ofgem E-Serve

Meeting note

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

Note of discussion and actions from SMDSG2 Meeting No. 2	From	Paul Newman (Technical secretariat)
	Date and time of Meeting	5 October 2010 10:00-16:00
	Location	BIS conference centre, London

1. Present

1.1. Ofgem –David Fletcher (Part), Peter Morgan, Paul Newman, Janet Townsend-Stojic.

1.2. SMDSG2 members:

AMO	Colin Fraser
BEAMA	Dave Robinson
British Gas	Andrew Pearson
EDF Energy	Steve Mannering
ENA	Jack Walles
Engage-consulting (ERA)	Alastair Manson
Eon-UK	Neil Taylor
ESTA	Kris Szajdzicki
Gemserv	Anthony Campion
ICoSS	George Donoghue
Intellect UK	Neil Lamonby
RWE Npower	Hazel Ward
SBGI	Mike Buss
Scottish Power	Graham Smith
SSE	Mark Knight
Utilita	Bill Bullen

2. Apologies

2.1. SMDSG2 members:

Consumer Focus	
First Utility	
Good Energy	
Ofcom	

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 following are still outstanding and will be completed by the next meeting.

Confirm ToR for sub group and circulate	Ofgem

Confirm with SMDG the scope of the SG2 work	**Ofgem**
Circulate sub group contact details	**Ofgem**
PAYG assurance – Check what mobile phone processes there are with Ofcom	**Ofgem**
Circulate home port specification	**ESTA – Kris Szajdzicki**
Comparison of COP10 metering spec with functional requirements	**RWE npower – Gary Coverson**

5. Review of Functions v. Assurance table

5.1. Ofgem discussed with the group how it would be best to complete the gap table previously circulated to the group. The group were then asked if they had any further points to add.

5.2. It was suggested that the group needed to consider the interim arrangements to make sure there is assurance in place whilst waiting for DCC to be set up.

5.3. One of the group shared experience from a large sub sea construction project where interopability was achieved in the absence of published standards. This will be provided as a mini case study for the next deliverable.

5.4. It was suggested that there could be scope creep and duplication of effort between the different SMDG / DCG sub groups. It was suggested that the group needed to try and highlight where issues may overlap and then for Ofgem to take an action to check this against the other groups.

5.5. The group then discussed the different areas that assurance would be needed as shown below:

- Assurance around how the process for remote re-enablement (safety aspect)?
- Assurance around meters being able to be used in different premises conditions (flats etc)?
- Who is going to hold the functional specification for the SMS and how change control works?
- Who is going to look at compliance testing?
- Need to confirm end to end testing standards even though it is not covered in our group.
- Interoperability issues which will be covered by sub group 1 and 3. Ofgem will ensure that any assurance issues arising are communicated to sub group 2 and SMDG will oversee interoperability outputs from all groups to make sure there is not any duplication (the overlap in sub group attendees will aid this process).
- Who will be looking at assurance around DCC? (Data processes etc). Make sure DCC are covering this.
- Assurance around Privacy issues to avoid data leakage.
- Assurance about where data is saved and what are the rules around it (external or internal).
- Assurance around accredited 3rd parties that maybe contracted to look after data.
- Prepayment assurance but this will be covered by DCG sub group. Ofgem will make sure that assurance needs are communicated to sub group 2.
- Assurance around IHD functionality if it is decided that the device does have switch on / switch off functionality.
- Liable for ongoing information security. This issue will be passed onto the Data privacy and security group when it is set up.
- All these issues need to be considered regarding Domestic and then again for non domestic. This is now a fixed agenda item and will be considered in each meeting.

6. Assessment of existing Assurance structures

6.1. This agenda item was superceded by other work carried out in the meeting (specifically point 7)

7. Options for filling Assurance gaps and timescales

7.1. The group went through the gap table and categorised each of the different functional areas. The Assurance categories decided by the group were: provisioning, installation, maintenance, technical interfacing, commercial interoperability, security.

7.2. ERA and SBGI agreed to lead the compleation of the table, with additional input from other group members. This will be discussed at the third meeting of the SMDSG2.

7.3. The gap table indentified a number of generic assurance options (do nothing, self certification and certification body). Gemserv volounteered to provide definitions of the group's understanding of these terms.

8. Any other business

8.1. The group discussed how Non domestic issues can be captured in the gap table. It was suggested that IHDs aren't required as well as the gas valve etc which should be noted as commentary in the table.

8.2. It was suggested that assurances around 3rd parties (people and organisations, not just equipment) needs to be considered in the gap table.

9. Review of actions

9.1. The group discussed and confirmed the below actions.

10. Review of meeting

10.1. It was suggested that the group activity around the gap table aided the process of discussion.

10.2. Areas of unity and areas of contention were suggested as good topics to discuss at the next meeting.

11. Actions

Circulate 'interoperability without standards' case study	**Neil Lamonby - Intellect**
Circulate extended categorised gap table	**Ofgem**
Complete categorised gap table and circulate to the group for comment	**Alistair Manson – ERA (lead), Mike Buss - SBGI**
Column E options paper on enduring and short term risks and issues	**Antony Campion - Gemserv**
Circulate SP positioning paper	**Ofgem**
Check assurance needs of SG1 (interoperability) and DCG (DCC arrangements / prepayment). Present issues back to the group	**Ofgem**

12.   Date of next meeting

19th October 2010 – 10:00-16:00