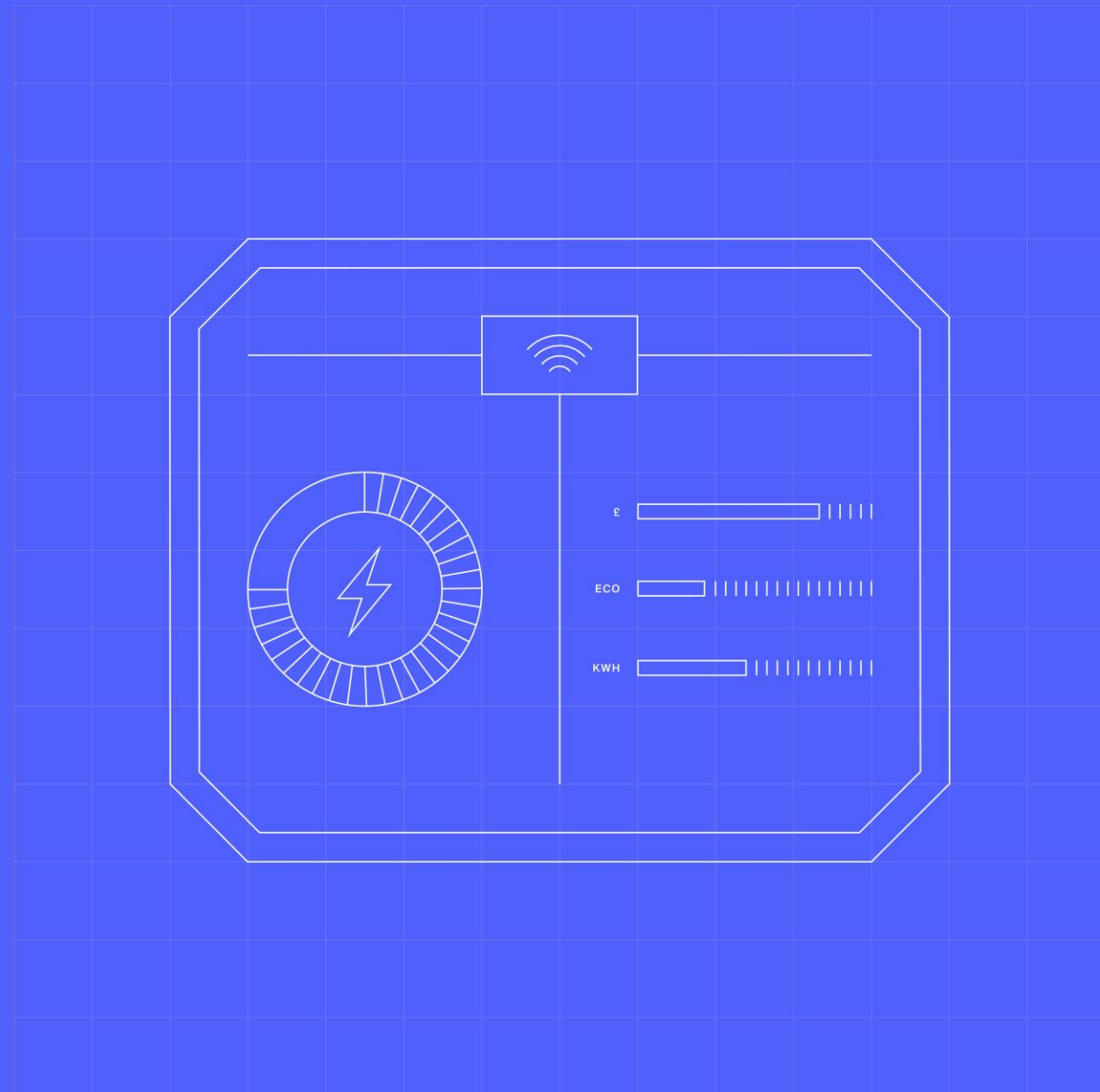


Fast Track Design Update Process

Version 1.0

MHHS-DEL1316

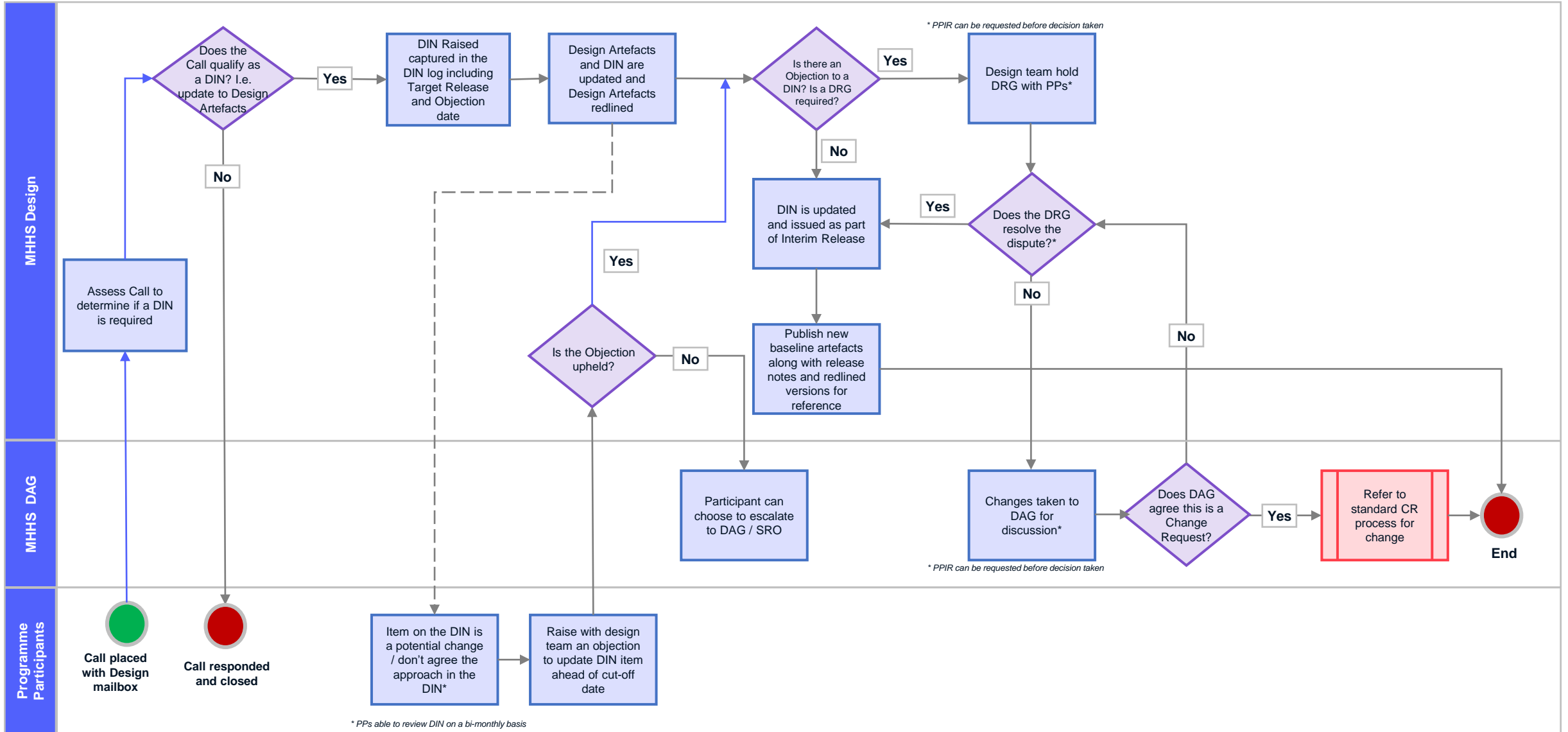


Fast Track Design Update Process Journey

1. Programme Participant (PP) logs a Call to the Design Mailbox highlighting clarifications, errors, inconsistencies in the design.
2. Call is assessed by MHHS Design, if it qualifies, a Design Issue Notification (DIN) is raised and entered into the DIN Log. A proposed solution will be recorded once a detailed assessment has been carried out.
3. Programme Participant is informed of DIN reference.
4. DINs are allocated to a future release and an objection date is assigned to the DIN aligning with the target release date (typically 3 weeks prior to the release).
5. For Programme Participants (PPs), the bi-monthly publishing of the DIN log serves as a control and enables them to flag any objections (where they disagree with the approach / believe it constitutes a more significant change) against DIN(s).
6. Programme Participants can, if required, and prior to the objection date raise an objection about the DIN requesting it is referred to a Design Resolution Group (DRG) meeting. The Programme Participant is required to provide a rationale on their objection against a DIN along with any alternative solution(s).
7. Objections will be reviewed by the Programme on a case by case basis and in discussion with the raiser (Programme Participant). Consideration will be given to materiality (e.g. whether the design update would affect multiple participants / constituencies, whether it impacts time/cost/build considerations for multiple participants, whether any particular detriment would occur if the update were made, etc.), the ability to achieve a viable solution in alignment with Programme timelines/milestones, the supporting evidence provided by the objector, the views of the Programme and IPA (where necessary), and the implications of not making the update*.
8. Where agreement of next steps cannot be reached following a DIN objection, the Programme Participant can escalate with the Programme (DAG, PSG, SRO.) for discussion/ decision.
9. A DRG may take place in one or more of these scenarios against a DIN: (i) further industry wide clarification is required; (ii) optionality needs to be discussed with industry; (iii) there is potential for major impact.
10. It may be determined a DIN requires a Programme Participant Information Request (PPIR) can be used to solicit feedback from Programme Participants on their preferred option. PPIRs function as informal impact assessment.
11. If DINs going to the DRG does not resolve the update, changes are taken to DAG for discussion / decision.
12. If the DRG determines that a Change Request (CR) is required, this will be taken to DAG for approval.
13. Participants have the right to escalate to the IPA where they wish to (note, escalations to Ofgem should happen via the IPA and not directly to Ofgem)

*Please note, this is a non-exhaustive list of considerations – each objection will be reviewed on a case by case basis

Fast Track Design Update Process Map



Proposed Release Timeline

2023

