Technical Architecture and Business Architecture Sub-Committee (TABASC)

TABASC_48_2111, 21 November 2019

10:00 – 16:00 Gemserv, 8 Fenchurch Place, London EC3M 4AJ

Final Minutes

Attendees:

Category	TABASC Members
TABASC Chair	Julian Hughes
Large Suppliers	Stephen Lovell
	Ashley Pocock
	Martin Christie
	Rochelle Harrison
	Emslie Law
	Grahame Weir *(part)*
Small Suppliers	Terry Underwood *(teleconference)*
	James Kirk *(teleconference) (part)*
Electricity Networks	Alan Creighton
Other SEC Parties	Elias Hanna
	Tim Boyle

Representing	Other Participants
DCC	Steve Stathakis *(alternate for Simon Harrison)*
	Mannu Rawat *(part)*
	David Walsh *(part)*
	Gary Bailey *(teleconference) (part)*
	Chun Chen *(part)*
	Steve Bull *(part)*
	Nick Rodgers *(teleconference) (part)*
BEIS	Joe Howard *(part)*
SECAS	Phillip Twiddy *(teleconference)*
	Rebecca Jones

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	Kayla Reinhart
	Harry Jones *(part)*
	Robin Healey *(part)*
	Alan Bateman *(part)*
	Abigail Hermon *(part)*
	Jordan Crase *(part)*

Apologies	
DCC	Simon Harrison

1. Minutes and Actions Outstanding

Action Reference	Action
TABASC45/03	The TABASC Chair and SECAS to speak with the policy maker and participate in working groups for market-wide half hourly settlements and meter splitting.
SECAS confirmed its attendance at the working groups and will provide updates to the TABASC as required. Action: **CLOSED.**	
TABASC46/04	DCC to confirm the contractual arrangements for extending the duration of 2G coverage including whether the contract must be mutually agreed.
The DCC provided an update under agenda item 3. Action: **CLOSED.**	
TABASC46/07	DCC to share the finalised 4G Communications Hubs Business Requirements Document with TABASC members by mid-October for review at the November 2019 TABASC meeting.
The DCC provided an update under agenda item 3. Action: **OPEN.**	
TABASC46/09	DCC to confirm the intention of the ECS licence including whether test services are encompassed, or the scope is restricted to production services.
DCC provided the following update: • Procuring a Test Service, although chargeable is not strictly speaking enabled by the SEC provisions for Elective Communications Services – it is however enabled by a provision within the SEC for Testing Services. Position informally confirmed with BEIS colleagues on 30 October 2019. • An additional query, on whether a SEC Modification is required to align Elective Communications Services scope – which differs slightly between the Smart Energy Code	

Action Reference	Action
	and Licence. DCC believes that DCC Service Requests (do not require communication with the meter) are in scope as this would align with the 'spirit of the SEC'. Position informally confirmed with BEIS colleagues on 30 October 2019. • BEIS is reviewing SEC drafting on Elective Communications Services and these points of clarification will likely be addressed by a SEC Modification as its views crystallise. Action **CLOSED.**
TABASC46/14	SECAS to scope the work required to assess potential technical specification changes in connection to higher loads of Alert issues and present at the October meeting.
SECAS provided an update under agenda item 13. Action: **CLOSED.**	
TABASC47/01	The DCC to confirm whether it continues to expect the T3 Aerial solution to be used or not.
The DCC provided an update in the Confidential minutes. Action: **CLOSED.**	
TABASC47/02	TABASC Members to provide any input on the Supplier of Last Resort (SoLR) options to Phillip Twiddy.
SECAS provided an update under this action in the Confidential minutes. Action: **CLOSED.**	
TABASC47/03	SECAS to develop Project Initiation Documents (PID) to address relevant TABASC risks and issues and to address the Panel's Strategic Actions Plan where TABASC is the owner.
SECAS provided an update under agenda item 13. The relevant PIDs will be provided to the TABASC at the appropriate time. Action: **CLOSED.**	
TABASC47/04	SECAS to create a TABASC issues log alongside the risk register to present to the TABASC monthly, starting at the November 2019 TABASC meeting.
SECAS provided the TABASC issues log under agenda item 6. Action: **CLOSED.**	
TABASC47/05	SECAS to provide the TABASC with the SEC Strategic Plan at the November meeting, focusing on the TABASC associated known industry topics which may have an impact on the SEC arrangements.
SECAS provided an update under agenda item 13. Action: **CLOSED.**	
TABASC47/06	The DCC to return to the November 2019 TABASC meeting to provide scenarios and how they are attributed with a risk status, as part of the DCC Change Coordination.
An update will be provided at the December 2019 TABASC meeting. Action: **OPEN.**	
TABASC47/07	As per transferred OPSG action 24/06: DCC to explain the CSP N Scalability approach.

Action Reference	Action
The DCC provided an update under agenda item 4, however, this action remains open as further confirmation is required around ISFT2 requirements. Action: **OPEN.**	
TABASC47/08	SECAS to re-evaluate the TABASC Principles for Assessing Modification Proposals for the TABASC consideration.
Due to time constraints, this item was not discussed, and an update will be provided at the December 2019 TABASC meeting instead. Action: **OPEN.**	
TABASC47/09	The DCC to provide the TABASC with a technical update on SECMP0067 'Service Request Traffic Management' in the November 2019 meeting.
The DCC provided an update under agenda item 2. Action: **CLOSED.**	
TABASC47/10	The DCC to provide the TABASC with detailed technical information explaining the operating process and criteria for both SECMP0062 and SECMP0067.
The DCC provided an update under agenda item 2. Action: **CLOSED.**	
TABASC47/11	The DCC, TABASC Chair and SECAS to discuss the issue of alerts being lost during DCC outages and agree the next steps.
An update is provided in the Confidential minutes. Action: **CLOSED.**	
TABASC47/12	The DCC to provide details as to the restrictions on firmware updates in Central and South region and provide clarity over the method of communications of that constraint.
An update was provided at the OPSG and the minutes were captured as follows: *'The OPSG Chair asked when the Code Performance Measure (CPM) 1 will be Green. Communication Service Provider Central & South (CSP C&S) provided an update stating that 98.6% were Green in their region at the end of October and noted that they are in a good position to meet the SLA for this month. CSP North (N) also provided an update on their region, noting that there had been some challenges with requests for more than 5,000 Over the Air (OTA) Devices, however they have not seen any further issues since a fix has been applied. In December CSP N are planning to use Technical Operations Centre (TOC) to monitor this closely with the aim of getting the metric to Green status. The OPSG Chair noted that the regions are on track with their remediation plan and requested a preview of the metrics from each region at the December meeting.'* Action: **CLOSED.**	

2. SECMP0062 and SECMP0067 Updates (GREEN)

SECMP0062 'Northbound Application Traffic Management – Alert Storm Protection'

The DCC noted that the solution already has mechanisms to count alerts to identify anomalous behaviour, but Incident creation was switched off around 18 months ago owing to volumes of alerts and Incidents being raised.

The modification utilises that functionality and when a threshold is reached, the DSP would begin counting Alerts per Device per Alert Code. Initially, all Alerts are delivered, but if another threshold is exceeded within a time period, the DSP will forward to the User a proportion (1 in n) of the Alerts from a Device per Alert Code. For clarity, if a Device starts to produce different Alerts it will not be automatically filtered because a different Alert is being filtered. Similarly, if a different Device starts to produce the same Alert it will not be filtered unless it exceeds the thresholds.

A list of Alerts that will not be filtered will exist and all parameters are configurable – these will be global (e.g. for "1 in n", "n" will apply for all Alert Codes). A TABASC member asked about making the parameters configurable by Alert Code. The DCC responded that this had been considered but recommended making it the subject of a future enhancement.

The configurable parameters will be managed by the Operations Group, with input from other Sub-Committees, as appropriate.

The DSP will record all Alerts being filtered and information will be available to Users. However, it is likely that Incidents will not be raised when the solution initially goes live (the volume of extraneous Alerts is likely to make this unhelpful). Once Incident creation is switched on for this solution, Users can then choose whether to receive email notification, but that functionality is either on or off for all Incidents, per User.

A 'deadband' period is used to avoid creation of Incidents when Devices repeatedly flip above and below thresholds in short periods of time. The TABASC chair commented that setting this period of time to 24 hours may hinder a Supplier's ability to determine whether actions to resolve anomalous Alert generation has been successful although Supplier representatives considered 24 hours to be acceptable.

The TABASC requested that DCC develop the report detail and share that with TABASC prior to any approval taking place.

SECMP0067 'Service Request Traffic Management'

The DCC noted that there are two concepts as part of this modification, the first is for system capacity and the other is for individual users having allocated capacity within it. The DCC would count the total number of requests coming into the system to see if that system capacity has been reached, and if it has not been reached then no further action needs to take place. However, if the User has exceeded their allocated capacity, that User will receive HTTP503 messages to 'try again later'. Current behaviour is that all Users would receive this message if the system was busy whereby post change, only the User(s) causing the overload would be constrained.

If a User has exceeded their allocated capacity but the overall system capacity limit has not been reached, then the User would not be constrained as the system has the head room to deal with it.

Following TABASC queries, the DCC noted that, in terms of DSP processing effort most Service Requests are equal and counting numbers of messages is a good approximation of allocation.

A TABASC member noted that the User 'capping' did not necessarily have to bring them down to their allocation, if the DCC did not require this degree of reduction to return within its capacity. DCC indicated that it had considered this however it increases complexity of the solution and was not thought necessary at this stage. Further changes could be made in future if it was found to be necessary.

The DCC confirmed that the DCC is expected to cope with 'normal' peaks within day, week, month, etc. and that this should only be needed to protect against Users experiencing operational incidents. Reporting will be developed at the same time as functionality. The Modification Proposal needs to define this reporting and surrounding processes; some artefacts will sit within the SEC, but configurable parameters and potentially the allocation algorithm will sit outside the SEC but managed by the Panel or Sub-Committee(s).

The DCC confirmed that Users can provide HTTP503 responses to the DSP if they are experiencing overload such as could happen when their systems return to service after maintenance and DSP has many Alerts waiting to be delivered.

The TABASC asked that impact assessments are reviewed by the TABASC and a member noted that the example allocation methodology appeared to contain errors.

ACTION TABASC48/01: The DCC to correct the allocation formula document for SECMP0067.

The TABASC asked whether some of the incidents that the DCC have witnessed in the past could be modelled to ascertain whether those incidents would have materialised.

ACTION TABASC48/02: The DCC to provide an update to the TABASC once it has an impact assessment for SECMP0067 for the TABASC to review.

The TABASC **NOTED** the update.

3. Extending Durations of 2G Coverage / LTE Communications Hubs (AMBER)

This item is classified as AMBER and is therefore recorded in the Confidential minutes.

The TABASC **NOTED** the update.

4. CSP North Scalability Approach (AMBER)

This item is classified as AMBER and is therefore recorded in the Confidential minutes.

The TABASC **NOTED** the update.

5. DCC Update

The DCC noted that engagement with industry on the DCC Business and Development plan is planned for early 2020.

TABASC members noted that issues remain with Firmware Download (SR11.1) with DCC's operations teams still asking Users to modify behaviour beyond that set out in DUIS.

The TABASC **NOTED** the DCC update.

6. TABASC Risk Register and Issues Log (AMBER)

This item is classified as AMBER and is therefore recorded in the Confidential minutes.

The TABASC **NOTED** the update and **AGREED** a new issue.

7. DCC Release Management Policy (RMP) Consultation

SECAS advised the TABASC that the DCC has consulted on the DCC RMP and the consultation has now closed. The SEC specifies that the scope of the DCC RMP include changes to the DCC Internal Systems and new versions of the Parse and Correlate software. SECAS highlighted the changes made to the document. The TABASC provided the following feedback:

- The DCC RMP does not include details on how the risks around the uplift to the production environment is assed and managed. The need for the Production Proving function to be considered as a risk management mechanism for the uplift in production was noted.

- Consideration should be given of when changes to the DCC Internal System should be notified and consulted on with the relevant Parties (including TABASC) and tested prior to implementation, one example being updates to Parse & Correlate.

The TABASC **NOTED** the update.

8. CPL Enhancement Project Update (AMBER)

This item is classified as AMBER and is therefore recorded in the Confidential minutes.

The TABASC **AGREED** the proposed revised budget for this project.

9. TABASC Activity Planner

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SECAS provided the TABASC with the activity planner. However, due to time constraints this was not discussed and was deferred to the December 2019 TABASC meeting.

10.   Effectiveness Review Responses

SECAS provided the Effectiveness Review responses and initial analysis to the TABASC. SECAS received 8 responses to the 3rd iteration of the survey and attributed the higher volume of responses compared to previous years to:

- simplified survey format and questions into 7 more manageable sections; and

- increased survey promotion and stakeholder engagement.

It was highlighted that the overall service was ranked at a satisfaction of six out of ten, with Security being the highest ranked section and the System Services and Business Processes as the lowest.

SECAS provided an analysis of the responses received per survey section and identified several actions. SECAS advised that the next steps are to execute the agreed actions and document reasons for disparities and, where appropriate, agree remediation or new plans for implementation.

The TABASC also discussed the value in reviewing the effectiveness of the Technical Architecture, Business Architecture and HAN requirements via the survey. The TABASC noted the below points:

- The survey provides a good baseline level for comparison for future reviews, and that SECAS will assess the benefit of the survey once it has undertaken its investigation actions following the analysis.

- A significant volume of responses is needed in order to understand the history and evolution of responses.

- Several of the identified actions are being addressed elsewhere in the industry and the aim should be to not duplicate this work.

- As a responder, it is challenging to know the level of detail to provide to support the responses.

- Some organisations chose not to respond due to time constraints and prioritising other activities.

The TABASC will consider the volume of pre-payment and credit installs for SMETS2 and SMETS1 as triggers when considering when to undertake the next review.

 The TABASC **AGREED** the proposed actions and next steps.

11.   Sub-Committee Update

Due to time constraints, this item was deferred to the December 2019 TABASC meeting.

12.   BEIS Update

The BEIS presentation listing the recent and upcoming BEIS publications and consultations were provided. However, due to time constraints this item was not discussed and was deferred to the December meeting.

13.   SEC Strategic Plan (AMBER)

This item is classified as AMBER and is therefore recorded in the Confidential minutes.

14.   Principles for assessing Modification Proposals

Due to time constraints, this item was deferred to the December 2019 TABASC meeting.

15.   New Draft Proposals and Modification Proposals

Due to time constraints, this item was deferred to the December 2019 TABASC meeting.

16.   Any Other Business (AOB)

SECAS provided the TABASC with an update on the 2019 membership and elections. It was noted that the elections have now closed, and the members nominated will start their two-year term of office on 29 November 2019.

SEC Party Category	Elected Representative
Large Suppliers	Emslie Law
	Stephen Lovell
	Grahame Weir
Small Suppliers	Patrick O'Neill
Electricity Networks	Alan Creighton
Other SEC Parties	Elias Hanna

SECAS also noted that the Change Sub-Committee discussed **MP088 'Power to raise Modifications'** where they recommended to explore extending the solution to Sub-Committees. The TABASC was asked if it would be interested in raising modifications to certain SEC documents. The TABASC agreed that they would like to be included in this but asked that they would be able to raise a modification on anything technical and/or business architecture impacting, not just certain documents.

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SECAS will provide this feedback to the next Draft Proposal Working Group meeting for consideration.

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

17. Transitional Governance Update – November 2019

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 BEIS, the DCC, and Ofgem, in relation to smart metering, whilst highlighting areas which may be of interest to the SEC Panel and/or SEC Parties.

18. Change Status Report – November 2019

The Change Status Report, which provides information on the progress of Smart Energy Code (SEC) Draft Proposals, Modification Proposals and Releases.