MHHS Programme Steering Group (PSG) Headline Report

Issue date: 02/03/2023

Meeting Number	**PSG 018**	Venue	**Hybrid – MS Teams / Elexon Office**
Date and Time	**01 March 2023 1000-1230**	Classification	**Public**

Actions

Area	Ref	Action	Owner	Due	Latest update
Programme replan and SIT outlook	PSG18-01	Include a Supplier and Supplier Agent RAG in the SIT status dashboard	Keith Clark	05/04/23	
	PSG18-02	Check PPC engagement with Small Supplier participants, as input to discussions with Ofgem and the Small Supplier rep	Jason Brogden	05/04/23	
	PSG18-03	Mobilise the Fast Track Implementation Group (FTIG)	Keith Clark	03/05/23	
LDSO delivery	PSG18-04	Provide feedback on the approach to sharing the Design Issue Notification Log for the Programme to review internally	Jon Hawkins/ Chris Price/PMO	05/04/23	
	PSG18-05	Look into the assurance process for LDSOs for the accuracy of data for DUoS billing	Jason Brogden	05/04/23	
Change Control	PSG18-06	Progress implementation of CR015 Option A via the Design Authority (DA)	Programme PMO	05/04/23	
	PSG18-07	Update TMAG ToR and the Programme interim plan as per decisions PSG-DEC40 and DEC44	Programme PMO	05/04/23	House-keeping Change Request to be raised
Delivery dashboards	PSG18-08	Add further detail on the status of each change request on the Change Control dashboard (e.g. lifecycle of the change)	Programme PMO	05/04/23	
	PSG18-09	Provide 23/24 budgets in PSG central party finance dashboards	Programme and Central Parties	05/04/23	

Decisions

Area	Ref	Decision
Minutes	PSG-DEC39	The PSG approved the minutes of the 01 March 2023 PSG
Programme replan and SIT outlook	PSG-DEC40	The PSG approved a one-month delay to the Programme replan timeline (with detail as per the replan Plan on a Page presented to the PSG)
	PSG-DEC41	The PSG agreed to establish the Fast Track Implementation Group (FTIG) and provide transparent meeting outputs and progress reports
M3 approval	PSG-DEC42	The PSG agreed to unconditionally approve Milestone 3
Change Control	PSG-DEC43	The PSG agreed to approve Option A for Change Request CR015

Key Discussion Items

Area	Discussion
Sponsor update	The Programme Sponsor noted positive news that the design had been re-baselined, asked that open Change Requests be addressed as soon as practicable to avoid impact on the Programme plan, and explained that confusion on the Change Control process had been addressed through a session with Ofgem, the Programme and the IPA.
	The Sponsor introduced Melissa Giordano as the new Deputy Director in Ofgem that would have oversight of the MHHS Programme. Melissa introduced their background and experience, noting an intention for further in-depth bilaterals with PSG members.
Re-Plan status	The Programme noted two areas of focus: the critical path to Systems Integration Testing (SIT) and the likelihood of constituting a Minimum Viable Cohort (MVC). The Programme walked through the SIT status dashboard including the rationale for the RAG ratings for each Core Capability Provider and the outlook for SIT volunteers following the Round 3 replan consultation. The Programme explained that there were enough volunteers for SIT and the MVC and that further volunteers were expected (a number had registered interest) as more information becomes available in the coming months. Work was continuing with St Clements to phase their delivery plan so they could align to the SIT timelines in the Round 3 plan (an updated St Clements plan was expected imminently). The Programme clarified the approach to Change Control following queries from PSG members on possible changes due to the DIP. The Programme agreed to expand the SIT status dashboard to include Suppliers and Supplier Agents (**action PSG18-01**).
	The Programme explained the rationale and updated timeline for a one-month delay to the Programme replan timelines. Detailed development work on the plan continues, including via the working groups. Some PSG members noted ongoing areas of uncertainty, such as design Change Requests, to which the Programme reiterated that there would always be unknowns and that any remaining risks and assumptions would be articulated to PSG at the time the replan Change Request was presented. The PSG agreed to the updated replan timelines (**PSG-DEC40, action PSG18-07**)
	The Large Supplier Representative noted some discussion offline on perceived changes to the scope of DBT1 and DBT2 since the Round 3 consultation (and that this would impact consultation responses). The Programme explained that this was being clarified via the Systems Integration Test Working Group (SITWG) and supporting Artefacts due by the end of March.

	The Ofgem Sponsor highlighted a small risk that Ofgem may not make a decision on the replan in the timelines presented, citing internal team alignment, holiday over May and the need for the decision to go to Ofgem Corporate. The Programme noted this risk was being managed as Ofgem were engaged in the replan journey and that the PSG should consider contingency, should a decision not be made in the planned timelines.
Round 3 replan consultation outputs and SIT outlook	The Programme walked through outputs of the Round 3 replan consultation including responses rates, the outlook for the MVC, non-responders, and alignment of participant plans with PIT exit dates for SIT and Qualification. The outputs gave a positive picture of industry readiness for SIT against the Round 3 replan timelines.

The Small Supplier Representative queried the Programme's approach to engaging non-responders and how this related to Readiness Assessment 3. The Programme provided an overview of the rhythm for engaging participants through the Programme Party Coordinator (PPC) and took an action to check PPC Small Supplier engagement as an input to a discussion with Ofgem (**action PSG18-02**).

The Programme asked for approval of a proposal to mobilise a Fast Track Implementation Group (FTIG). PSG members were supportive of this proposal and requested that outputs and progress of the group were transparently shared (**decision PSG-DEC41, action PSG18-03**). The Programme provided clarification that the group would have different attendees and purpose to the working groups (delivery leads focusing on delivery vs technical leads focusing on principles and approaches). The Large Supplier Representative requested that participants choose their own attendees, rather than the group be by invitation only. The Programme reiterated that the group was for those in delivery roles (project managers) in SIT participant organisations only and that attendance would be managed by the Programme to ensure this was the case. |
| **M3 approval** | The PSG reviewed the figures against each of the agreed M3 criteria collected through Round 3 of consultation on the Programme plan. The data demonstrated that the Milestone could be passed. PSG unconditionally approved M3 (**decision PSG-DEC42**). |
| **LDSO delivery plans** | The iDNO and DNO Representatives presented the delivery plans for their constituencies. The Representatives noted a good level of response from their constituents. The position of individual constituents was variable, with uncertainties highlighted such as ongoing Design Change Requests and risks relating to the DIP. The Programme noted that the reported outlook to M10 was generally positive and this was important given the dependency on LDSOs to be ready to support migration at that point.

The DNO and RECCo Representative noted a need for visibility of the Design Issue Notification Log (**action PSG18-04**). The DNO Representative asked for further clarity on the assurance process for LDSOs for the accuracy of data for DUoS billing (**action PSG18-05**). The Programme noted a risk for SIT where at least one LDSO was required and only one LDSO had volunteered so far. |
Design update	The Programme explained that the core design had been re-baselined as per the Design Advisory Group (DAG) decision on the M5 Work-Off Plan. The Programme explained that the Migration Design Artefacts consultation had closed with 800+ comments received that were now in review ahead of DAG decision on the Artefacts at the end of March 2023.
Change Control	The Programme presented the outputs of the industry Impact Assessment for CR015 and the rationale for recommending that Option A be approved at PSG. The PSG approved Option A. Implementation of the decision will now progress via the Design Authority (DA) (**PSG-DEC43, action PSG18-06)**).
TMAG governance	The PSG agreed with the decision at the Testing and Migration Advisory Group (TMAG) to maintain the TMAG meeting but to split the meeting in two halves (for Testing and Migration) and allow co-representation for Constituency Representatives where required. A

	Change Request (house-keeping) will be submitted to update the TMAG Terms of Reference in the Governance Framework (**action PSG18-07**).

Date of next meeting: 05 April 2023