

MHHS SIT Advisory Group (SITAG) Headline Report

Issue date: 19/09/2024

Meeting number	SITAG 008	Venue	Virtual – MS Teams
Date and time	18 September 2024 10:00-12:00	Classification	Public

Actions

Area	Action Ref	Action	Owner	Due Date
IPA Updates	SITAG08-01	To update the IPA's plan for next year's assurance activities to reflect CR55. This updated plan should be released shortly after CR55's approval to ensure proper alignment with the proposed timelines and plans.	IPA (Taylor Thorpe)	16/10/2024

Decisions

Area	Decision Ref	Description	Rationale
Minutes and Actions	SITAG-DEC36	SITAG approved headline report of the SITAG meeting held 21 August 2024 with no amendments.	The Programme invited objections to the approval of the document, to which none were received.
New SITWG Terms of Reference (ToR)	SITAG-DEC37	SRO approved SITWG Terms of Reference (v1.2).	The Chair invited objections to the approval of the document, to which none were received.
SIT Non-Functional Test Scenarios & Test Cases Theme 3	SITAG-DEC38	SRO approved SIT Non-Functional Test Scenarios & Test Cases Theme 3.	The document had been recommended for approval by NFTWG, the Chair invited objections to the approval of the Test Scenarios & Test Cases, to which none were received.

Key Discussion Items

Area	Discussion
Minutes and Actions	DECISION: The headline report of the previous meeting was approved with no amendments (SITAG-DEC36 – recording timestamp 00:50:23).
New SITWG Terms of Reference (ToR)	The Programme requested approval of the new SITWG Terms of Reference (ToR) which incorporates EWG into SITWG. The Chair invited objections to the approval of the document, to which none were received.

	<p>DECISION: The Chair, acting with delegated authority of the MHHS Senior Responsible Owner (SRO), approved SITWG Terms of Reference (v1.2) (SITAG-DEC37 – recording timestamp 00:06:11).</p>
<p>SIT Non-Functional Test Scenarios & Test Cases Theme 3</p>	<p>The Programme requested approval of the SIT Non-Functional Test Scenarios & Test Cases Theme 3.</p> <p>The Chair invited objections to the approval, to which none were received.</p> <p>DECISION: The Chair, acting with delegated authority of the MHHS Senior Responsible Owner (SRO), approved SIT Non-Functional Test Scenarios & Test Cases Theme 3 (SITAG-DEC38 – recording timestamp 00:06:52).</p>
<p>SIT Operational Test Scenarios and Test Cases Theme 3</p>	<p>The Programme provided an update on SIT Operational Test Scenarios and Test Cases Theme 3 and flagged that ongoing discussions between Helix and the Programme focus on service management arrangements, with significant feedback and collaboration on low-level service design documents.</p> <p>The first batch of test cases have gone through industry review with no objections, but the second batch is still under review and will be presented for approval in October.</p> <p>The RECCo representative highlighted that the first batch of test cases received material comments and lacked actual test cases. They also noted that the operational start date has been moved to January, not November 2024, due to ongoing work on service management design.</p> <p>The Programme noted that the CR55 planning process is ongoing, with the operational start date pushed to January. The Helix planning activity's output will impact the development of detailed test cases and overall delivery.</p> <p>The Large Supplier representative said that there is a need for wider visibility of Helix's planning activities. The Programme flagged that the output from Helix's two-day planning session will be embedded into the CR55 project plan for impact assessment.</p>
<p>SIT Progress Management Summary</p>	<p>The Programme provided verbal updates on SIT Progress Management.</p> <p>No comments or questions were raised by SITAG representatives.</p>
<p>Scenario Planning</p>	<p>The Programme provided an update on MHHS Scenario Planning.</p> <p>An Avanade representative asked about the significance of a purple shaded section on the chart from July to August next year, questioning if it impacts testing or activities.</p> <p>The Programme clarified that the purple section might indicate the possibility of moving the M10 milestone forward if testing completes early, though this is complex due to industry-wide coordination required. The Programme mentioned an 11-week window for non-MVC SIT participants to complete their testing and reiterated the potential to bring M10 forward if testing finishes early.</p> <p>The Large Supplier representative raised a concern about the risk of Ofgem not approving the plan due to insufficient quantitative responses, which could delay the approval of CR55 and create uncertainty.</p> <p>The Programme acknowledged the risk and suggested that the Programme might work off the CR55 plan on an interim basis until Ofgem's approval, similar to the approach taken with the CR22 plan.</p> <p>The Large Supplier representative strongly agreed with the Programme approach and emphasised the need for a practical programme delivery perspective.</p>
<p>IPA Updates</p>	<p>The IPA provided an update on test assurance activity.</p>

	<p>The Large Supplier representative followed up on a previous PSG meeting, asking about the update of the IPA's plan for next year's assurance activities to reflect CR55. They inquired when this updated plan might be released.</p> <p>The IPA responded that the updated plan would likely be released shortly after CR55 to ensure proper alignment with the proposed timelines and plans. The IPA also suggested placing an action to follow up on this.</p> <p>The Large Supplier representative emphasised the importance of releasing the updated plan soon after CR55's approval to allow participants to refresh their plans for the next year accordingly.</p> <p>The IPA agreed and reiterated the commitment to follow up on this action in both SITAG and PSG.</p> <p>ACTION: To update the IPA's plan for next year's assurance activities to reflect CR55. This updated plan should be released shortly after CR55's approval to ensure proper alignment with the proposed timelines and plans (SITAG08-01).</p>
<p>Programme Milestones related to SITAG</p>	<p>The Programme ran through Programme Milestones related to SITAG.</p> <p>No comments or questions raised by SITAG members.</p>
<p>Top Programme Risks related to SITAG</p>	<p>The Programme introduced the top programme risks related to SITAG.</p> <p>No comments or questions raised by SITAG members.</p>

Date of next meeting: 16 October 2024

Attendees

Chair

Chris Welby

MHHS SRO

Industry Representatives

Gavin Gallimore

DCC Representative

Graham Wood

Large Supplier Representative

James Murphy

Supplier Agent Representative
(Independent)

Jonny Moore

RECCo Representative

Lijo Louis

Medium Supplier Representative

Shaun Brundrett

Small Supplier Representative

Stacey Buck

IDNO Representative

MHHS

Adrian Ackroyd

Test Programme Manager

Anne Robinson

PMO Governance Support

Heath Thomas

Data Workstream Project Lead

Jason Brogden

Programme Industry SME

Kiran Raj

SIT Functional Test Lead

Roger Robar

Test Management Lead

Other Attendees

Fahreen Japp

Ofgem

Paul Daniels

Avanade

Sinead Quinn

Ofgem

Taylor Thorpe

IPA

Apologies

Santosh Vasudevan

Elexon Representative

Terri Hamilton

DNO Representative

Richard Marriot

NGESO Representative

Seat vacant

Supplier Agent Representative

Confirmed not filling seat

Consumer Representative

Confirmed not filling seat

I&C Supplier Representative