**MHHS Participant Cutover Plan – REC Code Manager**



|  |  |  |
| --- | --- | --- |
| Document Owner: | Document Number: | Version: |
| **Transition & Operational Readiness Team** | **MHHS-DEL3627** | **1.0** |
| Status: | Date: | **Classification:** |
| **Template Issued to Participants** | **10/04/2025** | **Public** |

|  |  |  |
| --- | --- | --- |
| Document owner | Document number | Date |
|  |  |  |

# Contents

[1 Contents 2](#_Toc194921129)

[1.1 Change Record 3](#_Toc194921130)

[1.2 References 3](#_Toc194921131)

[1.3 Terminology 3](#_Toc194921132)

[1.4 Programme Milestones 4](#_Toc194921133)

[2 Introduction and Scope 5](#_Toc194921134)

[2.1 Introduction 5](#_Toc194921135)

[2.2 Scope 5](#_Toc194921136)

[3 Cutover Plan Requirements 6](#_Toc194921137)

[3.1 Key Requirements 6](#_Toc194921138)

[3.2 Activities set out within the M10 / M11 Cutover Plan 7](#_Toc194921139)

[4 Cutover Contact Details 8](#_Toc194921140)

## Change Record

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Author | Version | Change Detail |
| 10/04/2025 | Transition & Operational Readiness Team | 1.0 | Template issued to Participants |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## References

|  |  |  |  |
| --- | --- | --- | --- |
| Document | Publisher | Published | Additional Information |
| MHHS-DEL2521 M10 / M11 Cutover Plan v1.1 | Transition & Operational Readiness Team | 01/04/2025 |  |
| MHHS-DEL2521 M10 / M11 Cutover Delivery Plan v1.1 | Transition & Operational Readiness Team | 01/04/2025 |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Terminology

|  |  |
| --- | --- |
| Term | Description |
| BAU  | Business As Usual  |
| BSC | Balancing and Settlement Code |
| BSCCo | BSC Company |
| Central Service Providers | The providers that manage and operate the electricity Central Services, namely Elexon, DCC and ElectraLink.  |
| Central Services | The services that comprise the electricity central service delivery functions, namely the Elexon Central Services, Central Switching Service, Data Transfer Network and the central service delivery functions underpinning smart metering.  |
| Cutover Weekend | The period in which MHHS capabilities will be deployed by Central Services and LDSOs. Activities will occur on a Saturday and/or Sunday, enabling M10 milestone to be approved on the Wednesday |
| CSS | Central Switching Service |
| DCC | Data Communications Company |
| DCP | DIP Connection Provider |
| DIP | Data Integration Platform |
| DSP | Data Services Provider |
| ECS | Elexon Central Systems - MHHS Programme term used to describe the new MHHS Target Operating Model services being delivered under the Programme - Load Shaping, Market-wide Data, Volume Allocation and Industry Standing Data |
| EES | Electricity Enquiry Service |
| ELS | Early Life Support |
| ISD | Industry Standing Data |
| LDSO | Licensed Distribution System Operator |
| Legacy Arrangements | The existing arrangements set out under the BSC and REC.  |
| LSS | Load Shaping Service |
| MDS | Market-wide Data Service |
| MHHS | Market-wide Half-Hourly Settlement |
| MHHS Arrangements | The new MHHS arrangements as set out in the MHHS Core Design Artefacts. |
| MPAN | Meter Point Administration Number |
| MPRS | Metering Point Registration System |
| MSID | Metering System Identifier |
| MVC | Consists of the central systems and sufficient early adopters to enable the solution to go live. The early adopters have to consist of the right functional elements to allow the market to function - therefore will include the central systems, (i)DNOs, Suppliers and Service Providers. |
| REC | Retail Energy Code |
| RECCo | Retail Energy Code Company |
| Registration Service | The service operated by LDSOs |
| SIT | Systems Integration Testing |
| UMS | Unmetered Supplies |
| UMSO | Unmetered Supplies Operator |
| VAS | Volume Allocation Service |

## Programme Milestones

The below Programme milestones are referenced throughout this document.

M8 (Sep 2025) – Code Changes Delivered

M10 (Sep 2025) – Central Systems ready for migrating MPANs

M11 (Oct 2025) – Start of 18-month migration for Unmetered Supplies (UMS) / Advanced

M12 (Oct 2025) – Start of 18-month migration for Smart / Non-Smart

M13 (Sep 2025) – Load Shaping Service (LSS) Switched On

# Introduction and Scope

## Introduction

The M10 milestone is denoted as the point in time when Industry Central Services are ready to migrate MPANs, while M11 and M12 denote the point in time when Suppliers will be able to start initiating the migration of MPANs from the Legacy arrangements to the new MHHS arrangements. There are a number of activities that need to be carried out in order for the Central Services to be ready to migrate MPANs and for Industry Participants to start carrying out migrations. The M10/M11 Cutover Plan sets out the activities that MHHS Participants will be required to carry out in the lead up to M10, at M10, and between M10 and M11 to enable the Programme to successfully reach both M10 and M11 respectively.

These documents set out the request for Participants to develop their own participant Cutover Plans and highlights the minimum required set of information that is expected to be included within these plans. It outlines the key requirements that should be included and references the activities Participants are responsible for within the Programme M10/M11 Cutover Plan.

## Scope

The Scope of this Participant Cutover Plan is to outline the activities that need to be completed to enable parties to become qualified at the relevant times to support delivery of the M10/M11 Cutover Plan, enabling the Programme to successfully meet both the M10 and M11 milestones. In addition to outlining what these activities are, it also outlines the activities set out within the M10/M11 Cutover Plan in which the Participant is responsible for.

The plan should:

* Identify any dependencies on external parties for the delivery of your cutover activities
* Clearly reference the activities set out within this document – more guidance for which can be found below

Each Participant must create a tailored Cutover Plan incorporating these activities while ensuring it aligns with the overall Programme timelines.

This document does not prescribe detailed resourcing, risk mitigation strategies or internal governance processes for individual Participants. Each Participant is responsible for determining the required steps, risk management approaches and resources required to execute their Cutover Plan successfully.

# Cutover Plan Requirements

This section outlines the requirements that must be included within the Participant Cutover Plan.

In Section 3.1, the Programme has defined a minimum set of activities that they expect to see within each participant cutover plan. This list is non-exhaustive, and participant cutover plans should include the complete set of activities required to enable participants to become qualified in the MHHS arrangements. The requirements set out below at a minimum, must be included within your cutover plans.

In Section 3.2, this details the activities documented in the M10/M11 Cutover Plan that Participants are responsible for. Please ensure that all activities are explicitly referenced within the Plan so they can be easily cross-referenced.

## Key Requirements

|  |  |  |  |
| --- | --- | --- | --- |
| **Reference #** | **Requirement** | **Comments** | **Relevant Section of Plan** |
| 1 | ***Please share details of the plan you are following to ensure that all parties that are required to be qualified in advance of M10 are qualified*** *This includes those SIT parties that are required to be qualified ahead of M10 including Suppliers, Agents and LDSOs (Both SIT and Non-SIT).*  |  |  |
| 2 | **Please share details of the plan you are following to ensure that all parties that are required to be qualified between M10 and M11 are qualified***This includes those SIT parties (Suppliers and Agents) that are required to be qualified ahead of M11 that will not have become qualified ahead of M10.*  |  |  |
| 3 | **Please share detail of your plan to implement the relevant code changes at M8***I.e., please outline any steps that need to be followed for this to be implemented at M8.* |  |  |
| 4 | **What is your plan for providing ElectraLink with the relevant specification for the DTS release?***As per standard DTS changes, providing the relevant specification for DTS to support M10.* |  |  |
| 5 | **Do you have any internal dependencies?** *Please list any internal dependencies between activities including internal governance.* |  |  |
| 6 | **Do you have any external dependencies?****Have these dependencies and the associated dates been agreed with the delivering party?***E.g., other parties implementing capabilities and external systems.* |  |  |
| 7 | **Please identify the key risks with the activities that you will be undertaking prior to and at the cutover along with the mitigation steps that you are taking** **Should any of these risks become issues, please set out the planned actions you would take to resolve these issues***I.e., if qualification is delayed for one or more parties.*  |  |  |

## Activities set out within the M10 / M11 Cutover Plan

**Please be aware that the dates outlined in the M10/M11 Cutover Plan are not *strictly* prescriptive.** These dates represent the final dates by which activities must be completed or where stated, the actual dates on which an activity must be completed. If you feel that any of these dates require change, please set out your rationale below.

**Please fill out the ‘Date activity is due to be completed by/on’ column, and where activities are due to take place earlier than the dates mentioned in the plan, please explain why this is the case.**

Note: some of the activities refer to declarations required by the Programme to enable governance decisions to be made to support M10 and M11 – please reference the relevant sections of the Programme M10/M11 Cutover Plan for more detail on these activities. Also, note that when a declaration is required on a specific day, this does not mean that the activity must be completed on that date. Instead, it indicates when the Programme needs to be informed that the activity has been completed.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Cutover Plan Reference** | **Activity** | **Start Date** | **Due Date** |  **Date activity is due to be completed by/on** | **Commentary** |
| 5.1.1 | SIT MVC Participant Qualification | 2024 | 11/09/2025 |   |   |
| 5.1.2 | Non-SIT LDSO Qualification | 2024 | 11/09/2025 |   |   |
| 7.1.2 | SIT Participant Qualification - The final date by which participant qualification status can be confirmed for participants to be ready for the start of Migration at M11 | 2024 | 26/09/2025 |  |  |
| 7.1.1 | Code Changes Designated | 12/09/2025 | 22/09/2025 |   |  |
| 4 | **Declaration:** Confirmation of Qualification Status for SIT MVC **(17/09 TORWG input)** | 15/09/2025 | 15/09/2025 |  |  |
| 4 | **Declaration:** Confirmation of Qualification Status for Non-SIT LDSOs **(17/09 TORWG input)** | 15/09/2025 | 15/09/2025 |  |  |
| 4 | **Declaration:** Confirmation of Qualified Parties from Code Bodies **(17/10 TORWG input)** | 26/09/2025 | 14/10/2025 |  |  |

#  Cutover Contact Details

Please provide contact details for your Principal Contact and Deputy during the Cutover Period along with any other contacts that may be required to be contacted by the Programme to request information relating to your cutover activities.

(Phone Number and Email Address)