MHHS PROGRAMME

Industry-led, Elexon facilitated

Design Advisory Group #24
10 May 2023

Version 1.0

MHHS-DEL1194

Agenda

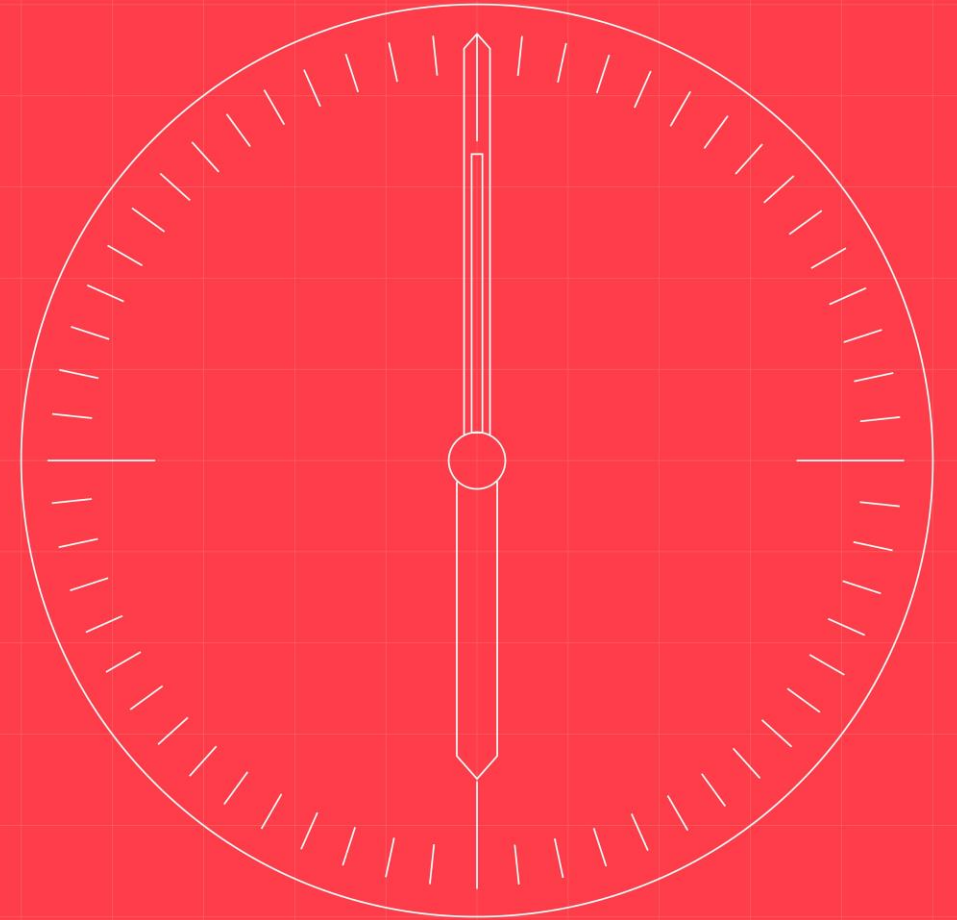| #	Item	Objective	Type	Lead	Time	Page
1	**Welcome**			Chair	10:00-10:05 *5 mins*	1
2	**Minutes and Actions**	Approval of minutes and review of actions	Decision	Secretariat	10:05-10:30 *25 mins*	3
3	**Programme Updates**	Updates from other MHHS governance groups and wider Programme updates	Information	Programme (PMO)	10:30-10:35 *5 mins*	7
4	**Change Requests**	Update on CR017/018 following amendments agreed at April DAG, and updates on other Programme Change Requests	Information	Programme (Ian Smith)	10:35-11:00 *25 mins*	9
5	**Design Review Process**	Update on progress of Interim Release 1	Information	Programme (Berlinda Kugara & Robert Topley)	11:00-11:10 *10 mins*	11
6	**DAG ToR Review**	Verbal Update on review of DAG ToR and ACTION DAG17-02	Information	Chair	11:10-11:15 *5 mins*	13
7	**Summary and Next Steps**	Summarise key discussions, actions, and next steps	Information	Chair & Secretariat	11:15-11:25 *10 mins*	14
	Attachments	Attachment 1 – CR018 Registration Service Operating Hours v1.4				

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Minutes and Actions

DECISION: Approval of minutes and review of actions

Secretariat

30 mins

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- Approve Headline Report and Minutes of DAG held 08 March 2023;

- Review outstanding actions:

Ref	Action	Owner	Due	Latest update
DAG17-02	Chair to review the DAG Terms of Reference to ensure there is clarity over the role of DAG post-M5	Chair	14/12/2022	ONGOING: DAG ToR under review. To be discussed under agenda item 7.
DAG19-02	Ofgem to provide information on assumed half-hourly data opt-out rates	Ofgem (Jenny Boothe)	11/01/2023	ONGOING: Update to be provided in meeting.
DAG20-03	DAG members to provide any views on the role of DAG post M5 Work-Off Plan completion to support review of DAG ToR	DAG Members	12/04/2023	ONGOING: Action retained alongside ACTION DAG17-02.
DAG20.1-01	Programme to consider how to increase awareness of the Programme change request process and Design Change Management Procedure for Participants (e.g. webinar, newsletter article, etc.)	Programme (PMO and Design Assurance Teams)	14/06/2023	ONGOING: To be consider as part of wider improvements to *MHHS-DEL171 Change Control Approach*. Current considerations are around hosting a webinar, bringing an overview to each constituency based group, and creating a quick guide.
DAG20.1-04	Programme to confirm which role code MDS would use (current presumption is SVA code)	Programme (Ian Smith)	15/02/2023	ONGOING: Update to be provided in meeting.
DAG20.1-12	Programme to consider how to provide clarity on the data services for import/export meters and how Programme Participants can be given visibility of this	Programme (Ian Smith)	12/04/2023	ONGOING: Update to be provided in meeting.
DAG21-03	Programme to consider publishing a log of Programme Change Request, and whether changes progressing via the Design Authority should be published within the same log	Programme (PMO)	14/06/2023	ONGOING: To be consider as part of wider improvements to *MHHS-DEL171 Change Control Approach*.
DAG22.1-01	Programme to be clear on the impact any Change Requests will have on Design documents in the future	Chair (Justin Andrews)	12/04/2023	RECOMMEND CLOSED: Discussed in April DAG. Update to be provided in meeting
DAG22.1-05	Programme to come back on concerns over quality issues and discrepancies of issued material and documentation (e.g. DES-196)	Programme (Paul Pettit)	12/04/2023	RECOMMEND CLOSED: Code Drafting Team advised the document was issued to validate certain assumptions before finalising DES-196. It had a health warning on it that it wasn't final and would be updated after the consultation. The latest version is being worked but no definitive issue date has been provided.

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Ref	Action	Owner	Due	Latest update
DAG21.1-08	Programme to consider whether change marked artefacts should be issued with Programme Change Requests and who would be expected to provide any change marking	Programme (PMO)	14/06/2023	ONGOING: To be consider as part of wider improvements to *MHHS-DEL171 Change Control Approach.*
DAG21.1-09	Programme to confirm whether small changes to Programme Change Requests requested by decision-making group prior to issuance for Impact Assessment must always return to the Programme Change Board for validation prior to issuance	Programme (PMO)	14/06/2023	ONGOING: To be consider as part of wider improvements to *MHHS-DEL171 Change Control Approach.*
DAG21.1-13	Programme to confirm when the DIP detailed design artefacts will be submitted to DAG	Programme (Paul Pettitt)	10/05/2023	RECOMMEND CLOSED: Due to be issued 02 May 2023 with a Webinar to discuss the Code of Connection and onboarding to be held on 11 May 2023
DAG23-01	Confirm the plan (including timeline, dates, and process) for DIP design documents to be shared with industry	Programme (Paul Pettitt)	10/05/2023	RECOMMEND CLOSED: See DAG21.1-13
DAG23-02	Clarify the status of DTN flow design issues (DES-196) – both quality issues/discrepancies in the document and the sign-off process for any document changes	Programme (Paul Pettitt)	10/05/2023	RECOMMEND CLOSED: See DAG22.1-05
DAG23-03	Review Change Request analysis reference for grouping organisations into their constituency	Programme (PMO)	10/05/2023	RECOMMEND CLOSED: Constituency groupings updated
DAG23-04	Revise CR018 with feedback and clarifications provided at DAG and re-raise to Impact Assessment	Programme (Ian Smith)	10/05/2023	RECOMMEND CLOSED: Amended CR018 provided as *Attachment 1*, to be discussed under agenda item 4.
DAG23-05	Add CR019 to the DIN log and progress through new design change management process	Programme (Paul Pettitt)	10/05/2023	RECOMMEND CLOSED: Added to DIN Log (see DIN-246).
DAG23-06	Clarify expectations on evidence required to be provided against SIT criteria against baselined versions of design documents – i.e. which versions of documents would evidence be required against at the point of evidence submissions	Programme (Paul Pettitt)	10/05/2023	RECOMMEND CLOSED: MHHS Testing Team advised expectation is that participants will be compliant with the latest approved artefacts. Should change requests be raised the IA needs to take the impacts on SIT and future milestones when agreeing implementation dates.

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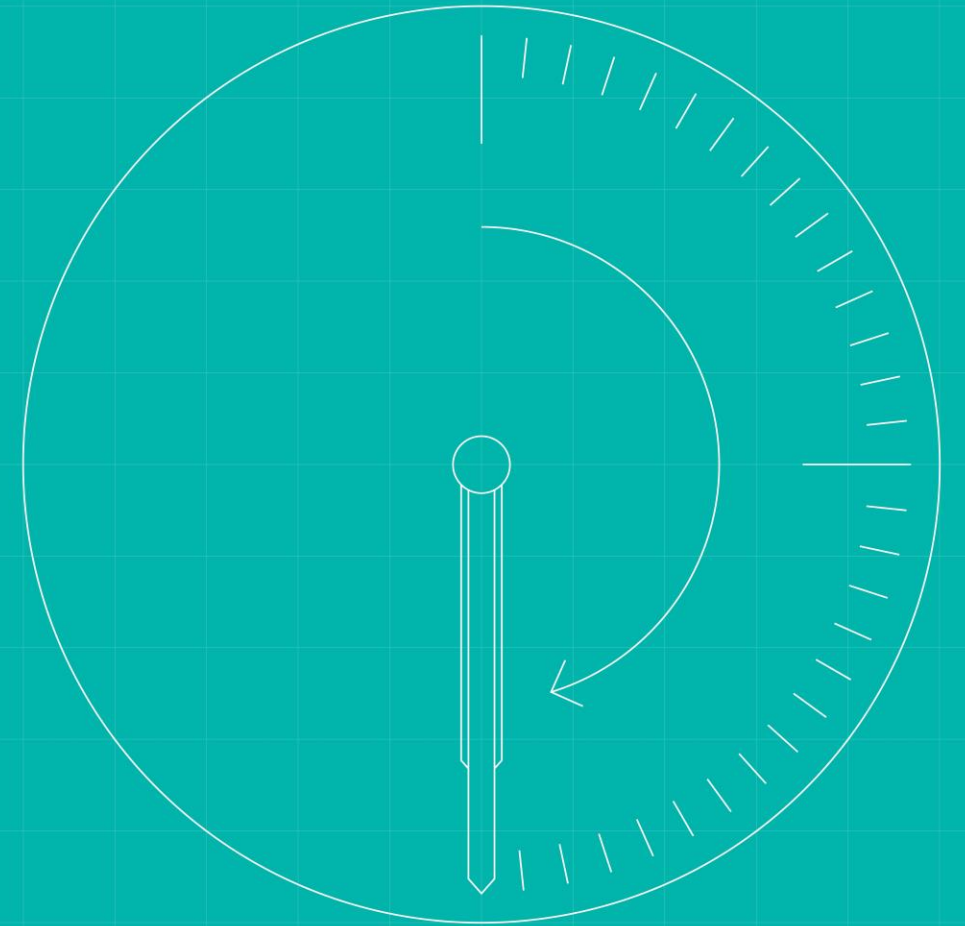Industry-led, Elexon facilitated

Minutes and Actions Review (3 of 3)

Ref	Action	Owner	Due	Latest update
DAG23-07	Add to the design change management process the ability to release the 'signed off' design issues of a change request, should other design issues in a change request not be approved and need further work	Programme (Paul Pettitt)	10/05/2023	RECOMMEND CLOSED: Wording added to high level process published on MHHS website. Process and timelines included within DIN Log also.
DAG23-08	Progress activity on developing and sharing a design knowledge base – to share common design queries that come into the Programme but do not make it onto the DIN log (i.e., design queries that do not result in changes to artefacts)	Programme (Paul Pettitt)	10/05/2023	RECOMMEND CLOSED: The development of a design knowledgebase is being reviewed as part of a wider consideration into the need for Programme wide knowledgebase.
DAG23-09	Share design change timeline slides	Programme (Paul Pettitt)	10/05/2023	RECOMMEND CLOSED: Shared with Headline Report of April meeting

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Programme Updates

INFORMATION: Updates from other MHHS governance groups and wider Programme updates

Programme (PMO)

5 mins

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Governance group updates

Programme Steering Group (PSG)

Upcoming agenda items for PSG 03 May 2023

1. **Programme Replan Update:** A verbal update will be provided on replan progress, following closure of the CR022 Impact Assessment window on 26 April 2023. An extraordinary PSG will then be held on 12 May 2023 to decide whether CR022 should be approved.

2. **FTIG Update and SIT Outlook:** An update on activities at the first Fast Track Implementation Group (FTIG) meetings will be provided, including the FTIG's purposes and desired outcomes. An update will also be provided on the approach to and status of Systems Integration Testing (SIT). Component Integration Testing (CTI) will commence 30 October 2023 and consist of six intervals with participants joining at specific points. SIT Functional Testing will commence March 2024, followed by SIT migration testing, SIT non-functional testing, and SIT operational testing.

PSG papers available here.

Testing and Migration Advisory Group (TMAG)

Update from TMAG 19 April 2023

1. **Migration, Cutover & Data Strategy:** The Programme provided an update on progress to date

2. **Data Cleanse Plan:** The Programme provided an update on initial findings from the Data Cleanse technical sessions

3. **MPAN exclusion:** The Programme provided an update on MPAN exclusion for reverse migration

4. **DBT1 PIT:** The Programme provided an update on DBT1 PIT options

5. **Placing Reliance Policy update:** The Placing Reliance Policy was provisionally approved, subject to queries by Friday

6. **CIT & Functional Test Approach and Plan:** The Programme provided an update on the CIT & Functional Test Approach and Plan

7. **Test Data Approach and Plan:** The Programme provided an update on progress of the Test Data Approach and Plan

8. Working group updates – Updates were provided on activity at the Systems Integration Testing, Qualification and Non-Functional Testing Working Groups

TMAG papers available here

Design Advisory Group (DAG)

Updates from DAG 12 April 2023

1. **Change Requests**: the DAG looked to make decisions on three Change Requests. The DAG agreed to update and re-issue CR018 to Impact Assessment and to defer the decision on CR017 to be made alongside CR018. The DAG approved CR019.

2. **Design Change Management Updates:** The Programme presented the revised Change Management process and shared the forward plan for the first Interim Release of updated design artefacts. DAG members provided feedback.

DAG papers available here

Cross Code Advisory Group (CCAG)

Update from CCAG 26 April 2023

1. **BSC Issue 101:** BSC advised a consultation will be issued in due course and systems impacts are currently believed to be low. A BSC Modification Proposal is currently targeted to be raised in Q1 2024 and a timetable is available on the BSC website. The BSC will provide an update on timelines at the June CCAG.

2. **Horizon Scanning:** REC Change Proposal (CP) REC R0062 may impact MHHS Business Process 10 and will be monitored by the Programme. Potential impacts of REC CP R0102 on MHHS are under consideration.

3. **Code Drafting Process Map:** The Programme continue to consider how to optimise the management Programme Change Requests (CRs) which may need to operate in tandem with external code changes. Further updates will be provided at the June CCAG.

4. **CDWG Updates:** Code drafting relating to Data Services and Metering Services is to be submitted to the June CCAg for approval, following review by the CDWG on 09 May 2023. Code drafting would become 'approved drafts' and any further change (e.g. new CRs) will be consulted on.

CCAG papers available here

Wider Programme updates

Change Request CR022: MHHS Programme Replan:

On 5 April 2023, the Programme Steering Group (PSG) agreed to issue CR022: MHHS Programme Replan for Impact Assessment. Replan Playback sessions were held and these are available on the MHHS website.

The deadline for Impact Assessment responses closed Wednesday 26 April 2023. An extraordinary PSG will be held at **09:00am on 12 May 2023** where a decision will be made on whether to recommend approval to Ofgem.

The June PSG meeting has been moved to 08 June 2023 in anticipation of a decision from Ofgem ahead of this meeting.

For any queries on the content of the replan, please review the Replan Playback sessions and CR022, or contact PMO@mhhsprogamme.co.uk. For any comments on the approval of CR022, please contact your PSG constituency representative.

Design Assurance Update

Survey for Cohort One Core Central Providers is complete: The Programme issued the Design Assurance Survey to cohort two and all other participants. Deadline for responses is Tuesday 30 May 2023. The survey questions and information on the approach and timelines can be found on the Design Assurance page of the MHHS website.

MHHS Code Update

The next Code Drafting Working Group (CDWG) is on **09 May 2023**. The group will review any outstanding comments from the Tranche 1 code drafting consultation (Data Services and Metering Services) and make a recommendation on whether the drafting should be submitted to the CCAG for approval. Any drafting approved by the CCAG would then become an 'approved draft'.

Recently Closed Consultations

- **'Placing Reliance' Policy Consultation Closed:** The consultation closed on Tuesday 11 April. The Programme will publish a consolidated log of comments submitted during this consultation in due course. This will be available on the **Testing Overview page of the MHHS website**, and on the Collaboration Base.

- **Qualification Approach and Plan Consultation Closed**: The Programme will publish a consolidated log of comments submitted during this consultation in due course. This will be available on the Qualification page of the MHHS website. The Code Bodies expect that there will be further iterations of the plan throughout the year, and these updates will be facilitated through QWG.
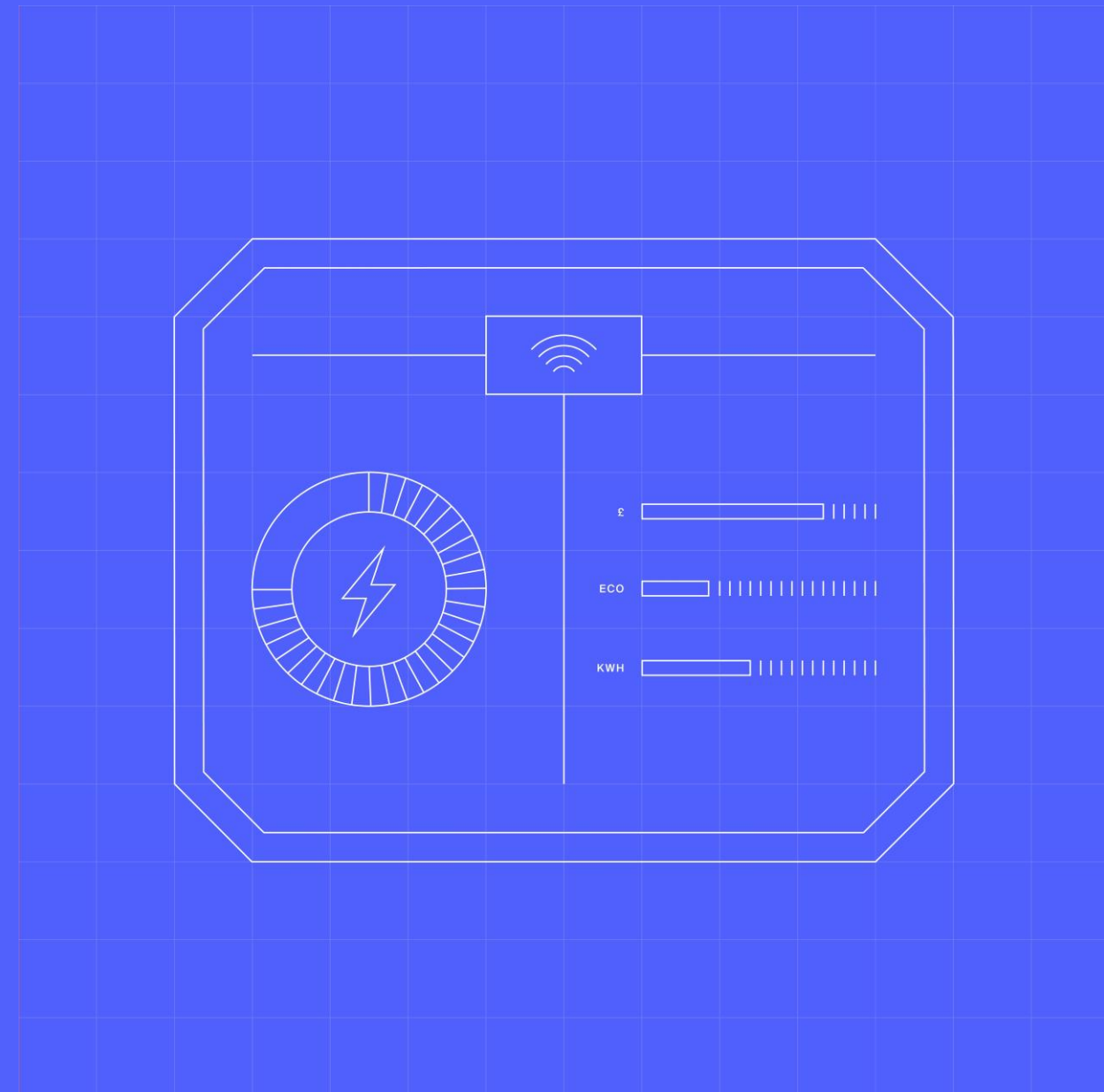
DIP simulator

We launched Release 1 of the Data Integration Platform (DIP) Simulator on 29 March 2023, which is available to all participants. Please email **Sims.Ems@mhhsprogramme.co.uk** to request access to the DIP Simulator.

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Programme Change Requests

INFORMATION: Update on CR017/018 following amendments agreed at April DAG,
and updates on other Programme Change Requests

Programme (Ian Smith)

25 mins

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Programme Change Requests – Updates

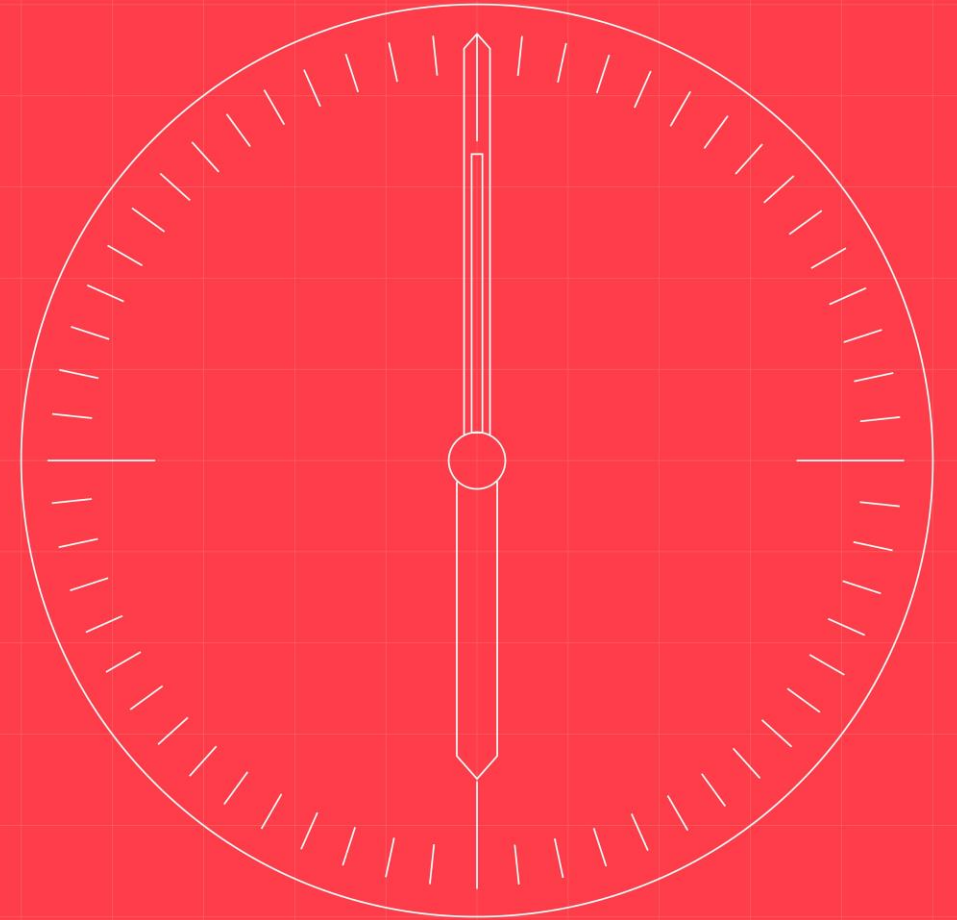| Programme Change Request	DAG Update
CR017/018 (Registration service operating hours)	Amended CR018 (v1.4) issued to DAG for review (see *Attachment 1*) Comments to be provided by close of business 10 May 2023 Programme to review comments/undertake amendments within five working days CR018 to be issued for five working day Impact Assessment Extraordinary DAG to be held for decision on approval
CR022 (MHHS Programme Replan)	Extraordinary PSG to be held 12 May 2023 for approval decision CR will then be issued to Ofgem for approval Ofgem decision expected ahead of next regular PSG on 08 June 2023
Approved change implementation	• CR015 – implementation targeted for Interim Release 2 in July 2023 • CR019 – added to DIN Log (see DIN-246), change marking to be undertaken and release managed via Design Change Management Process

All MHHS Programme Change Requests and the Master Change Request Dashboard can be found on the MHHS website

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Design Review Process

INFORMATION: Update on progress of Interim Release 1

Programme (Berlinda Kugara & Robert Topley)

10 mins

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DIN Log – Key Metrics

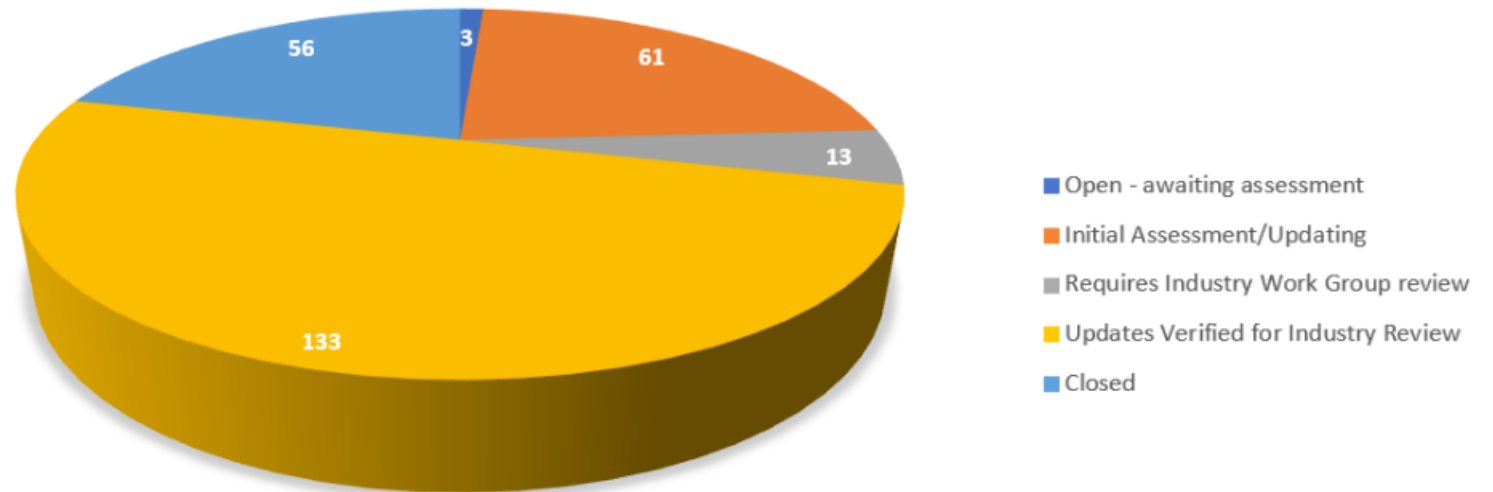The figures below are the total number of items raised as of **28 April 2023.**

266

Total number of DIN items being tracked in the DIN Log.

138

Total number of items that have been incorporated into Redlined Artefacts out for review as part of Interim Release 1.

Interim Release 1 Comments Window Closed 09 May 2023

Assurance Review Underway
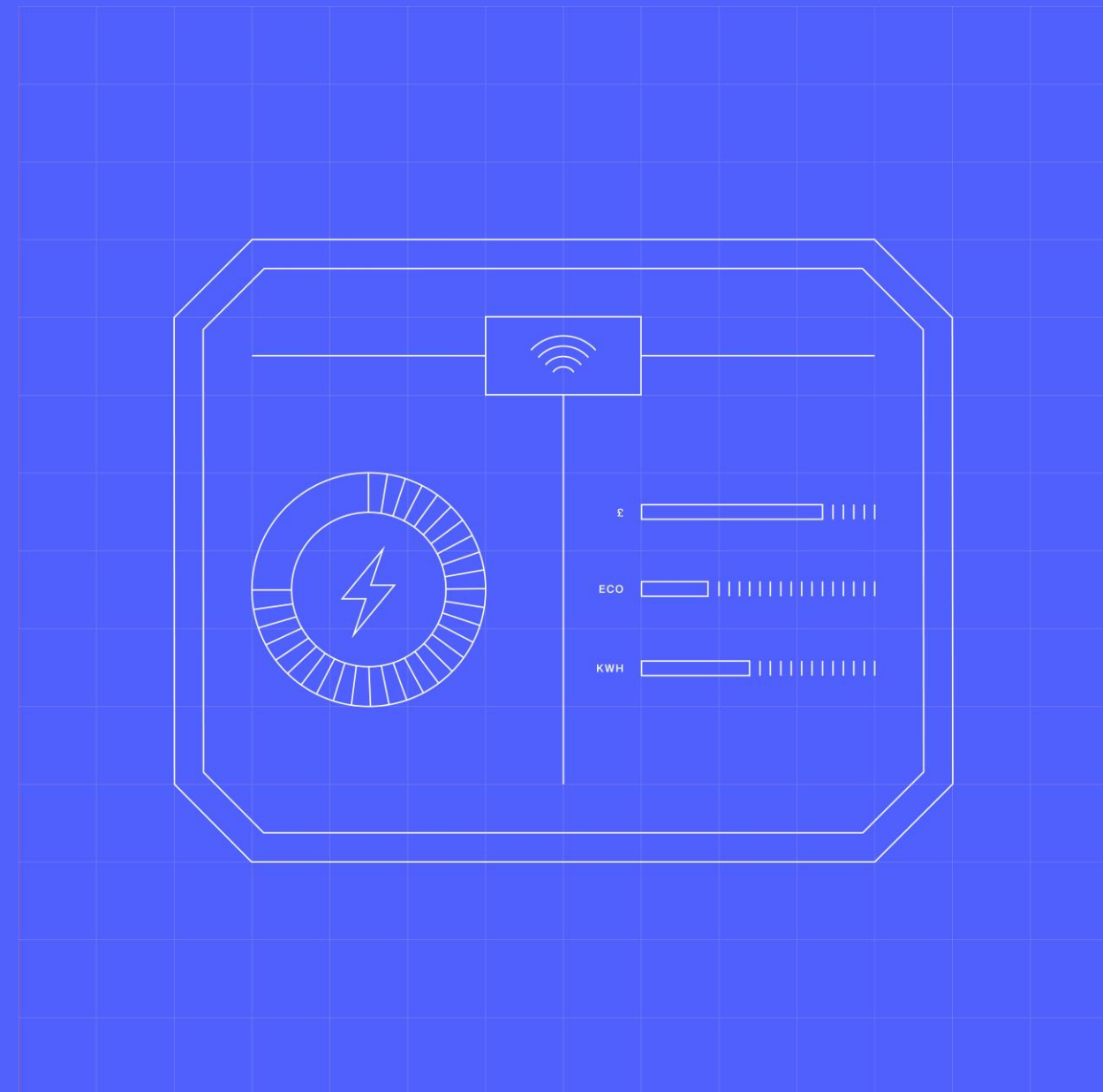Assurance Meeting Scheduled for 25 May 2023

- Open - awaiting assessment
- Initial Assessment/Updating
- Requires Industry Work Group review
- Updates Verified for Industry Review
- Closed

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DAG ToR Review

DISCUSSION: Verbal Update on review of DAG ToR and ACTION DAG17-02

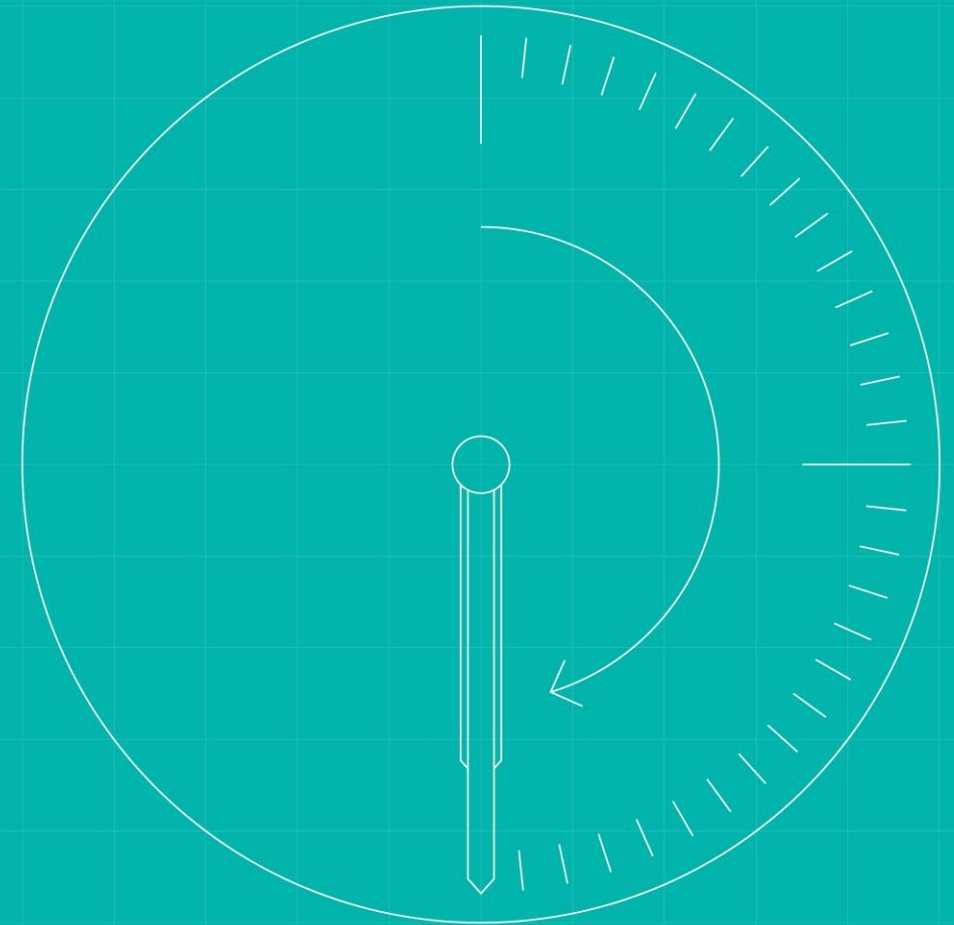*Chair*

5 mins

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Summary and next steps

INFORMATION: Summarise key discussions, actions, and next steps

Chair & Secretariat

10 mins

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Summary and Next Steps

Next steps:

- Confirm actions and decisions from meeting

- Extraordinary DAG for CR017/018 decision:

  o Date TBC

  o DAG comments to be provided by close of business 10 May 2023

  o Programme/Proposer to undertake any amendments as required

  o CRs to be issued to participants for five working day Impact Assessment

- Next DAG regular meeting: **14 June 2023 10am**

DAG agenda roadmap:

Meeting dates	10-May	Extra-DAG (TBC)	14-June	12-July
Relevant milestones or activities	Design baseline management	CR017/018 decision	Approval of Interim Release 1 (TBC)	Approval of Interim Release 2 (TBC)
Agenda items	• Programme Change Requests • Design Change Review Process • DAG ToR Update	• CR017/018 Decision • Next Steps	• Programme Change Requests • Design Principles • DAG ToR Update	• Programme Change Requests
Standing items	• Minutes and Actions • Programme Updates • Summary and Next Steps	• N/A	• Minutes and Actions • Programme Updates • Summary and Next Steps	• Minutes and Actions • Programme Updates • 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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