

## MHHS Programme Steering Group (PSG) Minutes and Actions

Issue date: 13/09/2023

Meeting Number **PSG024**

Venue **Hybrid – F2F / MS Teams**

Date and Time **06 September 2023 1000-1200**

Classification **Public**

### Attendees

#### Chair

Helen Tipton (Chair)

MHHS SRO

#### Industry Representatives

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

Small Supplier Representative

Deborah Woods-Malone (DWM)

DCC Representative (Central Systems Provider)

Gareth Evans (GE)

I&C Supplier Representative

Graham Wood (GW)

Large Supplier Representative

Chris Price (CP)

DNO Representative

Jenny Rawlinson (JR)

iDNO Representative

Jonny Moore (JM) (on behalf of Jonathan Hawkins)

RECCo Representative

Joel Stark (JS)

Supplier Agent Representative (Independent)

Kerrin Kelly (KK) (on behalf of Karen Thompson-Lilley)

National Grid ESO

Paul Akrill (PA)

Supplier Agent Representative

Vladimir Black (VB)

Medium Supplier Representative

#### MHHS IM

Adrian Page (AP)

SI Design Lead

Chris Harden (CH)

Programme Director

Chris Welby (CW)

Programme Industry SME

Fraser Mathieson (FM)

Governance Lead

Keith Clark (KC)

Programme Manager

Jason Brogden (JBr)

Programme Industry SME

#### Other Attendees

Andy MacFaul (AMF)

Ofgem

Jenny Boothe (JBo)

Ofgem

Sinead Quinn (SQ)

Ofgem

Melissa Giordano (MG)

Ofgem

Oliver Meggitt (OM) (part meeting)

Elexon

Richard Warham (RW)

St Clements Services

Richard Shilton (RS)

IPA

David Gandee (DG)

IPA

### Apologies

Caroline Farquhar

Consumer Representative

Lewis Robertson (LR)

Elexon Representative (Central Systems Provider)

## Actions

Area	Ref	Action	Owner	Due
Qualification Testing	PSG24-01	Elexon and RECCo to provide transparency around qualification testing dates, assumptions on equivalence from SIT, and understanding of testing which may be required in addition to SIT-based evidence requirements. In addition, Elexon and RECCo to ensure the clarifications are raised to the Qualification and E2E Sandboxing Working Group (QWG) and current plan dates are published.	Elexon (Oli Meggitt) & RECCo (Jonny Moore)	04/10/2023
Qualification Testing	PSG24-02	Elexon to discuss development of the Qualification Assessment Document (QAD) and Qualification Approach and Plan document with the IPA.	Elexon (Oli Meggitt)	04/10/2023
Delivery Dashboards	PSG24-03	Programme to review risks R653 and R380 and consider whether risk score should be higher	Programme (Simon Berry & Jason Brogden)	04/10/2023
Previous Meeting(s)	PSG23-03	Review the existing appeals mechanisms as described in the existing Governance Framework and determine whether a defined appeals process needs to be documented elsewhere. Findings will be shared with PSG.	Programme (Lewis Hall & Fraser Mathieson)	06/09/2023
	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	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	30/10/2023
	PSG18-05	Progress the assurance process for LDSOs for the accuracy of data for DUoS billing.	Programme (Jason Brogden)	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

## Decisions

Area	Ref	Decision
Programme Governance	PSG-DEC58	The PSG approved the headline report and minutes of the PSG meeting held 02 August 2023 with no amendments.

## [Minutes](#)

### 1. Welcome

The Chair welcomed all to the meeting and introduced the agenda.

### 2. Minutes and Actions

The minutes and headline report of the last meeting were approved with no amendments.

Action wording and updates can be found within the meeting papers and meeting minutes.

**DECISION PSG-DEC58: The PSG approved the headline report and minutes of the PSG meeting held 02 August 2023 with no amendments.**

Action wording and updates can be found within the meeting papers and a summary of key discussions is provided below:

**PSG18-05:** Regarding the assurance process for the accuracy of Distributed Use of System (DUoS) charges for Licenced Distribution Service Operators (LDSOs), the Programme advised work is underway to consider assurance mechanisms and assurance of settlement accuracy. Discussion will be held at the SIT Working Group (SITWG). GW commented collaboration with both Suppliers and LDSOs is required, and any solution may require end-to-end testing, and therefore may not be solely relevant to the SITWG. The Programme advised they are seeking to ensure the scope of testing is appropriate and whether there are opportunities for LDSOs to take the relevant reports and run them through DUoS processes to test. End-to-end testing is not in scope currently, but is possible, and this will be the subject of discussion at the SITWG. Suppliers may wish to validate the reports also, and this may be worthwhile once there is a controlled set of data. GW wished to ensure reports emanating from the Data Integration Platform operate effectively, and agreed this should be discussed at the SITWG. Action ongoing.

**PSG20-03:** Regarding PSG Constituency Representatives encouraging constituents to request bilateral discussion with the Programme on SIT planning, the Programme advised this was a holding action which would be retained for visibility of the need for ongoing collaboration between the Programme and participants. Action ongoing.

**PSG21-05:** The PSG were advised IPA test assurance activities are ongoing. Action ongoing.

**PSG23-03:** The Programme advised review of the Programme appeals process was underway, and findings would be shared at a future PSG. The Programme noted the resolution to ACTION PSG23-04 (see below). Action ongoing.

**PSG23-04:** Regarding the Large Supplier Constituency appeal in relation to Programme Change Request (CR) 018 ([Registration Service Operating Hours](#)), GW, the Large Supplier Representative, confirmed this had now been covered and the action could be closed. Action closed.

### 3. Sponsor Update

Ofgem advised they continue to fully support progression of the Programme according to the plan timelines and wish to see SIT commence on time. Government, the Department for Energy and Net Zero (DESNZ), and Ofgem senior management all share a keen interest in the Programme being delivered in line with the new timetable.

### 4. Programme Reporting

The Programme advised the outlook on M9 (SIT start) is currently positive. The Programme advised a small number of milestones are tracking red, and several are amber. This reflects several milestones currently undergoing replan (e.g. transition design) or where review is underway to understand if the deliverable is still required to support participants (e.g. E2E Sandbox Guidance). The Programme is actively managing risks to M9 and the majority of amber milestones reflect the Programme's conservative approach to the tracking of deliverables for SIT start. Further updates on readiness and milestone status will be provided at the PSG on 04 October 2023

The IPA noted the recent production data backup undertaken on 19 August 2023 and the Programme confirmed the data cut had been successful, with no issues reported. The Programme thanked participants for their support with the data cut, noting this was a joint enterprise across the Programme and a positive result has been achieved.

GW highlighted current concerns around the potential misalignment of the Interface Catalogue and Swagger. The Programme advised a decision has been taken to align CIT to the Swagger specification, and this will be discussed at the Fast track Implementation Group (FTIG) on 06 September 2023. CP asked whether the decision to align CIT to Swagger may require redesign work by participants. The Programme advised there is likely to be some effort required by participants, and the decision to align to Swagger was taken as the majority of participants have built machine readable systems.

## 5. SIT Update

The Programme provided an update on SIT readiness, advising SIT consists of five stages, with participants due to enter CIT. Updates on the test cases, test tools, and defect management processes were provided. An overview of the measures being undertaken by the Programme to ensure the readiness of Core Capability Providers was provided. The Programme advised test execution reports on DIP build against Interim Release (IR) 1 are being obtained, with uplift to IR2 to be undertaken at the end of October 2023. Elexon Helix execution is underway with completion anticipated at the end of September 2023. Documentation assurance has been undertaken by the Programme.

The Programme advised activities beyond M9 are also underway, including CIT Intervals 2,3 and 4 test assurance documentation being provided.

The Programme advised the SIT Tracker has been published on the [Programme Collaboration Base](#), which provides detail and commentary on individual testing activities as well as RAG statuses. The tracker will be updated twice per week.

SIT Functional is due to commence in March 2024 and preparations are underway including provision of approach and plan documents and test scenarios/cases. Updates are due to be provided at the SIT Working Group on 07 September 2023. The start dates and the approach and plan approval dates for the remaining SIT stages were provided.

## 6. Qualification Testing

Elexon and RECCo provided an update on Qualification Testing including, timelines, Qualification Testing (QT) tranches, approach and plan, the Qualification Assessment Document (QAD), placing reliance, and risks/dependencies, per the meeting slides.

### Qualification Overview:

OM, the Head of Assurance for Elexon, advised work is underway by Code Bodies to confirm SIT equivalence arrangements which will seek to align the scope of testing for SIT participants with testing requirements for non-SIT participants. Responsibility for qualification activities sits with BSCCo and RECCo, who are jointly developing the qualification process in consultation with participants via the MHHS Qualification and E2E Sandboxing Working Group (QWG).

Any party who does not qualify by M14 (All suppliers must be able to access MPANs under the new TOM) will be required to proceed via the enduring business-as-usual qualification process. An outline of proposed routes to qualification depending on whether a participant is a SIT participant or not was provided, per the meeting slides.

JR sought to confirm the potential environments and testing resource requirements for QT for non-SIT participants. Elexon advised the intention to provide the same functionality as was provided for SIT volunteers, and work is ongoing to confirm this. The QT approach will be for parties who are not placing reliance. Code Bodies are seeking to minimise the need for participants to duplicate testing evidence.

CP wished to know when principles and specific information on the approach to QT will be provided, noting current uncertainty around the testing of multiple MPIDs for differing roles and how placing reliance will operate. Given the pressing timeframes, the representative stressed the importance of know precisely what will be required and highlighted the potential costs of operating multiple concurrent environments.

### Tranche Approach for SIT Equivalent Testing

OM provided an overview of the consideration being given by Code Bodies to ensure the approach to SIT equivalent qualification tranches is fair and non-discriminatory, and accounts for participant readiness and the need for a mixed ecosystem during transition.

A high level overview of the process was provided per the meeting slides. Participants will need to assert their intention to qualify with Code Bodies and will then be allocated to a tranche (with preferences considered where practical). The tranches will be confirmed two-months ahead of commencement, and participants will be required report on readiness and PIT progress. Dropouts from an allocated tranche will not be guaranteed a space in another tranche, and it is therefore important for participants to consider the best-fit tranche for themselves when submitting their intention to qualify. Tranche allocations will be assigned on a first come/first served basis, noting the need to ensure a mixed ecosystem during transition.

GW queried how a Large Supplier dropout may affect the tranche allocations. Elexon advised the approach will be as flexible as practicable, however there are limits to capacity and re-allocation to a later tranche is not guaranteed. The Chair urged constituency representatives to urge participants to take advantage of the support the Programme will offer

in driving critical path activities and to ensure participants are aware tranche allocation will be first come/first served. Participants should also be encouraged to ensure dialogue, to provide suggestions on the 'happy path', and to be realistic about tranche selection in terms of readiness. No appeals route for tranche allocations will be provided, however issues can be raised to the relevant Code Bodies if required.

### **Qualification Assessment Document**

OM advised the timelines for producing the Qualification Assessment Document (QAD) are currently subject to replanning. Consideration is being given to the risk of SIT evidence requirements being too narrow for Qualification Testing purposes and the potential solutions. Any areas where SIT does not cover a requirement for qualification may require coverage in addition, and the finalised QAD cannot be issued until such detailed evidence requirements are known. The IDNO and DNO Representatives noted this was a concern for Licenced Distribution Service Operators (LDSOs) and it could result in a need to build/test, and then re-open for further build work for qualification, and this may be challenging. The Programme noted this is an existing risk in the Programme RAID Log and concerns must be allayed.

**ACTION PSG24-01: Elexon and RECCo to provide transparency around qualification testing dates, assumptions on equivalence from SIT, and understanding of testing which may be required in addition to SIT-based evidence requirements. In addition, Elexon and RECCo to ensure the clarifications are raised to the Qualification and E2E Sandboxing Working Group (QWG) and current plan dates are published.**

The IPA requested discussion with Elexon and RECCo on the approach to the QAD to inform assurance measures and potentially inform the development of the document.

**ACTION PSG24-01: Elexon to discuss development of the Qualification Assessment Document (QAD) and Qualification Approach and Plan document with the IPA.**

### **PR Policy**

Code Bodies are seeking to ensure participants who utilise third party providers, or who have common solutions, can harness this commonality in qualification without all requiring testing for the same requirement. Code Bodies must ensure the way common systems are being used by individual parties is aligned to the intent of the qualification requirement. The Programme have produced the Placing Reliance Policy and OM advised future interaction of individual participants policies with the Code Bodies will be elucidated in a future version of the Qualification Approach and Plan (QA&P) document.

### **Key RAID**

JM, the RECCo Representative, highlighted dependencies and potential risks such as the SIT Approach and Plan (SITA&P) as a dependency for finalisation of the QA&P. Given the anticipated timelines for the SITA&P this creates a risk the QA&P cannot be finalised until 31 July 2024, which is after LDSO testing commencement. The Programme noted the majority of substantive content will be known and unlikely to change ahead of this date, which should mitigate this risk. The Programme will also seek to deliver elements it is responsible for as quickly as practicable, and to undertake an iterative approach to finalisation of the SITA&P to assist in placing content into the public domain and supporting substantive completion of the QA&P as soon as feasible.

Chair encouraged the Elexon and RECCo Representatives to ensure supporting documentation is produced as soon as possible to support participants, and noted expediency is now required to realign Code Body qualification development activities to the requirements of the Programme timelines.

## **7. Control Point 2**

KC provided an overview of Control Point (CP) 2, which is an internal Programme control point which prompts consideration of the health of the Programme in the lead up to significant milestone decisions.

CP1 was undertaken at M5 (Physical design baselined), and CP2 will follow a similar process in terms of consideration of whether the Programme is progressing as necessary, and whether risks and changes are manageable. As a part of CP2 the Programme carries out a 'bottom up' health check, and then undertakes a strategic 'top-down' review. Depending on the overall health of the Programme, a decision is made to either continue or stop. The IPA will also be engaged, and opportunity will be provided at the M9 decision point for independent assurance views.

## **8. SASWG Status Update**

CW provided an update on the Settlement Analysis Scoping Working Group (SASWG), advising the original date for reporting to the PSG had been extended to enable additional analysis. The SASWG output report will be presented to

the October PSG. CW advised the SASWG had received good quality engagement and the output report should deliver the desired outcome.

The Chair asked what actions may happen as a result of the SASWG's work. CW advised recommendation will be set out regarding what could/should happen, and it will then be for participants to decide how to take these forward.

GW asked how the recommendations would be taken forward. CW advised the recommendations will be presented to PSG, with associated hypotheses and progression options provided, and participants must then decide which hypotheses are taken forward and the associated approach. This could involve the raising of Programme CRs, or establishment of Elexon issues groups, or participants may undertake work individually based on the SASWG's outputs.

## 9. Delivery Dashboards

The PSG reviewed the delivery dashboards by exception, a summary of discussion is provided below:

### Core Capability Provider Delivery Plans (St Clements)

The Chair highlights noted the new red risks provided within St Clement's dashboard and requested an overview.

CP presented updates on St Clement's status, noting the majority of delivery measures have now moved to green. Some new red items have been added, which highlight risks St Clements wish to highlight that could become issues and impact their delivery plan. KC noted the Programme are aware of the items raised, and the dashboard provides a transparent view that there are risks which could become issues. KC believed the overall amber status of St Clements reflected the limited contingency available. CP noted the red risks are not simply regarding resource constraints, but also timeline progression. KC stated the Programme will continue to support St Clements in the lead up to M9 and beyond.

The Chair noted the positive nature of the collaborative approach being taken, and urged PSG members to ensure any risks which are materialising into issues are raised for discussion with the Programme as soon as they develop.

### Risk Themes

JR queried whether Risk (R) 653, relating to whether Code Bodies will be able to define the qualification testing approach and requirements for non-SIT LDSO testing in a timely manner, should have a higher risk score. The Programme took an action to review this and revise as may be required. Associated risk R380, relating to the risk that LDSOs may not participate, or complete, non-SOT LDSO testing in time was incorporated into this action also.

**ACTION PSG24-01: Programme to review risks R653 and R380 and consider whether risk score should be higher**

### Code Drafting Status

The Chair noted code drafting activities were progressing well, and noted the joint effort by the Programme, Code Bodies, and participants to progress this.

### IPA

The IPA advised they are entering the second phase of test assurance now. The Chair wished to ensure the positive dialogue between the Programme and IPA continues.

## 10. Summary and Next Steps

### AOB1

JM wished to clarify that CRs will be required for changes to non-design documents which have been baselined. The Chair and KC advised material changes must progress via a CR. Minor changes may progress via a Design Issue Notification (DIN). The Chair offered to discuss this with JM offline if desired.

### AOB2

CP asked whether a change freeze will be implemented, considering the need for design stability and the need to avoid 'nice to have' changes. CH advised nice to haves are already assessed as part of the change control process for new CRs and will be deferred unless a critical/material need is identified. CP considered MHHS go-live is when migration of MPANs commences, and wished to understand whether there would be an opportunity to freeze change but allow critical changes to be raised to resolve high impact issues. JM noted potential impacts on code drafting where changes are either frozen or allowed to progress, and considered caution would be required over whether changes are not progressed that would be required to optimise code drafting activities.

**Dates of Next Meeting: 30 October 2023 14:30pm (extraordinary)**

**Date of Next Regular Meeting: 01 November 2023 10am**

