

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

Note of discussion and actions from SMDSG1 Meeting No. 14b

From
Date and time of Meeting
Location

Paul Newman
12th January 2011
10:00-14:00
PA Consulting, 123
Buckingham Palace
Rd, London SW1

1. Present

1.1. Ofgem – Peter Morgan, David Fletcher, Shaun Scullion.

1.2. SMDSG1 members:

BEAMA	Dave Robinson
British Gas	Andrew Pearson
ENA	Alan Creighton
ERA	Simon Harrison
ERA	Alistair Manson
ESTA	David Spalding
SSE	Neil Green
SBGI	Jeff Cooper
Gemserv	Sarah Gratte
AMO	James Evans
E.oN	Neil Taylor
RWE npower	Gary Coverson
EDF Energy	Bob Gibbs
Scottish Power	Grahame Weir

Apologies

1.3. SMDSG1 members:

Utilita	
Consumer Focus	
Ofcom	
First Utility	
ICoSS	
Good Energy	
IntellectUK	

2. Introductions

2.1. None required.

3. Review of actions

3.1. Actions from meeting 14a.

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)	Ofgem	This will be on the agenda for the next CAG.
To clarify whether there might be further consultation on the group's revised Functional Requirements (SoDR Appendix 2) before July.	Ofgem	Completed. It is anticipated that the entire Tech. Spec. will go out to consultation around July 2011.
To highlight to SG1 the points from the 11 SG3 subject documents that they believe SG1 should capture.	ENA	Completed. ENA Paper distributed to SG1 24 Dec.
To make amendments to the PID "Draft outline proposals for format and scope of technical specifications" and send to ERA for further amendments. ERA to make further amendments.	BG / ERA	Completed.
To write a short paper to SMDG on the issue of 'where a PPM meter has run out of credit and has disconnected' for SMDG with the SG1 proposal for a formal risk assessment (for review by SG1 first).	SSE	See section 3.2.
To provide comments back to ERA on the Use Cases document presented at meeting 14a.	SG1	Completed.
To provide time at SG1 meeting 14b for detailed work planning (for the PID Sub-Groups)	Ofgem	On agenda for meeting see item 6.
To have a discussion with BG and Ofgem on the 'thick / thin meter?' question arising from the interoperability paper.	SBGI	Completed.

3.2. With respect to the SSE action above SSE reported that, after further consideration, they now believed that any issue was sufficiently apparent by functional requirement OP.8 as written (below), and that resolution hinged on the definition and practice of "...reliable and robust local intervention...". The Group accepted SSE's conclusion and the action as redundant.

Requirement	The smart metering system shall be designed such that, if a meter has interrupted the consumer's supply, the restoration of this supply cannot occur without reliable and robust local intervention of the consumer.
ID	OP.8
Narrative	For safety reasons, a user should be in the premise when the supply is re-enabled in order to check that all appliances etc. have been switched off. See also GS.10.
Justification	Consumer/safety
Domestic/Non-domestic	D/ND

4. Use case workshops review.

4.1. ERA reported on progress of the Use Case (UC) workshops:

- ERA (AM) had circulated a plan to SG1 on 5th Jan for the Use Case Work Group going forward which incorporated some SG1 comments;
- There was not a great deal of activity to report between the last SG1 meeting on 20th Dec and today;
- For the next tranche of Use Cases, AM proposed starting those the following week (2 full days to be decided from 17 – 19 Dec inclusive);

4.2. The Group made the following points on the Use Case work:

- ENA drew ERA's attention to their (AC's) previous comments of 22 Dec on the Use Case work;
- The Group suggested that more visibility was needed between the Use cases and the data items, though recognised that it was a difficult balance for ERA to strike between the time and resource available to do the UC work and the level of UC detail that could be defined. This balance was something that should be considered as part of future ways of working;
- As well as more visibility of the data items, the Group also thought they should consider change control of the data items, with ENA being particularly concerned about the potential for changes to 'slip through' if uncontrolled;
- The Group believed that the UC had highlighted the need for a documented escalation route when, for example, decisions or arbitrations were required;
- The Group thought that they may have to report back "difficult" UC's (e.g. where decisions pending prevented a full analysis, an example given as "access control") as 'unable to complete at present'.

4.3. ERA proposed that they include in their plan that UC work would assist in driving out data items.

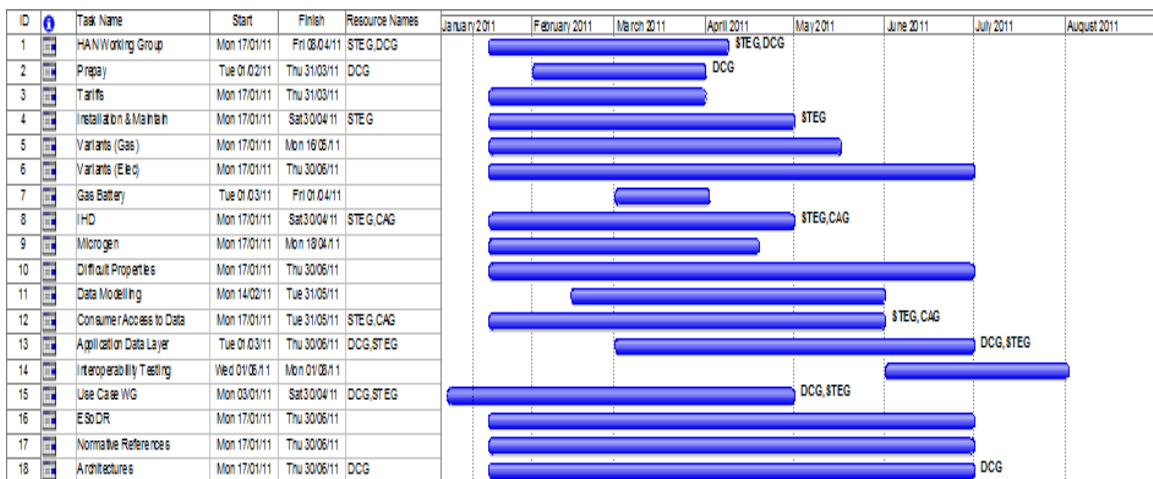
5. SMDG feedback

5.1. Ofgem provided summary feedback from the SMDG on 6th Jan.

- All papers to SMDG should include a short summary section on “consumer implications”;
- SMDG made comments on the PID (i.e. SG1 deliverable 4 “Draft Outline Proposals for Format & Scope of Technical Specifications”), with substantive comment from one SMDG representative coming too late for inclusion but which would be noted. A lot of these comments were addressed during the meeting and planning discussions;
- Particular concerns of the SMDG, on the PID, were the timescale proposed and how the linkages with the wider programme, e.g. DCC work, would operate;
- SMDG reviewed the proposed approach as described in Ofgem’s presentation “Technical Specification Next Steps” (which was also presented to the Group in item 6) with no material comments. The programme cautioned that the functional requirements are still subject to government decision. As such there is a risk that some work could be nugatory;
- Ofgem cautioned that the structure and dates in the ‘Next Steps’ presentation may be subject to early change;

6. SMDG / Sub Group next steps

- 6.1. Ofgem led a Group review of the proposed Working Groups (WG), the objective(s) of each, the interfaces of each and the current status of each area of work. Ofgem revised the table of proposed Working Groups contained in the ‘Next Steps’ presentation according to Group comments.
- 6.2. With respect to the proposed WGs, the Group suggested that it would be useful to clarify interdependencies and escalation and review (of the WG outputs) processes via some worked through examples;
- 6.3. Ofgem would distribute the table of proposed Working Groups contained in the ‘Next Steps’ presentation to the Group and invited the Group to nominate themselves or others to Chair, or be a member of, particular Working Groups or members of the PDOG;
- 6.4. Having reviewed the table of WGs and arrived at a revised list, the Group considered the dependencies and phasing of the WGs and arrived at a high level timeline for the WGs as follows:



- 6.5. The Group discussed the interfaces and potential respective responsibilities of the WGs and the proposed PDOG. The Group suggested that the PDOG should have

responsibility (in terms of the four main outputs of the WGs) for: conflict management, document control, distribution lists, comment (review) control and website editing.

- 6.6. The Group further discussed that it was practical for each WG to identify their interdependencies and how they should interface with other WGs.
- 6.7. The Group also discussed that a one-page 'dashboard' style of reporting would suffice for reporting from WGs to PDOG.
- 6.8. The Group walked through an example of how they envisaged the WGs and PDOG working together from the completion of a WG deliverable, through the review cycle and then to final document.
- 6.9. The Group discussed the four components of the Technical Specification. The Group suggested that the Expanded Statement of Design Requirements (ESoDR) component should be led by the (SM) Programme.
- 6.10. Ofgem asked that the Group individually convey their thoughts on the 'Next Steps' presentation and their engagement with the proposed structure to their respective SMDG colleagues.

7. Any other business

- 7.1. Ofgem informed the Group of a Damaged meter box workshop on 8th February 2011 which would be attended by Ofgem, ERA and ENA.
- 7.2. EDFE said that they had provided their thoughts on the PID (referred to in section 5.1 bullet 2) in an email to Ofgem.
- 7.3. RWE npower asked Ofgem if they anticipated that the next SMDG meeting would comprise the first PDOG meeting. Ofgem replied that they did not, and invitations would be sent by Ofgem for the first PDOG.
- 7.4. EDFE raised the matter of ENA's paper on Network Voltage Requirements with reference to their (EDFE's) email of 10th January and a potential technical issue identified therein. It was proposed that this could be recorded on the SG3 issues log and EDFE / ENA would further discuss off-line.
- 7.5. Non-domestic and other non mainstream issues – None raised.

8. Review of actions from meeting today

8.1. 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>This will be on the agenda for the next CAG.</p>
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8.2. Meeting actions

Ofgem to clarify in what form and when Technical Specifications can be released for wider consultation.	Ofgem	19/1/11
The Group to nominate themselves or others to Chair, or be a member of, particular Working Groups;	SG1	19/1/11
The Group to individually convey their thoughts on the 'Next Steps' presentation and their engagement with the proposed structure to their respective SMDG colleagues.	SG1	19/1/11
Ofgem to distribute their 'Next Steps' presentation to SG1.	Ofgem	14/1/11
Ofgem to document the planning session ('wall chart') output from Sg1 meeting 14b and distribute to SG1.	Ofgem	19/11/1

9. Risks & issues

9.1. Not covered.

10. Review of meeting

10.1. The Group were of the opinion that the meeting was productive and worthwhile, but for the next scheduled meeting on 19th January they thought that a smaller group could suffice and the aim of the next meeting should be to add clarity to the 'Next Steps', deliverables and to check how the WGs link with deliverables in preparation for the first PDOG meeting. Ofgem proposed that they would arrange an hour's teleconference at the end of the next meeting to involve and brief those that chose not to attend.

11. Date of next meeting

11.1. Wednesday 19th January 2011 – 10:00-16:00 – PA Consulting, 123 Buckingham Palace Road, London SW1.