

MHHS Programme Steering Group (PSG) Minutes and Actions

Issue date: 19/05/2023

Meeting Number **PSG 020.1**

Venue **Virtual – MS Teams**

Date and Time **12 May 2023 09:00-09:45**

Classification **Public**

Attendees

Chair

Helen Tipton (Chair)

MHHS SRO

Industry Representatives

Carl Lang (CL) (on behalf of Andrew Campbell)

Chris Price (CP)

Deborah Woods-Malone (DWM)

Gareth Evans (GE)

Graham Wood (GW)

Jenny Rawlinson (JR)

Joel Stark (JS)

Jonathan Hawkins (JH)

Karen Thompson-Lilley (KTL)

Lewis Robertson (LR)

Paul Akrill (PA)

Vladimir Black (VB)

Small Supplier Representative

DNO Representative

DCC Representative

I&C Supplier Representative

Large Supplier Representative

iDNO Representative

Supplier Agent Representative (Independent)

RECCo Representative

National Grid ESO

Elexon Representative (Central Systems Provider)

Supplier Agent Representative

Medium Supplier Representative

MHHS IM

Adrian Page (AP)

Chris Harden (CH)

Fraser Mathieson (FM)

Giles Clayden (GC)

Jason Brogden (JBr)

Keith Clark (KC)

SI Lead

Programme Director

PMO Governance Lead

Deputy Programme Manager

Industry SME

Programme Manager

Other Attendees

Andy MacFaul (AMF)

Dave Gandee (DG)

Jenny Boothe (JBo)

Melissa Giordano (MG)

Neil Dewar (ND)

Richard Shilton (RS)

Sinead Quinn (SQ)

Steve Mullins (SM)

Ofgem

IPA

Ofgem

Ofgem

National Grid ESO (Observer)

IPA

Ofgem

IPA

Apologies

Andrew Campbell

Caroline Farquhar

Small Supplier Representative

Consumer Representative

New Actions

Area	Ref	Action	Owner	Due	Latest Update
None					

Decisions

Area	Ref	Decision
Minutes	PSG-DEC48	The SRO recommends that Ofgem approve changes to the Level 1 Programme milestones as set out in Programme Change Request 022 (MHHS Programme Replan)
	PSG-DEC49	The SRO conditionally approves Programme Change Request 022 (MHHS Programme Replan), subject to Ofgem's approval of changes to the Level 1 Programme Milestones and re-baselining of the Programme Plan at the 08 June 2023 PSG meeting

Minutes

1. Welcome

The Chair opened the meeting and introduced the agenda, noting this was an extraordinary meeting to decide whether Programme Change Request (CR) 022 (MHHS Programme Replan) should be approved, and a recommendation made to Ofgem regarding changes to Level 1 Programme milestones.

2. CR022 Impact Assessment

GC provided metrics and an overview of the top ten general themes from Programme Participants' (PPs') responses to the Impact Assessment (IA) on Programme Change Request (CR) 022 (*MHHS Programme Replan*), details of which can be found within the meeting papers.

GC advised over 92% of responses agreed with the overall recommendation to accept CR022. There was strong agreement from PPs across the seven impact statements provided within the CR, ranging from 77-88% agreement with the statements provided. Representation in terms of volume and coverage across constituent groups remained sound, although the response rate was less than the Round 3 Replan (R3) Consultation. The response rate was c.30% of all PPs, which, whilst lower than the response rate for the R3 consultation was still felt to be a good response level, and may reflect the fact there have not been substantial changes to the revised Programme Plan between R3 and the CR022 IA.

GC provided an overview of the themes contained with IA responses, which included matters such as:

- Broad agreement from respondents that the current transition timetable was unachievable and therefore change was needed
- Agreement that a baselined plan is needed to provide certainty and to support PP planning, resourcing, and financing
- Several respondents believing the proposed new timescales were still tight, and there was limited contingency ahead of M10 (Central systems ready for migrating MPANs)
- The stability of the design and scale of potential changes posing significant risk
- Several respondents advocating staggered PIT/SIT entry
- Concerns from Large Suppliers over tranche allocation for non-SIT PPs seeking to qualify early, and the need for fairness

GW stated design stability was a key concern for the Large Supplier Constituency (LSC) and asked what actions could be taken regarding uncertainty over tranche allocation during the Qualification phase. The Programme advised a solution will be found through bilateral discussions and careful consideration is required in conjunction with Code Bodies to ensure a fair outcome.

A summary of CR022 benefits and concerns was provided (see meeting slides for details). GC highlighted support for reverse migration and phased implementation, and concerns expressed by respondents over the deadline of 23 May 2023 for participant confirmation of participation in SIT. PSG were advised the Programme are seeking to work with parties who wish to participate in SIT but have concerns over meeting the deadline and encourage parties to request a bilateral discussion.

3. Key Changes

The Programme presented changes to overall risk themes and an overview of non-material changes to the Programme Plan following the CR022 IA, details of which can be found within the meeting papers.

The PSG were advised the revised Programme Plan will be presented to the PSG on 08 June 2023 for re-baselining.

4. IPA Report

The IPA provided an overview of the embedded assurance activities undertaken throughout the replan process and during progression of CR022, full details of which are available in the meeting papers. The overall recommendation from the IPA is that the Programme Plan should be baselined now, and CR022 approved. The IPA advised a thorough process has been followed, there has been good consultation, engagement, and input from PPs, there is a good level of detail within the plan, and extant risks are manageable. Where risks exist, the Programme has embedded contingency and has provide an explicit go-live range. These contingencies allow the Programme to accommodate a level of future change. Fundamentally, the risk of progressing without a plan outweighs the risk of approving the plan.

The IPA provided an overview of several recommendations. GW asked how Recommendation 2 could be enacted, which relates to the Programme defining reporting structures and template and rehearsing reporting ahead of re-baselining the plan. KC advised reporting against the plan and key upcoming milestones will be provided and will be frequent enough of facilitate sufficient monitoring. The Programme will discuss this with the IPA.

The IPA provided an overview of the 'exam questions' posed as part of the assurance process. It was highlighted there were no 'negative' assessment outcomes against the exam questions, with all question scoring as either providing high confidence in the plan re-baseline or as not containing unreasonable risk given the size and complexity of the Programme.

The Chair thanked the IPA for their inputs and noted the positive effect this has had on ensuring a robust programme.

5. CR022 Recommendation and Decision

The Chair summarised the recommendation and decision required, advising that, in their capacity as the Programme's Senior Responsible Owner (SRO), they were minded to recommend approval of changes to the Level 1 Programme milestones to Ofgem and to approve CR022. The Chair explained this position was based on the majority of CR022 IA respondents agreeing with the recommendation to approve CR022, and the IPA's recommendation that the revised Programme Plan should be baselined.

The Chair invited any objections from PSG members. JH, the RECCo Representative, questioned the approval of CR022 given minor changes will be made to the plan ahead of baselining at the June PSG. GC advised the changes to be made were minor and low-level and approval of CR022 was required to support Ofgem's decision on changes to the Level 1 milestones. GC added that CR022 covers matters beyond the re-baselining of the plan, and approval secures other elements which support the plan. As such, the Programme have sought to end-point CR022 alongside the recommendation to Ofgem, with the revised plan being formally baselined at the June PSG. The Chair agreed to denote the decision on CR022 as conditional approval, subject to Ofgem's decision on changes to the milestones and the re-baselining of the plan in June.

Ofgem noted the potential for minor changes to the plan, ahead of the June PSG and indicated that whilst the plan would not be re-baselined until June, CR022 was capable of approval now.

CP, the DNO Representative, agreed a re-baselined plan was needed and whilst minor changes may still be required, participant responses expressing concerns over timelines supports conditional approval of CR022 now. The representative stated the overall package within CR022 was acceptable, but wished to ensure there were no unexpected impacts on parties arising from any minor changes. The Programme advised the changes to the plan would not materially impact CR022.

JR, the iDNO Representative, considered the decision on CR022 was required to enable the recommendation to Ofgem to change the Level 1 milestone dates, and agreed the PSG could approve the CR and the proposed plan therein, with the final baselining taking place in June.

The IPA advised there were no concerns over a 'conditional' approval of CR022.

The Chair decided to recommend that Ofgem approval changes to the Level 1 milestones and conditionally approved CR022 subject to Ofgem's decision and re-baselining of the plan at the June PSG.

DECISION PSG-DEC48: The SRO recommends that Ofgem approve changes to the Level 1 Programme milestones as set out in Programme Chante Request 022 (MHHS Programme Replan)

DECISION PSG-DEC49: The SRO conditionally approves Programme Change Request 022 (MHHS Programme Replan), subject to Ofgem's approval of changes to the Level 1 Programme Milestones and re-baselining of the Programme Plan at the 08 June 2023 PSG meeting

6. Summary and next steps

The Chair advised the Programme have requested Ofgem's decision on changes to the Level 1 milestones be provided on or before 08 June 2023, and, following confirmation of the re-baselining of the Programme Plan at the June PSG, this would complete the conditional approval of CR022.

The Chair noted the approval of CR022 now provides a degree of certainty to which PPs can work toward ahead of the re-baselining, and it is expected PPs will work to the dates contained within CR022.

The Chair thanked attendees for their contributions and closed the meeting.

Next Meeting: 08 June 2023 1pm