

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

|  |                          |   |
|--|--------------------------|---|
| Note of discussion and actions from SMDSG2 Meeting No. 1 | From                     | Paul Newman<br>(Technical secretariat)                  |
|  | Date and time of Meeting | 21 September 2010<br>10:00-16:00                        |
|  | Location                 | PA Consulting, 123<br>Buckingham Palace<br>Road, London |
|  |                          |   |

### 1. Present

1.1. Ofgem – Adrian Rudd (Part), David Fletcher, Peter Morgan, Shaun Scullion, Paul Newman.

1.2. SMDSG2 members:

|                         |                   |
|-------------------------|-------------------|
| AMO                     | Colin Fraser      |
| BEAMA                   | Dave Robinson     |
| British Gas             | Andrew Pearson    |
| EDF Energy              | Alan Knight-Scott |
| ENA                     | Jack Walles       |
| Engage-consulting (ERA) | Alastair Manson   |
| Eon-UK                  | Neil Taylor       |
| ESTA                    | Kris Szajdzicki   |
| Gemserv                 | Jill Ashby        |
| ICoSS                   | George Donoghue   |
| Intellect UK            | Ian Watts         |
| RWE Npower              | Gary Coverson     |
| SBGI                    | Mike Buss         |
| Scottish Power          | Graham Smith      |

### 2. Apologies

2.1. SMDSG2 members:

|                |  |
|----------------|--|
| Consumer Focus |  |
| First Utility  |  |
| Good Energy    |  |
| Ofcom          |  |
| SSE            |  |
| Utilita        |  |

### 3. Introductions

3.1. Round table introduction of each SMDSG2 member.

### 4. Background

4.1. Ofgem provided a brief presentation on the background to the Smart Metering Programme including the intended roles of the Smart Meter Design Group (SMDG) and its three Sub-Groups.

## **5. Ways of Working**

- 5.1. The group agreed that section 2 and section 12 of its Terms of Reference (previously distributed for comment) needed to be made more technical assurance / governance-focussed, i.e more distinct from the ToRs of the other sub-groups. On section 12 specifically, the group commented that regulatory framework impact analysis work performed by the group may overlap with similar work in other areas of Ofgem.
- 5.2. The group found a typo in Section 13 (TASG).
- 5.3. The group agreed that the minute taking reference in Section 14 needs to be changed.
- 5.4. The group considered that the governance aspects of the Data Privacy and Security elements alone would be too wide-ranging for the group to handle in isolation. It was suggested that security issues can be discussed and moved over where appropriate to the Security and Data Privacy working group when it is set up. Confirmation from ministerial level is expected as to what type of security group maybe set up.
- 5.5. It was confirmed that this sub group is primarily looking at governance / assurance arrangements in the premise and that end to end assurance may not be wholly within the group's remit. The group would pass any end to end assurance issues to the DCG governance group.
- 5.6. The group noted that it must remain mindful of the impact that its conclusions may have on the SME sector.
- 5.7. It was noted that Safety assurance (around installation etc.) is being looked at outside of the sub group within the roll out policy group and also liaison with HSE. Issues will be passed over where appropriate.

## **6. Outline Plan**

- 6.1. Timings of meetings were discussed. Meetings currently start at 10:00 and finish at 16:00. It is up to the group to decide whether these timings should change.

## **7. Areas where technical assurance will benefit stakeholders**

- 7.1. The group discussed current accreditation systems, processes, standards and the potential impact of parallel work in Europe to develop EU Smart Metering standards.
- 7.2. In considering their remit, the group made a clear distinction between the governance and assurance regimes for both an 'interim' state and full establishment of the DCC.
- 7.3. The group suggested that technical assurance means that the meter solution will meet the minimum functional requirements.
- 7.4. It was suggested that more in-depth discussion was needed about the smart metering system. There is a need to dig down into the different sections. This cannot be confirmed until after the evidence from consultation responses and SMDG advice. Until then this group must decide on options on different types of world that may be preferred in the end.
- 7.5. The group suggested that the European commission will be looking for GB to meet their overall standards.
- 7.6. It was suggested by the group that IHD requirements that exceed the minimum should be outside the group remit as these will be a commercial issue.

- 7.7. The group wanted to define which areas of the smart metering system need assurance? The group agreed that Metrology is not within the scope of the group as it is covered by UK regulations which will continue. MID specifies that any additional smart meter functions will not affect base metrology.
- 7.8. The group discussed Meteorology going through European commission. This issue will not be covered by this group but will be in the assurance tick list.
- 7.9. The group wanted to know what is currently provided and by who? Meteorology (UK regulations), HAN (component interoperability, interface to WAN), Meter (minimum functional spec, meter in service testing), IHD (min functionality), Meter upgrades and downgrades (firmware).
- 7.10. The group produced a function vs. assurance assessment. This was captured on flipcharts and have been attached separately to this note.

## 8. Any other business

- 8.1. None

## 9. Actions

|  |                                   |
|--|-----------------------------------|
| <b>Confirm ToR for sub group and circulate</b>                                 | <b>Ofgem</b>                      |
| <b>Confirm with SMDG the scope of the SG2 work</b>                             | <b>Ofgem</b>                      |
| <b>Circulate sub group contact details</b>                                     | <b>Ofgem</b>                      |
| <b>Circulate COTE letter</b>   | <b>Ofgem</b>                      |
| <b>Submit COTE nominees</b>  | <b>All SMDSG2</b>                 |
| <b>List of communications standards</b>  | <b>SBGI – Mike Buss</b>           |
| <b>PAYG assurance – Check what mobile phone processes there are with Ofcom</b> | <b>Ofgem</b>                      |
| <b>Circulate home port specification</b>                                       | <b>ESTA - Kris Szajdzicki</b>     |
| <b>Comparison of COP10 metering spec with functional requirements</b>          | <b>RWE npower – Gary Coverson</b> |
| <b>Submit agenda items in advance of the next SMDSG2 meeting</b>               | <b>All SMDSG2</b>                 |

## **10. Date of next meeting**

5<sup>th</sup> October 2010 – 10:00-16:00