

DCG Subgroup 1 Meeting 10 Minutes

Minutes of the 10th meeting of
DCG Subgroup 1.

From DCG_SG1_SS
Date and time of Meeting 10 February 2011
10am
Location Ofgem

10 February 2011

1. Present

Name	Company
Tim Newton	E.ON
Alastair Manson	ERA
Ben Nicaudie	Electralink UK
Colin Sawyer	Ofgem
Dave Crookes	EDF energy
Dave Mountford	nPower
Iain Matthews	Scottish Power
Prashant Sharma	Utilita
Jill Ashby	Gemserv
Jon Spence	Elexon
Mark Knight	SSE
Rosie McGlynn	British Gas
Simon Trivella	ENA / WWU
Steve J Nunnington	Xoserve

1.1. Also in attendance were process modelling analysts from the central bodies.

1.2. Apologies were received from Joe Hancock (Ofgem, security team)

2. SSSG Meetings 9: Minutes and actions arising

2.1. The minutes were accepted.

3. Business process definition

3.1. Gemserv summarised revisions to the Installation process. The following points arose in discussion:

- The process should be renamed as 'Meter Replacement – Dumb to Smart'
- Activity 3.10 Configure Smart Meter should be moved to the smart metering 'swim lane'

3.2. Other points will be recorded in the issues log.

3.3. nPower described their current meter reading process under smart metering and there was discussion on the points raised. The discussion will be documented by the process analysts and circulated for comment. Three distinct variants of reading were identified:

- Scheduled 'push' meter reads – where a supplier issues a configuration command and the meter sends meter read messages at the scheduled times (alternatively, if required by the security framework, these could be replaced by scheduled 'pull' reads with DCC managing the schedule)
- Diarised 'pull' reads – where a party requests meter data to be sent from the meter for a specified period (and sent at a pre-set time)
- Ad hoc 'pull' reads

3.4. Other issues raised in the discussion on meter reading included:

- Exception checking – should DCC check whether a 'push' reading had been received when expected: the general view was that suppliers should perform this check
- Customer private data – suppliers may need to self-certify that they are authorised by the customer to access data (e.g. interval readings) with an audit process to check for compliance
- For diarised and ad hoc 'pull' readings then DCC should provide a reading, an acknowledgement of receipt or an exception message
- DCC's pricing regime should reflect the level of usage – DCC will need to track transaction volumes to be able to raise accurate charges
- Assumption: only suppliers can configure the scheduled 'push' readings
- The position of customer-installed meters needs further investigation
- The treatment of generation meters (i.e. generation and net export) needs further consideration

4. Timetable for business process modelling

4.1. Ofgem had circulated a draft timetable for completing a first round of high-level 'sunny day' process models by end-March. This relied on a weekly schedule of meetings and weekly cycle of discuss – draft – review – complete. Given the progress achieved on the early processes it was decided that the remaining processes could be completed within the current schedule (i.e. fortnightly), albeit expecting that meetings would require the full 10-4pm timeslot.

4.2. **Action: Ofgem to draft and circulate a new timetable based on fortnightly meetings.**

5. Benefits of property reference data

5.1. It was recognised that DCC will need to maintain an identifier that links the devices which are attached to a specified comms module (i.e. the WAN address). During the requirements definition for DCC systems, the Programme could consider the feasibility of DCC providing a lookup facility to allow suppliers to determine whether there is a smart meter already installed for "the other fuel".

5.2. Other initiatives may present requirements for property reference numbers (e.g. Green Deal, FITS) but discussion on such requirements should be pursued through ERA/ENA or other relevant bodies.

6. Date of next meetings

- Thursday, 24 February 2011 – processes to be covered:

- Product management (SP)
 - Payment processing (nPower)
 - Change of tenancy (EDF Energy)
- Thursday, 10 March 2011
- Thursday, 24 March 2011