

## MHHS SIT Advisory Group (SITAG) Headline Report

Issue date: 21/06/2024

Meeting number	<b>SITAG 005</b>	Venue	<b>Virtual – MS Teams</b>
Date and time	<b>19 June 2024 10:00-12:00</b>	Classification	<b>Public</b>

### Actions

Area	Action Ref	Action	Owner	Due Date
<b>Minutes and Actions</b>	SITAG05-01	Programme to ensure a mechanism for providing SITAG with visibility of progress on implementation of improvement actions emanating from the SIT Functional Cycle 1 Retrospective	Programme (Dominic Mooney)	17/07/2024

### Decisions

Area	Decision Ref	Description
<b>Minutes and Actions</b>	SITAG-DEC24	SITAG approved headline report of the SITAG meeting held 15 May 2024 with no amendments
<b>Environments Approach &amp; Plan</b>	SITAG-DEC25	SRO approved Environments Approach & Plan v3.0 for publication
<b>SIT Non-Functional Testing Test Data Approach &amp; Plan</b>	SITAG-DEC26	SRO approved change of date for completion of programme milestone T3-TE-0059 (SIT - Other Participants Complete)

### Key Discussion Items

Area	Discussion
<b>Minutes and Actions</b>	<p>The headline report of the previous meeting was approved with no amendments (<b>DECISION SITAG-DEC17</b> – recording timestamp 00:03:40). Action wording and latest updates can be found within the meeting papers, and key discussion points are summarised below:</p> <p><b>SITAG04.1-01:</b> The Large Supplier Representative wished to ensure improvements to ways of working emanating from the SIT Functional (SIT F) Cycle 1 Retrospective held 29 May 2024 were in progress and that no actions had been descoped without visibility to participants. The MHHS Test Lead advised the improvement actions had been prioritised and the majority of 'must have' items implemented. The Programme advised</p>

	fortnightly updates would be provided to the Fast Track Implementation Group (FTIG) and agreed ensure a mechanism is in place for visibility on progress for SITAG members ( <b>ACTION STIAG05-01</b> ).
<b>SIT Non-Functional Test Scenarios &amp; Test Cases (Theme 1) Work-Off</b>	The Programme advised Theme 1 had been issued to participants for consultation and all Programme responses and artefact refinement completed. The Programme proposed a decision on approval of Theme 1 was deferred owing to the Non-Functional Testing (NFT) Test Approach & Plan (TA&P) not having yet been approved and the risk that changes to Theme 1 may occur. The Programme noted the NFT TA&P would be reintroduced to SITAG for a decision of approval as soon as possible, following the completion of discussions to validate assumptions and tooling information. The Programme acknowledged the need provide the approved Theme 1 Test Scenarios and Test Cases to participants, and noted the current iterations are available for parties to review if they wish.
<b>Environments Approach &amp; Plan</b>	<p>The Programme provided an overview of the latest iteration of the Environments Approach &amp; Plan (v3.0), and the procession of the latest updates through MHHS governance including consultation with participants, amendments/updates, and assurance review.</p> <p>The Programme request approval of the updated document, noting it incorporate new sections/updates for Settlement Testing, Non-Functional Testing, Non-SIT Supplier &amp; Agent Qualification Testing, and Sandbox. The updates are linked to Programme milestones T3-TE-0092 (Environment Approach and Plan - SIT Non-Functional), T3-TE-0093 (Environment Approach and Plan – Sandbox), T3-TE-0120 (Environment Approach and Plan - S and A Testing) and approval of the document would represent early delivery of the latter two milestones.</p> <p>The Chair invited objections to the approval of the document, to which none were received.</p> <p>The Chair, acting with delegated authority of the MHHS Senior Responsible Owner (SRO), approved the Environments Approach &amp; Plan v3.0 for publication (<b>DECISION SITAG-DEC25</b> – recording timestamp 00:14:00).</p>
<b>SIT Progress Management Summary</b>	<p>The Programme Test Lead provided updates on SIT Migration readiness, including outstanding deliverables and actions with individual SIT cohorts, per the meeting slides.</p> <p>The Programme highlighted one Central Party’s data load did not complete until end of day 18 June 2024, the consequence of which was some tests issued to MPRS by participants prior to this will need to be rerun. The Programme noted Settlement Testing provision commenced 17 June 2024 and SIT M and SIT F Cycle 2 commenced 18 June 2024.</p> <p>The Large Supplier Representative noted information provided at the FTIG on testing improvement sprints and confirmed ‘Sprint 1’ had commenced on 18 June 2024. The representative highlighted constituent feedback over expectations there will be a clear view on testing success/entry criteria the end of Sprint 1 on 28 June 2024 relating to the conditions to move into the IR8.x maintenance window. The MHHS Test Lead note this, and advised the sprints were implemented to support checkpoints of progress every two weeks and enable course correction/recovery if needed. The MHHS Test Lead advised the checkpoints will involve assessing testing progress for each cohort and the effect on the forecasted overall SIT completion date for each cohort, ensuring a continual assessment of whether parties are on course to finish all tests successfully. The MHHS Test Lead stated a points-based system would be implemented to assess testing progress and enable a balanced and comparable view of testing across cohorts which accounts for the size and complexity of certain tests. Points targets will then be issued to cohorts, based on their forecasted progress/velocity, which will then form part of the basis of success/exit criteria and support continual assessment of forecasted completion.</p>
<b>IPA Updates</b>	The IPA provided updates on test assurance actions status per the meeting slides, noting eleven new recommendations were shared with the Programme since 03 June 2024 of which seven are now complete. The IPA highlighted assurance observations are being provided weekly to the Programme and the IPA are continuing to monitor progress against existing recommendations and risks to testing delivery. Further updates

	<p>on assurance actions progress will be provided to the July 2024 SITAG, which will coincide with the end of the IPA's assurance period 6 (P6) ahead of commencement of P7 from July 2024.</p> <p>The Large Supplier Representative requested updates are provided on consideration around planning congestion and the overlapping/concurrent running of testing stages. The IPA advised work is ongoing to review potential congestion with several actions already fed into assurance recommendations ahead of SIT M commencement, and further updates would be provided at the July 2024 SITAG s part of the IPA's standing updates.</p>
<p><b>Programme Milestones related to SITAG</b></p>	<p>The Programme requested approval of one change of date to existing programme milestone T3-TE-0059 (SIT - Other Participants Complete) per the meeting slides.</p> <p>The Chair invited objections to the approval of the document, to which none were received.</p> <p>The Chair, acting with delegated authority of the SRO, approved the change of date for completion of programme milestone T3-TE-0059 (<b>DECISION SITAG-DEC26</b> – recording timestamp 00:39:00).</p>

**Date of next meeting: 17 July 2024**

## Attendees

### Chair

Smitha Pichrikat (Chair)

MHHS SRO

### Industry Representatives

Gavin Gallimore

Graham Wood

James Murphy

Jonny Moore

Richard Marriot

Nigel Roberts (on behalf of Shaun Brundrett)

Santosh Vasudevan

Stacey Buck

Terri Hamilton

DCC Representative

Large Supplier Representative

Supplier Agent Representative (Independent)

RECCo Representative

NGESO Representative

Small Supplier Representative

Elexon Representative

IDNO Representative

DNO Representative

### MHHS

Adrian Ackroyd

Annabel Atkins

Anne Robinson

Fraser Mathieson

Jason Brogden

John Wiggins

Keith Clark

Kiran Raj

Lee Cox

Paul Pettitt

Richard Puddephatt

Test Delivery Manager

PPC Team

Governance Support

Governance Lead

Programme Industry SME

Programme Industry SME

Programme Manager

Design Team

Test Lead

Design Lead

Data Lead

Client Delivery Manager

### Other Attendees

Rhiannon Harrison

Rinu Varghese

Sinead Quinn

Steve Mullings

Talor Thorpe

IPA

Elexon

Ofgem

IPA

IPA

## Apologies

*Seat vacant*

*Seat vacant*

*Confirmed not filling seat*

*Confirmed not filling seat*

Supplier Agent Representative

Medium Supplier Representative

Consumer Representative

I&C Supplier Representative