ofgem E-Serve

Meeting note

Smart Meter Design Sub Group 2 (SMDSG2) – Meeting Note

Note of discussion and actions from SMDSG2 Meeting No. 5	From	Paul Newman (Ofgem)
	Date and time of Meeting	16 November 2010 10:00-16:00
	Location	PA consulting, 123 Buckingham Palace Road, London

1. Present

1.1.   Ofgem: Janet Townsend-Stojic, David Fletcher, Paul Newman.

1.2.   SMDSG2 members:

AMO	Colin Fraser
BEAMA	Dave Robinson
British Gas	Andrew Pearson
EDF Energy	Steve Mannering
ENA	Jack Walles
Engage-consulting (ERA)	Simon Harrison
Eon-UK	Neil Taylor
ESTA	Kris Szajdzicki
Gemserv	Jill Ashby
Intellect UK	Neil Lamonby
RWE Npower	Hazel Ward
SBGI	Mike Buss
Scottish Power	Graham Smith
SSE	Mark Knight
NMO	Ellias Militsis

2. Apologies

2.1.   SMDSG2 members:

Consumer Focus	
First Utility	
Good Energy	
ICoSS	
Ofcom	
Utilita	

3. Introductions

3.1.   Round table introduction of each SMDSG2 member.

4. Review of previous actions

4.1.   The group discussed the actions from the previous meeting. The actions that have been completed are stated below and the actions being carried forward are included at the end of the meeting note.

Distribute the Assurance Options Definition Paper to SG2 in time for it to be added to the SG2 deliverable as an appendix.	**Jill Ashby - Gemserv**	**Completed**
Revise the SMDSG2 deliverable for submission to SMDG **Include assurance options paper as appendix** **Include assurance spreadsheet with deliverable**	**Alistair Manson – ERA, Dave Robinson – BEAMA to present**	**Completed**
Issues to be raised with SG3 - Whether there are any technical issues relating to installation of a meter at a pre-mandated smart premise.	**Ofgem**	**Completed – Response is no – If non compliant / at risk treat as dumb**
Confirmation of how information will be communicated between expert groups.	**Ofgem**	**Completed – Information escalated to each group through Ofgem team / issues log (map published on Ofgem website)**
Add the capability of accreditation bodies to the risks and issues log	**Ofgem**	**Added to risks and issues log**
Clarify the scope of the SMDSG2 next deliverable	**SMDG**	**Discussed at meeting**
Review SMD SG2 ToR	**Ofgem**	**Timelines and high level issues are in updated deliverable 1**

5. Feedback from SMDG

5.1.   SMDG wanted to have more information from the deliverable produced by the subgroup and clarification from the assurance spreadsheet; requesting industry options, timescales, costs and risks of each point.

5.2.   SMDG also suggested that it is for SMDSG2 under AOB to answer the questions posed by the subgroup during the last meeting. (see previous meeting output)

5.3.   ESTA suggested the following changes to the SMDSG2 deliverable:

•   8.1 was hard to understand and a re-drafting will be taken forward by BG.

•   4.5 diagram could be more prescriptive and will be updated to make explicit reference to non-domestic.

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

6.1.   The group discussed the assurance spreadsheet and noted risks that should be considered for each of the assurance options discussed. The group agreed that papers / text needed to be written to consider the options (costs / timeframe / risks) and present the agreed conclusions of the group to SMDG.

7. Any Other Business

7.1.   Sending out an engineer on failure of WAN or HAN (on health and safety grounds):

- The group proposed that it was not an issue for this group. The group felt that suppliers need to set policies on the circumstances they would do a site visit. No specific assurance measures needed.

7.2.   Battery failure:

- The issue of disabling supply if the battery fails. The group proposed that this issue is between the supplier and the customer. No specific assurance needed.

7.3.   Pilot trials:

- Are there any areas where the group thinks there should be priority given? The group proposed that the data collected during interim should provide the required information without the need for a trial. It was however suggested that in the field testing would not work well for interoperability testing of equipment.

8. Actions

8.1.   Actions carried forward

Investigate and report back to SG2 on whether Ofgem Markets section has any existing provisions on SMS items being covered under regulated / non-regulated assets which might have a bearing on SMS commercial interoperability issues.	**Ofgem (response is awaited to request for info placed)**	**No news yet**
Confirm arrangements for moving 9th November meeting to 30th November	**Ofgem**	**Gemserv unless a bigger meeting room is offered**
Circulate and consider the scoping questions presented to SMDG and come prepared to discuss assurance proposals at the next meeting.	**Ofgem / All SMDSG2**	**Discussion postponed to next meeting**

8.2.   New actions

Draft a briefing paper to explain the format of the SMDSG2 deliverable paper	**ERA, SSE**	**23rd November**
Re-draft section 8.1 of the SMDSG2 deliverable paper	**BG**	**23rd November**
Circulate an amended version of the assurance spreadsheet	**Ofgem**	**17th November**
Draft briefing document of pros and cons (risks / timeframes / costs etc) on different approaches / way forward on meter assurance	**BG (Gareth Williams to present at next meeting)**	**23rd November**
Draft briefing document of pros and cons (risks / timeframes / costs etc) on different approaches for IHD	**BEAMA (Dave Robinson to present at next meeting)**	**23rd November**
Draft briefing document of pros and cons (risks / timeframes / costs etc) on different approaches for HAN / WAN	**SSE (Mark Knight to present at next meeting)**	**23rd November**
Confirm scope of SG2 deliverable to avoid overlap with DCG activities	**Ofgem**	**23rd November**

9. Risks and issues

9.1.   Add technical system and specification of security to issues log.

10.   Review of meeting

10.1.   The group felt that for the governance options papers should be circulated in advance. The group will come to the meeting with comments to discuss.

10.2.   Depending on the scope of the group's work going forward we will break into group discussions next week.

11.   Date of next meeting

Tuesday 23rd November 2010 – 10:00-16:00 - Ofgem, London