

MHHS Testing and Migration Advisory Group (TMAG) Minutes and Actions

Issue date: 07/06/2023

Meeting number	TMAG 019 - extraordinary	Venue	Virtual – MS Teams
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Date and time	31 May 2023 1000-1130	Classification	Public
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Attendees

Chair

Smitha Pichrikat (SP)	MHHS Client Delivery Manager
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Industry Representatives

Chandrani Ghosh	Elexon Representative
Ian Hall (IHal)	Supplier Agent Representative
Ian Hatton (IHat)	DNO Representative
Jonny Moore (JM)	RECCo Representative – covering for Dave Jones
Lee Northall (LN)	Large Supplier Representative (co-representative, Testing)
Nickie Bernsmeier-Rulow (NBR)	DCC Representative
Nigel Rees (NR)	Elexon Representative
Riccardo Lampini (RL)	Elexon Representative
Sandeep Vuppalanchi (SV)	Medium Supplier Representative
Stacey Buck (SBu)	iDNO Representative
Tejas Malwade	I&C Supplier Representative

MHHS IM Members

Amy Clayton (AC)	PMO Governance Support
Anand Kaveripatnam (AK)	Test Data Lead
Cesar Lopes (CL)	Test Data Lead
Jason Brogden (JB)	Industry SME
John Wiggins (JW)	Migration lead
Keith Clark (KC)	Programme Manager
Kevin Davis (KD)	Testing Lead
Lee Cox (LC)	Qualification Lead
Matthew Breen (MB)	Migration Analyst
Nigel Hunt (NH)	Qualification Lead
Simon Berry (SBe)	Environments Lead

Other Attendees

Saima Sabir (SS)	IPA
Sajwal Dash (SD)	IPA
Sinead Quinn (SQ)	Ofgem

Actions

Area	Ref	Action	Owner	Due	Update
Migration, Cutover & Data Strategy	TMAG19-01	Programme to ensure the RAID log risk around the allocation of Qualification tranches is public.	Programme (John Wiggins & Jason Brogden)	21/06/23	
Migration, Cutover & Data Strategy	TMAG19-02	Programme to produce a plan-on-a-page for the Migration deliverables (including lower-level artefacts).	Programme (John Wiggins)	21/06/23	
Overarching Test Data Approach and Plan	TMAG19-03	Programme to provide responses to participant comments on the Overarching Test Data Approach and Plan. Programme to then ask for an offline approval from Constituency Representatives for the plan.	Programme (Cesar Lopes)	21/06/23	
Overarching Test Data Approach and Plan	TMAG19-04	Programme to produce a plan-on-a-page for the Test Data deliverables (including lower-level artefacts).	Programme (Cesar Lopes)	21/06/23	

Decisions

Area	Ref	Description
Migration, Cutover & Data Strategy	TMAG-DEC30	The TMAG approved version 0.2 of the Migration, Cutover & Data Strategy, with the caveat that all open comments will be addressed going forward where relevant.

Minutes

1. Welcome

SP welcomed all to the meeting and ran over the meeting agenda.

2. Migration, Cutover & Data Strategy

Overview of the Migration, Cutover and Data Strategy

JW provided an overview of the Migration, Cutover and Data Strategy, as per the slide. JW shared that the document is the high-level strategy and approach of the core principles that will be undertaken to support the delivery of the migration, cutover, data cleansing and population activities. The key sections of the document were highlighted, as per the slide. JW noted that further detail is under development in the Data Cleanse Plan which is due for industry review through the Migration Working Group (MWG) in the coming weeks. It was noted that the plan is to bring the Data Cleanse Plan for approval at the July TMAG. JW reiterated that the Migration, Cutover and Data Strategy is a high-level strategy of principles of migration and data cleansing which will continue to be developed with industry through the Migration Working Group (MWG) through to 2024.

JW discussed that the document sets out the approach that the Programme will take to manage the migration period and the activities needed to be undertaken between now and M10 (e.g. planning for daily volume thresholds and the governance around how individual Suppliers plans will be managed). In this, it sets out the intent for the Programme to provide a central operating function to support industry through a Migration control centre. JW added that Ofgem are intending to implement a scheme to help industry reach M15, where 100% of MPANs have been migrated from legacy to new MHHS arrangements.

It was noted that complex and shared meter points would be excluded from Reverse Migration, as highlighted in the document. JW shared that Suppliers will be required to hold off forward migration of these MPANs until M14, as this will avoid any impact on consumer choice.

IHal from the Supplier Agent Constituency noted that they were thought the Programme's position on AMR NHH Meters would be reflected in the document. JW responded that the document sets out the position made at MWG on complex and shared meter points only, however the document is not the Programme's final position and if there is more evidence related to AMR NHH Meters then this can be progressed at MWG. IHal request this a caveat be added to the document reflecting this position.

JW shared that the creation of new Export MPANs had been discussed at MWG and Ofgem is now defining a position on this, which will be then picked back up at subsequent MWGs. LN, from the Large Supplier Constituency (LSC) raised that the new Export MPANs in the document did not reflect comments raised by their Constituency. JW asked what the feedback related to as he believed all comments were addressed. LN responded that it was that the document did not accurately reflect obligations on Suppliers. JW shared that this was an open question in the document while the Programme waits for Ofgem's position on this. LN asked if these comments would be included in the next version of the document. JW highlighted that they had received differences in opinions from Large Suppliers on these obligations and therefore would await Ofgem's position on this and produce an updated version based on this, if necessary.

LN, from the LSC explained that they had raised a key concern around the allocation of Qualification tranches to the Programme with proposed mitigation actions. LN asked if this had been actioned and the RAID log risk made public. JB responded that the risk had been captured and took an action to ensure the risk is made public (**ACTION TMAG19-01**). JW added that the wording on the risk had been tightened. Specifically, around migration planning not conflicting with the non-discriminatory approach in BSC and that the risk for a Large Supplier entering at a latter stage of migration is equal to Small Suppliers entering, as the plan is based on volume. The Programme took an action to ensure the risk around the allocation of Qualification tranches is public in the dPMO.

ACTION TMAG19-01: Programme to ensure the RAID log risk around the allocation of Qualification tranches is public.

Summary of Feedback

JW provided a summary of the main feedback themes from the consultation on the Migration, Cutover & Data Strategy document, as per the slide. It was noted that there were significant comments around further detail and clarification being sought in the document from participants. JW shared that additional detail will be addressed in the Data Cleanse Plan and feed into the artefacts discussed at subsequent MWGs. There were also comments on what is meant by 'non-discriminatory' assignment of qualification tranches and migration capacity, which JW noted had been discussed above. Participants had fed back that they would like further clarity on how the migration planning will be undertaken and the Programme has updated the document where required. Finally, there were questions on whether the Ramp-Up / Ramp-Down will be made applicable to all parties. JW responded that the Programme is currently building a Migration modelling tool to report on a daily basis progress against plan and to dynamically manage slips in the plan. This tool will be developed at MWG where industry will have the opportunity to feed in.

Summary of Updates and Recommendation for Approval

JW provided a summary changes and updates to the document, as per the slide. It was noted that the Programme had added additional sections that cover qualification management, migration reporting and quality management, and provided further detail within the daily migration threshold section. Further all comments received have been responded to and have been tracked for further guidance in the migration planning phase.

RL, from Elexon, asked for clarification for when participant comments on the document would be addressed and included. JW responded that based on earlier feedback in the meeting from LN, that based on Ofgem's position they would update the document accordingly. RL explained that the comments were also around the clarification of the roles and responsibilities of the PAB. JW responded that they had removed reference to the PAB from a number of sections, and further clarified that it is not the intent for the PAB to plan an active role in the migration or data cleansing. JW further shared that the intent of the document is to provide a high-level strategy and not a low-level design of roles and responsibilities that will instead come out in the Data Cleanse Plan which will be approved separately by TMAG. RL asked what the timelines would be the newer version of the document with addressed comments, JW highlighted this would be based on Ofgem's timescales. JB further highlighted that the Migration, Cutover & Data Strategy document is to give a baseline for the current position and initial certainty for participants, noting that change will occur, and this will go through the correct working groups and change procedure.

The Chair moved to the decision and asked if any Representatives rejected approval of approved version 0.2 of the Migration, Cutover & Data Strategy. RL asked to have a record that Elexon had requested a revised document where open comments would be considered. JW explained that all comments that came back in the consultation had been responded to and logged. LN asked for a plan-on-a-page for the related lower-level artefacts to help navigate this and highlight where comments will be addressed going forward. The Programme took an action to produce a plan-on-a-page for the Migration deliverables (**ACTION TMAG19-02**).

DECISION TMAG-DEC30: The TMAG approved version 0.2 of the Migration, Cutover & Data Strategy, with the caveat that all open comments will be addressed going forward where relevant.

ACTION TMAG19-02: Programme to produce a plan-on-a-page for the Migration deliverables (including lower-level artefacts).

3. **Overarching Test Data Approach and Plan**

Overview of the Overarching Test Data Approach and Plan

CL provided an overview of the Overarching Test Data Approach & Plan, as per the slide. It was noted that the aim of the document is to define a Test Data Approach that will deliver an aligned set of data for Systems Integration (SIT) and User Integration Testing (UIT). CL explained that the document has an excel spreadsheet attached named "Population of Data Items for Testing" which provides an overview of the specific data items that have been identified from a combination of the MHHS Data Catalogue and the D-flows. CL highlighted the key sections of the document, as per the slide (included: Systems Requiring Data Cuts, Data Cut Process, Test Data Creation, Sensitive Data Protection, Data Risk Management). CL highlighted that participants will be asked to take a data cut as back up and this data will be loaded into the participants environment. It was noted that the sensitive data protection and data risk management sections had lots of comments, however this is too complex for this document and this detail will be included in future iterations (e.g., in the Data Protection Assessment). CL noted that the plan is for any data that is shared to require data protection.

Summary of Feedback

CL provided a summary of the feedback from the consultation on the Overarching Test Data Approach & Plan, as per the slide. It was noted that the Programme will go through the main feedback and responses to these at the Data Working Group (DWG) on 01 June 2023 to give clarity on how the Programme addressed the comments. It was shared that significant feedback centered on data privacy and security, which the Programme acknowledged as a high-risk item. CL noted that all security requirements will need to be addressed before any data transfer occurs.

CL recommended that organisations with more than one MPID should still take a data cut for all their MPIDs, to reduce risk and be used as a back-up. Non-SIT participants will also need to take a data cut and this will be used when you come to qualification and to set up their Test environments using this data cut. CL noted they had addressed most of the comments on corrections on the details of required data items and respective method for population, however it was explained that this document will require updates as testing begins, which will be aligned upon at DWG.

LN, from the LSC highlighted that comments from participants in their Constituency had not been addressed, therefore the Representative was unsure they could approve this document. CL responded that all overall comments had been addressed and tracked on the document but not to participants directly. The Chair asked CL if the details would be addressed in the Systems Integration (SIT) and User Integration Testing (UIT) approaches. CL confirmed this. LN asked when the comments would be directly responded to. CL responded that by the end of the week. RL, from Elexon, also highlighted participants had not received comments directly and would need this insight before approving. The Chair took these comments on board and decided to pause the approval until responses are sent to participants. JB suggested an offline approval of the document before the July TMAG with confirmation from Constituency Representatives. The Chair and TMAG members agreed to an offline approval. (**ACTION TMAG19-03**).

ACTION TMAG19-03: Programme to provide responses to participant comments on the Overarching Test Data Approach and Plan. Programme to then ask for an offline approval from Constituency Representatives for the plan.

The Programme took an action to produce a plan-on-a-page for the Overarching Test Data deliverables (**ACTION TMAG19-04**).

ACTION TMAG19-04: Programme to produce a plan-on-a-page for the Test Data deliverables (including lower-level artefacts).

4. Summary and next steps

AC summarised the actions and decisions as per the table above. SP invited any further AOB. None raised. SP closed the meeting.

Date of next TMAG: 21 June 2023