

Smart Meter Design Group sub-group 2 Governance (SMDSG2)

SMDSG2 Meeting No. 5	From	Smart Meter programme
	People invited	SMDSG2 members
	Date and time of Meeting	1000-1600, 16 th November 2010
	Location	Ofgem room 9

1. Introductions

2. Review of previous actions

3. Feedback from SMDG

- 3.1. SG2 deliverable 1 (options for technical assurance)
- 3.2. AoB Question of the scope of deliverable 2

4. Deliverable 2: Governance options for functional requirements catalogue and technical specification

- 4.1. Confirm breakout groups, facilitators, scope/ questions and process for feeding back
- 4.2. Develop responses in breakout groups
- 4.3. Feedback to full group (subject to 4.1)

5. Any other business

- 5.1. Items transferred from, or raised by, other Sub Groups
- 5.2. Non domestic and other non mainstream issues

6. Review of actions from meeting today

7. Risks and issues

8. Review of meeting

- 8.1. Process and ownership for drafting deliverable 2

9. Date of next meeting

Light lunch will be provided, please notify specific dietary requirements to SMDG@ofgem.gov.uk