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Minutes

DCG Subgroup 1 Meeting 12 Minutes

Minutes of the 12th meeting of DCG Subgroup 1.	From	DCG_SG1_SS	17 March 2011
	Date and time of Meeting	10 March 2011 10am	
	Location	Electralink	

1. Present

Name	Company
Alex Travell	E.ON
Alastair Manson	ERA
Ben Nicaudie / Aaron Forshaw	Electralink UK
Colin Sawyer	Ofgem
Dave Crookes	EDF energy
Dave Mountford	nPower
Dave Shattock	ENA / Western Power
Iain Matthews	Scottish Power
Jill Ashby / Andy Knowles	Gemserv
Jon Spence / Steve Francis	Elexon
Mark Knight	SSE
Richard Street	ICOSS
Rosie McGlynn	British Gas
Simon Trivella	ENA / WWU
Steve Nunnington / Michael Payley	Xoserve
Jeff Studholme	AMO

2. SSSG Meetings 10: Minutes and actions arising

2.1. The minutes were accepted subject to the following amendments:

- Under 3.1, second bullet: the supplier should be responsible for distributing meter reads as per its responsibilities under the supplier hub principle
- Third bullet: a decision on streaming or batching meter reads will be left to the technical design stage

3. Business process definition

Product management

3.1. The following points arose during discussion of the draft process models for product management:

- The supplier should be responsible for ensuring the integrity / internal consistency of product configuration parameters (e.g. ensuring that emergency credit parameters can only be set for meters operating in prepayment mode)
- The meter should validate that the product configuration parameters are consistent (i.e. DCC will not perform any validation of these parameters). **Action:** a validation step needs to be added to the smart metering system 'swim lane'
- The validation of effective date for product configuration changes and the need for any ancillary actions (e.g. to take meter readings on change of product data) will need further consideration as part of the design stage. For example when should scheduled transactions be downloaded to the metering system and what rules should govern the forward (or backward) timetable for such events?
- Following a product reconfiguration a confirmation should be sent to the supplier showing the new configuration and a meter reading
- Suppliers will continue to pass meter readings to network operators in line with current procedures

Payment processing

3.2. The following points arose during discussion of the draft process models for payment processing:

- The MPAN should be included in the customer ID code. This will enable DCC to identify (via the registration system) the registered supplier for the meter that the customer is trying to make a top-up to
- Suppliers will need to validate the customer ID and that the meter is operating in prepay mode
- The 'variation' option 2A was agreed to be the most appropriate option to use. As a working assumption this should show DCC to perform the calculation of UTRNs although this will need to be confirmed during the Design Stage (i.e. when the security framework has been defined)
- The smart metering system must validate that a UTRN has not been used previously (e.g. entered manually)
- It is assumed that the running balance will be calculated locally in the smart metering system and displayed on the IHD.

Change of tenancy

3.3. The following points arose during discussion of the draft process models for change of tenancy:

- An issue needs to be logged concerning the method by which an ESCO will learn of a CoT and should therefore revoke its authorisation to access the meter
- A further issue to be logged is the action required if an outgoing tenant removes the IHD – should the supplier be obliged to provide a new IHD for the incoming tenant?
- It was recognised that the updates sent to the meter to reflect the product sold to the new tenant are effectively a product configuration update (as described above)
- It is possible that the outgoing tenant will permit the incoming tenant to access their consumption history (to enable comparisons) and that this should be supported. By default a date 'flag' should be set in the metering system to

prevent the incoming tenant being able to access any data prior to the date on which their tenancy commenced.

Change of shipper (gas)

3.4. Xoserve led a discussion on the current change of shipper process with a view to clarifying ways in which the process would need to change under smart metering:

- It was noted that in 99% of switches the shipper and the supplier are the same company. It is the shipper that has the commercial relationship with the gas transporter
- The existing process deals with both large (>73,200kWh) and small gas customers – some domestic customers fall into the large category and the small category includes some non-domestic customers
- Once the process has reached activity 1.20 in the process model the switch is irrevocable and will happen 7 days later
- The steps leading up to activity 1.20 are identical for both xoserve and iGTs
- The shipper is responsible for de-appointing / appointing metering agents and the incoming shipper is responsible for providing xoserve with a CoS reading
- After the CoS is effective the incoming shipper will be responsible for updating the meter with product configuration data, PPM balances, etc.
- The incoming supplier should not be able to access any data pertaining to the outgoing supplier (or vice versa)
- It was recognised that the incoming shipper should initiate the CoS process and a number of options were identified with regard to the provision of data to the outgoing shipper:
    - Incoming shipper could trigger a request to the outgoing shipper such that the outgoing shipper would extract 'its' data from the meter and clear it down such that the incoming shipper would inherit the meter in a 'default state' and configure it to meet the product definition
    - DCC could take a snapshot of the meter at CoS and make data available to the outgoing shipper from this snapshot. As soon as the snapshot has been taken the incoming shipper would configure the meter to meet the product definition
    - All data could be left on the meter with date/time stamps to indicate periods covered by each supplier. The incoming shipper would configure the meter at CoS and the outgoing shipper would be able to access data relevant to their period of 'ownership' of the customer
- The shipper will be responsible for providing data to meter agents
- It was noted that the current processing performance by iGTs could lead to difficulties in processing CoS transactions (i.e. due to delays)

Change of supplier (electricity)

3.5. Electralink led a discussion on the current change of supplier process with a view to clarifying ways in which the process would need to change under smart metering:

- In electricity objections to a switch must be raised within 5 days. If an objection is raised this triggers a 5 day 'resolve or unpick' period
- CoS process (in MRA?) will need to be updated to identify the DCC read as being the definitive read at CoS, thus avoiding the problem of disputed reads
- Suppliers will be responsible for de-appointing / appointing metering agents and for providing all required information to them
- Other aspects of the CoS process are similar to gas with the same issue arising in relation to the best means of managing the acquisition of data for the outgoing supplier

3.6. For both electricity and gas, changes will be required to the existing registration systems to support DCC's 'initial scope'. The most important change will be to identify whether an MPAN / MPRN has a dumb or (compliant) smart meter and whether a smart meter is being operated by DCC. (Compliant) smart meters which have not yet been migrated to DCC will not have this 'DCC' flag set. It should be noted that the registration systems may not be able to identify whether a smart meter is being operated in prepay or credit mode.

Smart meter fleet management

3.7. Issues discussed under this topic were as follows:

- Remote disconnect / connect: a variety of security controls will be required around the disconnect command including potential 'throttling' of transaction volumes to prevent malicious attacks
- Alarms / alerts: these will be initiated from the meter and configuration may be possible both at the smart metering system and DCC levels to regulate the volume of alarms. DCC will need a 'dispatching table' to identify where to route each alarm / alert
- Firmware: it was recognised that software updates 'over the air' may be of several forms (e.g. high urgency security patches to full firmware updates) and that the firmware may be layered (e.g. core software and supplier specific software – apps)
- Firmware: there was discussion as to which party should initiate firmware updates:
  - Meter manufacturers will generally be responsible for writing the software updates – but they have no commercial relationship with DCC
  - Suppliers have a relationship with DCC and may develop supplier-specific apps. However suppliers will gain and lose meters as they win/lose customers
  - Meter asset owners will have an ongoing relationship with the meter manufacturer and with the supplier renting each meter so they could supply software updates to DCC, acting as the supplier's agent
- Additional equipment: procedures will be required for adding new items of equipment to the smart metering installation (e.g. FIT meter)

4. Date of next meetings

- Thursday, 24 March 2011
  - Network operations (led by ENA)
  - Other functions (all)