MHHS Industry Change Cross Code Horizon Scanning Process
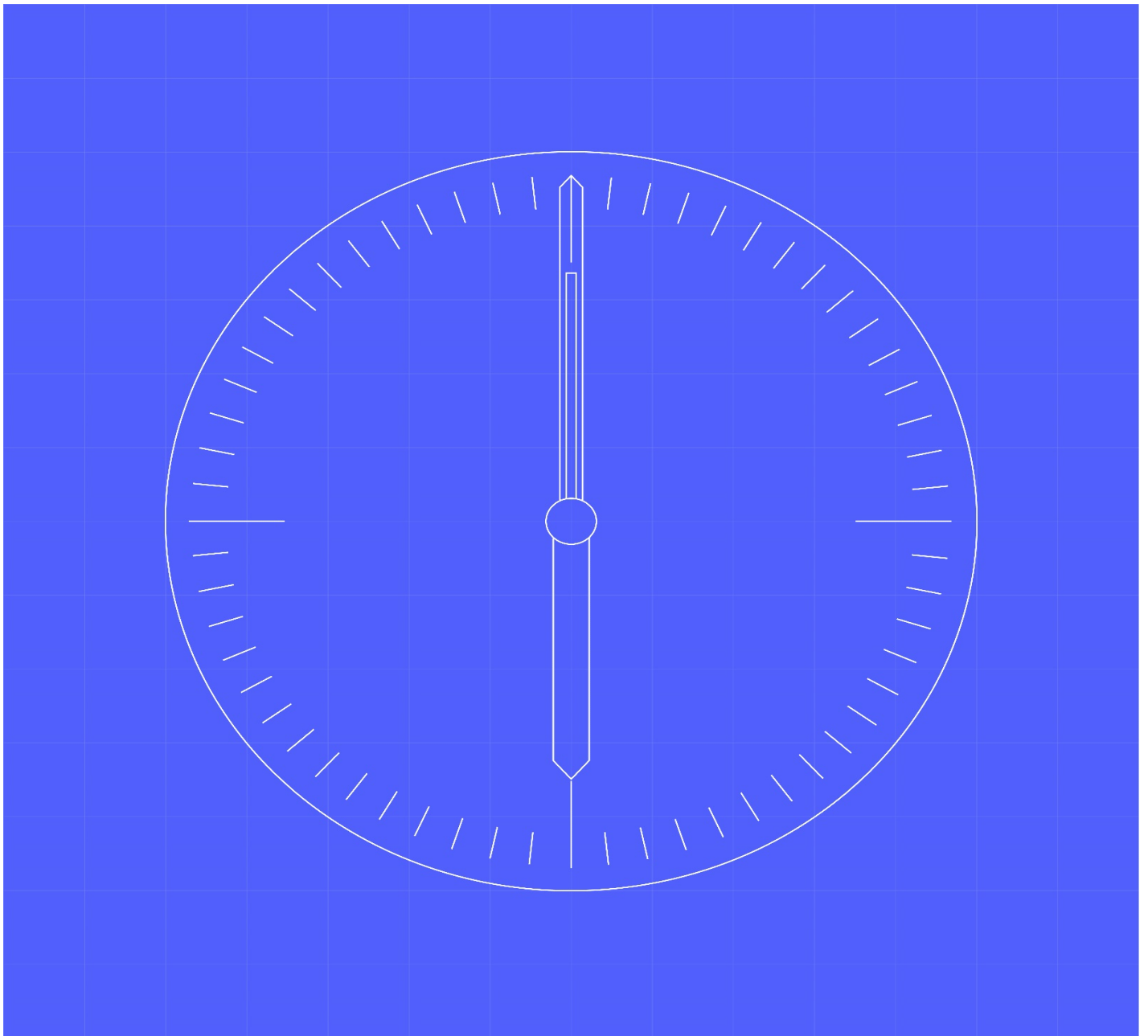
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1 Contents

1.1   Change Record

Date	Author	Version	Change Detail
6/1/22	Andrew Margan	0.1	Initial Draft
13/01/22	Andrew Margan	1.0	Internal programme approval

1.2   Reviewers

Reviewer	Role
Jason Brogden - MHHS LDP	Programme Governance Review
CCAG Members	CCAG Control

2   Introduction

This document outlines the process for managing issues and monitoring and managing industry codes and associated subsidiary products that impact the MHHS Programme during the Electricity Settlement Reform Significant Code Review (SCR). This process should be used by all MHHS Affected Code Bodies[1] when raising, reviewing and progressing issues and changes to their respective codes, including issues and changes already raised.

MHHS Affected Code Bodies are required under Clause 12.14 in Section C of the Balancing and Settlement Code (and the relevant provision in their own codes requiring them to comply with this provision) to provide such co-operation and information as reasonably required by the MHHS Programme.

3   Scope

Each code has different processes and governance arrangements to manage proposals to modify the code and subsidiary documents managed by that code. Some codes also have separate processes for raising issues for discussion prior to a modification or change proposal being raised.

The MHHS Programme have responsibility for developing, maintaining and implementing the end-to-end design for MHHS. This includes the changes to industry codes, to deliver the required business processes and technical services for MHHS, as well as other programme artefacts and working documents. The MHHS Programme must be aware of any modification, change proposal or issue that could impact any of its deliverables.

The relevant code administrator / manager for each code should assess any existing or new modification, change proposal or issue raised in their codes (and should continue to assess changes and developments to these) for impacts to the MHHS Programme. For the avoidance of doubt, this should include:
- Modifications to the code (in accordance with the relevant modification procedures);
- Change Proposals to code and or subsidiary documents or other documents required/mandated by that code;
- Change requests to industry systems or services governed by that code;
- Issues, reviews or pre/draft modification processes; and
- Updates to guidance notes/documents impacting relevant processes governed by the code.

4   Impacts

When considering if there is an impact to the MHHS Programme, this should include an assessment of any potential impact to:
- The end-to-end design of the MHHS Programme, including business processes, data, interfaces and service descriptions.
- Central industry systems, including primary systems referenced in the MHHS Target Operating Model and secondary systems interfacing with these systems as part of the end-to-end to design.
- Consequential changes required to that code, or other cross code impacts, in support of the MHHS Programme or Electricity Settlement Reform SCR.
- Any MHHS Programme artefacts under change control, such as the programme strategy/approach documents, the programme plan, test plans, integration plans, data migration plans and design artefacts.
- The MHHS Business Case.
- Any other impacts on the scope, objectives or timetable of the MHHS Programme or Electricity Settlement Reform SCR. This will include impacts on resourcing and whether when viewed in the context of cumulative delivery, the change is appropriate.
- Associated benefits, risks and impacts of either progressing the change proposal / issue or delaying the progression until after the conclusion of the SCR, including any interim manual solutions and associated costs.

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[1] Balancing and Settlement Code (BSC), Distribution Connection and Use of System Agreement (DCUSA), Smart Energy Code (SEC), Retail Energy Code (REC) and Connection and Use of System Code (CUSC).

5 Procedure

In addition to any requirement set out in the relevant code and/or agreed with the Authority to notify them of a modification or change proposal impacting the Electricity Settlement Reform SCR, the code administrator / manager shall:

- Notify any existing and then new changes or issues impacting the programme (including details of the assessment undertaken) to PMO@mhhsprogramme.co.uk within two weeks of being aware.
- Provide relevant information and support to the Cross Code Advisory Group (CCAG) and/or other relevant Level 4 governance groups with MHHS Horizon Scanning updates if and when required.
- Provide relevant support to assess impacts and update impacted programme artefacts on an ongoing basis.
- Where a MHHS Programme Change Request is required as a result of the change/issue, progress the code change in co-ordination with the Programme.
- PMO manages and maintains an industry change log, which is presented and reviewed at each CCAG meeting.