Design Advisory Group #22.1
31 March 2023

Version 1.0

MHHS-DEL1116

Agenda

#	Item	Objective	Type	Lead	Time	Page
1	**Welcome**			Chair	10:00-10:05 *5 mins*	1
2	**Migration Design Overview**	Overview of the activities, timelines, and principles for the Migration Design	Information	Programme (Migration Design Team)	10:05-10:15 *10 mins*	3
3	**Summary of Consultation Feedback**	Summary of responses to the Migration Design Artefact consultation	Information	Programme (Migration Design Team)	10:15-10:20 *5 mins*	7
4	**BPRWG & TDWG Assurance Forum**	Updates from the migration design assurance forum	Information	Programme (Migration Design Team)	10:20-10:35 *15 mins*	10
5	**Artefacts to be Baselined**	Summary of the suite of Migration Design Artefacts which are the subject of the baselining decision	Information	Programme (Migration Design Team)	10:35-10:40 *5 mins*	14
6	**Baseline Decision**	Decision on whether to approve the Migration Design Artefacts	Decision	Chair	10:40-11:00 *20 mins*	16
7	**Summary and next steps**	Summary of outcomes and overview of next steps	Information	Chair & Secretariat	11:00-11:10 *10 mins*	19
	Appendices Appendix 1 – Rejection of Legacy Messages following Initiation of Forward Migration					22

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Migration Design Overview

INFORMATION: Overview of the activities, timelines, and principles for the Migration Design

Programme – Migration Design Team

10 mins

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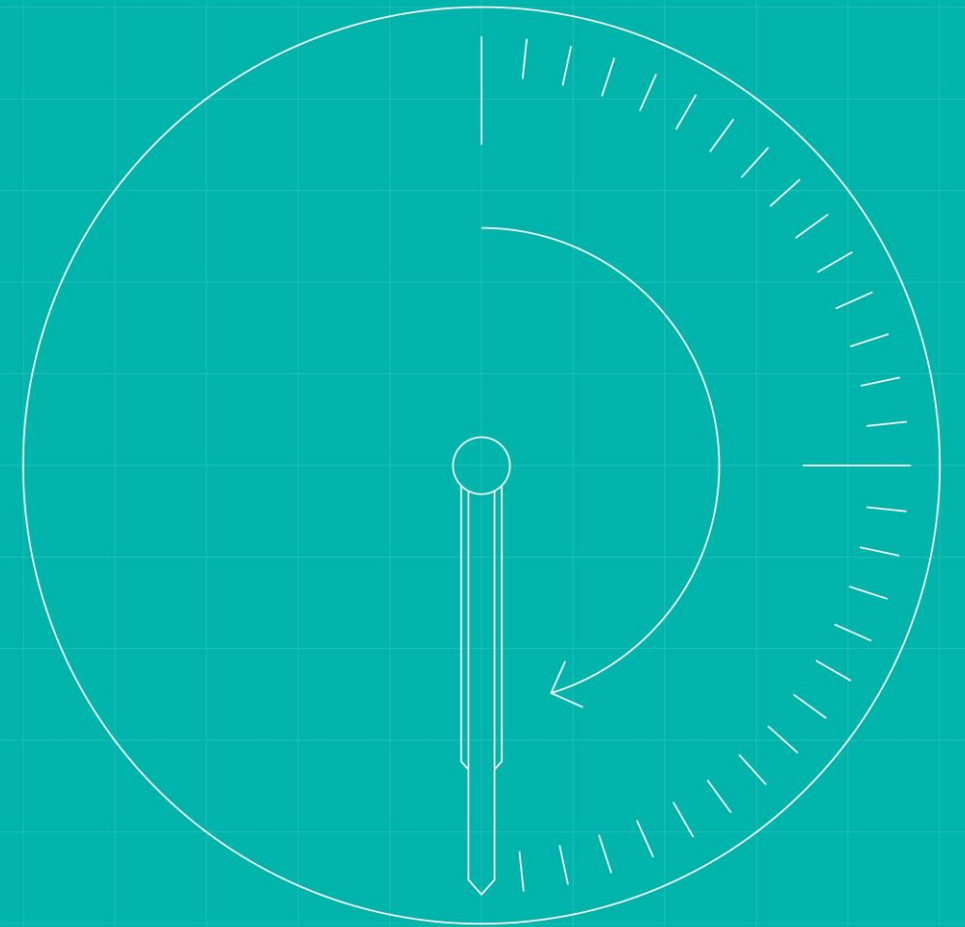
"The purpose of the Migration Design is to articulate the technical process through which MPANs will be migrated from Legacy arrangements to the new MHHS arrangements, and in the case of Reverse Migration, back to the Legacy arrangements from MHHS arrangements."

12 **Migration Design Subgroups (MDSGs)**

Collaborative forums where the Migration Design Team presented Design proposals for participants to feedback on.

23 **Key Decision Points Discussed**

All but one, the D0170 decision, were discussed and resolved as part of the MDSG.

100+ **Specific Areas of Feedback Shared**

All participant feedback was tracked and responded to. These were generally smaller, tactical items that helped to improve the robustness of the Design.
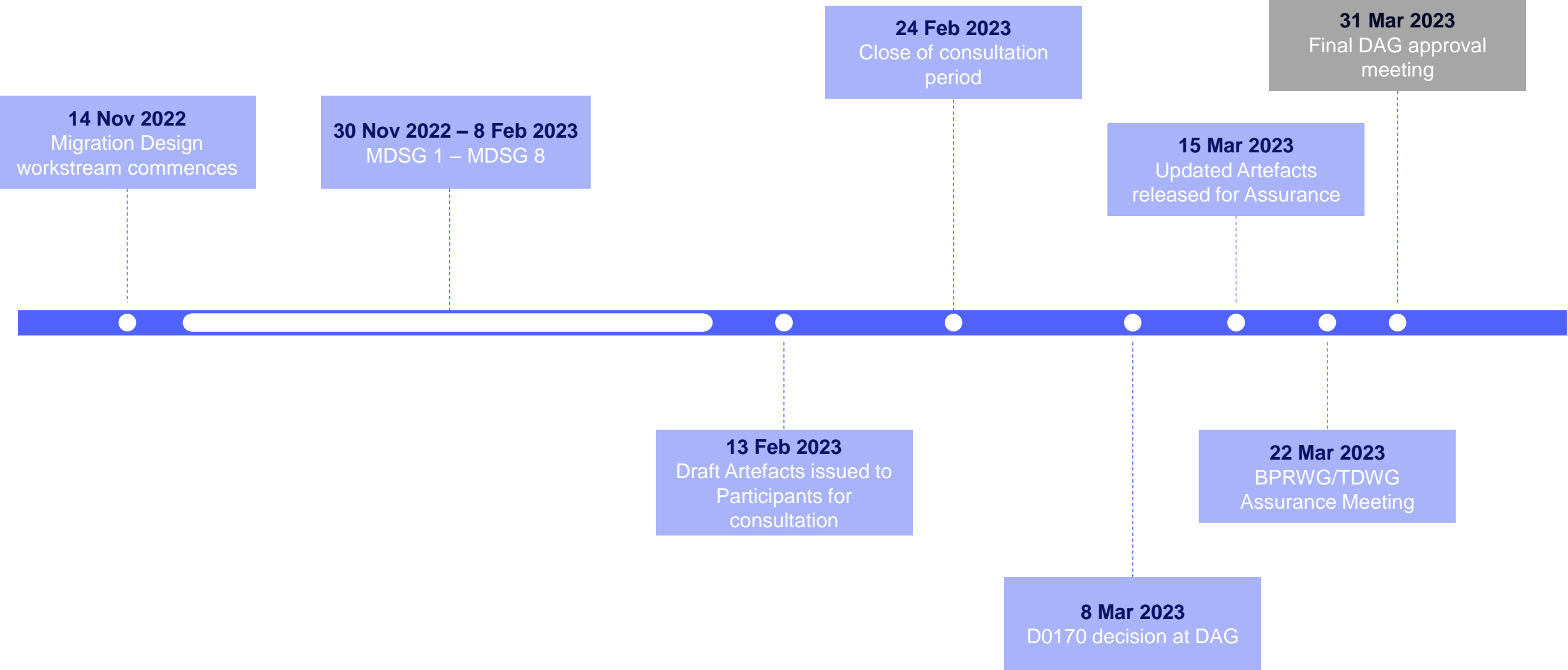
60+ Average MDSG Attendance

1 Migration Design Document

6 BPM Diagrams + BPDs & **1** Requirements Catalogue

2 Week Consultation

29 Organisations provided Feedback

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Migration Design Timeline

14 Nov 2022
Migration Design workstream commences

30 Nov 2022 – 8 Feb 2023
MDSG 1 – MDSG 8

24 Feb 2023
Close of consultation period

31 Mar 2023
Final DAG approval meeting

15 Mar 2023
Updated Artefacts released for Assurance

13 Feb 2023
Draft Artefacts issued to Participants for consultation

22 Mar 2023
BPRWG/TDWG Assurance Meeting

8 Mar 2023
D0170 decision at DAG

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Our Design Principles – "What is Good Design?"

- In the development of the Migration Design, our decisions have been guided by both the original Design Principles set out by the Core Design Team, but also by a set of Migration Design Principles that we put in place to complement these.

- Together, these two sets of Principles provide an objective framework for us to evaluate key decisions through.

Migration Design Principles

#1	Old Suppliers, the Registration Service and old Agents should only be impacted by Migration-related change where Legacy processes do not support Migration.
#2	New Suppliers, the Registration Service and new Service Providers should only be impacted by Migration-related change where BAU MHHS processes do not support Migration.
#3	Complex change which only offers marginal benefits should be discounted (e.g. support for edge cases which can be supported outside of IT change). Assuming all else is equal, the least complex option that requires the least change will be preferred.
#4	Exception processes should not be designed between Legacy Agents and new Service Providers.
#5	Where exceptions occur, the old Supplier and new Supplier must resolve with their appointed Agents / Service Providers.

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Summary of Consultation Feedback

INFORMATION: Summary of responses to the Migration Design Artefact consultation
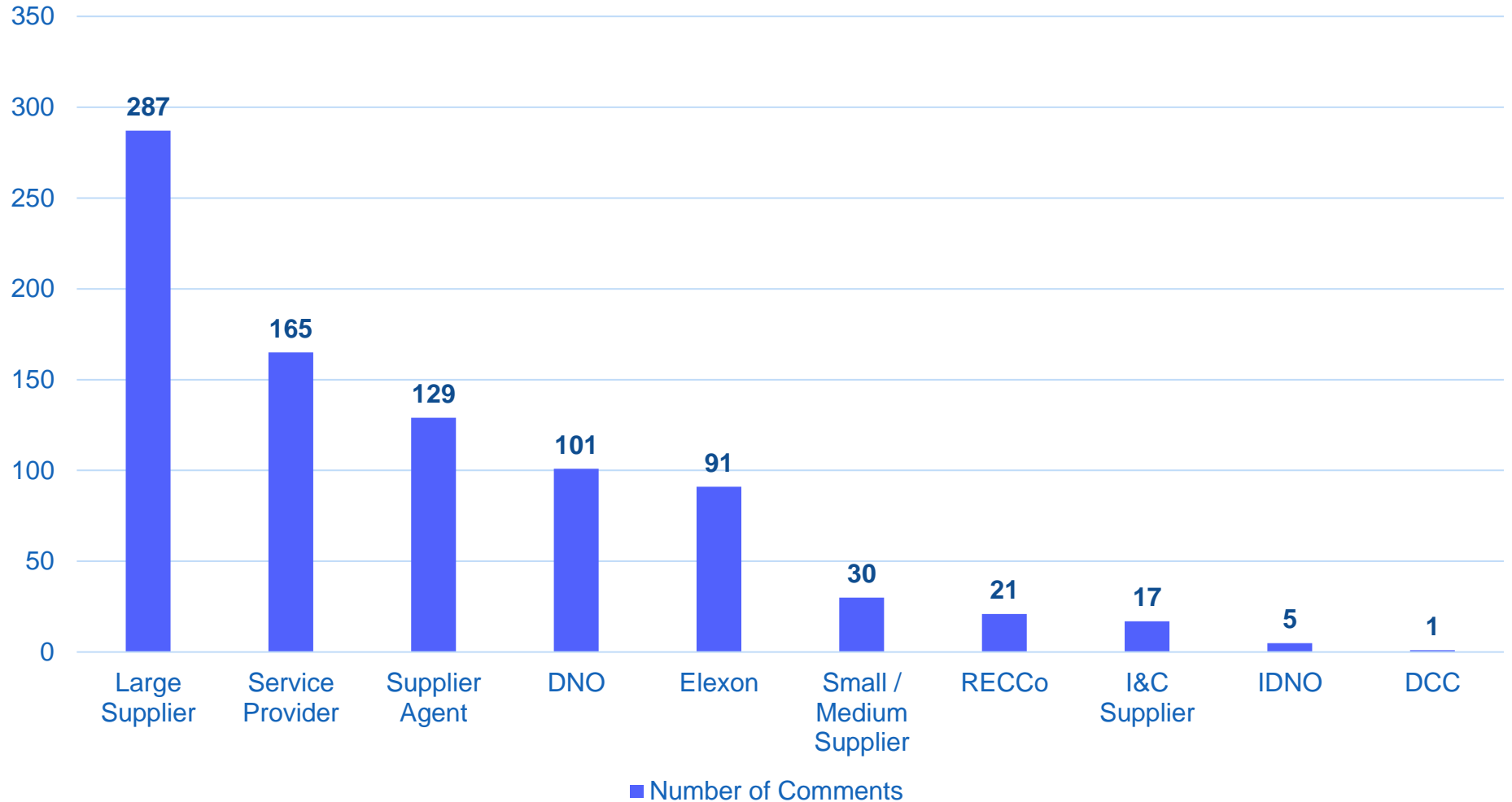
Programme – Migration Design Team

5 mins

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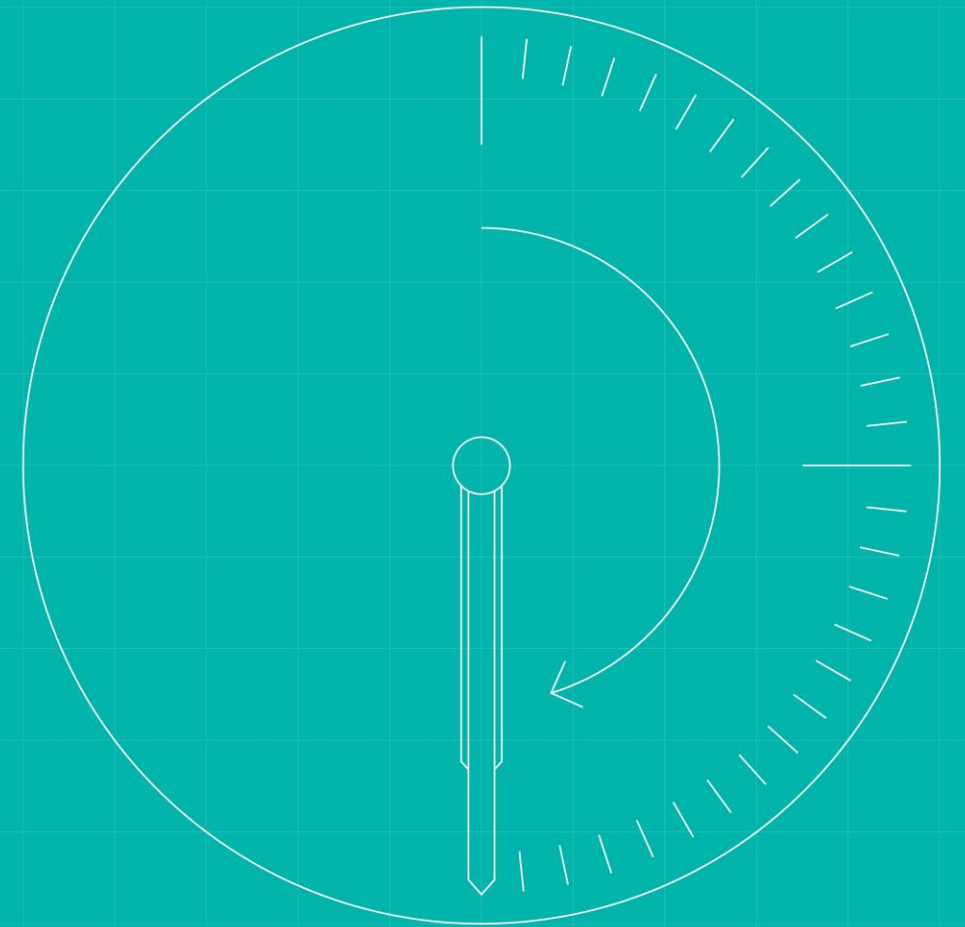
847
Comments
Received

29
Different
Organisations

51
Different
Respondents

Number of Comments

Category	Number of Comments
Large Supplier	287
Service Provider	165
Supplier Agent	129
DNO	101
Elexon	91
Small / Medium Supplier	30
RECCo	21
I&C Supplier	17
IDNO	5
DCC	1

■ Number of Comments

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Number of Comments by Comment Category

Rejected, 32
Comment, 23
Clarification, 378
Minor Change, 316
Further Information Required, 3
Design Issue, 6
Cosmetic / Typo, 89

Legend:
- Clarification
- Further Information Required
- Cosmetic / Typo
- Design Issue
- Minor Change
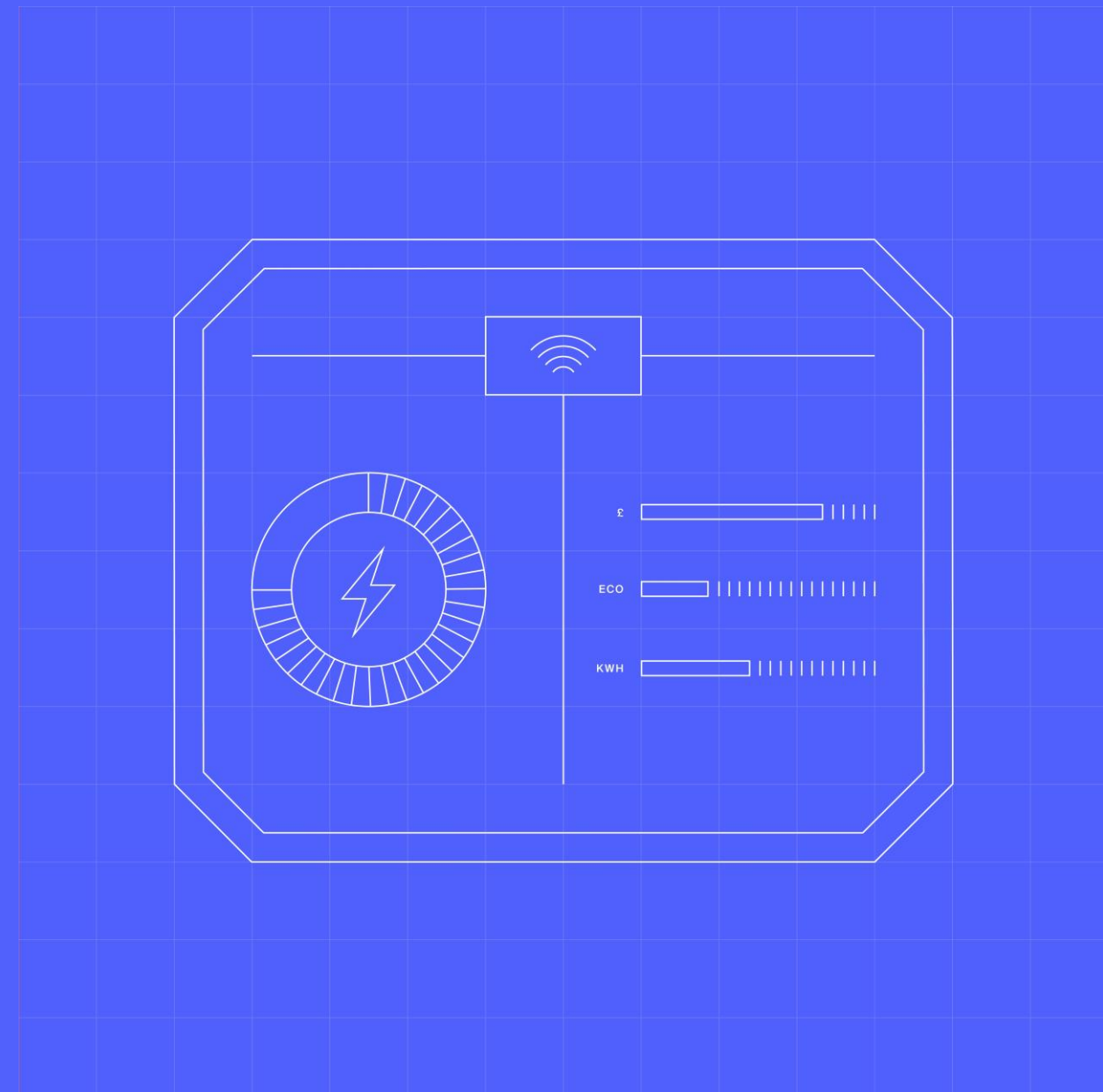- Rejected
- Comment
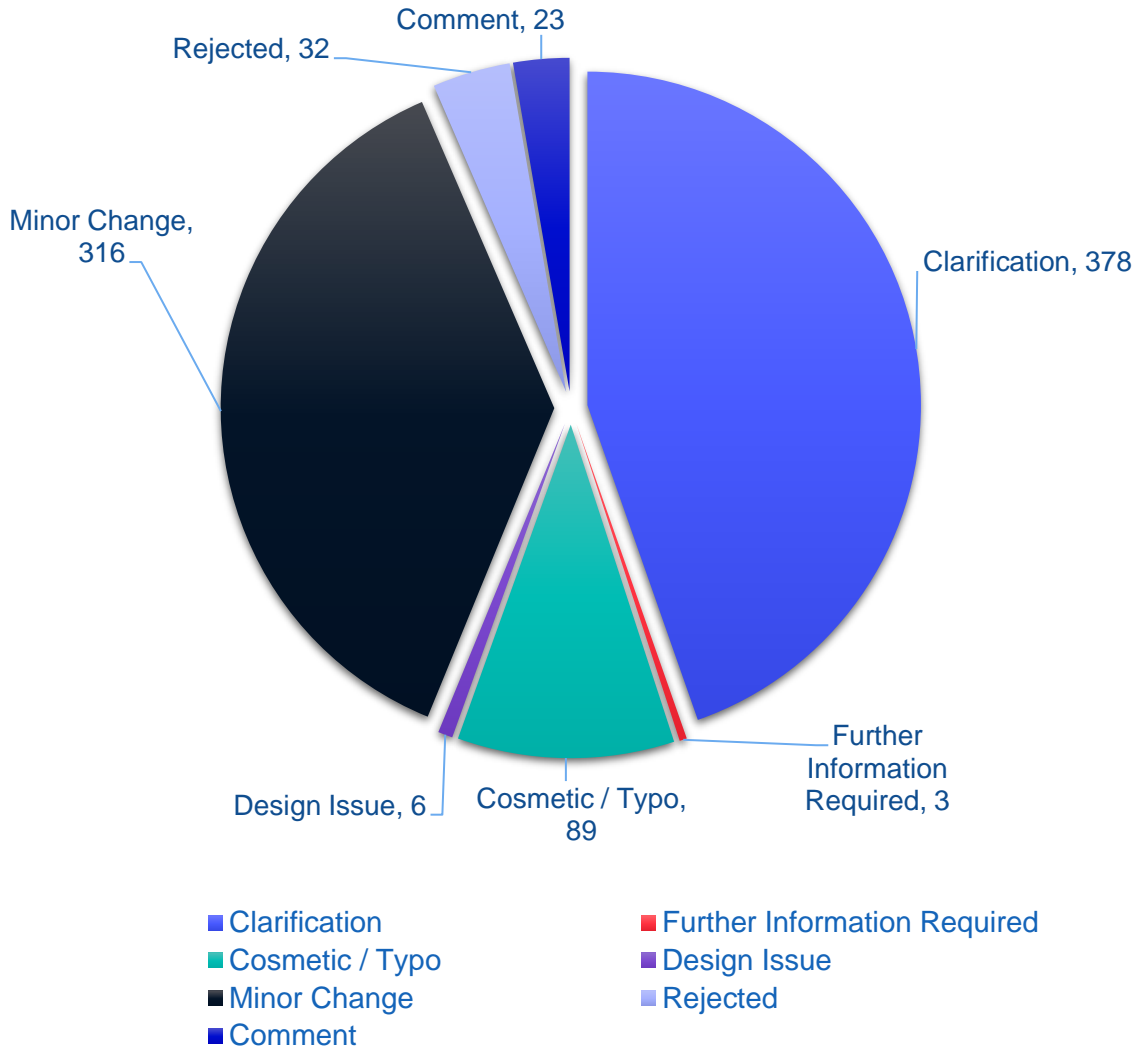
Category	Description
Design Issue	Comment indicates a gap or issue that has not previously been considered by the MDSG.
Clarification	Comment does not recommend a change to the Migration Design Artefacts but seeks clarification on an element of the design.
Cosmetic/ Typo	Comment requires a cosmetic change or typo correction which does not change elements of the design previously agreed by the MDSG.
Minor Change	Comment requires a minor change to the artefact which does not change elements of the design previously agreed by the MDSG.
Further Information Required	Not enough information was provided within the comment to provide an answer .
Comment	A comment or piece of feedback that does not require any further action.
Rejected	Comment does not align with agreed design principles or points of consensus previously reached during the MDSGs OR Comment requires a significant change to the design and the materiality is not significant enough to warrant making the change.

BPRWG & TDWG Assurance Forum

INFORMATION: Updates from the migration design assurance forum

Programme – Migration Design Team

10 mins

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Assurance Objectives

1. To receive feedback from Participants on consultation comments they believe **have been incorrectly rejected.**

2. To receive feedback from Participants on consultation comments that **have been accepted,** but they believe have **not been implemented correctly into the Artefacts.**

3. Ultimately, to produce a robust Migration Design that can be presented to DAG on 31st March.

Assurance Principles

1. Any Participant comments which seek change **must be fact-based with clear justification** for why a change is required.

2. If a comment is imposing change to the Artefacts, these changes **must address functionality flaws** within the Migration Design.

3. Comments raised today **must relate to issues that were raised as part of the consultation feedback.**

4. If **cross-constituency consensus** is unable to be reached on an alternative approach, or if any comments remain unresolved at the end of the Assurance Forum, **the default position will be that laid out in the v0.2 Artefacts**.

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BPRWG / TDWG Migration Design Assurance Meeting Overview

- The **Migration Design Assurance meeting** was held on **22 March 2023** and ran for approx. 2 hrs 40 minutes.

- The Migration Design team presented:
  - *A recap of the Migration Design work completed to date,*
  - *An outline of the Migration Design Assurance Principles,*
  - *An overview of the feedback provided by Participants throughout the Consultation period &*
  - *An overview of the topics that received the most feedback, along with clarification of the changes that had been made to the design based on these points of feedback.*

- Participants were then given the opportunity to raise any further questions, comments or areas of concern relating to the Migration Design.
  - *A number of minor comments were made, and 3 topics that required additional focus were raised.*

- The Migration Design team then outlined next steps to participants and highlighted that minor amendments raised during the call would be actioned and updated red-lined versions of the impacted artefacts would be issued on Friday 24 March 2023.

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Points Highlighted	Resolution
1. Concern around the mis-alignment between UTC and BST appointments and data collection.	1. Following further analysis with the MHHS Core Design team, it was found that there may be a level of ambiguity around the time at which agent appointments should become effective. To be aligned to the effective date / time of registrations made within the CSS (which always occur at midnight local time), appointments of agents should also become effective at midnight local time. Any ambiguity within the core design will be corrected via a Design Issue being raised.
2. How the ISD will reflect that a participant is MHHS qualified and has declared they are MHHS operational.	2. It was confirmed that the inclusion of a DIP ID and an Effective From Date within the ISD would indicate that a participant is MHHS qualified from the Effective From Date. The Migration Design has been updated to reflect this.
3. Use of the 'Skeleton D0150', which is 'throwaway code'.	3. Having considered the request to re-open the decision regarding the use of the 'Skeleton D0150', we have decided to honour the original decision. This decision received support from multiple constituencies when it was made in Migration Design Subgroup 8 and only one party raised a concern within their consultation response. It does not stop the design working, therefore re-opening the decision would go against our assurance principles.

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Context

- We have consulted 10+ different Participants and there is difference of opinion on the time when an Agent appointment should become effective, equally split between it occurring:
  1. **At 00:00 local time** – Which will be 00:00 UTC (during GMT) or 23:00 UTC (during BST)
  2. **At 00:00 UTC** – Which will be 00:00 local time (during GMT) or 01:00 local time (during BST)

- Although the use of UTC for appointments has been captured as a Design Principle, it is not made explicit in the accompanying Artefacts – hence the outstanding ambiguity in Participants' understanding.

- We discussed Smart metering constraints with the DCC and confirmed the following:
  - Data can only be accessed from Smart meters from and to 00:00 UTC (01:00 local time during BST).
  - If Agents were required to collect data to and from 00:00 local time, for Smart meters this would result in:
    - Outgoing Agent only collecting data to 23:00 UTC / 00:00 local time (during BST).
    - Incoming Agent only collecting data from 00:00 UTC / 01:00 local time (during BST).
  - **This would result in a gap of an hour each time a change of DS occurs.**
  - This supports the rationale for Agents to collect/process data from 00:00 UTC, **to ensure a contiguous supply of actual data into settlement.**
  - Although this approach would be counter-intuitive as the outgoing Agent would be processing data for two settlement periods not related to the registration of the Supplier that appointed them.

- There is no reference to using either time zone as part of the Migration Design and instead **the Migration Design will follow whatever approach is set-out within the Core Design**.

Resolution

- **This issue is one that affects both the Core and Migration Design** that requires full evaluation and impact assessment to ensure the implications to the end-to-end Design are understood, and explicitly referenced within both the Core and Migration Design.

- We have already raised a Design Issue (**MHHS-DIN-207**) that will be managed via the Design Issue Notification process.

- Our recommendation is for this issue to be investigated through the Design Issue Notification process and then for a CR to be raised to update the Migration Design post-baselining.

- **Level of impact to Migration Design is low.** Based on the DCC constraints, the first hour of Migration data (during BST) could be estimated without significant impact to settlement quality. Although this would need to be formally investigated as part of the Design Issue assessment.

- **The issue is also 'standalone'** and should not impact on the decision to approve the rest of the Migration Design.

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Artefacts to be Baselined

INFORMATION: Summary of the suite of Migration Design Artefacts which are the subject of the baselining decision

Programme – Migration Design Team

5 mins

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Migration Design Suite of Artefacts
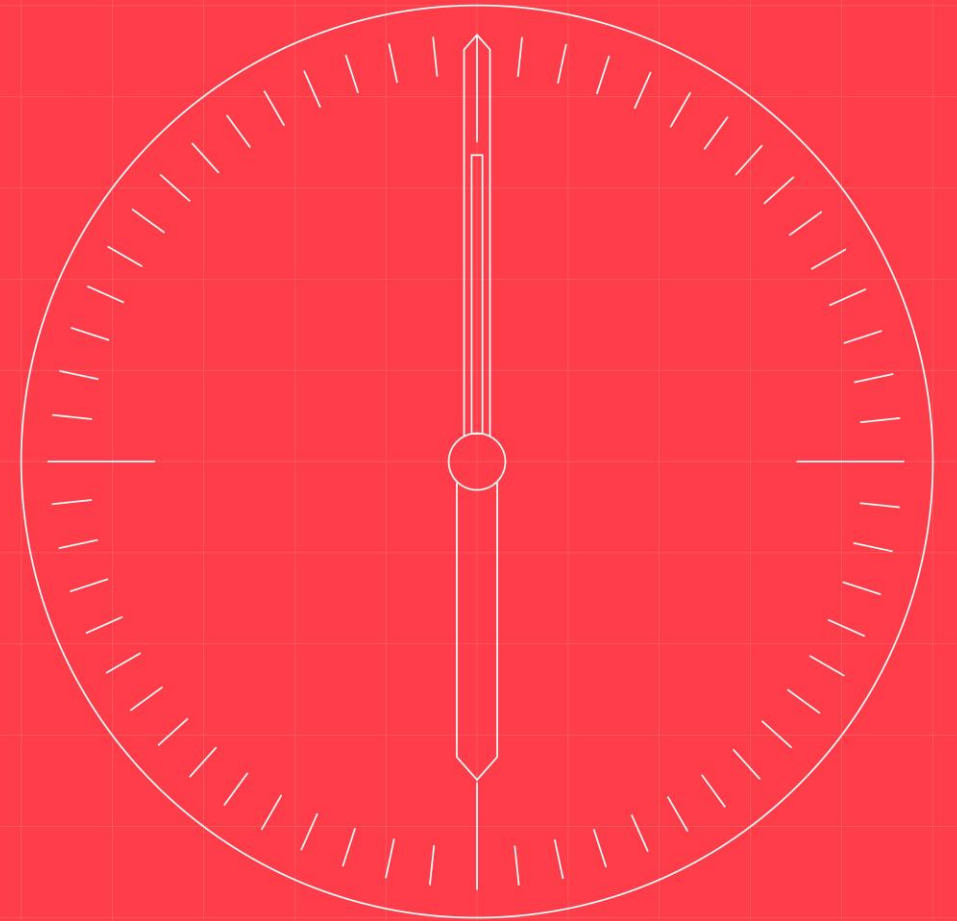
- Below is a list of the Migration Design Artefacts that make up the Migration Design which we are seeking approval for today.

- These artefacts can all be found on the Programme Collaboration Base here.

- In addition, a CR will be raised to update the baselined MHHS Interface Specification and ISD Specification to include the relevant Migration Design interface changes set out in the Migration Design Document.

Artefact Name	Version Number
MHHS-DEL961 - Migration Design Document	v0.3
MHHS-DEL962 - BPM-001 - Change of Supply - Forward Migration	v0.2
MHHS-DEL963 - BPM-002 - Change of Service - Metering Service - Forward Migration	v0.2
MHHS-DEL964 - BPM-003 - Change of Service - Data Service - Forward Migration	v0.3
MHHS-DEL965 - BPM-001 - Change of Supply - Reverse Migration	v0.2
MHHS-DEL966 - BPM-002 - Change of Service - Metering Service - Reverse Migration	v0.2
MHHS-DEL967 - BPM-003 - Change of Service - Data Service - Reverse Migration	v0.2
MHHS-DEL968 - BPD-001 - Change of Supply (Forward Migration)	v0.2
MHHS-DEL969 - BPD-002 - Change of Service - Metering Service (Forward Migration)	v0.3
MHHS-DEL970 - BPD-003 - Change of Service - Data Service (Forward Migration)	v0.3
MHHS-DEL971 - BPD-001 - Change of Supply - Reverse Migration	v0.3
MHHS-DEL972 - BPD-002 - Change of Metering Service - Reverse Migration	v0.3
MHHS-DEL973 - BPD-003 - Change of Data Service - Reverse Migration	v0.3
MHHS-DEL974 - Migration Design Requirements Log	v0.3
MHHS-DEL989 - IF-003 Interface Specification	v0.2

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Baseline Decision

DECISION: Decision on whether to approve the Migration Design Artefacts

Chair

20 mins

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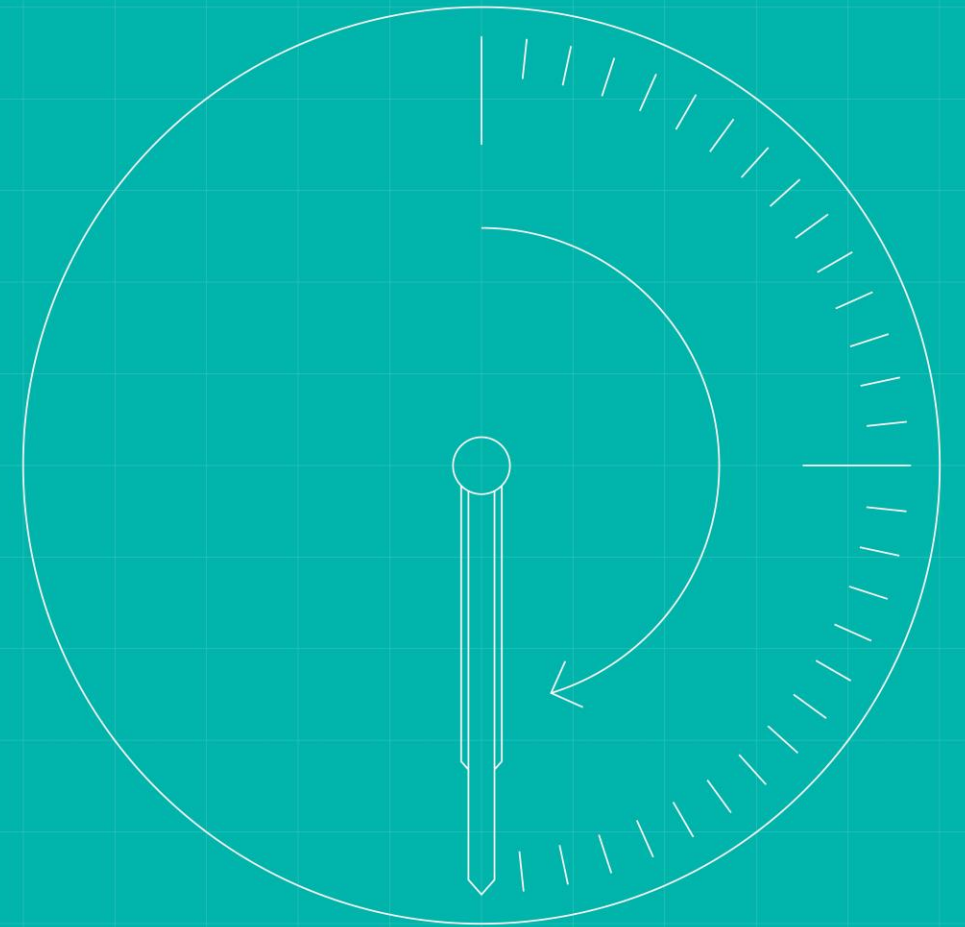
- DAG Representatives were asked to consult their constituents about the Migration Design to consolidate their feedback and then to share this feedback back ahead of today's DAG meeting.

- The responses we received are listed in the below table.

- No comments were received by any DAG Representatives not included on the list below. As a result, we assume these DAG Representatives received no substantial feedback from their constituents on the Migration Design and would therefore be supportive of an approval decision.

Constituency	DAG Representative	Feedback
Independent Supplier Agent	Seth Chapman	Leaning towards approval subject to today's discussion. Raised the BST/UTC issue but does not believe this should impact the Artefacts.
Small Supplier	Carolyn Burns	Supportive of approval.
Supplier Agent	Robert Langdon	Likely to be supportive of approval if no new requirement is placed on Data Services to accommodate local time – and vice-versa.
Large Supplier	Haz Elmamoun	Caveated approval based on a number of points.

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Previous Design Baseline Decision

- Work-Off Plan Complete and Design Re-Baselined 16 February 2023

'Informed Decision' Factors

- Consensus
- Supporting evidence (for/against)
- SI and IPA assurance views
- Implementation plan
- Ofgem timetable
- Costs and resource impacts of not baselining
- Rejection rationales

Voting Scenarios

Unanimous Approval	Majority Approval	Split
Majority Rejection	Unanimous Rejection	

Escalation and Post-Decision:

DAG may escalate decision/outcome to Programme Steering Group (PSG) for SRO decision

Post-decision, Participants may raise with PSG representative, the Independent Programme Assurance (IPA) provider, or Ofgem.

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DAG Members will be asked:

*Do you agree the MHHS Migration Design Artefacts can be baselined?*

Each constituency representative will be asked to state 'Yes' or 'No'

If no, consequences of not baselining will be highlighted, and members will be asked:

Do the reasons not to baseline justify the impacts on market participants, the Programme plan and consumer benefits?

Members to provide reasoning and evidence
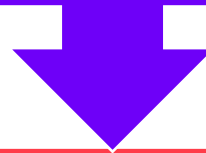
The Chair will undertake actions dependent on the voting scenario.

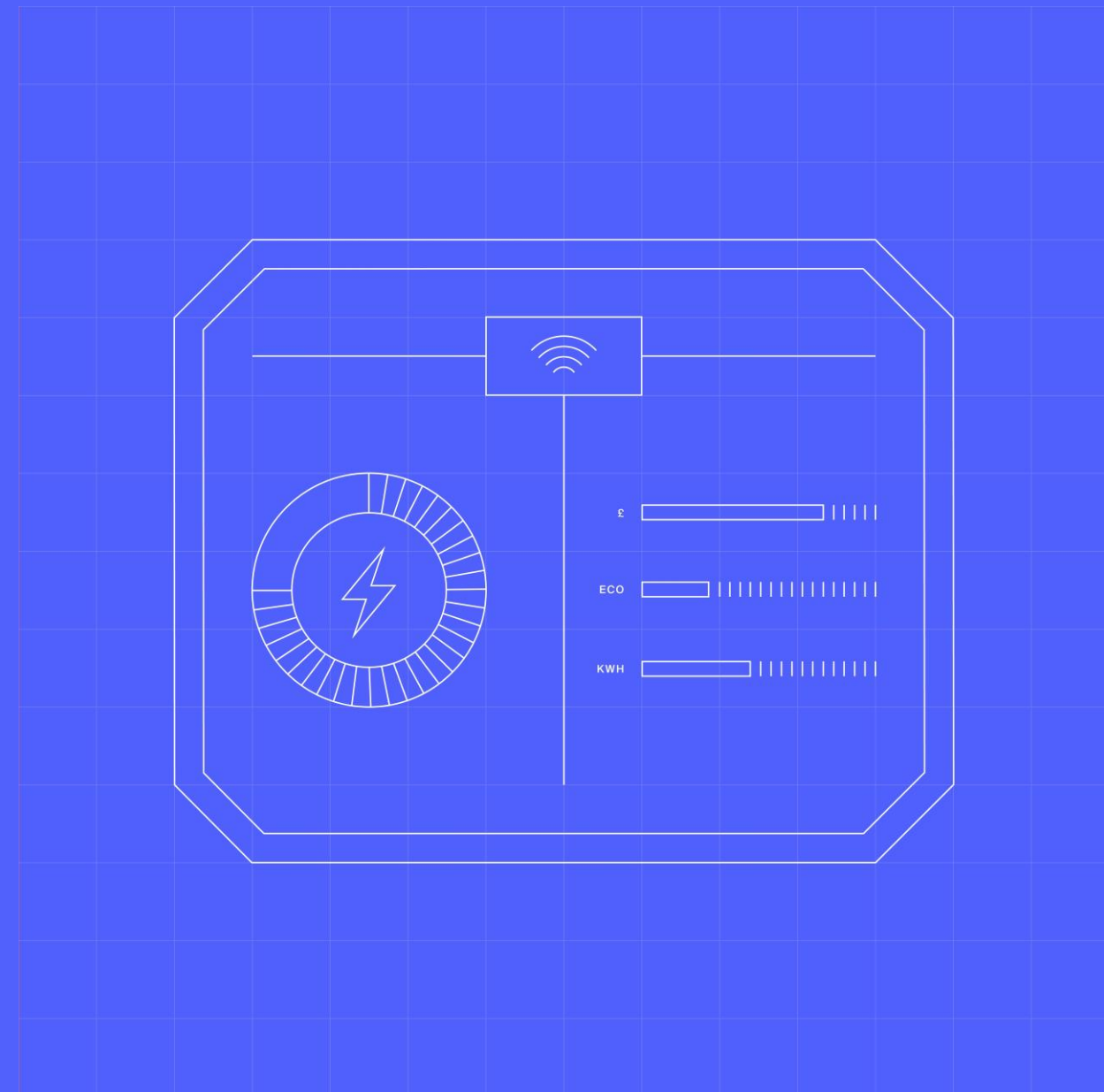Confirmation of the next steps will be provided.

Information on recourse available to Participants will be provided.

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Summary and Next Steps

INFORMATION: Summary of outcomes and overview of next steps

Chair & Secretariat

10 mins

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1 Following the meeting, comms will be sent to programme participants that the Migration Design has been baselined to v1.0.

2 The baselined version of the Migration Design will be stored on the Collaboration Base under the Migration Design Page.

3 A Change Request will be raised to uplift the Baselined programme Interface Spec to reflect the updates required as part of the Migration Design.

4 In future, issues will be managed via the Design Issue Notification process whereby participants can issue a notice to the design team to highlight if they feel there is an issue with the design.

5 If changes are required to the Migration Design in future, these will be managed by the Programme Change Request Process.

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Summary and Next Steps

Next steps:

- Confirm actions and decisions from meeting
- Next DAG meeting (regular): **12 April 2023 10am**

Meeting dates	29-Mar	12-Apr	10-May
Relevant milestones or activities	Migration Design Baseline	Design baseline management	Design baseline management
Agenda items	• Migration Design overview • Migration Design baseline decision	• Programme CR updates	• DAG ToR refresh • Programme CR updates
Standing items	• N/A	• Minutes and actions • Programme updates • DA updates / notifications • Summary and next steps	• Minutes and actions • Programme updates • DA updates / notifications • Summary and next steps

If you would like to propose an agenda item for the DAG or would like any information about MHHS governance groups, please contact the Programme PMO (PMO@mhhsprogramme.co.uk)

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Appendix 1 - Rejection of Legacy Messages following Initiation of Forward Migration

New slide not included as part of pre-read
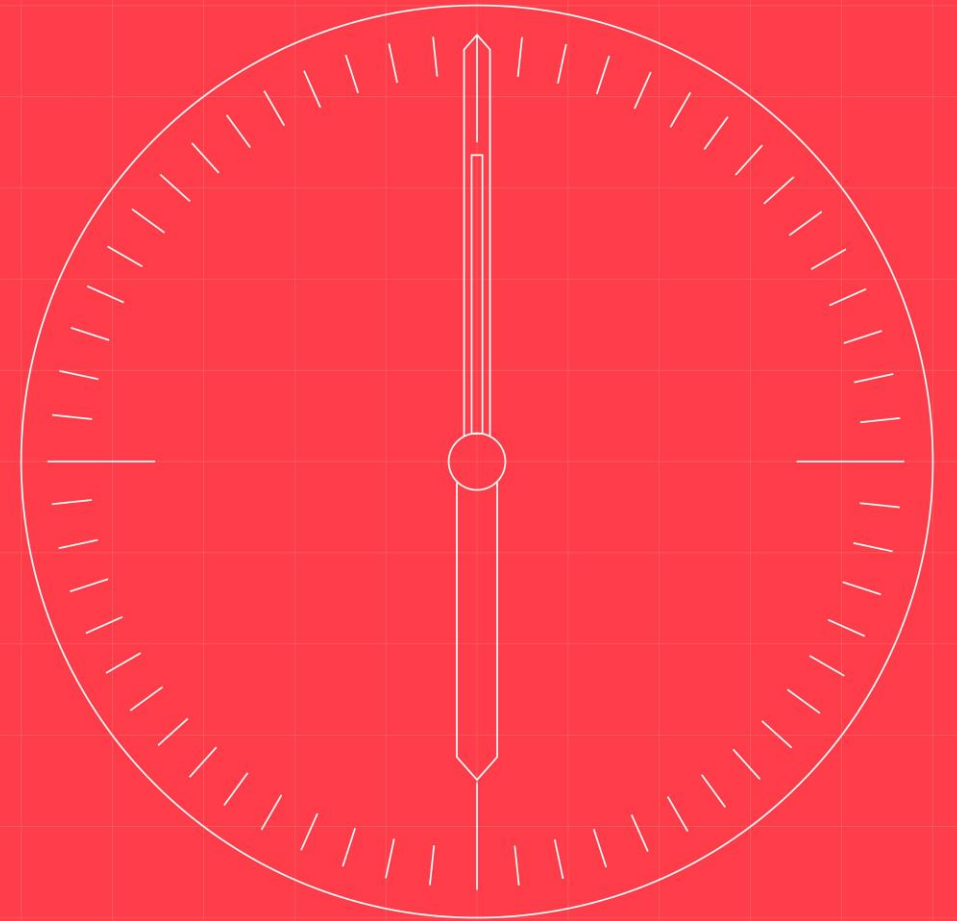
Context

- Within the existing Migration Design, there is a requirement on the Registration Service to reject all Legacy messages for a given MPAN once a Forward Migration has been initiated for said MPAN.

- There was a concern from BG that this would mean Suppliers or old Agents would not be able to able to send corrections for data which was applicable within their ownership or perform emergency meter updates.

- However, dual-running MPRS to enable the receipt of Legacy messages post the initiation of Forward Migration would be extremely complicated. This is because the business rules that apply to data would change which could cause conflicts in data processing.

Resolution

- Suppliers can take two approaches to mitigate against this:

  1. Suppliers should have a policy that once a Migration has been initiated, there should not be any changes made to the meter.

  2. Migration periods should not be excessively prolonged and Suppliers should take timely action to ensure the length of the Migration period remains reasonable.

- In the case of an emergency update being required, we accept there is no alternative, but this will be a rare case.

- Due to this issue being raised very late in the process, we have raised a Design Issue (MHHS-DIN-208) to further investigate it.

- If a change is required:
  - Outgoing MOP would inform incoming MOP of a meter change through send of a D0149 / D0150 and then use an IF-005 to update the MTDs.
  - In the case of a Smart meter, this would take place through a manual communication between the MOPs.

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