southbound Requests the end to end network also involves Northbound Request and that each will have different capacities. The focus of the discussion had been around the Southbound Requests (Data Service Provider (DSP)) rather than the Northbound Requests (Communications Services Provider (CSP)) as the CSP infrastructure is somewhat self-limiting in throughput.

The TABASC noted its concern that the approach was more reactive rather than proactive, but a more proactive solution could be developed by involving Service Users to help inform the solution. For example, specific forums could be held to understand the Service Users behaviours and preferred behaviours in relation to allocating SRs in conjunction with DSP knowledge about existing system usage. In addition, the TABASC noted that educating the Service Users on current processing profiles would be beneficial to inform their operating processes. It was also agreed that the TABASC is the correct forum to continue to discuss the ongoing approach with. The DCC noted the concern and will consider the TABASC feedback.

The TABASC noted that there are similar Smart Metering projects that could be looked at that have experience with managing SR volumes and alerts. As well, learning from alert behaviour in SMETS1 could be beneficial.

The TABASC queried whether DCC can report current percentage utilisation of the network and how this can be used to indicate how effective the solution is. The DCC informed the TABASC that its feedback will be considered to aid in the future Traffic Management workshops and discussions with the Service Users.

The DCC discussed the timeline for Traffic Management and indicated that it had previously communicated to conclude the work in 6 months from now. However, the DCC noted that this is not a realistic timeline and it would more likely be in the 4th quarter. The TABASC also discussed that because the solution is likely to involve a DUIS interface change a SEC Modification Proposal will be required to place obligations on Users.

The DCC thanked the TABASC for its feedback and the TABASC welcomed the DCC's return to update once the design has been further progressed.

The TABASC **NOTED** the verbal update.

4. Sub-Committee Updates

Security Sub-Committee (SSC)

The TABASC Chair provided an update on the recent SSC activities, highlighting two areas of specific relevance to the TABASC.

First, the TABASC Chair informed the TABASC that the SSC received a presentation from CGI IT UK (in the capacity of an Other User) on a new diagnostics tool they propose to make available to industry, which involves obtaining a remote health-check information, which may be used during device commissioning or fault finding at the consumer premise. The TABASC noted that the proposal was innovative and that it did not appear to have any impacts on the Technical and/or Business Architecture. The TABASC agreed that the current investment in DCC systems should be carried through and that a watching brief should be kept on the progress of the new systems to see if an opportunity should arise for TABASC to get involved.

Second, the TABASC Chair informed the TABASC that the SSC received a presentation from Chameleon on the use of combined CAD and PPMID/IHD product without impacting the SMETS2 minimum mandate functionality. It was noted that there may be options for firmware upgrades to devices using wifi, which were discussed at the SSC, one in which placed reliance on the timely implementation of SECMP007 'Firmware updates to IHDs and PPMIDs', but others did not. The TABASC discussed there may be future opportunity by having an alternative communication medium into the consumer premises and agreed to monitor developments in this area.

The TABASC noted that the minimum technical specifications in place were to enable innovation. It was also noted that any capability enhancements, which may impact the SEC, will require consultation via the SEC Modification Process. The TABASC noted the innovative opportunity and agreed to keep a watching brief on the matter.

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 Operations Group's recent activities, noting the DCC Customer Journey was outlined as a practical tool to help the DCC become more customer-centric and develop services from the customer perspectives. The TABASC noted the update and agreed to keep a watching brief on this space to ensure if any changes occur to the DCC Systems that they are not impacting the Technical and/or Business Architecture.

In addition, the TABASC were updated on the ongoing discussions around the DCC Major Incident Reports, DCC Operations Reports, and the DCC Performance Measurement Reports, including the topic of the Business Continuity Disaster Recovery test overrun.

The TABASC **NOTED** the verbal updates.

5. BEIS Update

BEIS informed the TABASC of the recent consultations and conclusions that have been published:

- Consultation on SEC changes to allow Production Proving was published 14th February 2018 and closed on 14th March 2018; and

- Response to consultation and direction letter incorporating SVTAD for Release 2.0 into the SEC was published 22nd February 2018 is now closed.

BEIS noted future consultation activity due to be published in March:

- Response to the Project Incentive Scheme for Release 2.0 consultation concerning incentive arrangements to apply to the DCC for Release 2.0 will be published in March;

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- Consultation on Enrolment and Adoption, including meter cohort arrangements and other SEC changes will be published in March;

- Response to consultation on Release 2.0 SEC changes to close in March 2018 and the Government response on changes to the SEC to facilitate delivery of Release 2.0;

- Response to non-domestic package, including the removal of the DCC opt-out and proposals for non-domestic User mandate will be published in March;

- The quarterly statistics report, including Smart Meter installations statistics from October 2017 to December 2017 will be issued 29th March 2018; and

- TBDG consultation, including updates to the Technical Specification documents (GBCS and DUIS) in relation to Release 2.0 content will be published 21st March 2018 and closed on 19th April 2018.

The TABASC **NOTED** the verbal update.

6. 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 March 2018. It was highlighted that the draft changes to the Business Architecture Document and Technical Architecture Document containing the Release 2.0 content are complete and have been issued to the TABASC, the Technical and Business Expert Community (TBEC) and other interested SEC Parties for review.

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

7. TABASC Risk Register

The TABASC were provided with a paper documenting the current TABASC risks, including the associated risk management plans with consideration of any additional actions that should be included to help mitigate against the identified risk. SECAS noted that several TABASC risks included in the RMP that had actions in relation to the Technical, Business and HAN Architecture Effectiveness Review have been updated to indicate that the work has commenced and as a result the RAG status was also changed to 'Green' as progress has been made.

The TABASC Chair also noted that several risks included in the RMP have an approaching proximity date, including risks which have a RMP RAG status of Amber. SECAS noted the need to update the risks where the proximity date is approaching and assess whether the risk is being managed as a continued risk. It was noted that a complete review of the risks will be undertaken with a focus on those with a proximity date of Q1 and Q2 2018 and provided to the TABASC for consideration.

ACTION TABASC28/05: 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.

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

8. Release 2.0 Business Architecture Document Project Update

The TABASC were updated on the activities undertaken in February 2018 in support of the Release 2.0 Business Architecture Document (BAD) update project including an update on resource use and expenditure to date.

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SECAS noted that the focus has currently been to update the BAD in relation to the Release 2.0 content, which also included an internal review of all changes that went into the BAD resulted in some minor editing and renumbering of sections to enable consistent updates to be applied to the BAM. It was also noted that summary documents were created, which highlight the major changes to the BAD, to aid reviewing parties to easily navigate the changes. SECAS informed the TABASC that the BAD had now been issued for review by the TABASC, TBEC and other interested parties for a review period of 4 weeks.

The TABASC queried the status of the BAM and it was noted that it will be issued shortly after the BAD review, once the Release 2.0 content has been applied.

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

9. Release 2.0 Technical Architecture Document Project Update

The TABASC were updated on the activities undertaken in February 2018 in support of the Release 2.0 Technical Architecture Document (TAD) update project including an update on resource use and expenditure to date.

SECAS noted that the focus has currently been to update the TAD in relation to the Release 2.0 content as well as implementing further changes beyond Release 2.0 content for clarity and to correct necessary areas since the release of the first version of the TAD. It was also noted that summary documents were created, which highlight the major changes to the TAD, to aid reviewing parties to easily navigate the changes. SECAS informed the TABASC that the TAD had now been issued for review by the TABASC, TBEC and other interested parties for a review period of 4 weeks.

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

10. DCC Unplanned Maintenance Information – February 2018

The TABASC have previously agreed to discuss and review any DCC Unplanned Maintenance notifications that have been issued since the last TABASC meeting to help determine if there are any potential impacts or issues with the Technical and/or Business Architecture.

Since the February 2018 TABASC meeting, three DCC Unplanned Maintenance notifications were issued and circulated to the TABASC. The main drivers of each of the DCC Unplanned Maintenance notifications were considered but the TABASC concluded that there was nothing to note with regard to issues with the Technical and Business Architectures.

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

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

A TABASC Member raised an A.O.B. in relation to its concern with the level of detail included in the DCC Production Proving consultation. It was noted that the industry forum presentation set the scene of the matter and provided further detail than was presented in the consultation. It was noted that there were concerns as to whether the consultation was fit for purpose. The TABASC agreed that the industry should be invited by the DCC to provide views earlier than in the consultation phases. The DCC noted the update and agreed to feedback the concerns to the project team to better form a routine approach to new pieces of work being developed.

The TABASC Chair invited 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.

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A TABASC Member noted that the previously presented on DCC Enterprise Architecture Model and its Architecture Repository, which sets out the changes to how the DCC plans to carry out its architecture duties, was beneficial. It was requested the DCC provide notification to the TABASC when an update is made each month.

A TABASC Member also requested the further monitoring of the frequency and agility of the HAN, given no ability to change frequency at 2.4GHz unlike Sub-GHz. The TABASC noted the concern; however, agreed that from a Technical and Business Architectural point of view there was no concern from the TABASC.

Lastly, the TABASC express interest in the progress of the ALT HAN solution and noted that, once a solution has matured, a presentation would be beneficial.

ACTION TABASC28/06: 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 meeting.

ACTION TABASC28/07: The DCC to notify the TABASC when an update is made to the DCC Enterprise Architecture Model each month.

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

Items for Information

12.   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.

13.   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.

14.   Modification & Release Status Report – March 2018

The monthly Modification Status Report, covering the period between the February 2018 and March 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.