

Smart Meter Design Sub Group 1 (SMDSG1) – Meeting Note

Note of discussion and actions from SMDSG1 Meeting No. 12

From
Date and time of Meeting
Location

Paul Newman
1st December 2010
10:00-16:00
Ofgem, 9 Millbank
London SW1

1. Present

1.1. Ofgem – Peter Morgan, Shaun Scullion.

1.2. SMDSG1 members:

Sarah Gratte	Gemserv	
BEAMA	Dave Robinson	
British Gas	Gareth Williams	
EDF Energy	Bob Gibbs	Part of – dial-in
ENA	Alan Creighton	
Engage-consulting (ERA)	Simon Harrison	
Engage-consulting (ERA)	Alistair Manson	
ESTA	David Spalding	Part of – dial-in
RWE Npower	Gary Coverson	
SBGI	Jeff Cooper	
SSE	Neil Green	
Utilita	Phil Kettless	
AMO	James Evans	
E-oN	Geoff Huckerby	Part of – dial-in

Apologies

1.3. SMDSG1 members:

Scottish Power	Emailed questions
Consumer Focus	
Good Energy	
Ofcom	
First Utility	
ICoSS	
Intellect	

2. Introductions

2.1. None required.

3. Review of actions

3.1. Actions

<p>To re-distribute the paper “SMD Use Cases v0.2” to SG1. All SG1 to review the paper and send back comments:</p> <ul style="list-style-type: none"> • Are there any other local / remote actors (devices) which would warrant incorporation into the document? • Which of the Use Cases, in their opinion, needs more detailed articulation? • Which of the Use Cases, in their opinion, needs to be marked as a priority Use Case? • Generally any other comments (omissions) in the document. <p>ERA when distributing will provide prompts and guidance to assist the Group to make pertinent comments.</p>	<p>ERA / SG1</p>	<p>Completed.</p>
<p>To raise with CAG the EDFE question re whether the SoDR should specifically state that the IHD will display the meter register (i.e. that consumers should have the facility to see their meter reading at the IHD)</p>	<p>Ofgem</p>	<p>*Outstanding. Ofgem will raise at next week’s CAG.</p>
<p>Distribute to SG1 the risks and issues logs as presented to SMDG.</p>	<p>Ofgem</p>	<p>Outstanding. Ofgem will distribute for the next meeting.</p>
<p>To provide text of the question to CAG around whether the SoDR should specifically state that the IHD will display the meter register.</p>	<p>EDFE (BG)</p>	<p>*Completed.</p>
<p>Send around to SG1 the BEAMA (HP’s) presentation from the HAN Workshop + the workshop delegate list + a short summary of the workshop.</p>	<p>ERA</p>	<p>Completed. Remains to be uploaded to the SM website.</p>
<p>Re-iterate to SMDG the importance of an early ‘end-2-end’ session featuring SM and DCC Groups and ask SMDG if/when such an event is planned. Report back to SG1.</p>	<p>Ofgem</p>	<p>SMDG 5 (2 Dec) agenda will have an item to discuss the ‘end-to-end’ paper and how it is moved forward. DCG will be</p>

		represented.
To schedule and notify of further (4) dates for the Use Case work to relevant SG1 members.	ERA	Completed.
To develop and distribute a 'straw man' interoperability paper for discussion at SG1 meeting 12.	BG	On meeting 12 agenda.
To distribute the table of data items to SG1 for their information	BG	On meeting 12 agenda.
Complete Product Descriptions Template for the component parts of the Detailed Design Requirements	SBGI, ERA, Ofgem	Only Ofgem's PD remains outstanding.
To provide to SG1 a short piece on the 'resources and governance' chapter of the Detailed Design Requirements deliverable.	ERA	08/12/10
To provide to SG1 a high level plan for the 'Jan – July timeline' chapter of the Detailed Design Requirements deliverable.	ERA	08/12/10
To schedule further meetings of SG1 – 20th Dec and 12th and 19th Jan	Ofgem	Completed.

*The meeting noted Ofgem's comment that they foresaw difficulty in introducing any new requirements at this time now that the consultation process has formally ended, though this did not preclude inclusion at some later time.

4. HAN requirements & use case review

- 4.1. ERA reported progress in mobilising selected SG1 members for the Use Case work. So far, SG1 members had oversubscribed for the first session (2nd/ 3rd Dec).
- 4.2. ERA had re-sent the revised Use Cases ('Next Steps') Summary document to the Group. Comments had been received only from ENA (AC) thus far.
- 4.3. ERA reminded those present taking part in the Use Cases work tomorrow and Friday that they would necessarily have to move the work along quickly, i.e. not to get bogged down on any particular point(s) but to set any such points aside for now and move on with the business at hand.

5. Review interoperability deliverable progress

- 5.1. BG (GW) led a Group review of the 'straw man' paper on interoperability (SG1's third deliverable). The Group commented generally on the document and also made specific points on the text, GW making notes on the draft during the meeting.
- 5.2. BG (GW) took an action to revise the draft in line with the Group's review comments and redistribute to the Group for its next meeting. To have the deliverable available for the SMDG meeting on 16th Dec the proposed next steps are:
- Revisions by BG, and re-distribute to the Group
 - Line-by-line review of the revised document at the next SG1 meeting on 8th Dec
 - Further revisions following the SG1 line-by-line review on the 8th
 - Document should be in a 'final' state by the end of next week
 - Submit paper to SMDG on or before 10th Dec
 - SMDG discuss the deliverable at their meeting 6 on 16th Dec.
- 5.3. A question was asked as to how the Group would fit their work on the requirements with the SG3 work on variants? Ofgem said that there would likely be a 'Variants' chapter in the revised Functional requirements deliverable but it (the Chapter) hadn't yet been made available by SG3.
- 5.4. The Group noted that there seemed to be a variation in the definition of key terms, both inside and outside of the Group, and proposed that a single reference SM Glossary should be compiled. BG has already started to compile a SM Glossary as part of its tariff paper and the Group suggested that this be used as the starting point. To that end, BG proposed to distribute their Glossary to the Group.

6. Review delivering detailed design requirements deliverable progress

- 6.1. The Group were broadly content with the main structure of the fourth and final SG1 deliverable (*Draft outline proposals for format and scope of minimum technical specifications* – due 24th Dec) as previously discussed at the last SG1 meeting, i.e:
- Chapter 1 – (Introduction) Description of the products that comprise the minimum technical specification (normative references, use cases, detailed design requirements, architectures)
- Chapter 2 – Detailed timeline for delivering the minimum technical specification
- Chapter 3 – Ways of working and resource arrangements
- Chapter 4 – Risks and Issues
- 6.2. BG volunteered to draft both Chapter 1 and to provide a template for the whole document. ERA suggested that the template was simply a standard PID (Project Initiation Document) template and offered to provide a PID template to BG.
- 6.3. With an eye on a future requirement for an EU notification, the Group enquired if anyone knew of a standard template/format for EU notifications? Ofgem proposed to seek advice from Adrian Rudd who was familiar with EU processes. (Note: link provided)

by AR: <http://www.bis.gov.uk/policies/innovation/infrastructure/standardisation/tech-standards-directive>)

6.4. The Group also noted that there was a new EU Smart Meter Forum recently established and asked Ofgem if they were aware of it as it could have a bearing on the work of the Programme. Ofgem said that they would again make enquiries of Adrian Rudd.

6.5. Ofgem proposed, and that Group were content that, the next steps were:

- By next meeting 8th Dec we would have the nuts and bolts of Chapter 1 and an update on Chapters 2 & 3;
- The Group would then have one week from the 8th to do a detailed write-up;
- The final document would be ready for submission on or before 15th Dec.

7. Review of Product Descriptions (PDs)

7.1. The Group reviewed the PDs by SBGI and ERA for:

- Normative references to existing standards
- Use cases & operational interoperability standards
- Interoperable component requirements & defined options

7.2. ERA and SBGI would revise the PDs following SG1 review and redistribute to SG1.

8. Tariffs

(Note: SP provided a view on this item via email which was made available to the Group)

8.1. The Group discussed BG's Tariff strawman "Example requirements for tariff structures of Smart Metering Systems" first presented at SG1 meeting 9 and how they could progress this document and in what timeframe.

8.2. The Group expressed a variety of opinions and were not able to reach any firm conclusions at this stage, and indeed the Group doubted that they would be able to reach a firm conclusion on this matter by Christmas. They proposed that they (the Group) take stock of the paper at their last meeting of the year and assigned two immediate actions,

- BEAMA / SBGI to solicit their members with a view to quantifying (via a cost range) the additional cost of providing the level of tariff illustrated in BG's paper. Subsequently to provide that quantification to SG1.
- ERA to add some tariff milestones to their Chapter 2 (Item 7 above).

8.3. SSE said that he had met with his own Tariff colleagues recently to discuss tariffs and that they would be producing a paper which it would share with the Group. The SSE position, he suggested, would not be too far away from BG's paper.

9. Data Items paper

9.1. BG lead a Group review of their Data Items table (document - "Data Storage Requirements for Smart Metering Systems v0.1").

9.2. BG revised the draft during the review and in line with the Group’s comments and took an action to re-distribute the revised paper to the Group.

10. Functional Requirements Catalogue

10.1. The Group reviewed Ofgem’s first draft of the Catalogue which included proposed changes from the Prospectus SoDR. Ofgem emphasised that, at this stage, no decisions had been made on any of the proposed amendments.

10.2. The Group did not complete a full review of the document due to time constraints and a protracted discussion around one particular functional requirement (OP.8). The Group proposed to continue at the next meeting where they left off (up to OP.8). The Group asked that, for clarity, Ofgem strike through any removed portions of the document which would make the remaining review easier.

10.3. In the interim, the Group took a collective actions to each review the remainder of the document preparatory for the next meeting and to each consider possible solutions to achieving some consensus on functional requirement OP.8. Ofgem took an action to escalate the lack of consensus on OP.8 to SMDG.

11. Any other business

11.1. None

11.2. EDFE – adding display of register to IHD minimum functional specification. This was discussed. As consultation is now closed any new requirements can only be considered in future consultations or when the functional requirements become subject to formal change control. Ofgem will ask CAG its opinion regarding this requirement.

12. Review of actions from meeting today

12.1. Actions carried forward

<p>To raise with CAG the EDFE question re whether the SoDR should specifically state that the IHD will display the meter register (i.e. that consumers should have the facility to see their meter reading at the IHD)</p>	<p>Ofgem</p>	<p>*Outstanding. Ofgem will raise at next week’s CAG.</p>
<p>Distribute to SG1 the risks and issues logs as presented to SMDG.</p>	<p>Ofgem</p>	<p>Outstanding. Ofgem will distribute for the next meeting.</p>
<p>Complete Product Descriptions Template for the component parts of the Detailed Design Requirements – and the Detailed Design Requirement itself.</p>	<p>SBGI, ERA, Ofgem</p>	<p>Only Ofgem’s PDs remains outstanding.</p>

To provide to SG1 a short piece on the 'resources and governance' chapter of the Detailed Design Requirements deliverable.	ERA	08/12/10
To provide to SG1 a high level plan for the 'Jan – July timeline' chapter of the Detailed Design Requirements deliverable.	ERA	08/12/10

12.2. Meeting actions

To send to BG (GW) the EU SMCG report (which will provide GW with suitable text around interoperability / interchangeability definition for his 'straw man' document).	ERA	3/12/10
To arrange suitable SG1 liaison with the SM Data Privacy and Security Workstream to ensure that their respective products are properly aligned.	Ofgem	8/12/10
To revise the Interoperability 'straw man' document (with assistance from SBGI) in line with the SG1 review and re-distribute revised document to SG1.	BG / SBGI	6/12/10
To send a PID template to BG (GW)	ERA	3/12/10
To provide a draft Chapter 1 and a template/format for the Group's 4th deliverable (Draft outline proposals for format and scope of technical specifications)	BG	8/12/10
To make enquiries of Adrian Rudd: -Standard template for EU notifications (<i>link is in the body of the minute</i>) -Any knowledge of the recently established EU SM Forum	Ofgem	8/12/10
To add a SM Glossary to the Tariff paper and send to BEAMA / SBGI	BG	7/12/10
To check with the relevant ETSI representative on WAN standards	ERA	8/12/10

BEAMA / SBGI to solicit their members with a view to quantifying (via a cost range) the additional cost of providing the level of tariff complexity illustrated in BG's paper. Subsequently to provide that quantification to SG1 (note: <i>after</i> the updated BG paper is made available).	SBGI / BEAMA	8/12/10
ERA to add some 'tariff' milestones to their Chapter 2 of the tech. spec. deliverable	ERA	8/12/10
To re-send to SG1 the revised Tariff paper "Data Storage Requirements for Smart Metering Systems v0.1".	BG	8/12/10
Ofgem to escalate the lack of consensus on OP.8 to SMDG.	Ofgem	16/12/10
To each review individually the remainder of the revised Functional Requirements document preparatory for the next meeting and to each consider possible solutions to achieving a consensus on functional requirement OP.8.	SG1	8/12/10
(Re OP.5)to see if this can be clarified by reviewing EN62054-21 and reporting back to SG1.	SBGI / BEAMA	13/12/10
To add the dial-in details to future SMDG and SG meeting agendas	Ofgem	Ongoing.

13. Risks & issues

- 13.1. The Ofgem action to provide to SG1 the risks and issues as presented to SMDG is still outstanding.

14. Review of meeting

- 14.1. The Group felt the meeting was productive and, given the time available for them to complete their work, suggested that protracted discussions on any particular points were now a luxury that they couldn't afford and discussion on such points should be curtailed by escalating these points to the appropriate issues log and noting an "agree to disagree" situation.

15. Date of next meeting

Wednesday 8th December 2010 – 10:00-16:00 – Ofgem, 9 Millbank, London SW1.