MHHS Cross Code Advisory Group Headline Report

Issue date: 26/05/2022

Meeting Number	**CCAG006**	Venue	**Virtual – MS Teams**
Meeting Date and Time	**25 May 2022 10:00-12:00**	Classification	**Public**

Actions

Area	Action Ref	Action	Owner	Due Date	Update
Previous meeting(s)	CCAG02-07	Engage with code bodies offline on how information on identified consequential changes will be shared with this group	Programme (Andrew Margan)	22/06/2022	ONGOING
	CCAG04-06	Further develop view of code draft resource requirement and return to next meeting with information for discussion	Programme (Andrew Margan)	22/06/2022	ONGOING
	CCAG04-07	Flag operational choreography document to CCAG once issued for consultation	Programme (PMO)	22/06/2022	ONGOING
	CCAG05-08	Present code drafting principles to DAG for information	Programme (Andrew Margan)	08/06/2022	ONGOING
Horizon Scanning Log	CCAG06-01	Programme to add Ofgem consultations / changes to Horizon Scanning Log	Programme (PMO)	22/06/2022	NEW
Code Drafting Planning	CCAG06-02	Programme to add assumption to RAID log regarding quality of code drafting is adequate for single consultation window	Programme (PMO)	22/06/2022	NEW
	CCAG06-03	Programme to update code drafting plan based on discussions at CCAG 25 May 2022	Programme (Jason Brogden)	22/06/2022	NEW
Code Drafting Principles and Approach	CCAG06-04	Programme to update code drafting principles to clarify responsibility and accountability for delivery of code changes	Programme (Andrew Margan)	22/06/2022	NEW
Code Drafting Working Group	CCAG06-05	Programme to update CDWG ToR based on comments from CCAG	Programme (Andrew Margan)	22/06/2022	NEW

	CCAG06-06	Programme to identify an appropriate date for first CDWG meeting, and determine cycle of enduring meetings	Programme (Andrew Margan)	22/06/2022	NEW

Decisions

Area	Dec Ref	Decision
Minutes and Actions	CCAG-DEC12	Minutes of meeting held 27 April 2022 approved subject to update of term 'Data Service Provider' to 'data services'
Code Drafting Working Group	CCAG-DEC13	CDWG ToR approved subject to agreed corrections

RAID Items Discussed

RAID area	Description
Code Drafting Planning	NEW ASSUMPTION: Quality of code drafting is adequate for single consultation window, as described in the CCAG Code Drafting Plan (see ACTION CCAG06-02)

Key Discussion items

Area	Discussion
Horizon Scanning Log	The group reviewed the CCAG Horizon Scanning Log. Updates were provided by the MHHS Design Team on the assessment Programme impacts for each change, and the actions required as a result. It was agreed that Ofgem consultations and changes, such as changes to licence conditions, should be monitored to ensure any Programme design impacts are identified and accounted for. The Programme agreed to update the CCAG Horizon Scanning Log to include this (see **ACTION CCAG06-01**).
Code Drafting Planning	The Programme highlighted that, following updates to the code drafting plan to include additional review periods and consultations, the drafting timelines now exceed the time available in the overall Programme plan. As such, the Programme presented options to reduce the code drafting timeframes, including, among other things, increased parallel drafting, increased topic overlap, removal/reduction of review cycles, and shortening of drafting steps. Members noted the quality of code drafting was paramount in the consideration of whether review/consultation periods could be reduced, and this would not be apparent until the drafting has commenced. It was agreed an assumption should be added to the Programme RAID log to formally record the assumption that code drafting will be of sufficient quality to enable a single consultation window for each drafting topic (see **ACTION CCAG06-02**). One member considered a reduction in drafting or review periods may impact quality and asked whether the drafting plan is able to 'flex' if the progression of code drafting does not meet the standards expected. Consideration was given to whether drafting topics which affect one code more than another could be undertaken simultaneously where the required human resource was different – thereby allowing overlapping topics rather than overlapping resources. The Programme advised options such as this were under close consideration.

	Some members urged caution in planning to proceed with parallel drafting topics as further detail is required to assess the feasibility of this. Another member urged caution in ensuring consultations do not operate in parallel to ensure industry parties can sufficient resource the effort required to provide quality responses.
	The Programme advised the code drafting plan would be updated in accordance with the discussions of the group with a view to reducing the overall timeframes for the delivery of code drafting (see **ACTION CCAG06-03**). An updated plan will be presented to the CCAG at the next meeting on 22 June 2022.
Code Drafting Principles and Approach	The Programme provided an overview of updates made to the proposed code drafting principles and approach following comments from the CCAG. Updates included clarity that code drafting should be clear and unambiguous, that documentation and consultation will be managed centrally by the Programme, that initial qualification will be undertaken against the design baseline rather than code drafting, and that the requirements of transition, performance assurance, migration, etc. will be considered throughout drafting.
	The group discussed the proposed drafting principles and approach and agreed several updates. The responsibilities for delivery of code changes were discussed, and the Chair clarified it is the Programme's responsibility to ensure Code Bodies deliver the required code changes, and that Code Bodies remain responsible for their individual codes and code processes. The Programme took an action to update the drafting principles and approach in accordance with discussions and to clarify responsibilities (see **ACTION CCAG06-04)**.
Data Services Governance	The CCAG discussed the requirement for those undertaking the new data services role under the MHHS Target Operating Model (TOM) to pass qualification, and whether such parties should be subject to formal governance via industry codes, in contrast to the current status quo. The Programme advised there is no evidence that a change to the governance of these parties is required to deliver the MHHS TOM, and as such, the Programme does not prescribe nor preclude this.
	Some members believed it was important to discuss this matter in case there is a need for code change, which could then be included in the code changes begin overseen by the CCAG. The Programme advised that any party who wishes to include a change to the governance of data services should raise a Programme Change Request so this can be considered and, if appropriate, issued to impact assessment for wider visibility and comment. The current position of the Programme is this is not a matter for discussion or progression via the CCAG.
Code Drafting Working Group (CDWG)	The CCAG reviewed the draft CDWG Terms of Reference (ToR) and agreed several minor corrections to the document (see **ACTION CCAG06-05**). The group approved the ToR subject to the updates agreed (see **DECISION CCAG-DEC13**).
	The Programme advised four weeks' notice would be given prior to the mobilisation of the CDWG, with the first meeting likely to happen at the end of June or first week of July 2022 (see **ACTION CCAG06-06**).

Next Meeting: 22 June 2022