ofgem E-Serve

Meeting note

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

Note of discussion and actions from SMDSG2 Meeting No. 6	From	Paul Newman (Ofgem)
	Date and time of Meeting	23 November 2010 10:00-16:00
	Location	Ofgem, 9 Millbank, London

1. Present

1.1.   Ofgem: Janet Townsend-Stojic, Jenny Boothe (Part), Paul Newman.

1.2.   SMDSG2 members:

AMO	Steve Mylonas (Part)
BEAMA	Dave Robinson
British Gas	Gareth Williams
EDF Energy	Steve Mannering
ENA	Jack Walles
Engage-consulting (ERA)	Alastair Manson
Eon-UK	Neil Taylor
ESTA	Kris Szajdzicki
Gemserv	Jill Ashby
Intellect UK	Neil Lamondy
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.

Confirm arrangements for moving 9th November meeting to 30th November	**Ofgem**	**The meeting will take place at Gemserv**
Circulate and consider the scoping questions presented to SMDG and come prepared to discuss assurance proposals at the next meeting.	**Ofgem / All SMDSG2**	**Completed - Discussion took place today**
Draft a briefing paper to explain the format of the SMDSG2 deliverable paper	**ERA, SSE**	**Completed**
Re-draft section 8.1 of the SMDSG2 deliverable paper	**BG**	**Completed**
Circulate an amended version of the assurance spreadsheet	**Ofgem**	**Completed**
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)**	**Completed**
Draft briefing document of pros and cons (risks / timeframes / costs etc) on different approaches for IHD	**BEAMA (Dave Robinson to present at next meeting)**	**Completed**
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)**	**Completed**
Confirm scope of SG2 deliverable to avoid overlap with DCG activities	**Ofgem**	**Completed – Jenny Boothe attended the meeting**

5. DCG update

5.1.   Ofgem presented a selection of slides to the group which have been published alongside this meeting note. These slides relate to DCG's sub group activity on governance.

5.2.   Jenny Boothe discussed DCG's current thinking related to governance. The DCG believes there needs to be a smart energy code. However decisions need to be made on the scope of the code and DCG seeks suggestions from SMDSG2 as well as its own sub group members.

5.3.   There has been a suggestion that there should be a combined group between SMDG and DCG which will look at governance which will be suggested in the SMDG sub group deliverable.

6. Papers related to SG2 deliverable 1

6.1.   The group suggested that the SMS diagram needs to be incorporated into the SMDSG2 deliverable. ERA has agreed to send it to Ofgem to incorporate.

6.2.   SSE presented a briefing paper explaining the format of the SMDSG2 deliverable. This will now be submitted to SMDG as part of the deliverable after taking into account some of the group's comments.

6.3.   BG presented the rewording of section 8.1. The group were happy with the paragraph as long as it included specification. BG will circulate the new paragraph and Ofgem will incorporate it into the deliverable paper.

6.4.   BEAMA presented to the group a paper on IHD. The group discussed the paper and BEAMA will incorporate the group's thoughts.

6.5.   SSE presented to the group a paper on HAN / WAN. The groups discussed the paper and SSE will incorporate the group's thoughts.

6.6.   BG presented to the group a paper on Meter assurance. The groups discussed the paper and BG will incorporate the group's thoughts.

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

7.1.   Intellect presented to the group some initial thoughts on governance options as part of the next SMDSG2 deliverable. The draft was considered by the group a good basis for the deliverable.

7.2.   The group discussed the points raised and suggested changes. Intellect will take away these changes and amend the document for circulation.

7.3.   The group proposed that there needs to be an end to end design authority specifically to avoid areas falling outside the scope of any of the sub groups. For example it was thought that the comms architecture maybe at the edge of several groups but has a potential impact on many.

7.4.   The group suggested that it would be useful to have DCG's feedback on SMDSG2 view of governance. The group will look to circulate the SMDSG2 paper to DCG for consideration and invite Jenny Boothe or a DCG nominee to the next meeting.

8. Any other business

8.1.   Information request (SG3 for areas of pilot tests and trials) -Any responses will be discussed at the next SG3 meeting.

8.2.   Non domestic and other non mainstream issues – These are in scope for the deliverable papers and will be mentioned explicitly as such.

9. Actions

9.1.   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**

9.2.   New actions

To circulate and incorporate the SMS diagram in the SMDSG2 deliverable	**ERA, Ofgem**	**25th November**
Short paper of clarification which puts the sub group's approach and spreadsheet in context	**SSE, ERA**	**25th November**
Amend and circulate an updated version of 8.1 to be included in SMDSG2 deliverable paper	**BG, Ofgem**	**25th November**
Circulate code governance review link	**Ofgem**	**26th November**
Amend and circulate an updated IHD paper for inclusion in the updated SMDSG2 deliverable 1 paper	**BEAMA**	**25th November**
Amend and circulate an updated HAN / WAN paper for inclusion in the updated SMDSG2 deliverable 1 paper	**SSE**	**25th November**

Amend and circulate an updated Meter assurance paper for inclusion in the updated SMDSG2 deliverable 1 paper	**BG, ERA, Intellect – Gemserv in case of problems**	**25th November**
Amend and circulate the updated governance options paper	**Intellect**	**26th November**
Circulate paper template to Intellect	**Ofgem**	**23rd November**
Invite DCG SG3 (governance) or nominee to the next SMDSG2 meeting	**Ofgem**	**26th November**
Circulate SMDSG2 governance options paper to DCG SG3 for background information	**Ofgem, Intellect**	**26th November**

10. Risks and issues

10.1. End to end comms architecture and design authority – It appears that no one is taking responsibility for overarching comms architecture in the absence of a design authority.

11. Review of meeting

11.1. The group would like to consider the paper line by line at the next meeting.

12. Date of next meeting

Tuesday 30th November 2010 – 10:00-16:00 - Gemserv, London