

## SMART METERING IMPLEMENTATION PROGRAMME

## Solution Design Advisory Group (SDAG)

### Minutes of Meeting #2

Date / venue: 18 December 2012, BIS Conference Centre

### Attendees

Name	Company
Colin Sawyer (Chair) (CS)	DECC
Andrew Campbell (AC) (with support from Iddon Hall)	Npower
Jonathan Cooper	British Gas
Grahame Weir (with support from Iain Matthews)	Scottish Power
Colin Rowland (with support from Andrew Monks)	SSE
Ashley Pocock (AP) (with support from Paul Saker)	EDF Energy
Adrian Rudd	EON
Rosie McGlynn (RM)	Energy UK
Nigel Nash	OFGEM
Andrew Green	Total & ICOSS
Jeff Cooper	EUA
Nigel Orchard	ESTA
Jane Franklin	AMO
Graham Smith	ENA
Lesley Keable	DECC
Julian Hughes (JH)	DECC
Gordon Hextall (GH)	DECC
Peter Morgan	DECC
Stuart Scott (SS)	DECC
Paul Haggett	DECC

## 1. Minutes and Actions from previous meeting

The minutes from meeting #1 were agreed by SDAG members present.

#### Actions from Meeting #1:

Action ID	Action	Due Date	Owner	Status
SDAG_1.01	<b>Programme Governance:</b> DECC to provide an update on the programme governance structure to reflect the re-organisation of the SMP boards/forums/advisory groups	10.01.13	CS	<b>Open</b>
SDAG_1.02	<b>Business Processes:</b> DECC agreed to confirm the date by which the updated Business Process Model would be issued to SDAG. This would take into account the findings from the ISDS review <i><b>Update:</b> DECC confirmed that the new BPM and DCC UGC will be published shortly after ISFT (ISFT due on 8th February) and will be consistent with ISFT</i>	18.12.12	JH	<b>Closed</b>

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Action ID	Action	Due Date	Owner	Status
SDAG_1.03	<b>SDAG Agenda items:</b> 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	Open
SDAG_1.04	<b>SDAG Attendees:</b> DECC to invite Ofgem/Ofcom to SDAG when relevant agenda items are scheduled. <i>Correction: Ofcom is a member of ODAG and invited to SDAG</i>	n/a	CS	Closed
SDAG_1.05	<b>Outstanding Technical Architecture concerns:</b> 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.	10.01.13	JH	Open
SDAG_1.06	<b>Review of ISDS technical requirements:</b> SDAG members were requested to review the ISDS documents and feedback to DECC any material comments, within the suggested scope of the review.. A template to capture SDAG comments will be issued.  EUK had already compiled a list of ISDS issues and agreed to distribute them to SDAG members  It was unclear if all members had the ISDS documentation. It was agreed that if anyone did not have them they were to send requests to the Chair.	14.12.12	ALL	Closed
		07.12.12	JB	Closed
SDAG_1.07	<b>SDAG Meeting Presentation:</b> The presentation given at the meeting held on 4 Dec 2012 was to be issued to all SDAG members	05.12.12	PH	Closed
SDAG_1.08	<b>User Gateway Catalogue:</b> The User Gateway Catalogue has been updated to reflect the security architecture and will be issued to SDAG imminently.	07.12.12	JH	Closed
SDAG_1.09	<b>IHD Data Storage:</b> Clarification on the requirements for the IHD to store data was required <i>Update: The IHD must be capable of storing a specified set of data but it is up to manufacturers and suppliers how and where they store this data</i>	18.12.12	CS	Closed
SDAG_1.10	<b>Security Architecture:</b> Energy suppliers has requested a STEG workshop for w/c 10 Dec 12 to discuss issues with the Security Architecture. Members were encouraged to request agenda items from their security leads for this meeting and send to GH	10.12.12	ALL	Closed
SDAG_1.11	<b>Installation and maintenance:</b> It was agreed that the process for installation and maintenance (using HHT) was to be developed to ensure that a common approach was adopted by all suppliers. <i>Update: DECC confirmed that the scope of this workshop will address solution options and not just HHT. It was agreed that this is a key workshop to walk through and address issues. See action SDAG_2.03</i>	24.01.13	MR	Closed

### Actions from Meeting #2

Action ID	Action	Due Date	Owner	Status
SDAG_2.01	<b>CPA Security Workshop:</b> 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.	21.12.12	GH All	Open

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Action ID	Action	Due Date	Owner	Status
SDAG_2.02	<b>IHD Data Storage:</b> Energy UK offered to share ICO advice on whether the IHD is classified as a customer device.	24.01.13	RM	Open
SDAG_2.03	<b>Installation and Commissioning Workshop 15 January 2013:</b> 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 DECC agreed to include in scope of workshop: <ul style="list-style-type: none"> <li>- Will IGT installation model work with Installation &amp; Commissioning Processes?</li> <li>- Test the process for new connection events as well as standard replacement</li> </ul>	21.12.12	JH	Open
SDAG_2.04	<b>Addressing the issues raised at other SMIP forums:</b> DECC agreed to circulate the list of closed issues for: <ul style="list-style-type: none"> <li>- Technical Architecture (JH)</li> <li>- BPM (Mike Bennett)</li> </ul>	24.01.13	JH Mike Bennett	Open
SDAG_2.05	<b>Revised CoS Model:</b> 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	24.01.13	RM	Open
SDAG_2.06	<b>Zigbee HAN Controller:</b> DECC agreed to confirm if there would be a CH requirement to act as Zigbee HAN Controller.	24.01.13	CS	Open
SDAG_2.07	<b>User Roles Matrix:</b> DECC agreed to confirm the dates to discuss User Roles Matrix including which services each DCC Service User will have access (including critical commands).	24.01.13	JH	Open
SDAG_2.09	<b>Import/export Matrix:</b> EDF agreed to clarify the comment re import/export supplier data exchange from Energy UK list of gaps	24.01.13	AP	Open
SDAG_2.10	<b>WAN Coverage:</b> DECC agreed to consider a proactive push of change of coverage information to suppliers.	24.01.13	SS	Open
SDAG_2.11	<b>Billing reads:</b> 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	24.01.13	AC	Open
SDAG_2.12	<b>Error Handling:</b> DECC agreed to consider error handling requirements for service orchestration & determine whether further details need to be provided in ISFT.	24.01.13	JH	Open
SDAG_2.13	<b>Batching of User requests:</b> 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.	24.01.13	JH	Open
SDAG_2.14	<b>Data access post CoS:</b> DECC agreed to review this and provide clarity on this position	24.01.13	CS	Open
SDAG_2.15	<b>Outage reporting:</b> 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	24.01.13	CS	Open

- 1.1. CS gave update on SMETS. Circa 850 comments had been received from SSAG on the SMETS2 document. DECC agreed to issue a revised version of SMETS 2 on 20 December 2012 for response from SDAG members by cop 8<sup>th</sup> January 2013. It was agreed that if feasible, the changes to the document since the last draft would be highlighted.

## 2. Plan for addressing the issues raised at other SMIP forums

- 2.1. DECC were compiling the issues raised at BPDG, SSAG and technical workshops to create a single document containing all the issues that had been raised with SMIP from a technical perspective and were still on-going. This would provide members the assurance that issues were being tracked, addressed and resolved.

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- 2.2. DECC outlined an approach to manage industry issues and highlighted the importance of keeping to the scope of issues within SDAGs remit. A template issues paper and process were presented and discussed with SDAG. SDAG suggested that the issues tracker included the following:

- Source of comment (inc ref if provided for traceability)
- RAG status for progress
- Date issue needs to be closed
- DECC products impacted
- Traceability to original issue list e.g. for duplicated/merged issues

- 2.3. Comments on this approach were welcomed (before Christmas would be helpful). Energy UK offered to help provide the context for these issues where DECC required this.

## 3. Review of comments made on ISDS documentation

- 3.1. DECC walked through the initial review of comments on ISDS documents. Key points were:

- **Enduring CoS:** DECC highlighted the need for the proposal for enduring CoS to be provided as soon as possible, before the end of 2013
- **Number of devices paired to HAN:** DECC confirmed that a limit of up to 6 devices were proposed and that DECC would be exploring, in dialogue, the cost impact of this with bidders
- DECC confirmed the intention to provide a CH with gas proxy. DECC confirmed that the DCC UGC will eventually form part of the SEC and that it would be an evolving document up to DSP/CSP contract award.
- DECC would issue the Technical Architecture document before Christmas 2012. This will be for information purposes though SDAG should highlight if they identify any major gaps. This document should clarify the situation re push/pull of messages and scheduled billing read request and provision.
- **Registration interface with registration providers:** DECC noted that the technical solutions that DSP bidders have been asked to provide for DCC User Gateway may have impacts for registration interfaces and confirmed that they had asked bidders to highlight the impacts of existing systems in proposing their solution so that a holistic view could be taken.
- **Traceability of requirements:** DECC confirmed that there was traceability from BPM to ISDS functional requirements, and that work was underway to align SMETS and the functional requirements.
- **Firmware upgrades:** DECC confirmed that suppliers will be responsible for initiating any firmware upgrades to their meters to ensure that firmware upgrades. DCC's responsibility will be to ensure that any firmware image it accepts has been assured both functionally and in accordance with security considerations.

## 4. Report back from security workshop on 11 Dec

- 4.1. **Security Architecture:** DECC stated that the High Level Security Architecture would be embedded in Technical Architecture document. ZigBee security improvements were being proposed for development as SEP 1.2 with GB extensions. This was subject to clarifications and further work at a meeting being held on 19 December 2012. The DLMS security requirements were also subject to further debate at the SSWG/DLMS workshop being held on 19 December 2012.
- 4.2. PKI architecture roots and recovery keys were being progressed with CESG (DCC and DCC Users may need their own Certificate Authorities).
- 4.3. UTRN – expert cryptography advice was being sought on the strength (number of characters) of the algorithmic options.

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### 5. Update from HAG (including plans for the wired HAN trial)

- 5.1. DECC outlined the Wired HAN trial and 868Mhz. DECC outlined a 3 phase approach to arrive at a position on wired HAN. The first phase involves characterising buildings in terms of their PLC performance and making the results available for technology providers to suggest solutions. The second phase if required, would manage a technology trial if insufficient information to identify candidate solutions was captured from the initial phase. The final phase would carry out qualitative and quantitative analysis that would conclude with recommendations for consultation.

### 6. Report back from the Intimate Comms Hub Workshop

- 6.1. The workshop had concluded that the intimate installation was the preferred option for most suppliers in most domestic premises.
- 6.2. The intent was that an Intimate Comms Hub (ICH) specification would be a key element of the CHTS. This would be directly based on the work of the BEAMA working group. The formal notification of the specification would be part of SMETS 2b.
- 6.3. The procurement documentation would position ICH as the option to be procured. DECC would procure a single Comms Hub that was capable of working intimately or non-intimately. The responsibility for procuring additional kit (e.g. Flying leads or Hot shoe solutions) to support stand-alone installation would be with the Energy Suppliers.

### 7. Dates for next meetings

- 7.1. Members confirmed that the next SDAG Meeting (3) will take place at BIS Conference Centre on 24<sup>th</sup> January 2013. DECC will issue a formal invite. To assist planning, the February meeting is scheduled for 26<sup>th</sup> February 2013 in the BIS Conference Centre.

### 8. AoB

- 8.1. There were 2 items raised under AOB
- **Forward Look Plan and consolidated Issues log;** It was agreed that the plan to address matters raised for the SDAG members discussion was to be published by 16 January 2013 and agreed at the SDAG meeting on the 24 January 2013. The consolidated list of the issues was to be circulated prior to the next SDAG meeting. *Afternote; EUK and DECC agreed to hold a session on 7 January 2013 to review the issues captured to ensure all points raised were not misinterpreted.*
  - **Historical data retention post CoS;** Clarification was sought on the reference in privacy documents that a CoS flag would be set and suppliers would not have access to earlier data. The text causing confusion was referenced by Npower and DECC agreed to review this and provide clarity on this position.