

MHHS SIT Advisory Group (SITAG) Headline Report

Issue date: 19/04/2024

Meeting number	SITAG 003	Venue	Virtual – MS Teams
Date and time	17 April 2024 10:00-12:00	Classification	Public

Actions

Area	Action Ref	Action	Owner	Due Date
SIT Migration Test Scenarios & Test Cases (Themes 2 & 3)	SITAG03-01	Programme to return to May 2024 SITAG with approval request for tests excluded from SIT Migration Test scenarios & Test Cases (Theme 2 & 3) approval	Programme (Lee Cox)	15/05/2024
IPA Updates	SITAG03-02	IPA to seek to schedule any testing assurance bilaterals as soon as practicable	IPA	15/05/2024
Top Programme Risks related to SITAG	SITAG03-03	Programme to review scoring of Programme risk R802 scoring and provide additional information mitigations	Programme (Lee Cox)	15/05/2024
Top Programme Risks related to SITAG	SITAG03-04	Programme to raise new Programme risk relating to SIT Migration commencement	Programme (Lee Cox)	15/05/2024
Top Programme Risks related to SITAG	SITAG03-05	Programme to ensure Programme risk exists for potential congestion of testing schedule in Summer 2024, or raise a new risk if not	Programme (Lee Cox)	15/05/2024
IPA Updates	SITAG02-01	IPA to consider providing improved visibility of progress on assurance recommendations	IPA (Taylor Thorpe)	15/05/2024

Decisions

Area	Decision Ref	Description
Minutes and Actions	SITAG-DEC12	SITAG approved the headline report of the SITAG meeting held 20 March 2024 with no amendments
SIT Migration Test scenarios & Test Cases (Themes 2 & 3)	SITAG-DEC13	SRO approved the SIT Migration Test Scenarios & Test Cases Theme 2, excluding ISD updates tests

SIT Migration Test scenarios & Test Cases (Themes 2 & 3)	SITAG-DEC14	SRO approved the SIT Migration Test Scenarios & Test Cases Theme 3, excluding the Theme 3 SIT-M-RM-COS-DfltVal test case
Environments Approach & Plan	SITAG-DEC15	SRO approved the Environments Approach & Plan v2.13 for publication
Programme Milestones related to SITAG	SITAG-DEC16	SRO approved the addition/removal/renaming or change of baseline due dates of Tier 3 milestones as detailed in the 17 April 2023 SITAG meeting papers

Key Discussion Items

Area	Discussion
Minutes and Actions	<p>The headline report of the previous meeting was approved with no amendments (DECISION SITAG-DEC12 – recording timestamp 00:10:55). Action wording and latest updates can be found within the meeting papers and key discussion points are summarised below:</p> <p>SITAG02-01: The IPA advised information on progress against IPA assurance recommendations will be provided at next meeting, and a retrospective on recommendation outcomes would be provided at regular intervals in future. Action ongoing.</p>
SIT Migration Test Scenarios & Test Cases (Themes 2 & 3)	<p>The Programme requested approval of the SIT Migration (SIT M) Test Scenarios (TS) and Test Cases (TC) Themes 2 (Reverse Migration) and 3 (Import/Export MPANs & Exception Handling) following a recommendation from the SIT Working Group (SITWG).</p> <p>The Programme provided an overview of the development of the TS' and TCs and highlighted the following were excluded from the approval requests and would be brought to the SITAG on 15 May 2024 for a decision on approval (ACTION SITAG03-01):</p> <ul style="list-style-type: none"> • Theme 3 TC – SIT-M-RM-COS-DfltVal v0.1 • TS' and TCs for Industry Standing Data (ISD) updates following addition of newly qualified entrants <p>Additionally, the Programme advised feedback continues to be received from participants proposing enhancements to the SIT M test artefacts, and the Programme will address these as part of established continuous improvement mechanisms.</p> <p>The Supplier Agent (Independent) Representative commented that the quality and tight timeframes for review of the Themes 2 and 3 artefacts made the provision of feedback challenging. The representative believed this may pose a risk of errors occurring in testing and queried how these would be managed. The MHHS Test Lead advised mechanisms were in place to resolve defects and these were currently in use in SIT Functional (SIT F).</p> <p>The Chair invited any objections to approval of the TS' and TCs noting the excluded tests, to which none were raised.</p> <p>The Chair, acting with delegated authority of the MHHS Senior Responsible Owner (SRO), approved the SIT M TS' and TCs Themes 2 and 3 (DECISIONS SITAG-DEC13 and SITAG-DEC14 – recording timestamp 00:20:30).</p>

<p>Environments Approach & Plan</p>	<p>The Programme requested approval of the latest iteration of the Environments Approach & Plan (A&P), incorporating the test environment architecture for Non-SIT LDSO Qualification Testing (QT), following consultation and endorsement by the Environments Working Group (EWG). The Programme advised there would be further iterations of the document in future to incorporate Supplier & Agent QT and the environments sandbox.</p> <p>The Chair invited any objections to approval of the updated document, to which none were raised.</p> <p>The Chair, acting with delegated authority of the SRO, approved the Environments A&P v2.13 for publication (DECISION SITAG-DEC15 – recording timestamp 00:22:35).</p>
<p>SIT Functional Work-Off Updates</p>	<p>The Programme provided updates on SIT F preparation work-off progress, per the meeting slides. The Programme advised that with the exception of one updated Pre-Integration Testing (PIT) completion report still to be received, the work-off plan was complete. It was noted this outstanding item did not affect SIT F execution, and all SIT participants were now PIT complete and executing tests for SIT F. This outstanding item does not affect SIT F. All PPs with all capabilities PIT complete and executing testing.</p>
<p>SIT F Progress Updates</p>	<p>The Programme provided of SIT F execution throughput, per the meeting slides. Execution is maintaining a steady trajectory; however a high number of defects are being identified and the Programme will seek to increase throughput by asking cohorts to execute at least three to four tests per day, whilst closely supporting cohorts facing challenges.</p> <p>The Programme advised the required outcomes for SIT F Cycle 1 were to achieve test execution across all relevant business processes (BPs), noting this as opposed to test passes across all BPs (with the exception of Change of Supplier (CoS) and Change of Agent (CoA) testing, for which passes are required for SIT M commencement). SIT F Cycle 1 is now mid-way through, with c.50% of tests executed in terms of throughput. No Priority 1 (P1) defects have emerged thus far, and there have been no unexpected environments outages. Change required to the MHHS Design as a result of defects has also been limited thus far also, with only one defect requiring design change.</p> <p>The RECCo Representative noted the usefulness of the updates and advised that in relation to CoS and CoA tests, they had yet to see these executed with the Electricity Enquiry Service (EES). The representative asked whether this represented a risk to SIT M commencement. The Programme advised it was intended that more complex tests such as these would be undertaken once SIT F was underway and there was confidence in the stability of the platform and ways of working between SIT cohorts. The MHHS Test Lead advised a focus was now required on the CoS and CoA tests, and expressed confidence these could be successfully executed and passed by the end of SIT F Cycle 1 in five weeks. This will be monitored via readiness reporting for SIT M which will be provided weekly to the Fast Track Implementation Group (FTIG) and at each SITAG meeting.</p> <p>The Large Supplier Representative highlighted comments raised by their constituents at the SITWG expressing concern over the low number of pass rates thus far and the potential implications of Cycle 1 tests needing to continue in Cycle 2. The representative stated that the concurrent commencement of SIT M and settlement testing at the same time as Cycle 2 was causing nervousness amongst constituents and was something that was likely to be raised at FTIG. The Programme thanked the representative for their views, and noted test execution throughput was being monitored closely with control levers such as driving increased throughput being applied, and weekly updates being provided to FTIG.</p>
<p>SIT Plan on a Page</p>	<p>The Programme provided an overview of all SIT stages including commencement dates, environments, maintenance windows, and key milestone completion dates. The Programme reminded attendees that settlement testing will be undertaken in the SIT B environment,</p>

	<p>commencing 10 June 2024. The Programme highlighted the SIT Plan on a Page (POAP) reflected the agreed Programme Plan as approved in June 2023, noting that the concurrency of certain testing stages was included in this.</p> <p>The Large Supplier Representative reiterate constituents concerns around the volume of activities to be undertaken over Summer 2024. The Programme advised these concerns were taken seriously, and preparations for future SIT stages were advancing and the Programme closely supporting participants. The Programme highlighted some SIT participants were progressing at pace and were seeking to complete testing more quickly.</p> <p>The MHHS Test Lead asked whether there was anything about the POAP or plan which SITAG members did not understand, to which nothing was raised.</p> <p>The Programme provided an overview of timelines and build requirements for settlement testing, advising that SIT participants were required have built their environments by 03 May 2024 based on design Interim Release (IR) 5.5. Participant webhook registration and smoke testing will then be undertaken before the SIT B environment is uplifted to IR7.2 during the maintenance window between 03 June 2024 and 07 June 2024. The Programme clarified there will be no formal requirement to repeat DIP onboarding for the SIT B environment and the process will be far less onerous than it was for SIT A, Participants will be required to reroute tests to a different environment and the Programme will clarify whether any new certificates may be required in due course.</p>
SIT Non-Functional Test Scenario and Test Case Delivery Plan	<p>The Programme provided an overview of the delivery plan for the SIT Non-Functional TS' and TCs, per the meeting slides. The Programme proposed a change to the delivery approach for the TS' and TCs, whereby these would be delivered and approved together rather than separately and grouped according to testing themes. The Programme highlighted the associated Tier 3 milestone change requests (see below) and invited questions from SITAG members.</p> <p>The Large Supplier Representative queried whether the proposed change in approach had been discussed at relevant MHHS Working Groups. The Programme advised it was raised at the Non-Functional Testing Working Group (NFTWG) on 16 April 2024 where the proposal was endorsed subject to there being a Programme risk covering the potential impacts of any delays to the delivery of the TS' and TCs.</p>
SIT Operational Test Scenario and Test Case Delivery Plan	<p>The Programme advised of a similar proposed change to the delivery of the SIT Operational TS' and TCs, stating this would enable content to be issued for industry review sooner than under the current milestone deliverables within the Programme Plan. The Programme highlighted the associated Tier 3 milestone change requests (see below) and invited questions from SITAG members, to which none were raised.</p>
Programme Milestones related to SITAG	<p>The Programme provided an overview of upcoming Programme milestones relevant to SITAG. The Programme requested approval of changes to Tier 3 milestones to add/remove/rename or change baseline due date, per the meeting slides.</p> <p>The Chair invited any objections to approval of the updated document, to which none were raised.</p> <p>The Chair, acting with delegated authority of the SRO, approved the proposed changes to Tier 3 milestones, as detailed in the SITAG meeting papers (DECISION SITAG-DEC16 – recording timestamp 01:11:00).</p>
Top Programme Risks related to SITAG	<p>The Programme highlighted a new issue relating to additional TS' and TCs which must be added to the tests covered in SIT to support qualification requirements (RAID ID I170). The Programme advised an action plan was under development and communications would be issued to participants in due course.</p>

	<p>The RECCo Representative queried the reduction in score of risk R802 relating to the completion of SIT F Cycle 1. The Programme agreed to review this (ACTION SITAG03-03) and to raise a new Programme risk relating to SIT M commencement given the dependencies on outcomes from Cycle 1 (ACTION SITAG03-04).</p> <p>The Large Supplier representative queried whether there was an existing Programme risk relating to the potential challenges their constituents had expressed over the concurrency of SIT testing stages. The Programme agreed to review whether this was covered by an existing risk, and if not, to raise a new one (ACTION SITAG03-05).</p>
<p>Appendix – New Advisory Groups</p>	<p>The Programme highlighted the constituency seats which remain vacant at the SITAG, Migration and Cutover Advisory Group (MCAG), and Qualification Advisory Group (QAG). The Programme requested SITAG members highlight these vacancies to their constituents.</p>

Date of next meeting: 15 May 2024

Attendees

Chair

Chris Welby (Chair)

MHHS SRO

Industry Representatives

Graham Wood

Jonny Moore

Olivia Hauser (on behalf of James Murphy)

Richard Marriot

Shaun Brundrett

Stacey Buck

Terri Hamilton

Large Supplier Representative

RECCo Representative

Supplier Agent Representative (Independent)

NGESO Representative

Small Supplier Representative

IDNO Representative

DNO Representative

MHHS IM

Adrian Page

Fraser Mathieson

Jason Brogden

Lee Cox

Keith Clark

Kiran Raj

Simon Berry

SI Lead

Governance Lead

Programme Industry SME

Test Lead

Programme Manager

Design Team

Environments Lead

Other Attendees

Bhoopal Breddy

Rhiannon Harrison

Sinead Quinn

Steve Mullins

IPA

IPA

Ofgem

IPA

Apologies

Gavin Gallimore

Santosh Vasudevan

Seat vacant

Seat vacant

Confirmed not filling seat

Confirmed not filling seat

DCC Representative

Elexon Representative

Supplier Agent Representative

Medium Supplier Representative

Consumer Representative

I&C Supplier Representative