

MHHS Programme Steering Group (PSG) Headline Report

Issue date: 06/04/2023

Meeting Number **PSG 019**

Venue **Virtual – MS Teams**

Date and Time **05 April 2023 1000-1230**

Classification **Public**

Actions

Area	Ref	Action	Owner	Due	Latest update
Programme planning	PSG19-01	Ensure that the assumption (that participants going through SIT will not also need to qualify) is being managed via the RAID	Programme (Jason Brogden)	03-May-23	
	PSG19-02	Share comms to clarify the dependency for participants on DCC June 2023 release in order for participants to be ready for SIT	Programme (Jason Brogden)	03-May-23	
	PSG19-03	Meet to share the approach to Migration in the Programme plan	Programme (Adrian Page, John Wiggins) Ofgem Sponsor (Jenny Boothe)	03-May-23	
	PSG19-04	Ensure the 11 key risks in the replan are appropriately included, scored and managed via the RAID management process	Programme (Keith Clark, Giles Clayden)	03-May-23	
	PSG19-05	Determine and share dates for May PSG accounting for CR022 Impact Assessment period	Programme (Giles Clayden, PMO)	03-May-23	
Delivery dashboards	PSG19-06	Clarify dates / timelines for the Transition Design in the Helix dashboard	Programme (Adrian Page) Helix Representative (Lewis Robertson)	03-May-23	

	PSG19-07	Provide a live forward view of industry consultations via the Collaboration Base / Website and / or in the PSG dashboards	Programme PMO	03-May-23	Already in progress across PPC and PMO teams
	PSG19-08	Review risks and mitigations related to the Smart Metering Programme Implementation to ensure relevant risks and implications of legacy meters are appropriately quantified and managed	Programme (Jason Brogden) DCC Representative (Deborah Woods-Malone)	03-May-23	
	PSG19-09	Clarify if the DIP is included in the MHHS budget shared at PSG	Programme (Chris Harden)	03-May-23	

Decisions

Area	Ref	Decision
Minutes	PSG-DEC44	The PSG approved the minutes of the 01 March 2023 PSG
Programme planning	PSG-DEC45	The PSG approved the Replan Change Request CR022 be raised to Impact Assessment. The PSG agreed for the Impact Assessment window to be extended by three working days to 17:00, 26 April 2023
	PSG-DEC46	The PSG approved the extension to the Interim Plan

Key Discussion Items

Area	Discussion
Sponsor update	The Programme Sponsor reiterated the importance of the MHHS Programme to BEIS and Ofgem, noted they welcomed action taken on issues raised at March PSG, and invited PSG members to provide input into mitigations for risks to SIT commencing as per timelines in the Programme plan.
Programme Re-Plan Approach and Change Request	<p>The Programme provided a detailed explanation of the content of the Programme replan and the Replan Change Request, CR022. This included a detailed explanation of the changes to the plan, the key risks in the plan, and the need to re-baseline the plan now. The Programme explained the remaining steps for delivering the replan (up to an Ofgem decision in June 2023), noting the May PSG may need to move out given timelines for Impact Assessment and then analysis.</p> <p>PSG members raised queries on:</p> <ul style="list-style-type: none"> How small clarifications or changes may be shared on the content of the replan and CR022. The Programme explained that playback sessions were scheduled from w/c 11 April 2023 and that the usual channels of the PMO and bilaterals continue to be open throughout the process How risks relating to equivalence were being managed. The Programme explained there was close working with Code Bodies to understand and mitigate these risks

	<ul style="list-style-type: none"> • That a recent TMAG meeting had suggested SIT participants may still need to pass through some elements of Qualification. The Programme clarified that this was not the case and would be checked in the RAID (action PSG19-01) • A dependency on SIT participants for the DCC to deliver MP162 in the June 2023 release. The Programme explained that there was not a dependency on the June release and that communications on this could have been better and should be reinforced (action PSG19-02) • That the level of risk was high, and that the risks shared to PSG needed to be scored, managed and reported on via the RAID and PSG dashboards (action PSG19-04). The Programme explained that FTIG would also be a route for managing and mitigating the risks associated particularly with SIT, and that the FTIG principle (of non-governance delivery groups) would be applied to other areas of the Programme in future <p>The Ofgem Sponsor shared general support for the replan content and process and asked for further information on the Migration phase (action PSG19-03).</p> <p>PSG members requested an extension to the timelines for Impact Assessment on the plan given the holiday period and other MHHS documents being released in the same period. The Programme noted additional time would also be required to analyse the outputs of industry Impact Assessment before coming back to PSG in May.</p> <p>PSG members unanimously supported raising CR022 to Impact Assessment and to extending the Impact Assessment window to 26 April 2023 (decision PSG-DEC45). The analysis of Impact Assessments would come to a later May PSG (target 12 May 2023), with paper day for this PSG needing to be less than five working days (action PSG19-05).</p>
Interim Plan Extension	The Programme provided the rationale for an extension to the Interim Plan and an overview of the content of the extension. PSG unanimously supported approving the Interim Plan extension (decision PSG-DEC46)
Programme Workstream Update	The Programme provided key updates on activity in the Design, Testing, Simulators and Emulators, and Migration / Transition workstreams. A clarification was requested on the Transition Design (action PSG19-06).
IPA LDSO assurance	The IPA provided an overview of the lessons learned and recommendations following recent assurance work with LDSOs.
Reminder on MHHS processes	The Programme shared reminders on the Programme escalation process and consultation process. The Programme explained that it was important for escalations to be directed to the right and lowest point in the Programme, going via Programme Governance. On the consultation process, it was noted transparency and flexibility was required for documents moving through their development process. PSG members provided feedback that staggering consultations would be appreciated (to smooth workload) and that a public forward view of consultations would be useful (action PSG19-07).
Delivery dashboards and AOB	<ul style="list-style-type: none"> • The iDNO Representative added on the iDNO dashboard that iDNOs were looking at collaborative testing and were intending to come into early SIT together, giving national coverage. • The I&C Supplier Representative queried progress of the Smart Metering Programme implementation and knock on impacts on the MHHS Programme. The Programme noted this was out of MHHS Programme scope but did need to be managed via the RAID (action PSG19-08).

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| | <ul style="list-style-type: none">• The Large Supplier Representative queried if DIP costs were included in the MHHS budgets (action PSG19-09). |
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Date of next meeting: 03 May 2023, subject to action PSG19-05