

## MHHS Design Advisory Group Headline Report

Issue date: 09/06/22

Meeting Number **DAG010**

Venue **Virtual – MS Teams**

Meeting Date and Time **08 June 2022 10:00-14:00**

Classification **Public**

### Actions

Area	Action Ref	Action	Owner	Due Date
<b>Tranche 4 Schedule</b>	DAG10-01	Share presentation regarding changes to Tranche 4 timelines with DAG members	Programme (PMO)	09/06/2022
<b>Minutes and Actions</b>	DAG10-02	Publish change marked version of minutes for DAG meeting held 11 May 2022, incorporating amendments requested by DAG members in relation to Tranche 1 approval	Programme (PMO)	15/06/2022
	DAG10-03	Highlight in the post meeting papers any action updates which have changed between publication of the DAG meeting papers and presentation of the updates at the meeting	Programme (PMO)	15/06/2022
<b>Open Design Issues Management</b>	DAG09-04	Add Target Stakeholder Outcomes and Baseline Success Criteria as a standing agenda item for future DAG meetings as part of the consideration of design decisions	Programme (PMO)	06/07/2022
	DAG10-05	Provide any suggested amendments to Target stakeholder outcome and Baseline success criteria by close of business 16 June 2022	DAG Members	16/06/2022
	DAG10-06	Update the Target Stakeholder Outcomes and Baseline Success Criteria based on suggestions of DAG members	Programme (Warren Fulton)	06/07/2022
	DAG10-07	Update the Conditional Approval Process and Work Off Oversight Process and present updates at the next DAG	Programme (Warren Fulton)	06/07/2022
	DAG10-08	Update the MHHS Design Baseline Dashboard to show more detail (e.g. next steps and timings)	Programme (Ian Smith)	06/07/2022
	DAG10-09	DAG members to provide any comments on agenda items 6, 7, 9, 11, 12, and 13 within the <a href="#">meeting papers</a> of the DAG held 08 June 2022 by close of business 16 June 2022	DAG Members	16/06/2022

<b>Summary and Next Steps</b>	DAG10-10	Schedule an extraordinary DAG meeting to discuss SEC MP162/level playing field principle and to review design-related RAID items (agenda items 8 and 10)	Programme (PMO)	w/c 20 June 2022 (TBC)
	DAG10-11	Share copy of RAID for design specific issues for DAG members to review (RAID revision underway as part of Tranche 4 scheduling exercise)	Programme (Warren Fulton)	06/07/2022
<b>Previous Meeting(s)</b>	DAG06-01	Review alignment between related MPAN modifications and design subgroup	Programme (Ian Smith)	13/05/2022
	DAG07-03	Programme to bring future versions of DIP Functional Specification and Non-Functional Requirements to DAG, once further updates incorporated	Programme (Design Team)	13/05/2022
	DAG08-01	Bring updated DIP Functional Specification and Non-Functional Requirements to the next DAG for approval	Programme (Ian Smith)	08/06/2022
	DAG08-02	Issue call for agenda items or discussion topics prior to mobilisation of CCIAG	Programme (PMO)	08/06/2022
	DAG09-03	Provide detailed action plan for resolution of open design issues against T1 design artefacts	Programme (Claire Silk)	25/05/2022
	DAG09-05	Programme to liaise with Programme Participants who have queries on the Programme Design Team's responses to comments on the Tranche 1 design artefacts	Programme (Ian Smith)	08/06/2022
	DAG09-10	Add dependency to outstanding design issues log relating to ensuring design collateral is sufficient to enable code drafting. IS to review example of this and confirm sufficient for code drafting.	Programme (Ian Smith)	08/06/2022
	DAG09-11	Add dependency to outstanding design issues log regarding Programme approach to resolving material design issues which emanate from design assurance process.	Programme (Ian Smith)	08/06/2022
	DAG09-12	Provide a clear plan for the resolution of the recorded outstanding issues related to the Tranche 1 design artefact approval	Programme (Design Team)	25/05/2022

### Decisions

<b>Area</b>	DAG09-11	Add dependency to outstanding design issues log regarding Programme approach to resolving material design issues which emanate from design assurance process.
<b>Tranche 2 Approval</b>	DAG-DEC-22	Tranche 2 design artefacts conditionally approved

### RAID Items Discussed

RAID area	Description
None	(to be covered at extraordinary DAG meeting)

## Key Discussion Items

Area	Discussion
<p><b>Design - Tranche 4 Update</b></p>	<p>The MHHS Design Team provided an urgent update on the schedule for the drafting, review and approval of the Tranche 4 (T4) design artefacts. DAG members were advised that, with the quality of the MHHS design in mind, the release of the T4 design artefacts for review would be delayed. This is, in part, due to the significant volume of comments received in previous Tranches and additional complexity identified in the design process.</p> <p>A detailed schedule of remaining activities in relation to T4 will be published by 22/06/2022, which will take into account the delay in preparation of the T4 design artefacts for review, the need for sufficient time for industry review and comment resolution, and to put in place the lessons learnt from the previous tranches. Other design activities will continue in the meantime, such as processing comments on the Tranche 3 (T3) design artefacts.</p> <p>The group discussed several specifics regarding the progression of the T4 artefacts, including how future comments are managed, the use of Level 4 working groups/SME resource from industry, the importance of the Operational Choreography document, and the need to record differing points of view at Level 4 Working Groups to help inform discussions and decision making at DAG.</p> <p>The DAG recognised the difficulty of this area and thanked the MHHS Design Team for their open and pragmatic update. The presented slides are provided as Attachment 1 of this Headline Report (see <b>ACTION DAG10-01</b>).</p>
<p><b>Minutes and Actions</b></p>	<p>Several amendments to the DAG minutes for the 11 May 2022 meeting were provided by members prior to the meeting, and the Programme agreed to incorporate these and publish a change marked version alongside the minutes of the meeting for 08 June 2022 (see <b>ACTION DAG10-02</b>). Similarly, following several new updates provided in relation to outstanding actions which differed from the updates published with the meetings papers, the Programme agreed to highlight any changes in the post meeting papers (see <b>ACTION DAG10-03</b> and Attachment 2).</p>
<p><b>Open Design Issues Management</b></p>	<p>The Programme presented detailed updates on the management of open design issues in response requests at the previous meeting as part of the Tranche 1 (T1) design artefact approval. The Programme requested comments from DAG members regarding the approach to approval of design artefact tranches and management of comments and issues. This included processes and information on:</p> <ul style="list-style-type: none"> <li>• Proposed target stakeholder outcomes and baseline success criteria</li> <li>• The DAG baseline governance process, including the conditional approval process, the MHHS change control process, and the work-off oversight process relating to issue resolution and closure</li> <li>• Proposed severity categories to be used in the prioritisation and management of open design issues</li> <li>• In relation to T1 conditional approval, the creation or improvement of a dashboard, issue register, dissensus register, and dependency register</li> </ul> <p>DAG members provided comments and suggestions on the proposed processes and information provided, resulting in several actions against the Programme to update the target stakeholder outcome and success criteria, the conditional approval process and work-off oversight process, and the design baseline dashboard (see <b>ACTIONS DAG10-04, DAG10-05, DAG10-06, and DAG10-08</b>). Members were also requested to provide any suggested amendments to the target stakeholder outcomes and success criteria by close of business 16 June 2022 (see <b>ACTION DAG10-06</b>).</p>
<p><b>Tranche 2 Approval</b></p>	<p>The Programme provided an overview of the actions carried out and comments received in relation to the Tranche 2 (T2) design artefacts. Actions included review of the artefacts and consultation with constituents on whether the T2 artefacts meet the requirements of the MHHS Target Operating Model (TOM), are sufficiently stable, and that any issues are appropriately recorded and resolution management in place. The MHHS Design Team advised over 600 comments were received on the T2 design artefacts, with 55% resulting in minor amendments to design documents. The group were advised the T3 design artefacts are currently out for review, with DAG approval due to be sought at the DAG meeting on 06 July 2022.</p>

The MHHS Design Assurance Team provided an outline of the assurance activities undertaken on the T2 design artefacts and their conclusion that the artefacts are stable and no identified no substantive design gaps or concerns. It was clarified that matters noted in relation to the clarity of, or ambiguity found in the design artefacts, would be resolved where simple clarifications to the design documents were required. Anything more substantive would be raised at the appropriate working group or directly to DAG, to ensure industry input where necessary.

The Chair outlined that DAG members could accept, reject, or abstain from the recommendation the T2 design artefacts be conditionally approved. One member expressed concern around whether conditional approval of the individual tranches of design artefacts, where that conditional approval relies on information to be released in subsequent tranches, could result in issues when overall approval of the design baseline is requested as part of the delivery of the M5 programme milestone. Specifically, the member considered whether it was possible each tranche could be approved, but an inability to agree that the design can be baselined arises. The Programme agreed this was a concern and already a documented risk and it would be important to identify and address any design matters which are felt to be incomplete. One approach could be, following the approval of T4, participants could be given time to assess the design artefacts as a whole. The MHHS Design Team advised this is being considered as part of the re-scheduling of the T4 review/approval cycle.

DAG members proceeded to provide their positions on whether the T2 design artefacts should be recommended for conditional approval, and each constituency position is detailed below:

Constituency	Accept	Reject	Abstain
DNO Representative	✓		
Elexon Representative (as central systems provider)	✓		
I&C Supplier Representative	✓		
iDNO Representative			✓
Large Supplier Representative		✓	
Small Supplier Representative			✓
Supplier Agent Representative	✓		
Supplier Agent Representative (Independent Supplier Agent)	✓		
Consumer Representative	Constituency representative not in attendance		
DCC Representative (as smart meter central system provider)	Constituency representative not in attendance		
Medium Supplier Representative	Constituency seat currently vacant		
National Grid ESO	Constituency seat currently vacant		

It was noted several members accepted the recommendation to the T2 design artefacts be approved subject to further conditions, the detail of which will be set out in the minutes of the 08 June 2022 DAG meeting.

The Chair requested the views of the Independent Programme Assurance provider, who advised work was underway to audit the processes associated with design recommendations and there was nothing which currently required raising.

The Chair summarised the position of the group, noting the additional clarity provided by the MHHS Design Team in relation to the management of industry feedback and issues management process. The Chair advised that, as the majority of DAG members supported a recommendation the T2 design artefacts be conditionally approved, they would, under powers conferred upon them by the MHHS Governance Framework and DAG Terms of Reference, conditionally approve the T2 design artefacts (see **DECISION DEC-DAG-22**).

<b>Summary and Next Steps</b>	<p>Several agenda items remained undiscussed at the close of the meeting, and the Chair advised these would be issued for comment by correspondence following the meeting (see <b>ACTION DAG10-09</b>).</p> <p>A request was made to schedule an extraordinary DAG meeting to discuss the level playing field design principle and Smart Energy Code (SEC) Modification Proposal (MP) 162, and a review of the design issues in the RAID log (see <b>ACTION DAG10-10</b>).</p> <p>One member requested a copy of the Programme RAID log. The Programme advised the RAID log is not currently public and work was underway to publish this by Q3 2022. The Programme would share copy of the design specific issues contained within the RAID log for DAG members to review (see <b>ACTION DAG10-11</b>).</p>

**Next meetings:**

**Extraordinary DAG: to be scheduled w/c 20 June 2022 (date to be confirmed) (proposed items: Level playing field design principle and design issues RAID log review)**

**Next standard DAG: 06 July 2022**