



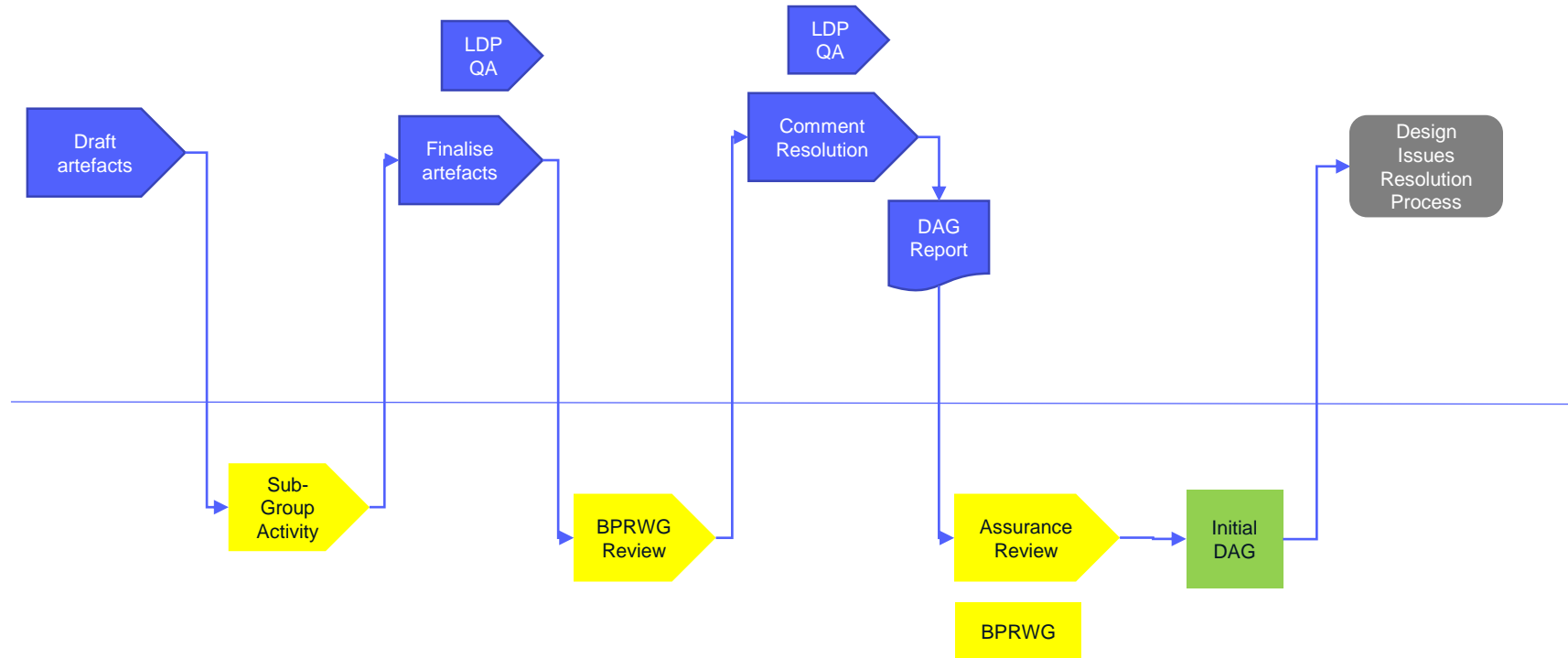
**MHHS
PROGRAMME**
Industry-led, Elexon facilitated

MHHS Design: Design Artefact Review Process

17th May 2022

MHHS Design- Design Artefact Review Process

MHHS Design Team



Industry Participants

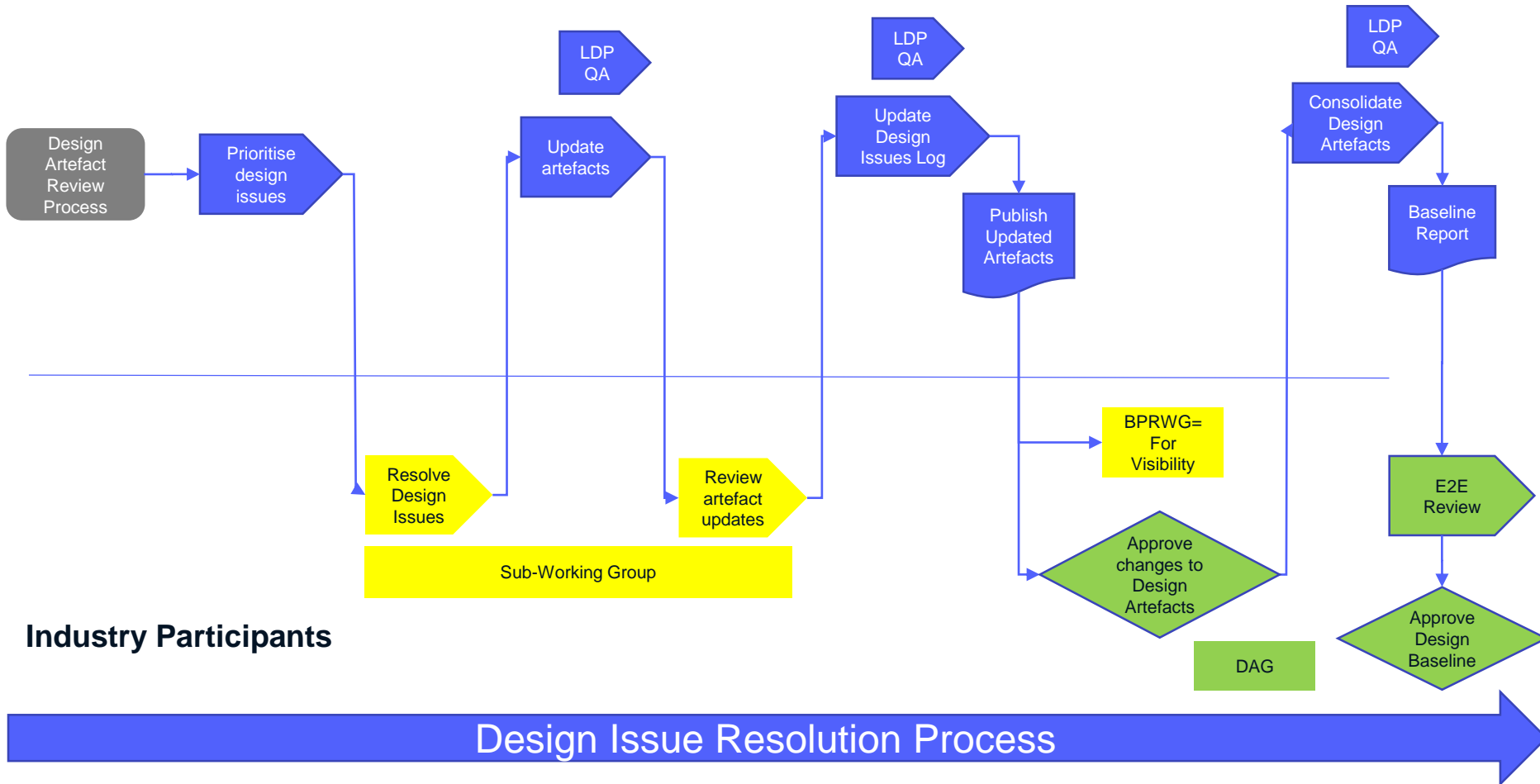
Design Artefact Review Process

Key points:

- ❑ Detailed design activity is carried out within the Sub-Group activity following which the completed design artefacts will be issued to BPRWG for review.
- ❑ Following the BPRWG review cycle the DAG Summary report will be issued to provide evidence of:
 - Industry engagement and response rates
 - Comment analysis
 - Outstanding issues/dependencies and action plan to resolve
- ❑ Updated Design Artefacts along with comment responses and DAG Report will be issued to BPRWG and DAG for a 2 week Assurance review to ensure comments have been addressed ahead of the DAG meeting
- ❑ A BPRWG meeting will be held ahead of the DAG meeting to present the contents of the DAG report. Any additional design issues should be provided to the Design team in advance for discussion in the meeting.
- ❑ The initial DAG meeting will seek 'Conditional Approval' of design artefacts subject to the outstanding issues detailed in the DAG report
- ❑ Outstanding Design Issues will be fed back into the Sub-Working Groups for resolution- See next slide for Design Issue Resolution process

MHHS Design- Design Issue Resolution

MHHS Design Team



Industry Participants

Key points:

- Design issues will be fed back into the sub-working group activity for resolution
- Conditionally Approved Design Artefacts will be updated with agreed changes and issued back to the Sub-Working Group to review the relevant sections
- The Design Issues Log will be updated to signpost the relevant sections of Conditionally Approved design artefacts that have been updated.
- Standing agenda item at DAG to review the status of open design issues
- Updated Design Artefacts will be published as part of the DAG papers highlighting the relevant sections for review.
- Standing agenda item at BPRWG to communicate the status of design issues and publication of updated design artefacts.
- Updated design artefacts will feed into the end to end review and final DAG report as part of the Baseline activity

MHHS BPRWG- Working Group and Sub-Working Group Meeting Governance

- We are making some changes to the Working Group governance to better align with the Design Artefact Review & Approval process

BPRWG Meeting	Sub- Working Groups
<p>Meeting Purpose:</p> <ul style="list-style-type: none"> To provide information on the status of Design Artefacts and the Design Roadmap To capture and manage any design risks and issues 	<p>Meeting Purpose:</p> <ul style="list-style-type: none"> To collaboratively develop Design Artefacts To resolve open Design Issues and agree changes to both draft and conditionally approved Design Artefacts
<p>Meeting Cadence:</p> <p>Published dates aligned to BPRWG Assurance timelines- One week ahead of DAG Tranche approval</p> <p>Wednesday- 10am-12pm</p>	<p>Meeting Cadence:</p> <p>Weekly Placeholders- Items for discussion confirmed at least 3 days ahead of meeting</p> <p>Registration Sub-Group- Tuesday 10am-1pm Cross Sub-Group- Thursday 10am-1pm Reporting & Transition- Friday 10am-1pm</p>
<p>Responsibilities of Working Group Members:</p> <ul style="list-style-type: none"> Review Design Artefacts Provide constructive feedback articulating suggested changes and rationale Raise any additional issues or dependencies relating to Design Artefacts for discussion in BPRWG ahead of DAG meeting 	<p>Responsibilities of Sub-Working Group Members:</p> <ul style="list-style-type: none"> Actively contribute to design discussions and aim to reach consensus Evaluate design options to ensure alignment to the TOM and minimise risk across industry parties Provide constructive feedback on elements of design

1. Design Artefact Development

Sub-Working Group

- Contribute to working group discussion in the development of design artefacts
- Review each iteration of the draft artefacts and provide feedback
- Review artefacts and agree when ready to progress to the next stage

2. Design Artefact Review

Business Process & Requirements Working Group

- Review artefacts and provide comments via the Comments Log by the review deadline
- Ensure comments are constructive and provide detail of the suggested change

3. Assurance Review

Business Process & Requirements Working Group

- Review artefacts and comment responses to ensure comments have been addressed
- Review open design issues and dependencies to ensure that all outstanding issues have been captured
- Raise any additional design issues not reflected in the Design Issues Log either by contacting the Design mailbox or raising in the BPRWG meeting
- Raise any concerns regarding comments that have not been satisfactorily addressed, or understood directly with the Design team by contacting the Design mailbox in the first week of the Assurance review period **and providing an alternative solution and a justification**
- Provide assurance to DAG Constituency Representatives ahead of DAG submission

4. Design Artefact- Conditional Approval

Design Advisory Group

- Review Design Artefacts and gather feedback from constituency
- Confirm agreement that
 - The design artefacts meet the requirements of the MHHS TOM and any residual design issues are understood and do not significantly impact the stability of the design
 - Participants have had appropriate opportunities to be consulted
 - Non-consensus was managed fairly, constructively and transparently
 - Open design issues and dependencies are explicitly called-out, categorized according to severity and have appropriate work-off plans

5. Design Issue Resolution

Sub-Working Group

- Contribute to working group discussion for the resolution of open design issues
- Review and agree specific changes to conditionally approved design artefacts to resolve open design issues

6. Design Issue Resolution

Design Advisory Group

- Review specific changes to conditionally approved design artefacts to ensure resolution of design issues
- Confirm closure of Design Issues

MHHS Design- Design Artefact Review Process- Useful Links

Document	Description
Design Artefact Tracker	<p>Tab 1- Design Artefact Tracker- provides a full list of the design artefacts detailing the current status, sub-working group assigned, and the tranche allocation and associated release dates.</p> <p>Tab 2- Design Issues Log- provides a full list of all open design issues detailing the issue ID, a description of the issue, and the priority. The log will be updated with status, actions and action owners and the relevant sections of related design artefacts which have been changed.</p> <p>Tab 3- Dependencies- provides a view of all dependencies relating to comment themes and the tranche the related artefacts are included in.</p> <p>Note: All comment responses in 'Action' status will have an associated Design Issue ID and/or Dependency ID to indicate when the comment will be resolved.</p>
Consolidated Tranche Review Comments Log	<p>Provides a consolidated view of all of the comments received within each tranche review, status, comment response and associated design issue or dependency</p>
Working Group Schedule	<p>Provides a view of design activity including sub-working group meetings, BPRWG review and assurance periods, BPRWG meeting dates and DAG meeting dates</p>