

Change Request Form

Change Request details

For guidance on how to complete this document please see the supporting Change Request guidance document

| Change Request details | | | |
|--------------------------------------|-------------------------------------|--------------|------------|
| Change Request Title | Design Baseline Replan to July 2022 | | |
| Change Request Number | CR001 | | |
| Originating Advisory / Working Group | Design Advisory Group (DAG) | | |
| Risk/issue reference | I005, R022, R029 | | |
| Change Raiser | Jason Brogden / MHHS Programme | Date raised: | 11/03/2022 |

Part A – Description of proposed change

Guidance – This section should be completed by the Change Raiser when raising the Change Request.

| Part A – Description of proposed change |
|---|
| <p>Issue statement: <i>(what is the issue that needs to be resolved by the change)</i></p> <p>To enable more time for parties to review the Design artefacts, more review time is planned. As a result the Design activities will take longer to complete than originally planned, therefore Milestone M5 will not be met in April 2022. The current forecasted timeline shows the last tranche of design artefacts are to be approved at DAG in June 2022 (as per slide 37 in the PSG 2/3/22 meeting slides), which will require a change to this Level 1 milestone.</p> <p>Suppliers have notified the MHHS Programme that they are not in a position to provide resource to the design development at this point. Suppliers have proposed a revised programme plan that starts engagement with the design in September 2022.</p> <p>Following discussion with Programme Parties, this proposal seeks to extend the delivery of design from the current 30th April 2022 M5 baseline to 29th July 2022 (an additional month on top of the currently projected delivery timeline) to allow additional time for the Programme to complete the design artefacts robustly and to extend the time for suppliers and Programme Parties more generally to engage in the review of key prioritised design artefacts. The Programme has provided Programme Parties by constituency (e.g. suppliers, DNOs, iDNOs, Elexon, DCC) with a subset of design deliverables that sets out which specific design artefacts they need to review, enabling more efficient resource allocation.</p> |

Description of change:

(what is the change you are proposing)

The outcome of the change is to move the baseline M5 date from 30th April 2022 to 29th July 2022.

We propose to deliver this in accordance with a revised delivery plan with a defined set of tranches for design artefacts and associated review cycles and timings, as below.

In developing this plan, the MHHS Programme has taken into account the following planning considerations:

- Design artefacts have been bundled into four tranches logically grouping artefacts as far as possible
- The review cadence for each tranche is predicated on two review cycles at level 4 with artefacts being exposed to DAG membership at the point of exiting the sub-working group
- An extended period of time for review following sub-group activity to allow wider reviews to take place

This has resulted in a Design Roadmap with the following tranches:

Design Artefact Tranche 1

- Core Registration Processes
- Sub-set of Registration Flows
- Load Shaping Service BPM, Requirements & Logical Interface Specifications

Design Artefact Tranche 2

- Change of Agent Impacted Processes and Interfaces
- Registration & Data Service Interfaces
- ECS Market Data Service Process & Requirements
- ECS Volume Allocations Services Process & Requirements

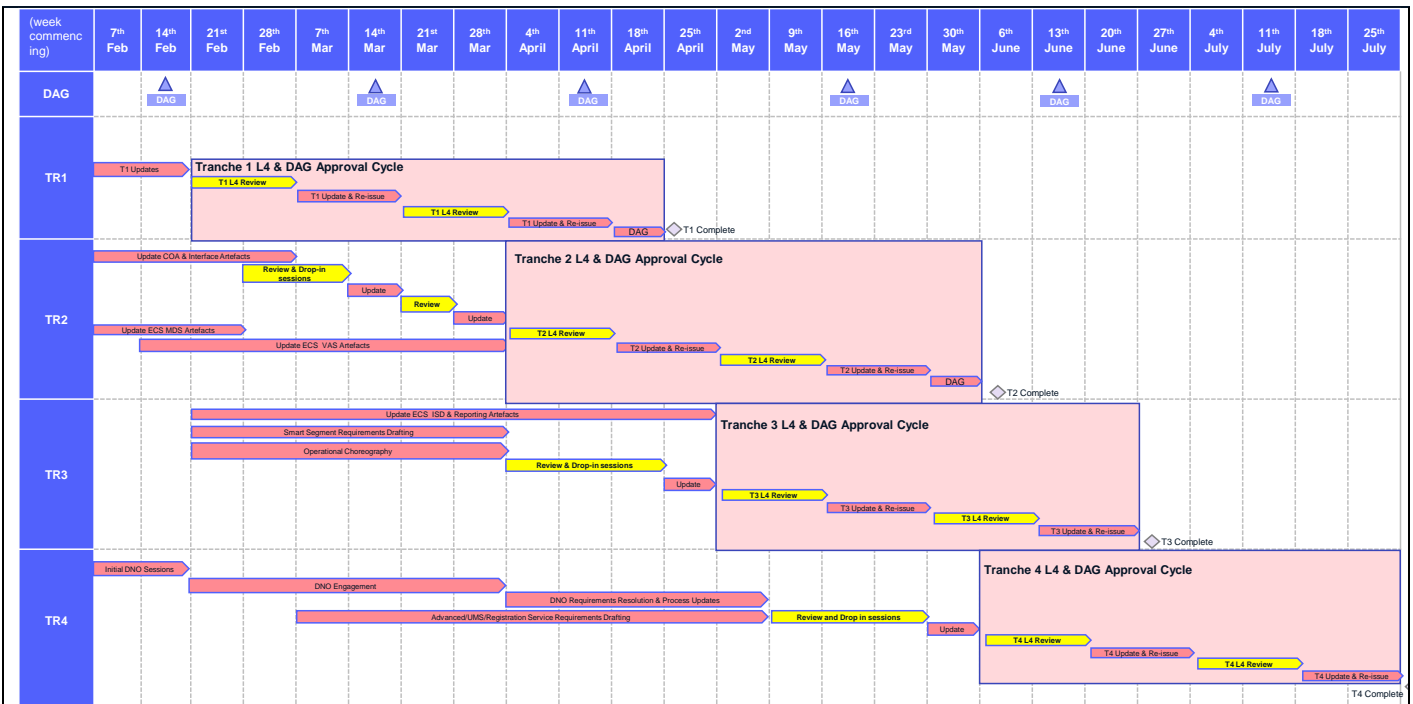
Design Artefact Tranche 3

- Smart Segment Requirements
- ECS Industry Standing Data Process & Requirements
- ECS Reporting Requirements
- Operational Choreography

Design Artefact Tranche 4

- Advanced Segment Requirements
- Unmetered Segment Requirements
- Registration Service Requirements
- Network Charging Process & Requirements

The plan for delivery is set out below:



Justification for change:

(please attach any evidence to support your justification)

The MHHS Programme has looked at the options to progress the design in a timely fashion extending the time to review the design to give better opportunities for Programme Party input. These options focus on targeted resource in priority areas whilst minimising the additional costs that would be incurred by the MHHS Programme and those Programme Parties that have already mobilised in line with the Ofgem transition timetable.

Based on initial analysis, the current trajectory of design artefact development and approval results in a forecast June approval for M5. This change proposal would extend this by 1 month.

The MHHS Programme has assessed that extending M5 through to 29th July 2022, based on the current level of Programme Party participation at L4 Working Groups and DAG, is sufficient to provide confidence in the design and will lower the risk of future change. The more input provided from Programme Parties into the design development and review process set out in the plan, the lower the risk of future change.

This change:

- provides the opportunity for further Programme Party input, increasing confidence in the design from this additional time
- minimises the delay to the M5 baseline, minimising additional Programme Party run costs (which will be passed on to consumers) and technical risk of running into other Programme Party change programmes (e.g. DCC DSP re-procurement)
- provides earlier certainty to Programme Parties to assess their DBT activities in the programme replan due after M5 and minimises the delay to this essential replanning exercise

Consequences of no change:

(what is the consequence of no change)

Without approval of this change, the Programme will need to progress a change request for the currently projected June 2022 design baseline approval for M5.

This will provide less opportunity for Programme Party input to the design, therefore the design is:

- more likely to be subject to later Change Requests
- less stable to provide the baseline for the programme replan

Target date by which a decision is required:

6th April 2022

Part B – Initial Impact of proposed change

Guidance – *this section should be completed by the Change Raiser before being submitted to the MHHS PMO.*

Guidance – *Please document the benefits of the change and to delivery of the programme objectives*

| What benefits does the change bring |
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| <p><i>(list the benefits of the change and how this improves the business case)</i></p> <p>As per the justification above, this change:</p> <ul style="list-style-type: none"> provides the opportunity for further Programme Party input, increasing confidence in the design from this additional time minimises the delay to the M5 baseline, minimising additional Programme Party run costs (which will be passed on to consumers) and technical risk of running into other Programme Party change programmes (e.g. DCC DSP re-procurement) provides earlier certainty to Programme Parties to assess their DBT activities in the programme replan due after M5 and minimises the delay to this essential replanning exercise <p>This change improves the Business Case as it reduces the risk of design issues being raised later in the programme which will incur cost. Issue resolution becomes more expensive to resolve the later in the programme that issues are identified (i.e. reducing the risk of technical debt in the programme).</p> <p>This change reduces the risk to the Programme end date as the delay in design gives the opportunity for a firmer baseline to take into the replanning exercise after M5.</p> |

| Programme Objective | Benefit to delivery of the programme objective |
|--|---|
| To deliver the Design Working Group's Target Operating Model (TOM) covering the 'Meter to Bank' process for all Supplier Volume Allocation Settlement meters | Without approval of the change, there is less opportunity for Programme Party input to the design, therefore the design is more likely to be subject to later Change Requests. |
| To deliver services to support the revised Settlement Timetable in line with the Design Working Group's recommendation | Without approval of the change, there is less opportunity for Programme Party input to the design, therefore the design is more likely to be subject to later Change Requests. |
| To implement all related Code changes identified under Ofgem's Significant Code Review (SCR) | Without approval of the change, there is less opportunity for Programme Party input to the design, therefore the design is more likely to be subject to later Change Requests. |
| To implement MHHS in accordance with the MHHS Implementation Timetable | There is a risk that the Implementation Timetable is delayed, but the delay in design gives the opportunity for a firmer baseline to take into the replanning exercise giving more confidence in the replan planned for 3 months after M5. |
| To deliver programme capabilities and outcomes to enable the realisation of benefits in compliance with Ofgem's Full Business Case | There is a risk that Programme Party and therefore consumer benefits will be lost without Programme Party and consumer representative input. This change gives more confidence in the programme replan, reducing the risk of delayed implementation and therefore delayed benefits. |
| To prove and provide a model for future such industry-led change programmes | This demonstrates the opportunities to allow for more industry input through the process and shows the adaptability of the programme to be able to replan effectively and efficiently. |

Guidance – *Please document the known programme parties and programme deliverables that may be impacted by the proposed change*

| Impacted areas | Impacted items |
|-----------------------|---|
| Impacted Parties | <p>Increased timescales for design activities to a 29th July M5 results in increased run costs to deliver the design M5 for all Programme Parties who have mobilised their programme teams at this point, including:</p> <ul style="list-style-type: none"> • Elexon Helix project • Smart DCC • MHHS Programme (IM, SRO and LDP) • IPA • Programme Parties <p>All Programme Parties have extended timescales, but the assumption is that resourcing for some Programme Parties (e.g. suppliers) will be helped by spreading out the development activities over a longer period.</p> |
| Impacted Deliverables | All design artefacts for M5 and any other programme deliverables tied to M5. |

| Initial assessment | | | |
|------------------------|---------------------|--------------------------------|---------------------|
| Necessity of change | 1 - Critical Change | Expected lead time | 1 - <5 working days |
| Rationale of change | Programme | Expected implementation window | 1 - Imminent |
| Expected change impact | Low | | |

Part C – Summary of impact assessment and recommendation

CR001 Impact Assessment Report & Recommendations was presented to PSG in April 2022. The report can be [here](#).

Guidance – This section should be completed by the Change Raiser. Note, this is before impacted parties complete a full Impact Assessment.

| Part C – Summary of impact assessment and recommendation (complete as appropriate) |
|---|
| <p>Effect on benefits</p> <p>This is expected to better facilitate the benefits by an improved design.</p> <p>There is a risk that Programme Party and therefore consumer benefits will be lost without Programme Party and consumer representative input.</p> <p>This change gives more confidence in the programme replan, reducing the risk of delayed implementation and therefore delayed benefits.</p> <p>Impact Assessment respondents to confirm the above and identify any further effects.</p> |
| <p>Effect on consumers</p> <p>The effect on consumers is likely to be in terms of delayed benefits if the programme delivery date is delayed and the programme costs passed on to consumers, i.e.:</p> <ul style="list-style-type: none"> • Increased cost of programme run-time to be passed on to consumers, but looking to minimise delays and therefore minimise cost increase • Reduced risk of future increased programme costs from future change to resolve design issues <p>Impact Assessment respondents to confirm the above and identify any further effects.</p> |

Effect on schedule

Extension of M5 from April 2022 to July 2022 will result in a more stable design baseline to feed into a more certain replanning exercise beyond then.

It is not appropriate to assess the impact beyond M5 as this is the purpose of the replanning exercise.

Impact Assessment respondents to confirm the above and identify any further effects.

Effect on costs

Increased run costs for mobilised Programme Parties, as above.

Reduced risk of increased costs later through design change.

Impact Assessment respondents to quantify their cost increases (specific costs to be identified as confidential only where necessary and aggregated by the MHHS Programme if confidential costs provided) and to provide an indication of potential future cost impacts from design risk

Effect on resources

All Programme Parties have extended timescales, but the assumption is that resourcing for some Programme Parties will be helped by spreading out the development activities over a longer period.

Impact Assessment respondents to confirm the above and identify any further effects, including any compelling evidence why resourcing cannot be supported.

Effect on contract

Any contract impacts for Programme Parties will need to be assessed by those parties.

Impact Assessment respondents to identify and quantify any effects on their contracted parties.

Risks

The risk of not implementing this change is that the Programme will need an alternative change to delay M5 to June 2022 without some of the benefits highlighted above.

Impact Assessment respondents to confirm the above and identify any further risks.

Recommendation

It is recommended the change is **approved**

Impact Assessment respondents that do not agree that this change is approved must provide supporting evidence to justify why they do not support this change

Impact assessment done by: <Name>

Guidance: *The approvals section will be completed by the MHHS PMO once the Impact Assessment has been reviewed.*

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| Approvals (to be completed by MHHS PMO) |
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Decision authority level

<Based on the impact assessment, state who is required to make a decision concerning this change>

Part D – Change decision

Guidance - *This section will be completed by the MHHS PMO following the review of the impact assessment and decision reached by the SRO.*

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|---------------------------------|--|--|--|
| Part D – Change decision | | | |
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|-----------|----------|------|---------------|
| Decision: | Approved | Date | 21 April 2022 |
|-----------|----------|------|---------------|

| | | |
|----------------------|---|---------------------------------|
| Approvers: | Rachel Clarke, Ofgem | |
| Change Owner: | Jason Brogden | |
| Action: | A1 Update the MHHS Transition timetable with approved changes | |
| Changed Items | Pre-change version | Revised version |
| A1 | MHHS Transition Timetable 04/21 | MHHS Transition Timetable 05/22 |

Part E – Implementation completion

Guidance - This section will be completed by the MHHS PMO at the end of the post-implementation process.

| Part E – Implementation completion | | | |
|------------------------------------|-----------------------------------|------|----------|
| Comment | MHHS Transition Timetable updated | Date | 16/05/22 |

Guidance – This section will be completed by the MHHS PMO at the end of the post-implementation process and should be used to add any appropriate references of the change once it has been completed.

| References | | |
|------------|-----------------|--|
| Ref | Document number | Description |
| N/a | N/a | The MHHS Transition Timetable has been published on the MHHS website |