

MHHS Testing and Migration Advisory Group (TMAG) Headline Report

Issue date: 18/08/22

Meeting number	TMAG 008	Venue	Virtual – MS Teams
Date and time	17 August 2022 1000-1200	Classification	Public

Actions

Area	Action Ref	Action	Owner	Due Date	Update
DPMO	TMAG08-01	Develop and share a how-to guide for logging into the Programme Collaboration Base	Programme (PMO/PPC)	15/09/2022	
Programme replan	TMAG08-02	Respond to Programme replan consultation. Encourage constituents to respond to the consultation	TMAG members	26/08/2022	
Working group updates	TMAG08-03	Explore mechanisms of information sharing across working groups to ensure communication across groups on related/dependent topics	Programme	15/09/2022	
	TMAG08-04	Publicise the extraordinary Migration Working Group (MWG) in The Clock to encourage increased participation and provide information on the importance of ongoing Migration activities	Programme	17/08/2022	Shared in The Clock 17 August 2022
	TMAG07-03	Action updated: Consider combining working groups to into a more efficient structure with fewer groups. Consider splitting sub-groups by relevant industry groupings to target discussion to most relevant parties	Programme	Ongoing	
Other	TMAG08-05	Consult with constituents to determine if a TMAG pre-meeting webinar would be useful for them (as per the PSG pre-meeting webinars)	TMAG members	15/09/2022	
	TMAG08-06	Share the following with TMAG members: <ul style="list-style-type: none"> • Link to RAID input form • Round 1 Programme re-plan consultation communication with link to replan documentation 	Programme (PMO)	18/08/2022	Shared with meeting Headline Report

		<ul style="list-style-type: none"> • Environments Working Group (EWG) papers and Headline Report • The Programme interim plan 			
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Decisions

Area	Decision Ref	Description
Minutes	TMAG-DEC11	The TMAG approved the minutes of the meeting held 20 July 2022
QWG ToR	TMAG-DEC12	The TMAG approved the Qualification and E2E Sandbox Working Group (QWG) Terms of Reference (ToR)

RAID Items

RAID area	Description
DPMO	The Programme presented the Programme Digital Programme Management Office (DPMO) and provided an overview of how it may be used to support RAID management.

Key Discussion Items

Area	Discussion
DPMO	The Programme provided a walkthrough of the DPMO. This included how to access the tool, its functionality (including detail on the different dashboards and how to navigate between them), and where Programme Participants can find supporting information via the Collaboration Base. More information on the DPMO can be found here .
Programme replan review	<p>The Programme provided an overview of the replanning process, full detail of which can be found here on the Programme website. The Programme presented the replan POAPs (plans on a page). This included walking through the relevant activities and RAID items for TMAG across testing and integration, qualification, and migration.</p> <p>TMAG members queried some elements of the replan content, such as how environments requirements were being developed (this was via the Environments and Configurations Management Working Group EWG) and if there was additional detail behind the plan presented in the slides (the plan in the slides was built off a more detailed Microsoft Projects plan)</p> <p>The Programme asked TMAG members to provide as much and as detailed feedback as possible in response to the Round 1 replan consultation and to encourage their constituents to also respond (action TMAG08-02). The wealth of industry expertise in large-scale delivery Programmes like MHHS will help the Programme develop a robust, achievable and realistic plan.</p>
PPC introduction	The Programme Party Coordinator (PPC) team provided an overview of their role, team and ongoing activities.
Working Group Updates	The Programme provided an update on activity at the recent TMAG working groups:

	<ul style="list-style-type: none"> • Environments and Configurations Management Working Group (EWG) – the Programme summarised recent activity in areas such as environments scope, responsibilities, release management and monitoring. The Programme highlighted that they would like greater attendance at the EWG. • Qualification and E2E Sandbox Working Group (QWG) – the Programme summarised the inaugural meeting, noting the main item of discussion was the QWG Terms of Reference (ToR). The TMAG approved the QWG ToR (decision TMAG-DEC12) • Migration Working Group (MWG) – the Programme summarised that analysis of four migration options were underway by MWG and that the objective was to reach a resolution ahead of the second Programme replan consultation (mid-September), as the decision may have impacts on the Programme plan. An extraordinary MWG had been scheduled for w/c 22 August 2022 to progress the options analysis. The decision on the option to progress would be made by Ofgem, particularly as the outputs may result in a change to the Programme Target Operating Model (TOM) and plan. A TMAG member queried if the decision would come via TMAG and how the process was being communicated (given its importance to the Programme approach and plan). The Programme responded that the problem was complex and being addressed at pace, hence the direct route from MWG to Ofgem, and that this had been communicated via TMAG and could be included in the Clock to provide more information (action TMAG08-04) <p>The Programme encouraged attendance to the working groups, focussing on those with the appropriate expertise and noting multiple attendees from individual organisations could join.</p> <p>A TMAG member queried if TMAG sub-groups could have more targeted attendance, to ensure discussion was as relevant as it could be to participant's role in the Programme. The Programme noted that this was likely to be more applicable further down the line and would be looked at on an ongoing basis (action TMAG07-03)</p>
Other	<p>The Programme highlighted an ask from the Programme Steering Group (PSG) on whether Level 3 governance groups would benefit from pre-meeting webinars. The Programme asked TMAG members to consider this with their constituents (action TMAG08-05).</p>

Date of next meeting: 22 September 2022, afternoon