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| Meeting 20 – Smart Grid Forum Work Stream 6 |
| Minutes from the meeting of the Smart Grid Forum Work Stream 6 on Tuesday 21 January 2014 | From | Ofgem | 22 January 2014 |
| Date and time of Meeting | Tuesday 21 January14.30 – 16.30 |  |
| Location | Ofgem |  |

# Present

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| Brian Robinson (BR) | CGI |
| Andrew Jones (AJ) | EDF |
| Olaf Islei (OI) | APX group |
| Nigel Turvey (NT) | WPD |
| Andrew Neves (AN) | Engage Consulting |
| Adriana Laguna (AL) | UKPN |
| Yselkla Farmer (YF) | BEAMA |
| Jill Cainey (JCa) | Energy Storage Network |
| Alice Etheridge (AE) | National Grid |
| Christian Hill (CH) | Cooperative Energy  |
| Zoltan Zavody (ZZ) | RenewableUK |
| Eammon Bell (EB) | Open Energi |
| Tabish Khan (TK) | British Gas |
| John Christie (JCh) | DECC |
| Brian Shewan (BS) | SSE Power Distribution |
| Jenny Rogers (JR) | SSE Power Distribution |
| Kevin Spencer (KS) | Elexon |
| Judith Ward (JW) | Sustainability First |
| Jon Bird (JB) | Northern Powergrid [teleconference] |
| Dora Guzeleva (DG) | Ofgem |
| Mark Askew (MA)  | Ofgem |
| Dr Jeff Hardy (JH) | Ofgem (Sustainable Development) |
| Chiara Redaelli (CR) | Ofgem (Smarter Markets) |
| Keavy Larkin (KL) | Ofgem |
| Andrew White (AW) | Ofgem |

# Apologies

Gavin Jones and Emma Pinchbeck.

# Agenda Item 2 - Review of minutes from previous meeting

* 1. DG invited the group to comment on the minutes from the previous meeting. The group members had no comments to add.
	2. DG reviewed the actions arising from the previous meeting (17 December 2013).
	3. No updates from the MIG group. The action to provide an update to WS6 on the progress of the MIG group will be carried forward.
	4. Action to arrange scoping meeting with DECC on taking RTS issue forward not complete due to shortage of volunteers. The group noted that the Technical Business Design Group (TBDG) may already be looking at this. Ofgem will arrange a meeting with the relevant individuals to discuss how best to deal with the issue.

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| Action | Person – By |
| Obtain information on the costs of the solution and assurances from the MIG group that any changes will avoid locking in that solution on an enduring basis. | Bethany Hanna – Subsequent meetings |
| Arrange meeting to discuss potential outstanding RTS issues. | Ofgem – 18 Feb |

# Agenda Item 3 – Updates

* 1. AE updated the group on the work of the DSR Network Forum. The forum is looking at how the network companies can get the best value from DSR arrangements with industrial and commercial customers. The forum has identified two options for how procurement of DSR contracts could work: a) the Alignment Path, where a single party will benefit from the DSR services and b) Asset Sharing, where multiple parties have the possibility to benefit (without detrimental effects to the other) opening the possibility of jointly tendered contracts. The forum has discussed these options and is due to publish a consultation report at the end of February. AE will seek, if possible, to provide Ofgem with an advanced, draft copy of the consultation report to help inform the upcoming WS6 report to the SGF. AE will present to the group at the March meeting to help the members better understand the work of the DSR Network Forum.

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| Action | Person - By |
| Provide draft consultation report on network DSR options to Ofgem. | AE – As soon as it is available |
| Present to the group on the work of the DSR Network Forum and the options for DSR contracts it has identified. | AE – March meeting |

# Agenda Item 4 – Review of outstanding actions

* 1. MA noted that the requirements matrices for domestic, industrial and commercial, and distributed generation customers will play in important part in informing the upcoming WS6 work on roles and responsibilities in DSR arrangements. In particular, MA noted the importance of input from the group’s members for ensuring that all data, billing and communications equipment requirements have been taken into account.
	2. MA reminded the group that a number of members are yet to provide comments on the requirements matrices. In addition, not all DNOs have completed the relevant sections of the DSO roles table. MA requested that members of WS6 comment on all requirements and options matrices, where they have not already done so. MA also reminded the remaining DNOs to complete the DSO roles table.
	3. MA recognised that there are numerous WS6 documents in circulation. To make it easier for WS6 members to keep track of documents and which documents they need to comment on, Ofgem has developed a log of documents and version history. In addition, Ofgem is in the process of amending its website to make it easier to find the most recent working documents of the group.
	4. MA invited the WS6 members to offer their views on actions that Ofgem can take to facilitate the work of the group.
	5. ZZ suggested that clarification from Ofgem would be helpful regarding the status of the matrices. He commented that some of the issues may be controversial and that some parties were concerned about particular classifications being published.
	6. JCa suggested that the purpose of the matrices is to help WS6 to identify and understand issues, and that they have now reached the end of their useful life. JW noted that the working documents of this group (including the matrices) may be useful to other groups now and in the future and therefore they should be made public.
	7. ZZ suggested that text could be added to the matrices to give nuance to the colours applied to any particular option, particularly where there is disagreement as to which colour should be applied. KL noted that Andrew Spencer’s updated domestic customer matrix has a comments tab and this could be applied to the other matrices. MA reminded the group that the issues raised regarding particular options will be reflected in the options paper as well.
	8. DG suggested that the group agree that the matrices will be made public on the basis that –
* they will be credited to WS6 collectively (not to any individual members of the group),
* they will be clearly published as ‘working documents’, and
* text will accompany them to show where the issues are.
	1. AE suggested that clarity on the precise meaning behind the colours of the matrices would be helpful. This was supported by EB, suggesting that a glossary of terms/ shared definitions would help facilitate discussion.

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| Action | Person - By |
| Provide comments on domestic, I&C and DG matrices (if not already done). | All – 28 Jan |
| Complete DSO roles table. | DNOs – 28 Jan |
| Update website and circulate new links. | Ofgem – 18 Feb |

# Agenda Item 5 – Roles and Responsibilities

* 1. MA gave the group an overview of the purpose of the example diagrams prepared by Ofgem. Each diagram is intended to capture the roles and responsibilities of each party involved an each option. Five key elements are shown: Data flows, Communications, Billing flows, Payments to customers and chain of command. MA highlighted that the diagrams are to illustrate the options and that a third party could take the lead in each of the options.
	2. KL and JG presented examples of the diagrams inviting comments from the group. The group agreed generally with the purpose and proposed approach for representing the roles and relationships required for each DSR option. Specific comments were offered on the example diagrams. Ofgem agreed to incorporate these. Members of the group will use the format proposed by Ofgem to complete diagrams showing the roles and responsibilities for the remaining options.
	3. It was noted that the diagrams need to show all information flows between DNOs and suppliers, to ensure that both parties are aware of DSR contracted by the other with a specific customer. The group noted that it would be useful to understand what information is currently passed between suppliers and the SO for DSR arrangements. AE and AJ to confirm what the current information flows are.
	4. The group also discussed how the option for a dynamic (DNO-led) tariff with remote automation would work. In particular, the group discussed how the DNO would communicate with devices in the customer’s home. The group noted that the Consumer Access Devise (CAD) will play a key role in this form of tariff. AJ and YF noted that the protocol for the CAD-smart meter ‘binding process’ has not yet been defined and that it could be designed to ensure that there is a list of devices which can be controlled.
	5. The group discussed what options for ‘point-to-point’ communication are open to DNOs to overcome the challenge posed by the fact that DNOs only have access to one-way communication under SMETS. The group also identified the current policy which prohibits DNOs from directly controlling devices through the smart metering system as a barrier to this and similar options. AJ noted that this is expected to be a temporary situation until the rollout out of smart meters is complete.
	6. The group discussed what visibility the supplier and SO would need of DNOs’ DSR arrangements with generators. AJ commented that a supplier may want to know when a DNO had turned a generator down so that it could adjust its contracted position. JG commented that if this is the case for generation, it would also be true for demand. DG stated that this topic would be on the agenda for the next meeting.

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| Action | Person - By |
| Incorporate comments of the group into example roles and responsibilities diagrams. | Ofgem – 4 Feb |
| Confirm current information flows between suppliers and the SO for DSR arrangements. | AE/ AJ – 18 Feb |
| Ofgem to nominate group members to complete DSR roles and responsibilities diagrams. | Ofgem – 23 Jan |
| Complete roles and responsibilities diagrams for the remaining DSR options. | Volunteers – 31 Jan |
| Include in agenda for discussion at the next meeting discussion of information transfer between DNOs and suppliers regarding activation of DSR contracts.  | Ofgem – 18 Feb |

# Agenda Item 6 – Any Other Business

* 1. No additional business raised.

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| Action | Person - By |
| Ofgem to circulate the paper submitted by BS/ AE on TO/SO and DNO roles. | Ofgem – 22 Jan |

# Dates for future meetings

* 1. 14.30 – 17.00 Tuesday 18 February
	2. 14.30 – 17.00 Tuesday 18 March
	3. 14.00 – 17.00 Tuesday 29 April (TBC)[[1]](#footnote-1)
	4. 14.00 – 17.00 Tuesday 20 May (TBC)
	5. 14.00 – 17.00 Tuesday 17 June (TBC)
1. NB. The agenda for the February meeting showed the April meeting taking place on Friday 18. The date has been moved to allow WS6 to meet after the main SGF meeting on Tuesday 22 April. [↑](#footnote-ref-1)