

SMART METERING IMPLEMENTATION PROGRAMME

Solution Design Advisory Group (SDAG)

Minutes of Meeting #3

Date / venue: 24 January 2013, BIS Conference Centre

Attendees

Name	Company
Colin Sawyer (Chair) (CS)	DECC
Andrew Campbell (AC) (with support from Iddon Hall)	Npower
Jonathan Wheelwright	British Gas
Grahame Weir	Scottish Power
Colin Rowland (with support from Andrew Monks)	SSE
Jim Hunt (with support from Paul Saker)	EDF Energy
Adrian Rudd	EON
Jason Brogden	Energy UK
Nigel Nash	OFGEM
Jay Adams	Utilita
Ian White	EUA
Nigel Orchard	ESTA
Chris Shelley (Chris S)	BEAMA
Graham Smith	ENA
Andy Armstrong (AA)	DECC
Julian Hughes (JH)	DECC
Mike Bennett	DECC
Peter Morgan (PM)	DECC
Paul Haggett	DECC

1. Minutes and Actions from previous meeting

The minutes of the previous meeting #2 were agreed by SDAG members.

Actions from Previous Meetings:

Action ID	Action	Due Date	Owner	Status
SDAG_1.01	Programme Governance: DECC to provide an update on the programme governance structure to reflect the re-organisation of the SMP boards/forums/advisory groups <i>Update: Governance Structure issued 15 Jan 13</i>	10.01.13	CS	Closed
SDAG_1.03	SDAG Agenda items: To enable forward planning of SDAG, DECC agreed to set out the programme of work, including products that require SDAG review, to SDAG on 10.01.13 <i>Update: An updated timetable for the programme was being developed</i>	10.01.13	CS	Closed

UNCLASSIFIED

SMART METERING IMPLEMENTATION PROGRAMME

Action ID	Action	Due Date	Owner	Status
SDAG_1.05	<p>Outstanding Technical Architecture concerns: A number of concerns had been raised at a recent Technical Architecture meeting. It was agreed that these matters would be reviewed and any extant concerns would be listed for discussion at future SDAG meetings.</p> <p>Update: Architecture concerns were addressed in meeting with EUK on 7 Jan 13 and remaining concerns are within the master issues log.</p>	26.02.13	JH	Closed
SDAG_2.01	<p>CPA Security Workshop: DECC agreed to invite members of SDAG to the working group that was set to determine the security characteristics. SDAG members were to forward the invite to appropriate representatives from their organisations.</p>	21.12.12	GH All	Closed
SDAG_2.02	<p>IHD Data Storage: Energy UK offered to share ICO advice on whether the IHD is classified as a customer device.</p> <p>Update: Energy UK response: RM issued the correspondence from the ICO to DECC on the 18th of December and suggested that DECC may wish to engage directly with Dave Evans at the ICO directly. Energy UK would be happy to facilitate this. The letter from the ICO was emailed to SDAG members on 24 Jan 13.</p>	24.01.13	RM	Closed
SDAG_2.03	<p>Installation and Commissioning Workshop 15 January 2013: DECC agreed to extend length of workshop, confirm that meter manufacturers have been invited and to send out preparatory material to all attendees before the event</p> <p>DECC agreed to include in scope of workshop:</p> <ul style="list-style-type: none"> - Will IGT installation model work with Installation & Commissioning Processes? - Test the process for new connection events as well as standard replacement <p>Update: Workshop invite extended</p>	21.12.12	JH	Closed
SDAG_2.04	<p>Addressing the issues raised at other SMIP forums: DECC agreed to circulate the list of closed issues for:</p> <ul style="list-style-type: none"> - Technical Architecture (JH) - BPM (Mike Bennett) <p>Update: Issues consolidated into one master issues document (incorporating closed issues) and circulated 15 Jan 13</p>	24.01.13	JH Mike Bennet t	Closed
SDAG_2.05	<p>Revised CoS Model: Energy UK agreed to speak to CS about the plan and scope of CoS proposal and any involvement of consumer focus in the signoff stakeholder approach</p> <p>Update: Energy UK response: CS confirmed after the meeting that the involvement of Ofgem in the design of the CoS proposal satisfied the consumer representative engagement</p>	24.01.13	RM	Closed
SDAG_2.06	<p>Zigbee HAN Controller: DECC agreed to confirm if there would be a CH requirement to act as Zigbee HAN Controller.</p> <p>Update: This is confirmed and will be captured in the companion spec</p>	24.01.13	CS	Closed
SDAG_2.07	<p>User Roles Matrix; DECC agreed to confirm the dates to discuss User Roles Matrix including which services each DCC Service User will have access (including critical commands). The matrix will be covered CWG and Core Services debate</p>	24.01.13	JH	Open

UNCLASSIFIED

SMART METERING IMPLEMENTATION PROGRAMME

Action ID	Action	Due Date	Owner	Status
SDAG_2.09	<p>Import/export Matrix: EDF agreed to clarify the comment re import/export supplier data exchange from Energy UK list of gaps Update: EDF: As all smart meters will be capable of supporting export metering there needs to be a clear definition of how the relationship between import and export Suppliers will work, especially as the import Supplier may not know there is export at a site if it has a different Supplier. There are no formal communication routes (i.e. dataflows) at the moment, only an obligation on the export Supplier to appoint the same MOP as the import Supplier. Some example questions that will affect this relationship are:</p> <ul style="list-style-type: none"> • What security keys will need to be put on the smart meter for an export Supplier? • How will these get onto the meter: <ul style="list-style-type: none"> ○ At installation ○ Post installation when export is added to existing import • How will the export Supplier be notified if the import Supplier decides to opt out of the DCC? <p>The underlying assumption seems to be that the import and export Supplier can operate totally independently of each other with the export Supplier just having access to a subset of the service requests available to the import Supplier, we think the role of the export Supplier within the end to end architecture needs more clarity.</p> <p>Action: Issues entered into Master Issue log for Mike B to close the 3 points raised above</p>	24.01.13	AP	Closed
SDAG_2.10	<p>WAN Coverage: DECC agreed to consider a proactive push of change of coverage information to suppliers.</p>	26.02.13	SS	Open
SDAG_2.11	<p>Billing reads: Npower agreed to inform DECC if they have any residual concerns with billing cycle orchestration & push/pull comments once they have read the Technical Architecture document Update: AC agreed to provide DECC with information on where processes are misaligned and a list of the risks associated</p>	26.02.13	AC	Open
SDAG_2.12	<p>Error Handling: DECC agreed to consider error handling requirements for service orchestration & determine whether further details need to be provided in ISFT.</p>	26.02.13	JH	Ongoing
SDAG_2.13	<p>Batching of User requests: Stakeholders were keen to get a requirement for batch updates of service requests over the DCC User Gateway. DECC agreed to consider if this fitted within the architecture.</p>	26.02.13	JH	Ongoing
SDAG_2.14	<p>Data access post CoS; DECC agreed to review this and provide clarity on this position Update: Clarification circulated to SDAG members</p>	24.01.13	CS	Closed
SDAG_2.15	<p>Outage reporting: DECC to talk to Alan Creighton of the ENA to discuss Outage Management requirements and confirm requirements from the ENA and ensure alignment within the CSP schedule 2.1</p>	24.01.13	PC	Open

Actions from Meeting #3

Action ID	Action	Due Date	Owner	Status
SDAG_3.01	DECC agreed to issue product descriptions to SDAG Members when they had been completed		CS	Open

SMART METERING IMPLEMENTATION PROGRAMME

SDAG_3.02	DECC agreed to clarify the timetable and prepare the process for GB security extensions.	26.02.13	AA	Open
SDAG_3.03	It was agreed that an industry-led workshop would be held in Feb 13 to discuss the solutions available to enter the UTRN into the PPMID via keypads. Feedback from the workshop was to be provided at the next SDAG meeting	26.02.13	PM	Open
SDAG_3.04	All SDAG members were to review the master issues log and provide any comments to DECC prior to the next SDAG meeting	26.02.13	ALL	Open
SDAG_3.05	BEAMA agreed to send their concerns on the implications of the security requirements to DECC.	26.02.13	Chris S	Open
SDAG_3.06	DECC agreed to issue the CHTS to SDAG members for comment at the earliest opportunity to ensure that the comments raised could be addressed and the final IDSFT could be issued to bidders on 8 Apr 13.	26.02.13	JH	Open
SDAG_3.07	DECC agreed to arrange a HAN workshop to discuss the strategy for the future versions of the Comms Hub.	26.02.13	CS	Open

- 1.1. The Chairman stated that the SMETS 2 (1st Iteration) had been notified to EU on 24 Jan 13 along with Part 1 of the Government Response. The Chairman thanked all the SDAG and SSAG members for their support in achieving this major milestone in the SMIP.
- 1.2. In the SMETS 2 notification there was an amendment that added the provisional requirement for a keypad for both Gas and Electric meters to enable entre of the UTRN into the PPMID. This was not a final decision and may not be included in the 2nd iteration of SMETS2. A workshop was to be arranged to discuss what further evidence is needed on this matter.

2. Consolidated Issues Log - update

- 2.1. The issues raised at SSAG, BPDG, and the Technical workshop held in Nov 12 had been consolidated into one master document that had been issued to the SDAG members prior to the meeting. On 7 Jan 13, Energy UK and DECC reviewed the issues raised and consolidated the entries from over 100 to 50. This reduction was achieved by confirming that they issues had already been actioned and closed, were duplicate issues or required further clarification. These issues were to be managed by DECC and the updated document would be issued to SDAG members a week in advance of the future SDAG meetings for review and comment.

3. Discussion of Technical and Security Architecture Documents

- 3.1. The enduring approach to manage the Architecture documents would be under the responsibility of the SEC and DCC. It was stated that the Technical Architecture documents would not have a legal standing but would provide guidance to SEC parties.
- 3.2. Prior to the meeting, SDAG members provided their prioritised concerns that were discussed at the meeting. The two subjects that were requested for detailed discussion were on the Security requirement and HAN architecture.
 - 3.2.1. **Security requirements:** Meter manufacturers had raised concerns to BEAMA that there was insufficient transparency on the implications on the security requirements. These concerns were to be issued from BEAMA to DECC for have a better understanding of these concerns.
 - 3.2.2. **HAN Architecture:** Members stated that there was a requirement for greater detail to be made available in the technical architecture documentation. DECC stated that more detailed

SMART METERING IMPLEMENTATION PROGRAMME

information would be provided in the next iteration of the technical architecture document when it was issued to the CSP and DSP bidders on 8 Feb 13. Not all questions would have answers by that date as matters such as the wired HAN solution would not have reached a conclusion from the ongoing trials. The inclusion of a 'sandpit' in the Comms Hub raised concerns and it was agreed that this should be removed in the next iteration of the Technical Architecture documentation.

- 3.3. DECC confirmed that the draft Comms Hub Tech Spec was being updated to issue to bidders on 8 Feb 13. This would be circulated to the SDAG members for comment and then issued as a final version to bidders on 8 Apr 13.

4. Feedback from Installation and Commissioning Workshop

- 4.1. A workshop was held on 15 Jan 13 with SDAG members to determine the processes included for the installation and commissioning of meters. Further work was required on a number of process including
- Install and leave when no WAN was present.
 - Use of prepayment when no WAN was present
- 4.2. DECC would be engaging with SDAG members to agree the outstanding process in the near future.

5. HAN Strategy

- 5.1. The final ISFT issued to DSP and CSP bidders would only include the fixed provision of a Comms Hub as a 2.4Mhz enabled solution. The bidders may also be requested to provide benchmark pricing for 868Ghz/PLC enabled Comms Hub options.
- 5.2. DECC confirmed that a HAN Strategy Workshop would be held with relevant stakeholders in Feb 13. Invites to this workshop may be extended to members of SDAG.

6. Enduring Design Documents and other Artefacts

- 6.1. DECC provided an update to the proposed structure of the artefacts. A number of products had been realigned to more appropriate locations; an illustration of these changes was provided. The new structure for enduring design documents and artefacts is at Annex A.

7. Forward Look and proposed topics for SDAG discussion

- 7.1. The subjects that were proposed and agreed for the next SDAG agenda were;
- *HAN Strategy*
 - *CoS*
 - *Parse and Correlate*
 - *CAD Pairing*

8. Dates for next meetings

- 8.1. Members confirmed that the next SDAG Meeting (4) will take place at BIS Conference Centre on 26th February 2013. DECC will issue a formal invite. To assist planning, the March meeting is scheduled for 26th March 2013 in the BIS Conference Centre.

9. AoB

- 9.1. Certification Regime: More understanding of the certification regime was requested by AC.

SMART METERING IMPLEMENTATION PROGRAMME

Annex A. Enduring Design Documents and Artefacts

