MHHS SIT Advisory Group (SITAG) Headline Report

Issue date: 22/11/2024

Meeting number	**SITAG 010**	Venue	**Virtual – MS Teams**
Date and time	**20 November 2024 10:00-12:00**	Classification	**Public**

Actions

Area	Action Ref	Action	Owner	Due Date
SIT Operational Test Scenarios and Test Cases Theme 3	SITAG10-01	The Programme to set up a trilateral with the Helix Service Management team and RECCo to ensure Design materials are updated and SIT Operational Theme 3 Batch 1 Test Cases are referencing the right source material.	**Programme (Jason Brogden)**	18/12/2024
Regression Approach	SITAG10-02	The Programme to build in an assumption to the Regression Test Criteria that Regressions Testing covers Parties and Party roles.	**Programme (Roger Robar)**	18/12/2024
Top Programme Risks related to SITAG	SITAG10-03	The Programme to review if there is a risk to Migration Testing that needs to be raised in relation to Migration DIN 1140.	**Programme (Jason Brogden)**	18/12/2024

Decisions

Area	Decision Ref	Description	Rationale
Minutes and Actions	SITAG-DEC40	SITAG approved headline report of the SITAG meeting held 16 October 2024 with no amendments.	The Programme invited objections to the approval of the document, to which none were received.
Programme Milestones related to SITAG	SITAG-DEC41	The Chair, acting with delegated authority of the MHHS Senior Responsible Owner (SRO), approved the date changes of T3-TE-0123 AND T3-TE-0122 due to the refinement of the initial regression data approach.	The Chair invited objections to the approval of the date changes, to which none were received, and the milestone changes were accepted as necessary housekeeping to reflect the updated planning accuracy.
	SITAG-DEC42	The Chair, acting with delegated authority of the MHHS Senior Responsible Owner (SRO), approved the assignment of Tier 2 milestone IDs T2-TE-1000 and T2-T3-1500.	The Chair invited objections to the assignment of the milestone IDs, to which none were received, and the milestone IDs were accepted as necessary housekeeping to reflect the updated planning accuracy.

Key Discussion Items

Area	Discussion
Minutes and Actions	**DECISION**: The headline report of the previous meeting was approved with no amendments (**SITAG-DEC40 – recording timestamp 00:06:03**).
SIT Operational Test Scenarios and Test Cases Theme 3	The Programme provided an update on SIT Operational Test Scenarios and Test Cases Theme 3 and flagged that ongoing collaboration between Helix and the ongoing industry consultations. They confirmed that the Batch 1 consultation concluded on 11th November 2024 and feedback should be reissued shortly. They conducted an initial assessment of the feedback on SIT Operational Theme 3 Batch 1 and outlined the changes they are going to make address these. The RECCo Representative highlighted they fed back the point around descoping some scenarios, which they are happy to discuss in more detail, but in short, they believe the design is incorrect. The Programme queried if it's the Design that's incorrect, should they address it through the Helix deliverables, such as the LLSD and Service Operating Manual rather than the Test Cases. The RECCo Representative confirmed their comments are on the Service Operating Manual. **ACTION** – The Programme to set up a trilateral with the Helix Service Management team and RECCo to ensure Design materials are updated and SIT Operational Theme 3 Batch 1 Test Cases are referencing the right source material (**SITAG10-01**).
Service Management & SIT Operational Dependencies	The Programme provided an update on the Service Management & SIT Operational Dependencies and Corresponding Risks. They presented the Service Management/SIT Ops Dependency chart and highlighted the importance of the Service Operating Manual for SIT Ops Testing as it is referred to frequently in the Test Cases. They confirmed that Helix have released an earlier version of the Manual, which was released last week instead of 27th November 2024, and encouraged PPs to review the Manual provide their comments back. Additionally, they are going to assess how they will incorporate the next level of detail from the Service Operating Manual in their preparation activities. The Programme acknowledged that the dependencies in the outlined chart are tight to get ready for SIT Operational Readiness with the report on 15th January 2025 to go into SITAG decision making. They explained that they are reviewing choreography of the relevant governance groups, so that they are aligned to when decisions need to be made. They confirmed there are still a number of risks to SIT Operational start which they are continuing to monitor and build those dependencies into the Programme plan. They explained there is still a significant risk around start of Service SIT Ops Theme 3, Batch 1 Testing and there isn't time to move from the finalisation of the Service Operating Manual into the outlined decision making. They confirmed they will assess the time PPs have to prepare, in order to execute SIT Ops Testing as well as that is a key dependency and will factor that in when reviewing the choreography of decision making with the governance groups.
SIT Test Progress Update	The Programme provided an update on SIT Test Progress, as per the latest FTIG briefing. They confirmed that they have successfully started Cycle 3 as scheduled, and the maintenance window updates went relatively smoothly. They have observed that in general for Sprints 5, 6 and 7, velocity is lower than forecasted, and that there are very few defects that are affecting overall progress.

	They highlighted that Settlement Testing has seen significant progress as they've prioritised due to the dependencies on the environment that is required for future Test phases. In some cases, there are PPs that are diverting resources from Functional and Migration Testing to Settlement Testing.

The Small Supplier Representative queried if there is a known risk that the exit of Settlement Testing will impact Operational Testing now that two of the SET-2 Tests cannot finish until next year. The Programme confirmed they are managing risk and looking at the schedules for both Operational and Non-Functional Testing as it is more of a risk on Non-Functional. They confirmed there are some Tests that require IR8.4 which will be prioritised at the time, and they are planning to use the contingency sprints for Settlement Testing which they're reporting through FTIG. They highlighted, there is an increasing risk that will roll over into New Year, with a consequential impact on Non-Functional Testing, but will notify PPs as soon as they are confident, they will need to use the contingency sprints. The Small Supplier Representative queried if the Programme is sure it's not definite, they are needed now given that IR8.6 is required to complete ST0016 TCO2. The Programme confirmed not just yet, but they will continue to monitor the situation.

The Programme gave an update the assumptions they made going in to and coming out of Cycle 3.

They revisited the point around PPs moving resources to focus on Settlement Testing and explained that the cohorts that are moving the fastest is due to those PPs using large amount of resources to carry out large volumes of Tests, concurrently. This high-volume approach to starting Tests means that if there are blockers with some, a high quantity of them are still progressing and passing. However, a natural consequence of this is that the backlog of available Tests decreases. They highlighted that IR8.4 has a significant number of defect fixes included in it and many of the blocked Tests are associated with IR8.4, so once it is released, they expect to see an uptick in velocity and a return to the previously forecasted levels of execution.

The Programme provided an overview of the outlook for Cycle 3 and the specific items in focus including Domain/Certificate Expiry and IR8.4. The test evidence capture change, despite a rocky start to sprint 5, is expecting to complete all tests in cycle 3 by Friday expecting to be around 33% reduction in test case evidence.

The Large Supplier Representative raised their constituents concerns around the Domain/Certificate Expiry issue and highlighted that they have real angst around some of the processes. The Programme confirmed this issue was raised at FTIG last week (15th November 2024), and the DIP Provider identified that the process could be improved. The DIP Provider made it clear that the improved process had been implemented and was being followed and that they would walk through the process with PPs to ensure the issue was dealt with. The Programme confirmed they were of the impression that the PPs who raised the concern at FTIG were satisfied with the response of the DIP Provider.

The RECCo Representative queried if the list or rationalised Tests issued this week are separate from the ones drawn out in the items in focus for Cycle 3. The Programme confirmed they will be separate as that rationalisation process went through late in maintenance window. The RECCo Representative explained that there were some concerns that they hadn't been reviewed by them from a Code Body perspective, and that before they rationalise any Tests, that they are able to view them from a Qualification perspective. The Programme confirmed they won't rationalise those Tests before aligning with Code Bodies and ensuring that any gaps are closed. |
| **Regression Approach** | The Programme provided an update on the Regression Test Approach and Plan and presented SITAG with Milestone changes and Milestone ID assignments for decision.

They confirmed that their general approach is for the Test environment to be available as close to the start of legacy environment as possible. They still hold the basic principle that they would like to Migrate in as much Test Data as possible. They explained that for all cohorts, they are |

	creating a Core Pack that includes a set of Tests that everyone who participates in Regression Testing will conduct. In addition, they will create a customised set of Tests to address the individual experience of each cohort such as certain defects encountered. They outlined the Regression Test Criteria they'll use to create the Tests and explained these will be used in addition to metrics-based scoring criteria to build the core Regression pack. They provided an overview of the updated Regression Test Plan and explained they are shifting activities to the right as the initial plan had some assumptions that didn't hold true, and it became more of a complex environment than originally thought. Therefore, the Programme proposed that Tier 3 Milestones, SITAG Approach and Plan Approval (TE-T2-0123) and SITAG Core Pack Approval (TE-T2-0122) move from 20 November 2024 to the 16 January 2025 and from 16 January 2025 to 18 March 2025, respectively. They also proposed to build in two Tier 2 Milestones, Regression Test Data Load Start (T2-TE-1000) and Regression Test Execution Start (T2-TE-1050). The RECCo Representative highlighted that from a Qualification perspective, it needs to be ensured that Regression Testing covers all Parties and Party roles. **ACTION** – The Programme to build in an assumption to the Regression Test Criteria that Regressions Testing covers Parties and Party roles (**SITAG10-02**). The Large Supplier Representative queried if the Industry Review of Approach and Plan from the Regression Test Plan will consist of review through SITWG activity or is it intended to be a review that will go out to PPs for a couple of weeks. The Programme confirmed it will be sent out to PPs for review, the timelines of which are not yet confirmed. The Large Supplier Representative highlighted it would be helpful to communicate to PPs as soon as any further information is available to allow them to factor the review activity into their own plans. They also queried if the proposed Tier 3 Milestone dates differ to what is in CR055, to which the Programme confirmed is correct. **DECISION:** The Chair, acting with delegated authority of the MHHS Senior Responsible Owner (SRO), approved the date changes of T3-TE-0123 AND T3-TE-0122 due to the refinement of the initial regression data approach **(SITAG-DEC41 – recording timestamp 00:47:45).** **DECISION:** The Chair, acting with delegated authority of the MHHS Senior Responsible Owner (SRO), approved the assignment of Tier 2 milestone IDs T2-TE-1000 and T2-T3-1500 **(SITAG-DEC42 – recording timestamp 00:48:15).**
SIT Functional Rationalisation	The Programme provided an update on SIT Functional Rationalisation approach. They provided an overview of the four principles and rationalisation process. They confirmed that they will have a have walk through of the Test Rationalisation Process on 3rd December 2024 with the various stakeholders that need to be provided clarity on the process before circulating with all PPs.
IPA Updates	IPA provided update on Test Assurance status.
Programme Milestones related to SITAG	The Programme ran through Programme Milestones related to SITAG.

Top Programme Risks related to SITAG	The Programme introduced the top programme risks related to SITAG. The RECCo Representative queried if a new risk needed to be raised based on the Migration Design. They highlighted that DIN 1140 is currently live and looks at the status of new connections after M10. They explained there isn't clarity in the Design on it at the moment which may in turn have an impact on Migration Testing. **ACTION** – The Programme to review if there is a risk to Migration Testing that needs to be raised in relation to Migration DIN 1140 (**SITAG10-03**).
Summary and Next Steps	The Secretariat confirmed the actions captured in the meeting. No comments or questions raised from participants.

Date of next meeting: 18 December 2024

Attendees   **Apologies**

Chair
Chris Welby   MHHS SRO

		Santosh Vasudevan	Elexon Representative
		Richard Marriot	NGESO Representative
Industry Representatives			
Graham Wood	Large Supplier Representative	*Seat vacant*	Supplier Agent Representative
Jonny Moore	RECCo Representative	*Confirmed not filling seat*	I&C Supplier Representative
Carl Bourn	Medium Supplier Representative	*Confirmed not filling seat*	Consumer Representative
Shaun Brundrett	Small Supplier Representative	Lijo Louis	Medium Supplier Representative
Stacey Buck	IDNO Representative	Terri Hamilton	DNO Representative
Gavin Gallimore	DCC Representative	Taylor Thorpe	IPA
		Heath Thomas	Data Workstream Project Lead
MHHS		Paul Daniels	Avanade
Adrian Ackroyd	Test Programme Manager	James Stokes	DIP Manager
Katie Dyson	PMO Governance Support		
Jason Brogden	Programme Industry SME		
Keith Clark	MHHS Programme Manager		
Kiran Raj	SIT Functional Test Lead		
Roger Robar	Test Management Lead		
Smitha Pichrikat			
Dominic Mooney			
Sailaja Puthota			
Kiran Birring-Sandhu			
Other Attendees			
Sinead Quinn	Ofgem		
Recce Harris	IPA		