

Technical Specification Next Steps

SMDG Update

DRAFT SUBJECT TO REVIEW

27 January 2011

Summary

- PRB Response
- Responses to PDOG and WG invitations received
- Rules of Engagement drafted
- Reporting structures and templates drafted
- Document templates created
- Launch plan for period covering Monday 31 January to Thursday 10 February created

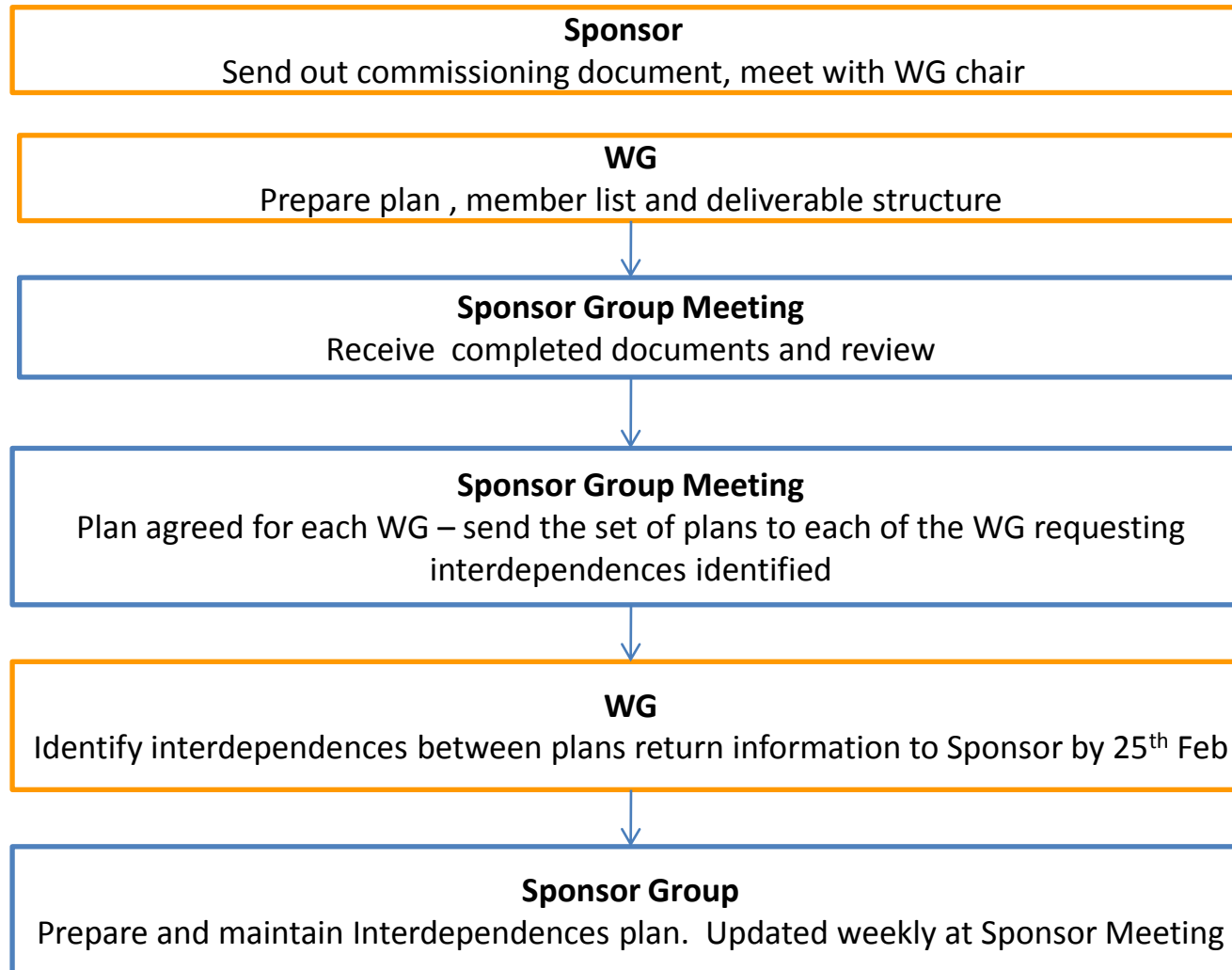
Proposed Launch Plan

- **Week beginning 31 January**
 - First PDOG meeting (face to face)
 - Sponsor / WG initial meetings (face to face)
 - WG chairs agreed
 - Commissioning document circulated
- **Week beginning 07 February**
 - Sponsor / WG initial meetings (face to face)
 - PDOG weekly meeting (conference call)
 - Thursday 10 February deadline for sponsor / WG meeting diary dates
 - PDOG plan due
 - PDOG deliverable structure due
- **Week beginning 14 February**
 - Sponsor / WG initial meetings (face to face)
 - PDOG weekly meeting (conference call)
 - WG plans / deliverable structure / membership due
 - Updated dependencies

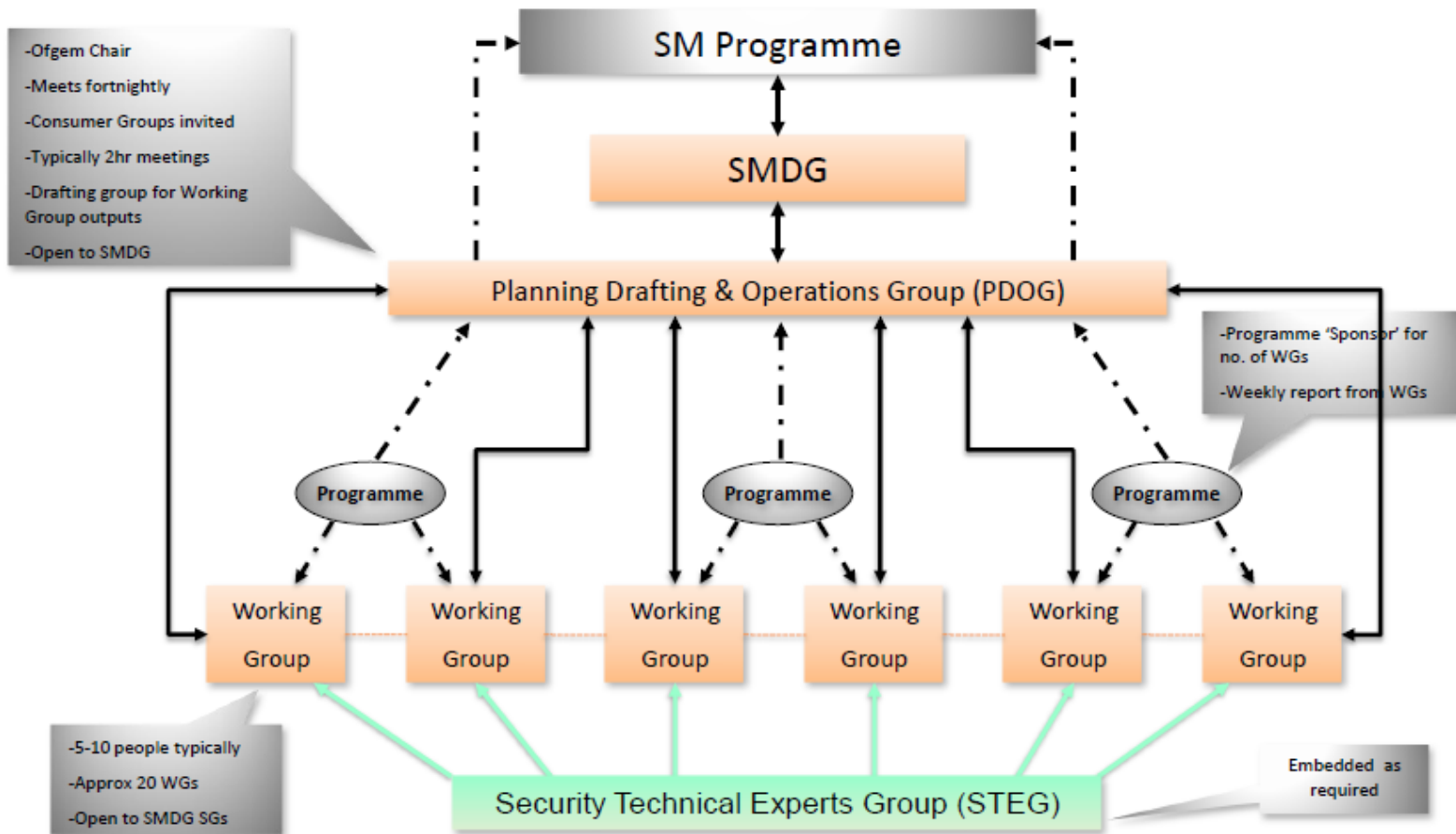
Sponsor / WG Initial Meeting

- Face to face – sponsor and WG
- Opportunity for sponsor to explain rules of engagement, ways of working etc.
- Opportunity to discuss the remit of the WG and how its deliverable fits into the technical specification
- Questions and answers

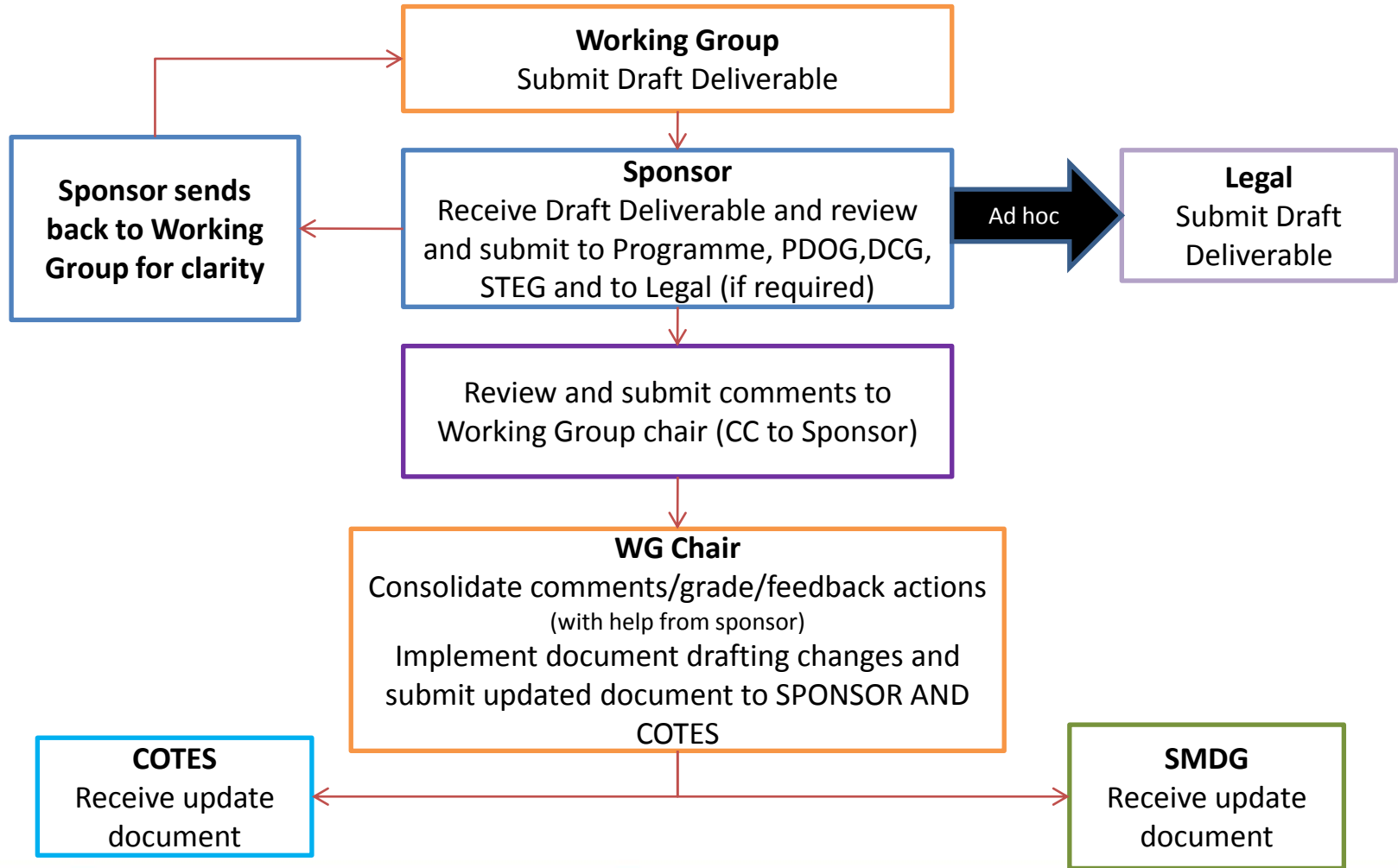
Launch phase process



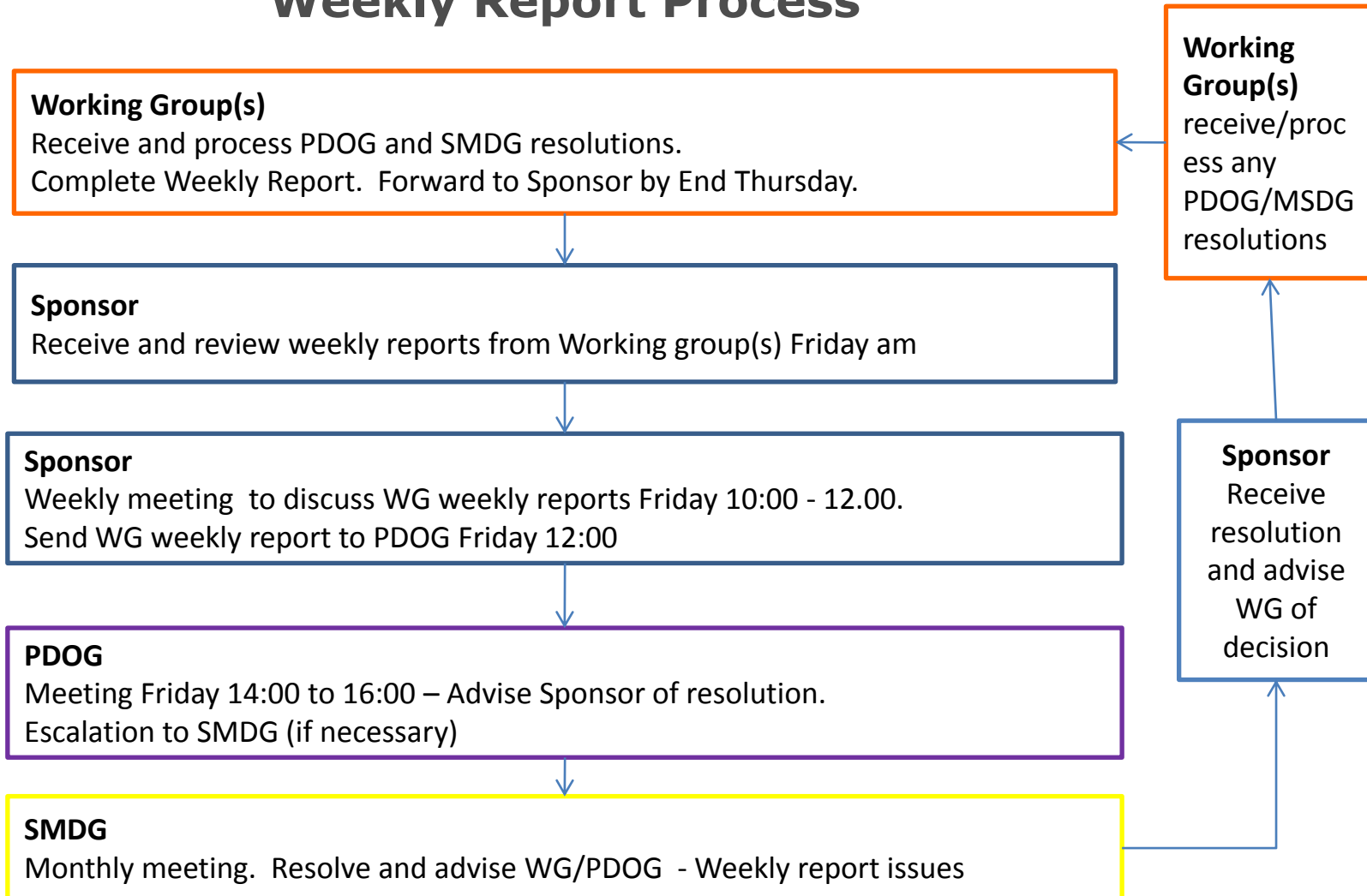
STEG Arrangements



Quality Review Cycle Process



Weekly Report Process



Escalation Process

- It is likely that WGs will encounter issues as their work progresses. These issues could take a number of forms:
 - difference of opinion between group members
 - decisions on matters such as reducing design options where proceeding with multiple options could incur time / cost
 - etc.
- The suggested escalation route would be as follows:
 - WG chair completes an escalation template (very simple document that sets out the issue and the proposed process to mitigate)
 - Escalation template is passed to PDOG chair for review
- If appropriate, escalation template is discussed at weekly meeting
- PDOG chair provides guidance to WG or escalates up to SMDG for further guidance
- PDOG / SMDG asks for options paper / provides guidance

Programme Proposed Working Group Chairs

Working Group	Proposed Lead	Representing	Organisation
HAN	Simon Harrison	Suppliers	ERA
Tarriffs	John Parr	Suppliers	EDFE
PPM	Nigel Hullett	Suppliers	SSE
Application Layer	John Cowburn	Manufacturers	BEAMA
Installation & Mtncce	Gareth Williams	Suppliers	British Gas
Gas Meter Variants	Gary Cottrell	Manufacturers	SBGI
Elec. Meter Variants	Andrew Monks	Suppliers	SSE
Microgeneration	Beverly Adams	Manufacturers	BEAMA
Difficult Property types / Meter Positions	Chris Fitzer	Manufacturers	BEAMA
IHD	Graham Smith	Suppliers	SP
Interoperability	Martin Bell	Suppliers	EDFE
Consumer Access to Data	Dave Budworth	Manufacturers	BEAMA
Data Modelling	Dave Crookes	Suppliers	EDFE
Gas Meter Battery Life	Gary Cottrell	Manufacturers	SBGI
Extended Statement of Design Requirements (ESoDR)	Dave Robinson	Manufacturers	BEAMA
Normative References	Simon Harrison	Suppliers	ERA
Architectures	Jeff Cooper	Manufacturers	SBGI
Use cases	Alastair Manson	Suppliers	ERA

Other Suggested Working Groups

- MID Issues / Europe
- Manufacturing Design Liaison
- Data access
- WAN/HAN module
- Non Domestic

Principles of WG Member Selection

- Programme provides list of prospective members to WG chair
- WG chair selects members and provides list to programme sponsor as part of the commissioning document (identify gaps and potential candidates)
- Programme sponsor reviews and approves as appropriate
- New members / departing members are notified to the programme sponsor
- Programme sponsor ensures that the membership is fair and balanced



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