MHHS Design Advisory Group Headline Report

Issue date: 14/04/22

Meeting Number	**DAG008**	Venue	**Virtual – MS Teams**
Meeting Date and Time	**13 April 2022 10:00-12:45**	Classification	**Public**

Actions

Area	Action Ref	Action	Owner	Due Date	Update
Minutes and actions	DAG08-01	Bring updated DIP Functional Specification and Non-Functional Requirements to the next DAG for approval	Programme (Ian Smith)	11/05/2022	
	DAG08-02	Issue call for agenda items or discussion topics prior to mobilisation of CCIAG	Programme (PMO)	11/05/2022	
Governance Group Updates	DAG08-03	Communicate to DAG members the process for the replanning activity that will be carried out post-M5 (release of detailed design baseline)	Programme (PMO)	14/04/2022	Provided in *Governance Group Updates* below
Level Playing Field Principle	DAG08-04	Update SECAS on outcomes of DAG discussion relating to SEC MP162	Programme (DAG Chair)	11/05/2022	Chair spoke to SECAS 14/04/22
	DAG08-05	Provide copy of request paper sent to the Smart Meter Segment Working Group (SDS) regarding consideration of Target Response Times (TRTs) of <24 hours and interaction with SEC MP162 to DAG for visibility	Programme (Claire Silk)	14/04/2022	Provided as *Appendix 1* below
MHHS Design Dashboard	DAG08-06	Update the design dashboard to show correct number of technical artefacts approved by DAG for issuance as part of the RFP	Programme (TBC)	11/05/2022	
	DAG08-07	Discuss with Chris Cook the IPA recommendation regarding support offered during design artefact review Tranches	Programme (Ian Smith)	11/05/2022	
Post Baseline Design	DAG08-08	DAG members to contact Simon Harrison at DesignAssurance@mhhsprogramme.co.uk if they wish to be involved in the user group for the design repository platform	All DAG members	11/05/2022	

Repository Tooling					
AOB	DAG08-09	Confirm upcoming DAG meeting dates, reflecting when Tranche 1 design artefacts are ready for approval	Programme (PMO)	14/04/2022	Next meeting confirmed as 11 May 2022, with invites to be issued 14/04/2022
	DAG08-10	Bring design elements of RAID log for review at next meeting	Programme (PMO)	11/05/2022	

Decisions

Area	Dec Ref	Decision
Minutes	DAG-DEC-17	Minutes of DAG meetings held 17 March 2022 and 23 March 2022 approved
Design Principles	DAG-DEC-18	Current version of Design Principles approved with two new additions relating to consumer benefits and level playing field
Design Decisions	DAG-DEC-19	DAG agreed to proceed with Option 2 (Secondary addressing orchestrated via DIP) regarding technical addressing requirements for the DIP

RAID Items Discussed

RAID area	Description
Supplier engagement	Ongoing concern over supplier engagement with the Programme and request for latest view of supplier engagement at Level 4 working groups (see action **DAG08-10**)
M5 Milestone	Large and Medium Supplier Representative expressed reservations over levels of comments on Tranche 1 design artefacts, and whether a threshold of materiality exists which may lead to delay of approval by DAG, and what the implications of this may be for delivery of the M5 milestone (detailed design baseline)

Key Discussion Items

Area	Discussion
Governance Group Updates	**Programme Steering Group (PSG)** Attendees were advised MHHS Programme Change Request (CR) 001, which seeks to move the M5 programme milestone relating release of the detailed design baseline to July 2022, had been recommended to Ofgem for approval. The group were advised there will be a three month period following delivery of M5 where the Programme will re-assess the delivery dates of future milestones and carry out a replanning activity based on the detailed design baseline. A consultation will be issued on any proposed changes to future milestone dates, and Programme Parties

	(PPs) will have an opportunity to provide views on the forward timetable having been able to review the detailed design and consider the impacts this will have on their organisation (see action **DAG08-03**). The Programme is seeking industry volunteers to assist the replanning activity prior to wider consultation with PPs. Any party wishing to partake are asked to contact PMO@mhhsprogamme.co.uk to register interest.
	Testing and Migration Advisory Group (TMAG) Two testing documents were recently issued for review; the E2E Testing and Integration Strategy and the Test Data Strategy. Review comments for the former will be discussed at TMAG on 20 April 2022, and the latter has recently been reissued for review following updates from the Data Working Group (DWG) with further comments invited by 29 April 2022. DAG were also advised there is now a Large Supplier Representative in attendance at TMAG. The small, medium and I&C supplier seat remain unfilled.
DAG Design Principles	Two new design principles were approved (**DEC-DAG-18**). One relating to consumer benefits and another relating to the level playing field principle. It was highlighted the design principles are 'living' and are kept under review at every DAG meeting, allowing refinement and improvement if required.
Level Playing Field Principle	The group were provided with updates on the interaction of the level playing field design principle and Smart Energy Code (SEC) Modification Proposal (MP) 162. Several actions are underway to seek alignment between the programme design principles and the SEC MP162 solution, including: MHHS Design Team representation at SEC MP162 working groups; weekly discussions between the DAG Chair and the SEC code administrator, and; a request for information to the Smart Meter Segment Sub-Group (SDS) requesting assessment of whether there is an essential need for Target Response Times (TRTs) for those carrying out a Meter Data Retrieval role in Data Communication Company (DCC) systems of less than 24 hours. Details of the request to the SDS are provided in Appendix 1 (see action **DAG08-05**).
Design Decisions	The Programme requested a decision on options relating to Data Integration Platform (DIP) technical addressing requirements and provided high level costing information for each option. The Large and Medium Supplier Representatives advised they had not received sufficient feedback from their constituents to offer a firm position on the options presented, so abstained. The remaining constituent members agreed with Option 2. The group were advised a decision was required to enable design work to proceed. On the evidence provided and support from DAG members (including the ROM costs the Chair decided to proceed with Option 2 (secondary addressing orchestrated via the DIP). This would be taken forward in the DIP procurement (**DAG-DEC-19**).
MHHS Design Dashboard	Updates on the status and progress of design activities were provided. The DAG were advised a significant volume of comments were received on the BPRWG review of Tranche 1 design artefacts review. The design team are completing their updates addressing these comments. The group discussed how any outstanding comments or snags would be dealt with within the current timetable and were advised the Tranche 1 documents would be submitted to DAG for approval at the May meeting (see action **DAG08-09**), with a two week period to be provided for DAG members to review the documents and obtain any constituent views ahead of approval. Members were advised to contact design@mhhsprogramme.co.uk if they wish to discuss any specific Programme responses to any comments on the Tranche 1 documents.
	An update was also provided on the documents issued to prospective bidders as part of the Request for Proposal (RFP) phase of the DIP procurement. It was highlighted certain of the documents issued will return to DAG for final approval and updates may be applied following initial comments from bidders. The Programme agreed to update the Design Dashboard to provide clarity on the design-related procurement documents (see action **DAG08-06**).
	The group briefly discussed a recommendation from the Independent Programme Assurance (IPA) provider for the support on offer to PPs during the tranches of review of design artefacts to be made explicit. The Programme agreed to discuss this directly with the Large Supplier Representative (see action **DAG08-07**).

Level 4 Working Group Updates	The MHHS Design Team highlighted the Friday 15 April 2022 deadline for review of the Tranche 2 design documents, with it being noted that Friday is a bank holiday. Any comments received will be reviewed and any necessary updates made to the Tranche 2 documentation prior to being issued for final comment before being submitted to DAG for approval in May/June (date to be confirmed). The Programme also noted the need for a reporting sub-group meeting and the intention to schedule several cross Working Group sessions to discuss Operational Choreography and Licensed Distribution System Operator (LDSO) matters, with invites to be communicated shortly.
Post Baseline Design Repository Tooling	The MHHS System Integrator Design Lead introduced the new design repository tool, iServer365 , which will host design documentation following delivery of the detailed design baseline. iServer365 can be integrated with the MHHS Portal and has a SharePoint frontend. PPs will be able to access this via their web browsers and do not need to be Office365 users to make use of the repository. The MHHS Design Team invited volunteers to sign up for initial review of the tool, and an ongoing user group and interested parties should email DesignAssurance@mhhsprogramme.co.uk to register interest.
Summary and Next Steps	The Medium Supplier Representative requested risks or issues relating to supplier engagement in the design workstream be reviewed at DAG, with the Programme noting this was an existing risk within the Programme's RAID log. It was agreed for the Programme to present design-related items from the RAID log at the next DAG meeting (see action **DAG08-10**). The Medium Supplier Representative also expressed concern about whether the volume of comments received as part of the Tranche 1 design artefact review, and potential for a similar level of comments in future tranches, may impact delivery of the detailed design baseline. The group were advised the tranche review process is anticipated to streamline as future tranches are reviewed with fewer comments expected, and that the complexity, materiality, and cumulative effect of comments received is under constant review.

Next meeting: 11 May 2022

Appendix 1 – Request to SDS for information on TRTs of <24hrs

From: MHHS Design <Design@mhhsprogramme.co.uk>
Sent: 07 April 2022 15:50
Subject: MHHS Design: Smart Sub Group: Request for Information

Hello All,

As part of some DAG activity to deal with issues regarding the Level Playing Field Discussion we recognise a session will be needed to progress discussions around any requirements for parties to secure smart consumption data with a response time of less than 24 hours.

In order to structure this conversation we are seeking some further information with regard to potential use cases for parties where the 24 hour TRT will not be sufficient. We would therefore request if you could kindly provide the following information:

i) Details of the particular use cases where a shorter TRT is required to specifically meet the needs of the MHHS Programme

ii) Supporting information as to the volume of each of these use cases e.g. Site Visit vs. Meter Works vs. Energisation Change, and the anticipated success/failure rates of a TRT associated with each

iii) View of the material benefit to settlement accuracy of a shorter TRT in support of these use cases expressed in terms of a cost/volume delta against the current position of the consumption being profiled against a Cumulative register read explicitly considering the fact that in a proportion of instances the reason for the visit will be as a result of a faulty meter.

iv) View of any other business/commercial considerations that would be required to support such use cases e.g. provision of support lines and /or technology solutions for services to initiate an on demand request for reads by parties 'in the field' carrying out meter works or visiting site; and any view of any costs which this could attract if possible

v) Any other benefits / dis-benefits that would result as part of these use cases

If you could provide your feedback in 5 working days or less that would be very much appreciated.

We would propose the session is structured around a discussion of these specific elements to progress.

Thanks,
Kind Regards,
MHHS Design Team
Email: design@mhhsprogramme.co.uk