

MHHS Programme Steering Group (PSG) Headline Report

Issue date: 09/06/2023

Meeting Number **PSG021**

Venue **Virtual – MS Teams**

Date and Time **08 June 2023 1300-1530**

Classification **Public**

New / Outstanding Actions

| Area | Ref | Action | Owner | Due |
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| Programme Replan Baseline Decision | PSG21-01 | Programme to check alignments between master plan and POAP provided in Implementation Approach document | Programme (Giles Claydon) | ASAP |
| Customer Segment Reverse Migration Exclusion | PSG21-02 | Programme to confirm mechanism to prevent sites excluded from reverse migration from migrating prior to M14 | Programme (Jason Brogden) | 15/06/2023 |
| Fast Track Design Update Process | PSG21-03 | Programme to update Fast Track Design Update Process slides to include further information on participant journey (e.g. objections raising and treatment, escalation routes, etc.) | Programme (Paul Pettitt) | 15/06/2023 |
| | PSG21-04 | PSG to review efficacy of Fast Track Design Update Process at next PSG following one month of operation. | Programme (Paul Pettitt) and PSG Members | 05/07/2023 |
| IPA Test Assurance Approach | PSG21-05 | Programme to discuss with IPA the potential inclusion of IPA test assurance activities alongside programme plan information, to assist participants' view of effort requirements | Programme and IPA | 05/07/2023 |
| Delivery Dashboards | PSG21-06 | Programme to confirm whether there are any SEC qualification requirements for Suppliers using existing DCC services to request SDS | Programme (Jason Brogden) | 15/06/2023 |
| Previous Meeting(s) | PSG20-01 | Programme to issue communication to provide clarity on SIT timelines and other key requirements | Programme (Adrian Page) | 08/06/2023 |
| | PSG20-02 | Programme to progress meeting with ESG and its contracting Programme Participants to progress Placing Reliance Policy proposals | Programme (Jason Brogden) | 08/06/2023 |
| | PSG20-03 | PSG Constituency Representatives to encourage constituents to request bilateral discussion with Programme on SIT planning (e.g. to discuss systems, processes, practicalities of testing and qualification, operation of placing reliance policy, etc) | PSG Constituency Representatives | 08/06/2023 |

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| | PSG15-01 | Progress work on customer segments in migration at the Migration Design Subgroup (MDSG) | Programme (Jason Brogden) | 08/06/2023 |
| | PSG17-03 | Discuss at DAG if the DIP design could result in changes to the MHHS core design, and if so, the likely timelines for changes to the core design to be delivered | Programme (PMO) | 05/07/2023 |
| | PSG17-05 | Review the post-implementation approach to Benefits Realisation and how Benefits Realisation will be handed over to Ofgem at M16 | Programme (Jason Brogden) | To be reviewed at CP2 |
| | PSG18-05 | Look into the assurance process for LDSOs for the accuracy of data for DUoS billing | Jason Brogden | 05/07/2023 |

Decisions

| Area | Ref | Decision |
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| Minutes and Actions | PSG-DEC50 | The PSG approved the headline reports and minutes of the PSG meetings held 03 May 2023 and 12 May 2023 with no amendments |
| Programme Replan Baseline Decision | PSG-DEC51 | The SRO unconditionally approved Programme Change Request 022 (MHHS Programme Replan) |
| | PSG-DEC52 | The SRO approved the baselining of the Programme Plan as set out in Programme Change Request 022 (MHHS Programme Replan), amended as per the 08 June 2023 PSG meeting papers |
| Customer Segment Reverse Migration Exclusion | PSG-DEC53 | The SRO approved the customer segments reverse migration exclusion recommendation, which excludes complex sites and shared SVA arrangements from reverse migration |
| Fast Track Design Update Process | PSG-DEC54 | The SRO approved the Fast Track Design Update Process, subject to clarificatory updates to be included within the papers presented to the 08 June 2023 PSG and an action to review the efficacy of the process at the 05 July 2023 PSG |

Key Discussion Items

| Area | Discussion |
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| Minutes and Actions | Action wording and updates can be found within the meeting papers. Key updates are provided below: PSG18-05: The Programme advised the matter will be discussed with Elexon legal and the resulting advice reviewed. An update will be issued in due course. |
| Sponsor Update | Ofgem advised the Ofgem Retail Programme Board had approved the changes to Level 1 (L1) Programme milestones, following the recommendation from the SRO. A written decision will be published in due course. Ofgem advised consideration is being given to incentives to reduce the risk of slippage from the Programme Plan. A report will be issued and any outcomes will subject to consultation before progressing. The Sponsor encouraged timely response to queries from participants. |

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| <p>Programme Replan Baseline Decision</p> | <p>The Programme provided a recap of the minor changes made to the Programme Plan following the consultation on Programme Change Request 022 (MHHS Programme Replan) and PSG’s conditional approval on 12 May 2023. The majority of changes are to Tier 3 (T3) milestones. The Programme highlighted the addition of an M8* milestone and updates to T3 milestone dates for qualification. Full details can be found within the meeting papers.</p> <p>The Chair noted Ofgem’s approval of the changes to dates of the L1 Programme milestones, and invited comments to which none were received.</p> <p>The Chair, in their capacity as MHHS SRO, unconditionally approved CR022 (DECISION PSG-DEC51) and approved the baselining of the Programme Plan as set out in CR022 and as amended per the meeting slides (DECISION PSG-DEC52).</p> <p>The Programme will communicate the updated Programme Plan to participants in due course and parties are encouraged to raise any concerns as soon as possible.</p> |
| <p>Customer Segment Reverse Migration Exclusion</p> | <p>The Programme presented a recommendation, developed via the Migration Working Group (MWG), that complex sites be excluded from reverse migration. Consumer impacts are believed to be minimal and the proposal would not prevent customer switching but would help to mitigate risks to reverse migration. The excluded sites would then migrate post M14.</p> <p>An action was placed with the Programme to confirm how the excluded sites would be prevented from migrating (ACTION PSG21-02).</p> <p>The Chair, in their capacity as MHHS SRO, agreed to the recommendation (DECISION PSG-DEC53).</p> |
| <p>FTIG Update and SIT Outlook</p> | <p>An update on the activities of the Fast Track Implementation Group (FTIG) was provided. The Programme noted the group has now met four times to discuss the unblocking of obstacles to SIT raised by SIT participants. The number of new obstacles being raised has now plateaued, indicating potential barriers to SIT commencement/operation are reducing. The Programme encouraged those participating in SIT to raise any further perceived blockers to ensure these are discussed and managed.</p> <p>One member commented on the complex work going on with SIT volunteers and noted several of the key risks highlighted in the IPA’s report on the Programme Plan at the PSG held 12 May 2023, querying how these were being managed. The Programme advised FTIG is seeking to resolve issues known to be presenting a barrier to SIT, and risks are managed via the Programme RAID Log. FTIG may consider risks in future if all issues it is currently managing are resolved. The IPA noted there are risks to SIT stated as part of their CR022 review. The member acknowledged FTIG are reviewing issues, and stated they wish to ensure the Programme are undertaking appropriate actions to manage risks to SIT.</p> <p>The IPA advised they will continue to work closely with the Programme to manage risks, and the Programme noted key risks are presented in the PSG Delivery Dashboard and a risk review will be undertaken at the next PSG meeting.</p> |
| <p>Fast Track Design Update Process</p> | <p>The Programme provided an overview of the new proposed Fast Track Design Update Process, which seeks to strike a balance between the need for expedient updates to the MHHS Design Artefacts where issues are identified, whilst ensuring appropriate input from participants and the management of risks emanating from any potentially material changes to the design.</p> <p>The Programme have engaged FTIG, the IPA, and several specific participants in shaping the new process and highlighted the process would be crucial to the clearance of the c.350 items within the Design Issue Notification (DIN) Log and resolution of uncertainty in the design. The DIN Log is a public document, and parties are encouraged to review this regularly to stay abreast of prospective changes to the MHHS Design Artefacts. Where prospective changes may be material in nature, the Programme will determine whether these proceed to a Design Resolution Group (DRG) for development, or, where desired solutions to material issues are known, proceed to a CR and Impact Assessment by participants. Participants will be</p> |

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| | <p>given the opportunity to object to the release of changes to Design Artefacts emanating from the DIN Log and the Programme will consider these on a case-by-case basis and determine the appropriate next steps.</p> <p>One member did not believe the proposed new process addressed the need for industry review and participant input into changes, believing more clarity was required on the objections process, treatment of objections, and timelines for participants to respond to proposed design changes within a set time period. The Programme responded that a cut-off date for objections will be provided within the DIN Log, and where an objection is upheld, the changes would be carved out of the relevant Interim Release with the remaining change allowed to progress. The attendee believed the MHHS Governance Framework did not allow changes to Design Artefacts to be made without approval from the Design Advisory Group (DAG).</p> <p>The IPA advised a workable process, which is suitably visible to participants was key, and that participants are aware of how they may interact with the proposed fast track process.</p> <p>The Chair notes the broad agreement on the need to expedite the release of minor updates to Design and noted the PSG views on the clarifications required to the process (ACTION PSG21-03). The Chair suggested process is implemented and its efficacy reviewed at the next PSG meeting (ACTION 21-04). Members were satisfied with this, providing the aforementioned clarifications are added to the process as described in the meeting papers.</p> <p>The Programme confirmed approval of the new process would bring forward the current scheduled releases, with Interim Release (IR) 1 coming forward to 12 June 2023, and IR2 coming forward to early July 2023.</p> <p>The Chair, in their capacity as MHHS SRO, approved the Fast Track Design Update Process, subject to the clarificatory update being made and the process' efficacy being reviewed at the next PSG (DECISION PSG-DEC54).</p> |
| <p>IPA Test Assurance Approach</p> | <p>The IPA provided an overview of the test assurance activities they plan to undertake. The IPA will ask participants to engage with them on testing assurance and will be reviewing the end-to-end readiness and progress for testing. An overview of assurance timelines was provided, and these align with the various stages of testing. Assurance period one has commenced and this is focussed on Central Party readiness for SIT.</p> <p>One member requested the IPA's assurance milestones are included alongside Programme Plan information to increase the transparency of potential effort required from participants for testing and assurance activities (ACTION PSG21-05).</p> |
| <p>Delivery Dashboards</p> | <p>One member asked for an update on the working assumption that those participating SIT will not need to qualify under the Smart Energy Code (SEC). The Programme advised this assumption had now been confirmed and would be no additional SEC qualification activities for import/export service request capacity requirements with the Data Communications Company (DCC). It was also confirmed that Suppliers can use existing operational channels for Meter Data Retriever (MDR) role activities. The Programme advised a communication will be issued to FTIG members confirming the above (ACTION PSG21-06).</p> |

Date of next meeting: 05 July 2023 10am