

MHHS Programme Steering Group (PSG) Headline Report

Issue date: 14/12/2022

Meeting Number **PSG 015**

Venue **Virtual – MS Teams**

Date and Time **07 December 2022 1000-1200**

Classification **Public**

Actions

Area	Action Ref	Action	Owner	Due	Update
Migration	PSG15-01	Progress work on customer segments in migration at the Migration Design Subgroup (MDSG)	Programme (Jason Brogden)	11/01/23	
	PSG15-02	Present the Migration Option Analysis to the Migration Working Group (MWG)	Programme (Jason Brogden)	11/01/23	
Interim plan	PSG15-03	Action decision PSG-DEC31: issue the updated Interim Plan and begin Round 3 of consultation on the Programme replan	Programme PMO	14/12/22	Interim Plan issued on 07/12/22
M9 status	PSG15-04	Increase frequency of meetings with St Clements to support Programme replanning activity and readiness for M9	Programme	11/01/23	
Change control	PSG15-05	Action next steps from CR012: incorporate CR012 within code draft plan and update CCAG Terms of Reference	Programme PMO	11/01/23	
	PSG15-06	Raise CR013 to Impact Assessment	Programme PMO	09/12/22	CR013 raised to Impact Assessment on 07/12/22
Other	PSG15-07	Extend PSG meeting calendar invites to 2.5 hours	Programme PMO	11/01/23	Invites extended by 30 minutes. Agendas will continue to be 2 hours, with the additional 30 mins as a cushion for any over-run
	PSG15-08	Share comms in the Clock on Programme activity and schedule for the Christmas period	Programme PMO	14/12/22	

Decisions

Area	Dec Ref	Decision
Minutes	PSG-DEC28	The PSG approved the minutes of the 02 November PSG
Migration option	PSG-DEC29	The PSG agreed to proceed with Migration Option 3
M3 milestone criteria	PSG-DEC30	The PSG approved updated criteria for the M3 Milestone
Interim Plan and replan	PSG-DEC31	The PSG approved the updated version of the Interim Plan and agreed to begin Round 3 of consultation on the Programme replan as per the Interim Plan
Change control	PSG-DEC32	The PSG approved Change Request CR012
	PSG-DEC33	The PSG agreed to raise Change Request CR013 to Impact Assessment

Key Discussion Items

Area	Discussion
Migration option decision	<p>The Programme provided a summary of the outputs of analysis on the migration analysis. This included findings from the Programme Participant Information Request (PPIR) and the Migration Options Analysis via the Migration Working Group (MWG). The Programme recommended that the PSG progress with Migration Option 3 due to the more favourable impact on costs and timelines than the other options. The Programme noted that responses to the PPIR in relation to excluding certain customer segments had been variable and therefore the Programme recommended exploring this element further through work on the migration design.</p> <p>The Programme clarified the assumption that reverse migration would only be initiated when a customer switched to a new supplier that was not yet in the new arrangements. The Programme reiterated the rationale for excluding Option 4 was that the impacts on operations and settlement were too high in comparison to the other options.</p> <p>All PSG representatives except for the DNO and iDNO representative were supportive of the recommendation for Option 3. The DNO representative explained that Option 3 was a significant change to the current programme baseline that would add complexity, cost, and time to testing for DNOs. The DNO representative noted Option 2 had benefits over Option 1. The iDNO representative noted they supported Option 2 on the basis that Option 2 and 3 could be delivered in the same time and that they could not see the full rationale for the additional cost and risk for Option 3.</p> <p>The PSG agreed to proceed with Migration Option 3 (decision PSG-DEC29 and actions PSG15-01 and -02).</p>
M3 criteria	<p>The Programme provided an overview of the proposed revised M3 Milestone criteria. The criteria had been updated as one of the conditions of the conditional approval of M3 at November PSG. The revised criteria would be assessed via responses to Round 3 of consultation on the Programme plan and supported by activities to be conducted by the Programme's PPC (Programme Party</p>

	<p>Coordinator) function. The Programme explained that the new criteria were simpler than the previous M3 criteria and that they were confident sufficient information and evidence would be provided through Round 3 of consultation to satisfy the criteria.</p> <p>Two supplier representatives noted concerns relating to delivery of the M5 Work-Off Plan and the timeline for the programme replan, and therefore the impacts these may have on their constituents in achieving the criteria.</p> <p>The PSG approved the updated M3 criteria (decision PSG-DEC30).</p>
<p>M9 update</p>	<p>The Programme explained that the intention was to hit M9 and start Systems Integration Testing (SIT) with the Minimum Viable Cohort (MVC) on 30 October 2023. This would begin with Elexon and the Data Integration Platform (DIP), shortly followed by other core capability providers and then agents and suppliers. The Programme noted that, through plans received through Readiness Assessment 2 and PPC engagement, they were at this point reasonably confident of the timelines to SIT and on the likely readiness of an MVC to start SIT on this date, or close to it.</p> <p>The DNO representative raised concerns from their constituents about achieving this SIT start date due to uncertainties they felt with the M5 Work-Off Plan, the migration design, the DIP, and the Programme replan that may affect timescales for their Design, Build and Test. An action was taken to increase engagement between the Programme and St Clements (action PSG15-04).</p> <p>The RECCo representative highlighted that it was important to have carefully developed criteria for M9 that allowed for partial readiness of all Programme Participants to start on this date.</p> <p>The I&C Representative queried if the Programme had participants for the roles required for the MVC. The Programme confirmed that Readiness Assessment 2 responses and PPC engagement had provided a reasonable level of confidence that the roles would be filled. The roles would be self-nominated.</p>
<p>Updated Interim Plan</p>	<p>The Programme provided an overview of the swim lanes of activity in the updated Interim Plan. This included activity for the Programme replan, the migration design and wider MHHS workstreams. The updated Interim Plan covers the period up to the end of the Programme replan activity.</p> <p>The DNO representative queried how areas of risk and uncertainty (such as items on the M5 Work-Off Plan) were considered in the Interim Plan and what the impacts of delay may be. The DNO representative was concerned that the Programme design was not stable and that the M5 Work-Off Plan may not be delivered by the end of January (and therefore would not feed appropriately into the Programme replanning activity). The Programme noted that if PSG members had delivery concerns these should be raised through appropriate governance channels and escalated accordingly (to DAG in this instance). The Programme were confident of the current status of the M5 Work-Off Plan (please refer to the 'Design progress' item below for the status of the Work-Off Plan).</p> <p>The Programme provided an overview of the status of the Programme plan to inform the decision on commencing Round 3 of consultation. The Programme were confident the replan artefacts – as developed by the Programme and supported by IPA engagement throughout – would be ready to be issued. The Programme were intending to use a new online form to receive consultation responses. The Supplier Agent Representative noted that previous rounds of consultation had lacked the level of detail necessary to adequately respond to the questions. The Programme responded that there would be significantly more detail in Round 3 artefacts than previous rounds, including a new Implementation Approach artefact. The PSG approved the Interim Plan and agreed to start Round 3 of consultation as per the Interim Plan (decision PSG-DEC31 and action PSG15-03).</p>

<p>Change Control</p>	<p><u>CR012</u></p> <p>The Programme presented the outputs of Impact Assessment for Change Request CR012. The majority of respondents had supported the change. If approved, the next steps would be to incorporate the proposal in the Programme plan and to update the Cross Code Advisory Group (CCAG) Terms of Reference. The PSG approved the Change Request (decision PSG-DEC32, action PSG15-05).</p> <p><u>CR013</u></p> <p>The I&C Supplier representative provided an overview of the purpose and rationale for Change Request CR013. PSG members noted they felt this was an important activity to undertake and that they were surprised that some form of this work had not already been completed by Elexon or more broadly in the MHHS business case. PSG members queried who the activity should sit with between the MHHS Programme or Elexon. The PSG agreed to raise the Change Request to Impact Assessment, the outputs of which would provide more clarity on these points raised by PSG members (decision PSG-DEC33, action PSG15-06).</p>
<p>Control Point 1</p>	<p>The Programme provided an overview of the outputs of the recent Control Point 1. Control Points are fixed points in the programme plan for the Programme team to take a step back and look at the overall health of the Programme and to decide on whether to proceed to the next programme phase. Following an internal review and Control Point report, the Programme had decided to 'Continue' into the Design, Build and Test phase with a 'Satisfactory' rating. This was a position supported by the IPA, who noted most findings in the review were consistent with their view.</p>
<p>DIP Enduring Modification</p>	<p>Elexon provided an overview of the purpose of the DIP enduring modification and the plan for delivering it. Elexon explained the dates in their Plan on a Page (POAP) and highlighted several assumptions.</p> <p>The Large Supplier representative queried progress of the DIP procurement. The Programme clarified that this was in the final stages and the intention was that the DIP provider would be introduced at the January PSG.</p>
<p>Design progress</p>	<p>The Programme provided an update on progress of the M5 Work-Off Plan and the migration design.</p> <p><u>M5 Work-Off Plan</u></p> <p>The M5 Work-Off Plan was on track to be delivered against the agreed timelines. The Work-Off Plan had been reported as Amber in the PSG status report not because of progress in delivering the design artefacts but due to risks related to achieving consensus with industry. The artefacts would be released to industry by the 19 December 2022 with assurance meetings held 25 January 2023 and an extraordinary Design Advisory Group (DAG) on 30 January 2023.</p> <p><u>Migration design</u></p> <p>The migration design workstream had recently held its first subgroup with over 50 attendees. The status report was Amber as the workstream was in its early stages. The subgroup would run until mid-February at which point the design artefacts would be issued for formal industry review. The intention was to baseline the artefacts in mid-March. The workstream is taking learnings from the wider design in its approach, such as in a single industry review of the artefacts.</p>
<p>Other</p>	<p>The Small Supplier representative queried the progress of iServer as this had been delayed. The Programme clarified that this was due to be delivered at the end of January to coincide with delivery of the M5 Work-Off Plan (as per the Interim Plan).</p>

	The I&C Supplier representative queried Programme activity over the Christmas period. The Programme will share a communication on this in the Clock (action PSG15-08).
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Date of next meeting: 11 January 2023