
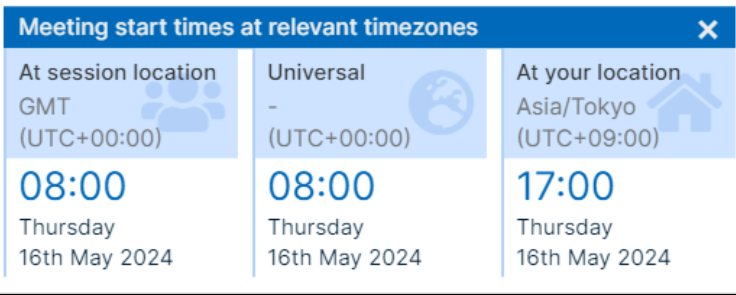




UNCONFIRMED REPORT OF THE MEETING

Number and title of Committee ISO/TC 268/SC 1 Smart community infrastructures	
Secretariat JISC	Meeting dates:2024-05-16  
Host Zoom	Zoom meeting https://iso.zoom.us/j/99272905639?pwd=cUVac2xnNUFoNC9DZ0xCWFBUmVVRUUT09 Password: 909283 Meeting Application: https://sd.iso.org/meetings/141616

Before the start of this hybrid meeting, the committee manager explained the following matters. She requested that each participants register in the Meeting Portal beforehand.

A. Naming convention (screen name) in this zoom meeting for online participants

Role	Naming convention	Example
Heads of the Delegation (HoD)	HoD + MB + Name	HoD JISC Ritsu Hamaoka
TC 268/SC 1 officers (WG, TG)	TC 268/SC 1+WGTG+number+Name	TC 268/SC 1/WG 5 Ritsu Hamaoka
Liaison members	Liaison + committee + Name	Liaison TC 268/SC 1 Ritsu Hamaoka
Other participants	Z MB (organization) Name, or Z Name	Z JISC Ritsu Hamaoka Z Ritsu Hamaoka

How to change your screen name?

- 1) Click the icon "Participants" to open the list on the right side,
- 2) Select your name in the list, click "more", and then "rename."
- 3) Enter your screen name by the naming convention given above

B. How to take Resolutions during the meeting

- 1) At the Roll Call, the committee manager **will check and confirm who the Heads of the Delegation (HoD) are**, using the list from the Meeting Portal
- 2) When taking resolutions, only the HoDs cast a vote and respond.
- 3) The resolutions will be taken as below :
 - a) The committee manager projects the text of the resolution on the screen.
 - b) The HoDs who are opposed to the resolution are invited to voice their opposition (Will be asked in the order of On site → Online). Pease raise your hand and express and explain the opposition.
 - c) If the Hod participating online has difficulty (technically) in speaking, they are invited to use chat. The Secretariat will read it out (and the chat is automatically recorded too.)
 - d) If there are no objections, the resolutions will be recorded as unanimously taken.
- 4) If SC 1 cannot reach a consensus during the meeting, a CIB will be set after the meeting asking P-members to vote on that particular resolution item.
- 5) The approval criteria for taking resolution is a simple majority of the P-members voting.
- 6) The #Draft resolution in this document at the time of distribution are put for convenience and not final/approved.

C. Recording

This meeting will be recorded in accordance with Directives Part 1, SF.10, *Recordings at ISO meetings*. Individual participants have the right to require that the means of recording are switched off during a particular intervention if s/he wishes so.

Additional relevant information on meetings can be found:

- [My ISO job](#)
- [TMB/SMB Guidance on effective virtual and hybrid meetings](#)
- ISO Helpdesk [knowledge base](#)
- ISO/IEC Directives, Part 1, Clause 4 and Annex SK


Please note that the use of [ISO Meetings](#) is mandatory. Please remind your committee members that they have to be registered to be able to participate. Once you have circulated the agenda, ensure ISO Meetings is updated accordingly (i.e.: Ticking of the tasks).

#	Time allocated (min)	Items
1.	5	The Committee Manager started to explain the logistics and conducted the proceedings until agenda item 6.
2.	5	A welcome message was received from Mr. Wei Wang's message (Counselor, Department of Standards and Norms, Ministry of Housing and Urban-Rural Development of the People's Republic of China).
3.	5	The roll call of delegates was done. List of participants
4.	3	The Committee Manager explained ISO Code of Ethics and Conduct, inviting the members to read the document. Direct link to the ISO Code of Ethics and Conduct 1. Comply with legal and statutory obligations 2. Perform and act in good faith, consistent with the purpose, policies and principles of the organization 3. Behave ethically 4. Promote and enable all voices to be heard 5. Engage constructively in ISO activities 6. Declare actual and potential conflicts of interest and manage them appropriately 7. Protect confidential information 8. Protect ISO assets 9. Avoid and prevent any form of bribery or corruption 10. Escalate and resolve disputes and uphold agreed resolution

5.	3	Adoption of the agenda (this document) No additional items were received.
6.	3	Appointment of the resolution drafting committee: No volunteers and the Committee Manager decided to draft the resolutions.
7.	10	The Committee Chair made his opening remark with a presentation material, and he further convened the meeting until the end.
8.		Working Groups reports – For information unless mentioned Progress, Topics to discuss
	5	WG 1 – Infrastructure metrics ISO-TC 268-SC 1 N718 WG1 report The Convenor reported that all three standards went well and all were submitted to CS for direct publication as there were no technical changes introduced from the DIS drafts.
	5	WG 4 – Data exchange and sharing for smart community infrastructures ISO-TC 268-SC 1 N702 WG4 report <ul style="list-style-type: none"> ● The Convenor gave an overview of WG4 and its activities according to the report, and then reported on the results of the WG4 international meeting held in China. ● There were several recommendations submitted by WG4. Among them, the CM pointed out that a Recommendation is not necessary as the decision to consider WD, etc. can be made within WG4. ● The WG4 conveners also reported that they are considering ideas for a new standard. The CAG Convenor indicated that if advice was not needed at the CAG meeting, the proposer would be able to submit the draft of the idea to the CAG for direct consultation without a CAG meeting. This proposal of the direction was agreed upon by the members.
		Remarks from TC Chair The TC Chair joined the in-person meeting and greeted the participants. He thanked SC1 for its contributions within the TC and emphasized the good coordination within the TC.

	10	<p>For Discussion WG 5 – Power plant <i>Disband</i></p> <p>The CM introduced to the members attending the plenary meeting the proposal from the CAG to dissolve WG5. The background is as follows:</p> <ul style="list-style-type: none">● WG 5 Convenor informed that he is no longer able to continue.● WG 5 Subgroup members will be consulted if any communication with regard to the JTC 1 project <p>Question: There was a question about the timing of the next Systematic Review for the standard developed by WG5, SR timing? → The TPM and CM answered that it will start 2025-01-15. The TPM suggested that the SR could be started earlier if the committee decides so.</p> <p>ISO 37160:2020 Smart community infrastructure — Electric power infrastructure — Measurement methods for the quality of thermal power infrastructure and requirements for plant operations and management ISO/TC 268/SC 1/WG 5</p> <p>One Chinese expert expressed her experience that an ad-hoc group activity was conducted prior to the SR in her experience. The CM didn't deny that she had that experience herself (as some committees might do so) but explained that it is not obligatory as a DP 1 rule for a committee to do such ad-hoc group activity.</p> <p>The ISO/TPM confirmed that there is no need to immediately disband WG 5, reading the Directives Part 2, 2024 version issued, and suggested that this matter could be discussed once again in future plenary meetings.</p> <p>SC1/CAG Convenor summarized that the handling of the energy issue & climate change matter would be necessary in SC 1/CAG. It may be true that IEC is active on this but IEC is focusing on electricity, which is different from SC 1.</p> <p>The SC1 agreed the procedure below:</p> <ul style="list-style-type: none">● Discuss WG 5 treatment in SC 1/CAG (leadership, energy issue)● Consult TC 268/CAG if necessary● Discuss at the SC 1 2025 plenary meeting
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5	<p>WG 6 – Disaster risk reduction ISO-TC 268-SC 1 N711_WG6_report</p> <p>The Convenor reported the activity of WG 6 using the report.</p>
5	<p>WG 7 – Utilit ISO-TC 268-SC 1 N704_WG7_report</p> <p>The Convenor reported the activity using the revised report (not distributed before the meeting). She further explained the possibility of submitting a few WG 7 area related proposal via SAC.</p> <p>The CM clarified that the membership is smaller in WG 7 than the entire SC 1. Given this, it would be transparent and good if WG 7 would</p> <ul style="list-style-type: none"> ● Separate national discussion of SAC and WG 7 activity ● Propose the draft at the earliest timing so that international members can read it <p>... even though WG 7 has a lot of expertise on this matter and therefore it would be natural that potential ideas are discussed sometimes</p> <p>Dr Wan, as the WG 4 international Convenor suggested that he/WG 4 would need to receive some more information before the draft being submitted to the SC1/CAG.</p> <p>The CAG Convenor suggested the draft seem to be rather mature. He commented that direct consultation process in the CAG would be suitable (but only if the project is ready and discussion inside the SAC is completed) .</p>
5	<p>TG 2 – Pilot Testing ISO-TC 268-SC 1 N709_TG2_report</p> <p>The Convenor reported the activity using the report.</p>
5	<p>WG 2 – Integration and interaction framework for smart community infrastructures ISO-TC 268-SC 1 N706_WG2_report</p> <p>The Convenor support team member reported the activity using the report.</p>

<p>9.</p>	<p>10</p>	<p>Chair Advisory Groups reports</p> <p>The CAG Convenor made a verbal report from CAG Convenor . ISO-TC 268-SC 1-CAG 1_N74_2024-05-09_draft_meeting_report</p> <p>He conveyed the CAG decision to award Dr. Wan for his many years' notable contribution to SC 1 activities, in particular when he was in the position of vice chair in the past. (NOTE In the 2024 version of ISO Directives and in the current ISO Global Directly and roles, the position of "vice chair" role does not exist .)</p> <p>In response to the CAG proposal, the CM proposed the following Resolution be taken. The Japanese HoD and German HoD showed his support by speaking out. There were no HoDs opposing the resolution at all. Many voices praising and congratulating Wan's achievement were also expressed via Chat.</p> <p>The resolution was taken unanimously.</p> <p>Resolution 213 (Zoom/2024-05-16)</p> <p>TC 268/SC 1 agrees to award Dr Wan Biyu with a certificate of recognition and expresses its deep appreciations for his service as a Vice Chair in the past to SC 1.</p>  <p>The certificate is a formal document with a decorative border. It features the ISO logo in the top left corner. The text reads: 'ISO/TC 268/SC 1 Certificate of Recognition to Dr. Biyu Wan for his excellent contribution as a vice-chair (2013-2020) to ISO/TC 268/SC 1 activities'. At the bottom, there are three columns for signatures: 'TC 268/SC1 Chair Mr Takahiro Kihara', 'TC 268/SC 1 Committee Manager Ms Ritsu Hamanka', and 'Date 2024-05-16'. The signatures are handwritten in blue ink.</p>
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<p>10.</p>	<p>The CM explained ISO's liaison mechanism, introduced liaison reports, and invited the Liaison Representatives present to speak and introduce the projects that they are interested in in SC 1. Mr Haiping Shen, ISO/TC 274 - Light and lighting, introduced his committee and the CM replied that SC 1 will reach them on this topic.</p> <p>Explanation: There are two types of liaisons as shown https://www.iso.org/committee/656967.html</p> <p>1. Liaison Committees from ISO/TC 268/SC 1 (SC 1 needs information)</p> <p>2. Liaison Committees to ISO/TC 268/SC 1 (The liaison organization needs information of SC 1)</p> <p>1: The Liaison Representatives of "Liaison Committees from ISO/TC 268/SC 1" are requested to give a written report in advance of the meeting, and present at the meeting.</p> <p>2: The Liaison Representatives of "Liaison Committees to ISO/TC 268/SC 1" are invited, if they are present at the meeting, to speak.</p> <ul style="list-style-type: none">● Liaison officers from ISO/TC 268/SC 1 are requested to inform SC 1 chair/manager when a project of importance to SC 1 reaches in DIS (or earlier).● For example: Mr. Okuda reported about ISO/TC 182, ISO 24057:2022, Geotechnics — Array measurement of microtremors to estimate shear wave velocity profile● For Information : ISO-TC 268-SC 1_N662_JTC 1-SC 44 established for - Information technology for smart cities- Waiting TMB/SMB ratification <p>ISO-TC 268-SC 1 N703 Liaison report to TC268SC1 Yoshi Ichikawa</p> <p>Liaison representatives present at the plenary meeting: Welcome!!</p> <p>Short messages from the liaison representatives present in the meeting:</p> <ul style="list-style-type: none">◇ Ms yongchao Gao ISO/IEC JTC 1◇ M.Arnaud Gaudrier ISO/TC 224◇ Mr Haiping Shen ISO/TC 274◇ Mr Houssam Al Masri FIBER CONNECT <p>ISO-TC 268-SC 1 N717 SC1 report Annex B Projects</p> <p>Information: List of Liaison representatives from TC 268/SC 1</p>
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	IEC/SyC Smart Cities	Electrotechnical aspects of Smart Cities	Dr Wan Biyu
	IEC/TC 111	Environmental standardization for electrical and electronic products and systems	Dr Yoshiaki Ichikawa
	ISO/IEC JTC 1	Information technology	Dr Yoshiaki Ichikawa Dr Wan Biyu
	ISO/TC 59	Buildings and civil engineering works	Mr Takahiro Kihara
	ISO/TC 59/SC 13	Organization and digitization of information about buildings and civil engineering works, including building information modelling (BIM)	Dr Dong Jiang
	ISO/TC 108	Mechanical vibration, shock and condition monitoring	Mr Yasuhiro Okuda
	ISO/TC 182	Geotechnics	Mr Yasuhiro Okuda
	ISO/TC 207	Environmental management	Dr Yoshiaki Ichikawa
	ISO/TC 207/SC 7	Greenhouse gas management and related activities	Dr Yoshiaki Ichikawa
	ISO/TC 224	Service activities relating to drinking water supply, wastewater and stormwater systems	Ask Brazilian delegates for updates.
	ISO/TC 292	Security and resilience	Dr Yoshiaki Ichikawa Mr Takahiro Kihara Dr David Nguyen
	ISO/TC 314	Ageing societies	Dr Yoshiaki Ichikawa
	ISO/TC 322	Sustainable finance	Dr Yoshiaki Ichikawa
11.	<p>Report from the Secretariat on topics not covered in other agenda items ISO-TC 268-SC 1 N701 SC1 report ISO-TC 268-SC 1 N717 SC1 report Annex B Projects</p> <p>The CM presented that the Directives were changed in 2024 and invited members read it.</p>		
12.	Items for future work if any (no presentation)		

13.		Next TC, SC and WG meetings To be held together with TC 268 meetings The Chair explained that <ul style="list-style-type: none">● In 2024, autumn, SC 1 will not hold a plenary meeting● The Next SC 1 plenary meeting will be held together with TC 268 (form – physical or Zoom not decided)
14.		Any other business <ul style="list-style-type: none">● The Japanese HoD informed SC 1 members that JISC national stakeholders are discussing the possibility of hosting the 2025 autumn plenary meeting to Japan.
15.		Closure of the meeting The Chair closed the meeting, thanking for host and members.