

SMDG and Sub Group Diary and Deliverable Overview

The purpose of this document is to summarise the meeting and deliverable dates associated with the SMDG and its sub groups.

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Owner	Adrian Rudd
Directorate	Smart Metering
Audience	SMDG Members
Date	25 August 2010

1. SMDG Meeting Dates and Deliverables

The proposed meeting dates are set out below.

<u>Meeting Title</u>	<u>Meeting Date</u>
SMDG Meeting #1	Thu 09/09/10
SMDG Meeting #2	Tue 28/09/10
SMDG Meeting #3	Thu 21/10/10
SMDG Meeting #4	Thu 11/11/10
SMDG Meeting #5	Thu 02/12/10
SMDG Meeting #6	Thu 16/12/10
SMDG Meeting #7	Thu 06/01/11
SMDG Meeting #8	Thu 27/01/11

The deliverables from SMDG to the Programme and associated due dates are set out below.

<u>Deliverable (to Programme)</u>	<u>Delivery Date</u>
Functional Requirements and Services Catalogue Assessment	28/09/10
Technical Assessment of existing Smart Metering Standards & Specifications	11/11/10
Arrangements and defined options for short term & enduring technical assurance	11/11/10
Technical issues related to Smart metering installation identified and proposed solution. options	11/11/10
Technical interoperability issue areas	02/12/10
Key priority areas for pilot trials identified with detailed approach (format, scope, success criteria)	16/12/10
Governance options for functional requirements catalogue and technical specification	16/12/10
Format and scope of the technical specification document	06/01/11

2. SMDG Sub Group 1 (Technical Assessment) Meeting Dates and Deliverables

The proposed meeting dates are set out below.

<u>Meeting Title</u>	<u>Meeting Date</u>
SMDG SG#1 Meeting #1	Tue 14/09/10 to Wed 15/09/10
SMDG SG#1 Meeting #2	Wed 22/09/10 to Thu 23/09/10
SMDG SG#1 Meeting #3	Thu 30/09/10
SMDG SG#1 Meeting #4	Wed 06/10/10
SMDG SG#1 Meeting #5	Wed 13/10/10
SMDG SG#1 Meeting #6	Wed 20/10/10
SMDG SG#1 Meeting #7	Wed 27/10/10
SMDG SG#1 Meeting #8	Wed 03/11/10
SMDG SG#1 Meeting #9	Wed 10/11/10
SMDG SG#1 Meeting #10	Wed 17/11/10
SMDG SG#1 Meeting #11	Wed 24/11/10
SMDG SG#1 Meeting #12	Wed 01/12/10
SMDG SG#1 Meeting #13	Wed 08/12/10
SMDG SG#1 Meeting #13	Mon 13/12/10

The deliverables from SMDG Sub Group 1 to SMDG and associated due dates are set out below.

<u>Deliverable (to SMDG)</u>	<u>Delivery Date</u>
Draft Functional Requirements and Services Catalogue Assessment	24/09/10
Draft Technical Assessment of Smart Metering Standards & Specifications	05/11/10
Draft Technical interoperability issue areas	30/11/10
Draft outline proposals for format and scope of technical specifications	24/12/10

3. SMDG Sub Group 2 (Governance) Meeting Dates and Deliverables

The proposed meeting dates are set out below.

<u>Meeting Title</u>	<u>Meeting Date</u>
SMDG SG#2 Meeting#1	Tue 21/09/10
SMDG SG#2 Meeting#2	Tue 05/10/10
SMDG SG#2 Meeting#3	Tue 19/10/10
SMDG SG#2 Meeting#4	Tue 02/11/10
SMDG SG#2 Meeting#5	Tue 09/11/10
SMDG SG#2 Meeting#6	Tue 16/11/10
SMDG SG#2 Meeting#7	Tue 23/11/10
SMDG SG#2 Meeting#8	Tue 07/12/10

The deliverables from SMDG Sub Group 2 to SMDG and associated due dates are set out below.

<u>Deliverable (to SMDG)</u>	<u>Delivery Date</u>
Draft Arrangements and defined options for short term and enduring technical assurance document	05/11/10
Draft Governance options for functional requirements catalogue and technical specification document	10/12/10

4. SMDG Sub Group 3 (Technical Issues) Meeting Dates and Deliverables

The proposed meeting dates are set out below.

<u>Meeting Title</u>	<u>Meeting Date</u>
SMDG SG#3 Meeting#1	Mon 13/09/10
SMDG SG#3 Meeting#2	Mon 27/09/10
SMDG SG#3 Meeting#3	Mon 11/10/10
SMDG SG#3 Meeting#4	Mon 25/10/10
SMDG SG#3 Meeting#5	Mon 01/11/10
SMDG SG#3 Meeting#6	Mon 15/11/10
SMDG SG#3 Meeting#7	Mon 29/11/10
SMDG SG#3 Meeting#8	Mon 06/12/10

The deliverables from SMDG Sub Group 3 to SMDG and associated due dates are set out below.

<u>Deliverable (to SMDG)</u>	<u>Delivery Date</u>
Draft Technical issues related to Smart meter installation identified and proposed solution options	01/11/10
Draft Priority areas for pilot trials identified with defined approach	06/12/10