
Cross Code Advisory Group #6

25 May 2022

Agenda

#	Item	Objective	Type	Lead	Time	Page
1	Welcome			Chair	10:00-10:05 5 mins	
2	Minutes and Actions	Approval of minutes of previous meeting and review of outstanding actions	Decision	Chair & Secretariat	10:05-10:15 10 mins	3-5
3	Governance Groups Updates	Updates from MHHS Programme governance groups	Information	Programme (PMO)	10:15-10:20 5 mins	6-8
4	Horizon Scanning Log	Review code changes relevant to the MHHS Programme and identify any actions required to minimise risks/impacts	Discussion	Programme (Matthew McKeon)	10:20-10:30 10 mins	9-10
5	Code Drafting Planning	Discuss planning inputs, including detailed code drafting plan, code draft review process, code release strategy, and CCAG input on post M5 replan	Discussion	Programme (Jason Brogden)	10:30-10:55 25 mins	11-16
6	Code Drafting Resourcing Model	Discuss Programme and Code Bodies' roles/responsibilities and planned resources	Discussion	Programme (Andrew Margan)	10:55-11:10 15 mins	17-19
7	Code Drafting Principles and Approach	Review/agree updates to principles following comments at previous CCAG and review by DAG	Decision	Programme (Andrew Margan)	11:10-11:20 10 mins	20-21
8	Data Services Governance	Discuss next steps in determining governance arrangements for Data Services role	Discussion	Programme (Andrew Margan)	11:20-11:30 10 mins	22-23
9	Code Drafting Working Group	Review and approve CDWG Terms of Reference	Decision	Programme (Andrew Margan)	11:30-11:40 10 mins	24-25
10	Summary and Next Steps	Summarise meeting actions and next steps	Information	Chair & Secretariat	11:40-11:50 10 mins	26-27

Attachments

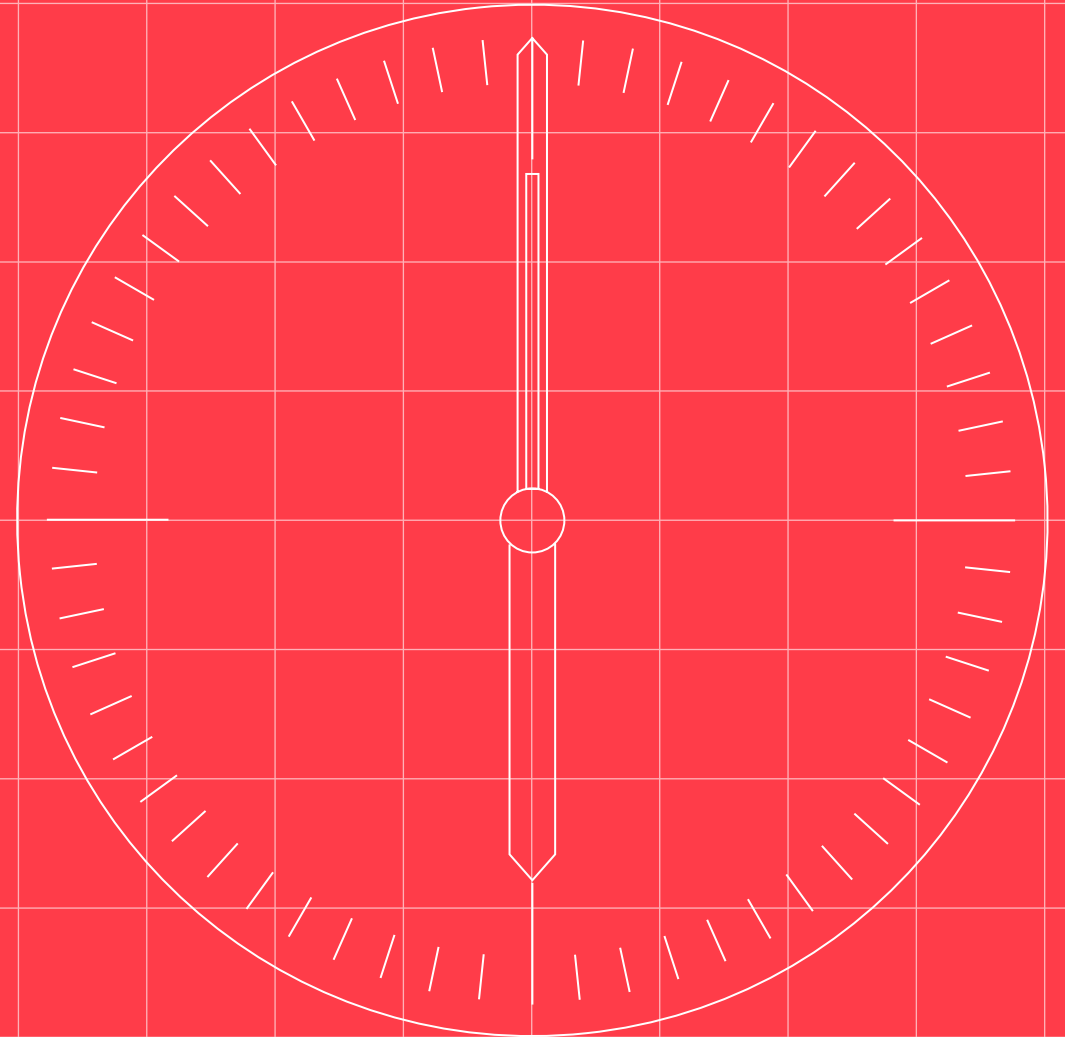
Attachment 1 - Code Drafting Working Group Terms of Reference (draft) v0.1

Minutes and Actions

DECISION: Approval of minutes of previous meeting and review of outstanding actions

Chair & Secretariat

10 mins



Minutes and Actions (1 of 2)

- Approval of Minutes from CCAG meeting held [27 April 2022](#)
- Review of outstanding actions:

Ref	Date	Action	Owner	Due Date	Update
CCAG02-07	26/01/2022	Engage with code bodies offline on how information on identified consequential changes will be shared with this group	Programme (Andrew Margan)	25/05/2022	ONGOING: Discussions in progress via mid-month CCAG meetings
CCAG04-06	23/03/2022	AM further develop view of code draft resource requirement and return to next meeting with information for discussion	Programme (Andrew Margan)	25/05/2022	ONGOING: Discussions held with BSC and REC at mid-month CCAG catch up. Outputs of resource review discussions to be brought to May 2022 CCAG meeting. Initial outputs from discussions to be discussed under agenda item 5 (<i>Code Drafting Principles and Approach</i>).
CCAG04-07	23/03/2022	PMO to flag operational choreography document to CCAG once issued for consultation	Programme (PMO)	June 2022	ONGOING: To be completed once document becomes available. Currently expected to be released in Tranche 3 design documentation review in early May and return to June DAG for approval.
CCAG04-09	23/03/2022	Consider whether MDR and other related matters will need to be picked up in subsequent REC admin CPs	REC (Ann Perry)	25/05/2022	RECOMMEND CLOSED: Change Proposal submitted to Retail Energy Code (REC) (see REC Change Proposal R044).
CCAG05-01	27/04/2022	Forward TMAG email on E2E Testing and Integration Strategy v0.5 to CCAG members	Programme (PMO)	25/05/2022	RECOMMEND CLOSED: Forwarded alongside Headline Report publication.
CCAG05-02	27/04/2022	Share CACoP Central Modification Register changes highlighted by the Programme for review by relevant code bodies	Programme (PMO)	25/05/2022	RECOMMEND CLOSED: Individual Code Bodies contacted.
CCAG05-03	27/04/2022	Provide updates on items in the Horizon Scanning Log	Code bodies	25/05/2022	RECOMMEND CLOSED: Some updates received. CCAG members to be encourage to populate all columns (except Programme impact columns) and keep under monthly review. Process described further under agenda item 4 of DAG 25 May 2022 meeting papers.
CCAG05-04	27/04/2022	Submit CR003 to Ofgem for decision	Programme (SRO)	29/04/2022	RECOMMEND CLOSED: Submitted to Ofgem 29 April 2022. Ofgem advise to anticipate response after 18 May 2022.

Minutes and Actions (2 of 2)

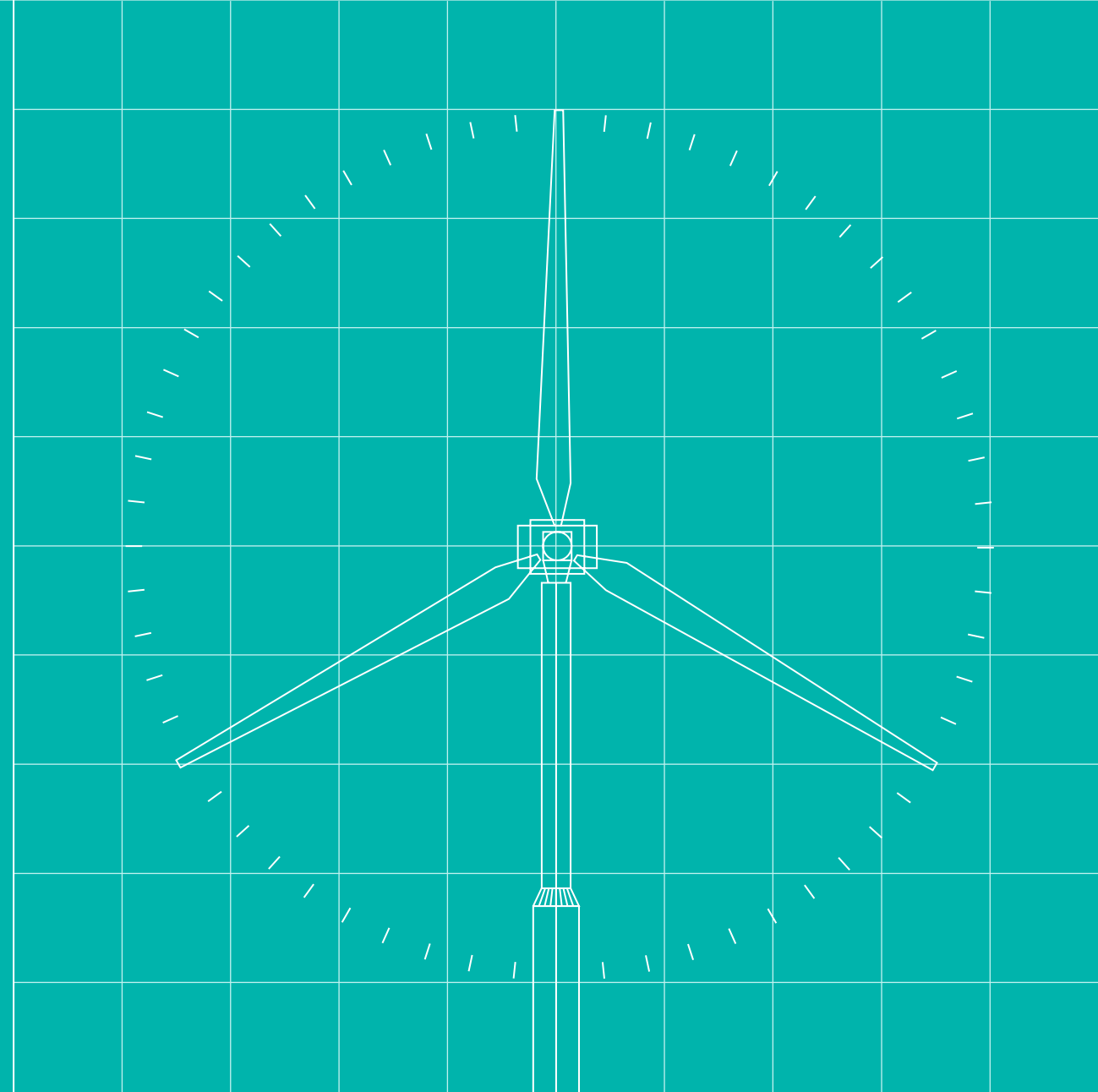
Ref	Date	Action	Owner	Due Date	Update
CCAG05-05	27/04/2022	Discuss with code bodies how code change documents can be stored in a central location to assist transparency and accessibility post programme completion	Programme (Andrew Margan)	25/05/2022	RECOMMEND CLOSED: Code Drafting Principles and Approach updated to include guidance that code documents will be held centrally and code websites will 'point' to Programme central location. Enduring design artefact repository tooling currently under development for management of design documentation post-programme implementation, and could provide natural place to hold code drafting documentation on enduring basis. During code drafting, documentation can be hosted on the MHHS Portal to ensure it is centrally available and accessible to all.
CCAG05-06	27/04/2022	Update drafting principles based on feedback from CCAG	Programme (Andrew Margan)	03/05/2022	RECOMMEND CLOSED: Drafting principles updates and to be discussed at CCAG 25 May 2022 (see agenda item 7)
CCAG05-07	27/04/2022	Add risk to RAID that design documentation may not be sufficient to enable effective translation into code	Programme (PMO)	28/04/2022	RECOMMEND CLOSED: Risk submitted through Programme RAID framework for review/addition to RAID. Risk/issue also submitted by Elexon.
CCAG05-08	27/04/2022	Present code drafting principles to DAG for information	Programme (Andrew Margan)	11/05/2022	RECOMMEND CLOSED: Draft principles presented to DAG on 11 May 2022. Updated principles to be discussed under agenda item 7.
CCAG05-09	27/04/2022	Provide any further comments on code drafting principles by 03 May	CCAG members	03/05/2022	RECOMMEND CLOSED: Comments provided and updated principles to be discussed at CCAG on 25 May 2022.
CCAG05-10	27/04/2022	Initiate consideration of governance arrangements for parties undertaking the new Data Service Provider (DSP) role	Programme (Jason Brogden)	25/05/2022	RECOMMEND CLOSED: Programme have assessed position and formed a position. View is there is no requirement for change in order to deliver MHHS Target Operating Model (TOM). To be discussed at CCAG 25 May 2022 (see agenda item 8).
CCAG05-11	27/04/2022	CCAG attendees to provide views on the governance of agents based on the initial options drafted by the Programme	CCAG members	25/05/2022	RECOMMEND CLOSED: One additional comment received following April CCAG. No further comments provided. To be discussed at CCAG 25 May 2022 (see agenda item 8).

Governance Group Updates

INFORMATION: Updates from MHHS Programme governance groups

Programme – PMO

5 mins



Programme Steering Group (PSG)

Update from PSG 04 May 2022

1. **CR001 and CR002 Change Requests** – [CR001 \(Design Baseline Replan to July 2022\)](#) was [approved by Ofgem](#) on 21 April 2022, and [CR002 \(Design Baseline Replan to November 2022\)](#) rejected. This moves the M5 programme milestone to July 2022.
2. **Readiness Assessment** – An update was provided on the outputs of Readiness Assessment 1, which seeks to assess industry parties' progress with mobilising work to implement MHHS. A lessons learned exercise was also undertaken.
3. **CR005** – the PSG approved CR005 (Programme Ways of Working and Cooperation Principles). These will now be updated in the MHHS Governance Framework
4. **Open Day Highlights** – The PSG reviewed feedback from industry parties following the MHHS Open Day Held 21 April 2022. Key messages from the Programme included participants being urged to become involved in the post M5 replan and to mobilise teams prior to the release of the design baseline to de-risk their internal programmes.

Design Advisory Group (DAG)

Update from DAG 11 May 2022

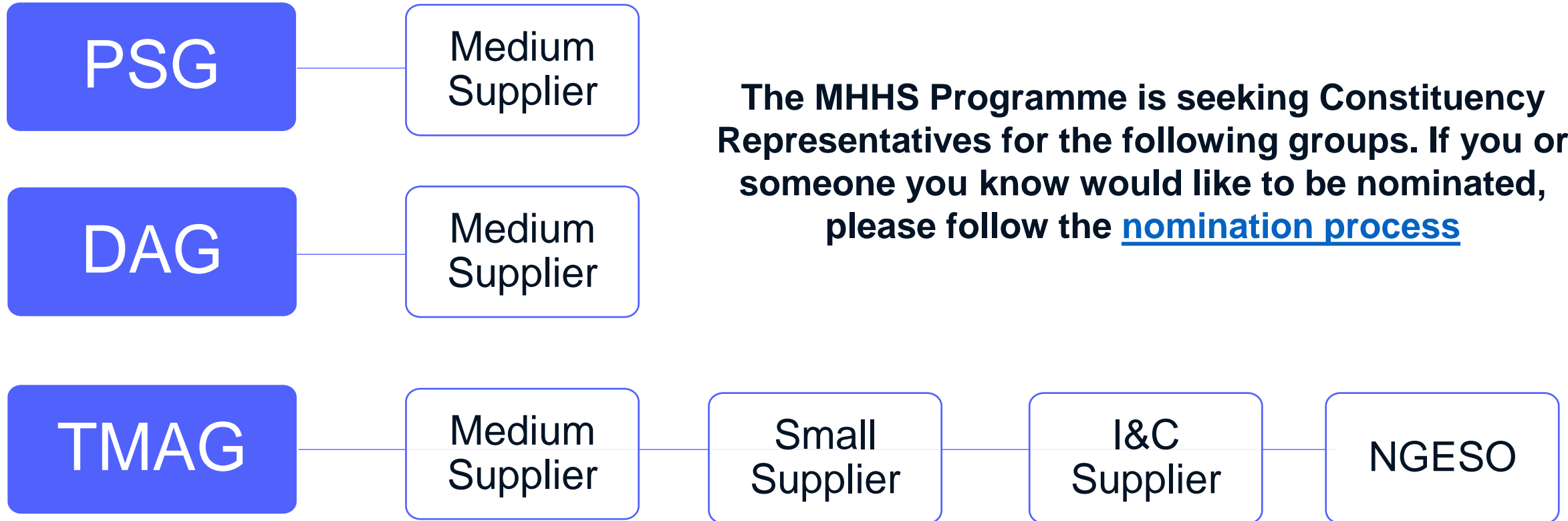
1. **Tranche 1 design artefacts** – The Tranche 1 design artefacts were submitted for approval following review cycles undertaken via the Business Processes and Requirements Working Group (BPRWG). The artefacts were conditionally approved, subject to the resolution of outstanding issues and dependencies. Further information is available in the [DAG Headline Report](#).
2. **Data Integration Platform (DIP)** – The DIP Functional Specification and Non-Functional Requirements documents were issued to DAG members for final comment prior to release as version two. Comments are invited by 20 May 2022. The documents can be found within the [DAG Meeting Papers](#).
3. **Review cycles** – The scheduled design artefact approvals are as follows:
 - Tranche 2 – Artefacts to be released for review 18 May 2022, discussed at BPRWG 01 June 2022, and approval considered at DAG 08 June 2022.
 - Tranches 3 & 4 are due for submission to DAG for approval on 06 July and 20 July 2022 respectively.
4. **Consequential Change Implementation Assessment Group (CCIAG)** – The draft CCIAG Terms of Reference have been issued for review, with the group to mobilise late June/July 2022.

Testing and Migration Advisory Group (TMAG)

Agenda items for TMAG 18 May 2022

1. **Test Stubs and Harnesses** – Discussion to commence on the support tooling for pre-integration testing (PIT) and systems integration testing (SIT)
2. **Test Data Strategy** – Following updates from the DWG, TMAG will be asked to make a recommendation on whether version one of the Test Data Strategy be approved. The strategy will be subject to further refinement in future.
3. **E2E Testing and Integration Strategy** – An update will be provided on the strategy, which has now been released as version one, and will be subject to further refinement in future.
4. **TMAG Working Groups** – The third Migration Working Group (MWG) will be held 09 June 2022. The fourth Data Working Group (DWG) will be held 10 June 2022. The TMAG will shortly mobilise an Environments and Configuration Managements Working Group (ECMWG), with notices to be issued via Programme newsletter and to TMAG, DWG, and MWG distribution lists in due course.

Vacant Constituency Representative Positions



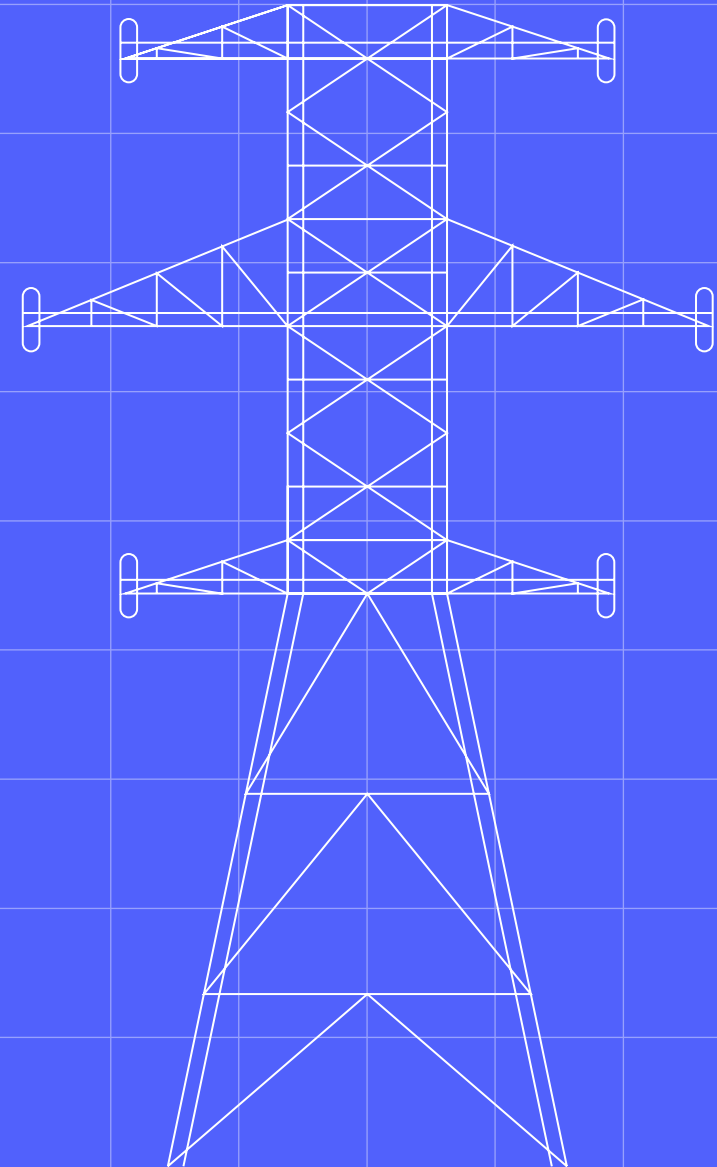
If you have any questions, or would like further information, please contact PMO@mhhsprogramme.co.uk

Horizon Scanning

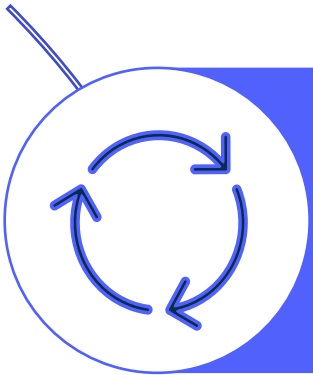
DISCUSSION: Review code changes relevant to the MHHS Programme and identify any actions required to minimise risks/impacts

Programme – Matthew McKeon

10 mins



Horizon Scanning Log



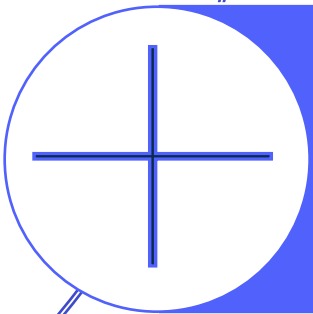
Process and Review

- CACoP CMR structure – log updated throughout month
- Programme Design Team assessment/actions
- CCAG review actions and discuss change by exception



Key Questions:

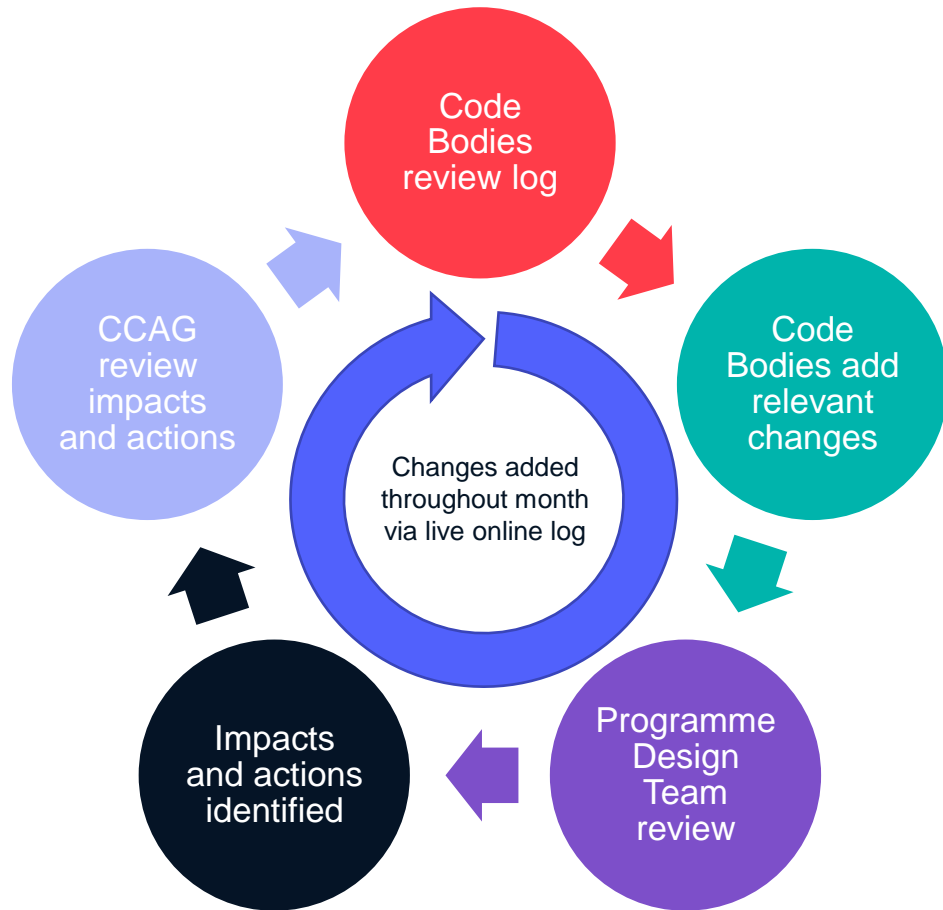
- Is log complete?
- Do any changes impact MHHS?
- Are risks managed/mitigated?



New Changes:

- REC - R0044 MHHS Programme Changes required to Central Switching Service
- SEC – DP206 Allowing Generation Licence Holders to Apply Export MPANs

HS Log Process



Live log available on the [MHHS Portal](#) – please contact PMO@mhhsprogramme.co.uk if you require access

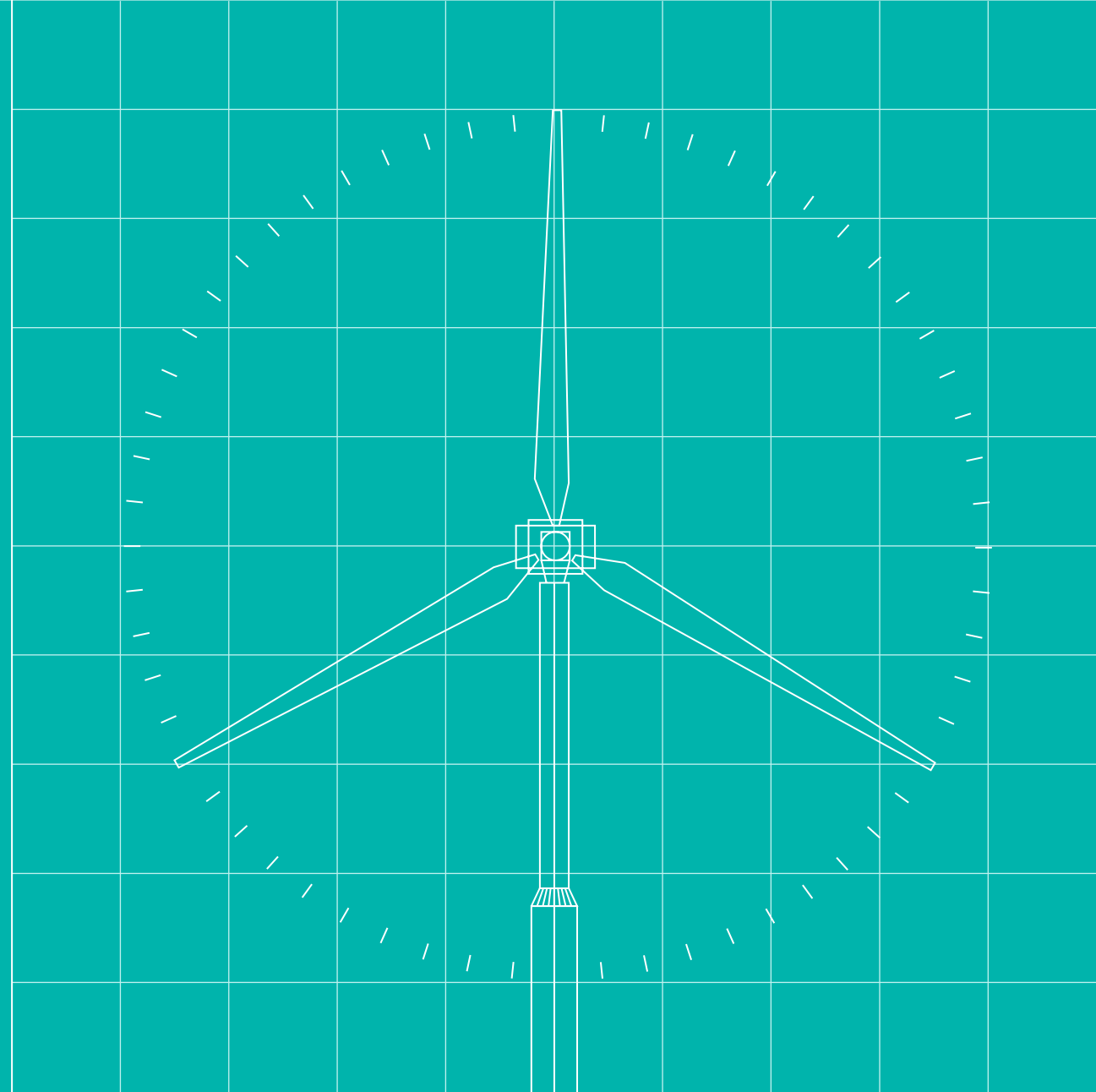
Direct link: [MHHS-DEL387 CCAG Code Change Horizon Scanning Log v1.0](#)

Code Drafting Planning

DISCUSSION: Discuss planning inputs, including CCAG input on post M5 replan, code draft review process, detailed code drafting plan, and code release strategy

Programme – Jason Brogden

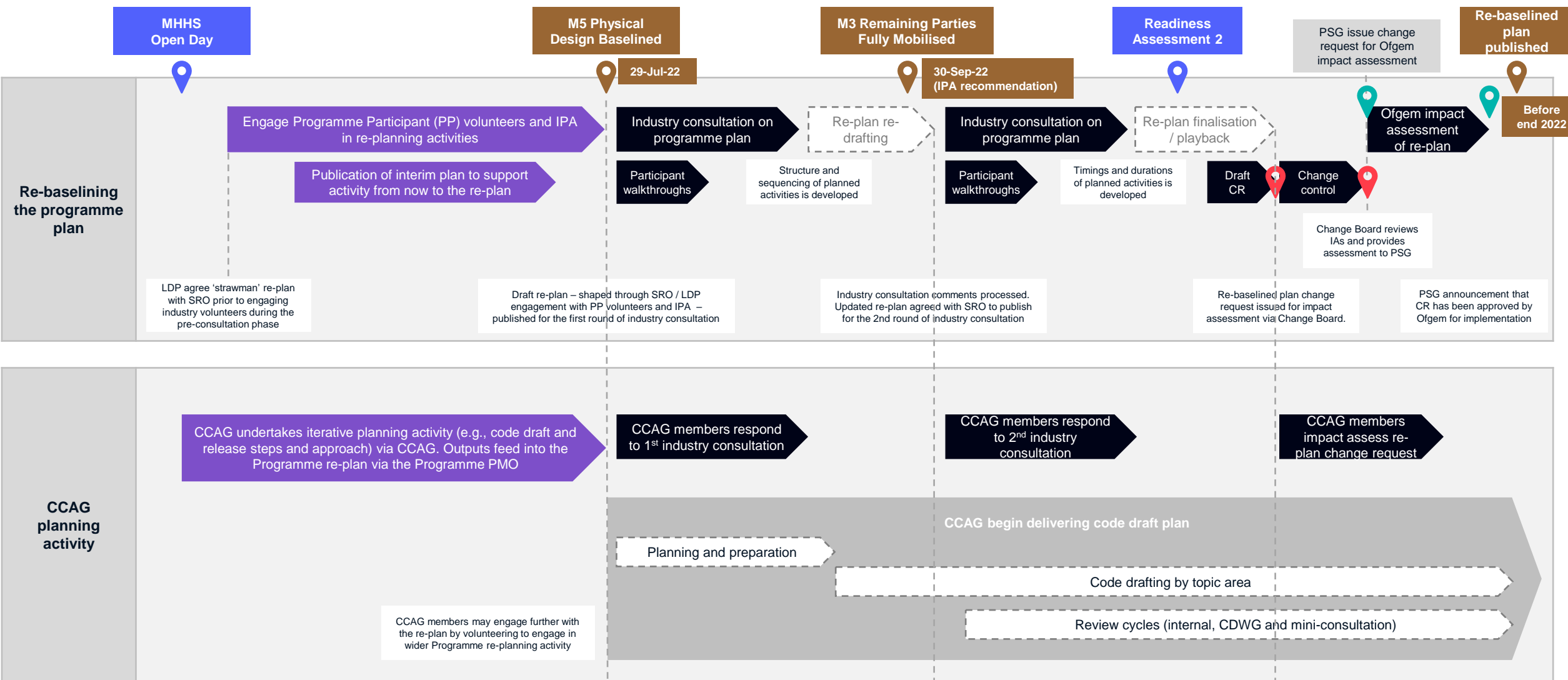
25 mins



- 1 Provide an overview of the approach to the Programme re-plan and how the CCAG will feed in
- 2 Highlight three discussion areas from the re-plan for CCAG discussion and feedback

The CCAG role in the Programme re-plan

📍 Key points
 📍 Milestones
 📍 Change Board
 📍 PSG



Next steps for CCAG inputs into the re-plan (1 of 3)

The Programme have been incorporating CCAG inputs/feedback into the Programme re-plan. This adds further detail to the content of CR003. We have three areas for CCAG discussion and feedback today.

Discussion point 1 – timeframes for code drafting

The result of extended review cycles and additional detail (e.g., additional qualification topic area) discussed at CCAG over the last few months means code drafting (and M6) would be **extended by 5+ months from CR003**. This means the time for M6 would be longer than that taken to complete the design which is not reasonable in comparison so we need to assess how we bring the overall timescales in.

The CCAG has the following options:

1. **Parallel drafting** of topic areas; **increased overlap** after initial Code drafting activity
2. **Remove/reduce review cycles** (e.g. combine mini-consultations for different topic areas; combine the CDWG and industry mini-consultation; or remove the CDWG review step)
Reminder of existing drafting and review process (9-11.5 weeks)
 - Code drafting (3-4 weeks)
 - Internal review - cross-checks by code drafters (1.5 weeks)
 - CDWG review - CDWG review and updates (2.5 weeks)
 - Mini-consultation – whole industry review and updates (3.5 weeks)
 - CCAG approval
3. **Shorten drafting steps** (e.g. less time to draft topics, shorter review windows)
4. **Combine final topic consultation with wrap-up consultation**

Next steps for CCAG inputs into the re-plan (2 of 3)

The Programme have been incorporating CCAG inputs/feedback into the Programme re-plan. This adds further detail to the content of CR003. We have three areas for CCAG discussion and feedback today.

Discussion point 2 – code release strategy

Code releases and M8 were not covered in detail in CR003. The re-plan currently includes:

1. Release dates:
 - a) The Programme is targeting a **single release in November 2023**, to ensure all new code is released ahead of currently estimated qualification start in January 2024 (subject to replan)
 - b) The CCAG will keep a **'back-up' release in February 2024** for any non-qualification dependent code, if required
2. M8 ("Code changes delivered") will be achieved at the time of the November 2023 release. There may be some activity after M8 to support the release
3. At M6, code will be **assessed against relevant release Go/No Go criteria** to be developed by MHHSP and CCAG
4. **Ofgem will publish a single central decision** to release the code via SMAP. **The decision and next steps** will also be shared to each code body to release their new code on a specific date
5. **The Programme will manage and assure the release process** for all code bodies via the CCAG (e.g. hold a schedule for releases/implementation). It will be up to **code bodies to follow their own internal change processes** to deliver releases against the schedule
6. **The CCAG will be on stand-by** to support the release process and address queries/challenges that arise in the release process

What haven't we considered yet? Are any activities missing for the Programme or code bodies?

Next steps for CCAG inputs into the re-plan (3 of 3)

The Programme have been incorporating CCAG inputs/feedback into the Programme re-plan. This adds further detail to the content of CR003. We have three areas for CCAG discussion and feedback today.

Discussion point 3 – smaller updates included in the re-plan

Step	Activity	Proposed approach and questions
Planning and preparation	Acceptance and GONG criteria	The Programme and CCAG will define Acceptance and GONG Criteria for M6, M7 and M8 in the planning window after M5. The criteria will be used at each CCAG topic area approval and at the end of the process
Code drafting	Topic areas	There are nine topic areas in the following order. These are the only topic areas and are in the most rational order: Data Services, Metering Services, BSC Central Services, Interfaces, Registration, Governance, "Mop up", Transition Text, and Qualification and Performance Assurance
	Consequential Code changes	Consequential Code changes will be covered in the topic areas wherever possible with some final consequential changes occurring in the 'wrap up'
	Transition text	Transition text will be drafted (warm start) or prepped during the topic areas wherever possible.
Design queries	CCAG queries and challenges to the MHHS design	Queries on the design from CCAG members and as a result of code drafting will be collated by the Programme and raised to the Programme design team. Where possible, queries will be addressed offline. The design team may present at CDWG/CCAG where necessary. Should a Change Request to the design be required, it will be owned by the relevant CCAG member who identified the required change.
Final review and approval	Approach to consistency check	A consistency check will be completed as part of finalising the code. A gap analysis will be undertaken of drafted code against the design. The Design Baseline and constituent Design artefacts will be compared against drafted Code, driven by the Programme and supported by code bodies
	Drafting activity following M6	<ul style="list-style-type: none"> The Programme will complete a final wrap-up consultation ahead of M6 to consult on all drafted code together – to consider whether this can be combined with the last topic area All code changes will be baselined at M6 and handed over to Ofgem such that no further formal code draft or release activity will be required by the Programme. There will be no code draft activity after M6 unless required by a Change Request.
SMAP	Steps up to and following M7	<ul style="list-style-type: none"> The Programme will provide a trigger for SMAP 3 months in advance of M6 Ofgem will deliver M7 at the time required. This may be before or after M6 depending on consultation requirements. All SMAP preparatory activity will be completed ahead of M7 (e.g. parliamentary approval) A single final consultation will be required under SMAP (likely by Ofgem but TBC if this can be delivered by the Programme and need to consider impact of outputs of the consultation)

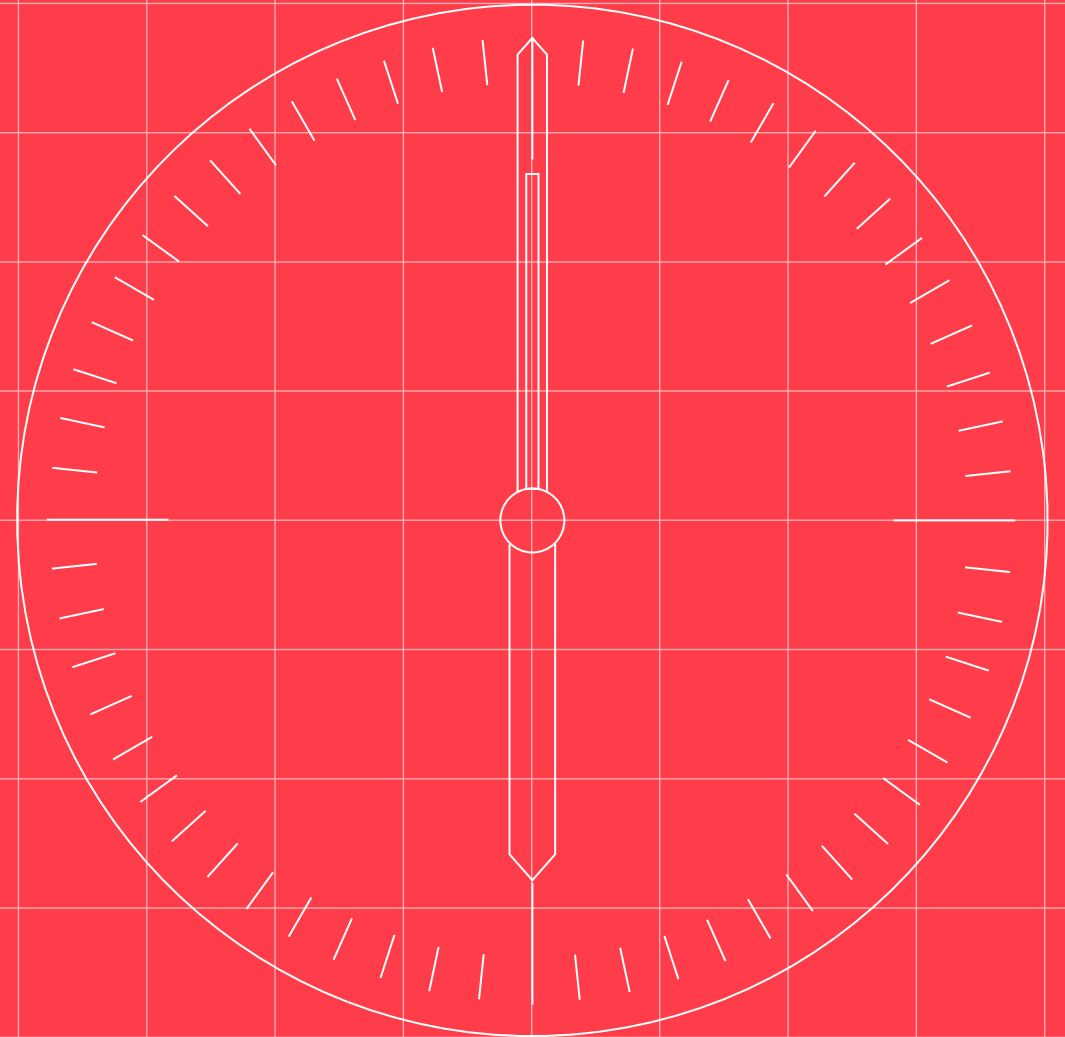
Do CCAG members agree with this approach? Is there anything missing from the approach?

Code Drafting Resourcing Model

DISCUSSION: Discuss Programme and Code Bodies' roles/responsibilities and planned resources

Programme – Andrew Margan

15 mins



MHHS Design Dashboard

Below is the Design Dashboard as of 11 May 2022. The dashboard is presented at each DAG meeting and details the number of design artefacts in each review tranche by topic area. It provides a high-level view of the number of design artefacts associated with each topic area.

For CCAG members, it provides an indication of the minimum number of artefacts which will require review in relation to the development of code drafting. In this regard, it provides information that may assist resource planning. Code Bodies are invited to consider whether they have sufficient resource allocated for code drafting activities.

Tranche	Sub-Group	Artefacts
1	Registration	14
	Metering & Data Services	6
	Elexon Central Services	4
	DIP Technical Documents	2
2	Registration	15
	Metering & Data Services	1
	Elexon Central Services	12
3	Registration	4
	Metering & Data Services	3
	Elexon Central Services	5
	Global	1
	Technical Architecture	2

Tranche	MHHS Service	Artefacts
4	Registration	17
	Metering & Data Services	7
	Elexon Central Services	3
	Networks	3
	Global	1
	Technical Architecture	5
TBC	Registration	8
	Metering & Data Services	3
	Consumption Adjustment/Settlement Disputes	6
	Network	1
	Supplier	1

NOTE: A detailed breakdown of the status of each design artefact can be found in the [Design Artefact Tracker](#)

Code Drafting Resourcing – Code Planned Resources

Overview of Programme and REC code drafting resources

Action: Confirm with all Code Bodies they have resource to deliver code changes by topic

5	Drafting sequence	1	2	3	4	5	6	7	8	9	10	11	12
6	Topic	Planning	Data Services	Metering Services	Registration	BSC Central Services	Interface	Governance	Consequential Changes	Consistency Check	Qualification	Transiton text	Finalise code
7	Lead Code	PMO	BSC	REC	Both	BSC	Both	Both	Both	All	Both	All	
8	BSC/MHHSP		Primary		Both	Primary	Both	Both	Both	BSC	Both	BSC	Both
9	Resource required		2 FTE		2 FTE	2 FTE	2 FTE	2 FTE	2 FTE	2 FTE	2 FTE	2 FTE	2 FTE
10	Time required		15 WD		15 WD	15 WD	8 WD	8 WD	?	15 WD	8 WD	15 WD	15 WD
11	Resource available		2 FTE		2 FTE	2 FTE	2 FTE	2 FTE	2 FTE	2 FTE	2 FTE	2 FTE	2 FTE
12	Time available		15 WD		15 WD	15 WD	15 WD	15 WD	15 WD	15 WD	15 WD	15 WD	15 WD
13	Gap												
14	REC		Primary		Both		Both	Both	Both	Both	Both	Both	Both
15	Resource required		2 FTE		2 FTE		2 FTE	2 FTE	2 FTE	2 FTE	2 FTE	2 FTE	2 FTE
16	Time required		15 WD		15 WD		8 WD	8 WD	?	15 WD	8 WD	15 WD	15 WD
17	Resource available		2 FTE		2 FTE		2 FTE	2 FTE	2 FTE	2 FTE	2 FTE	2 FTE	2 FTE
18	Time available		15 WD		15 WD		15 WD	15 WD	15 WD	15 WD	15 WD	15 WD	15 WD
19	Gap												

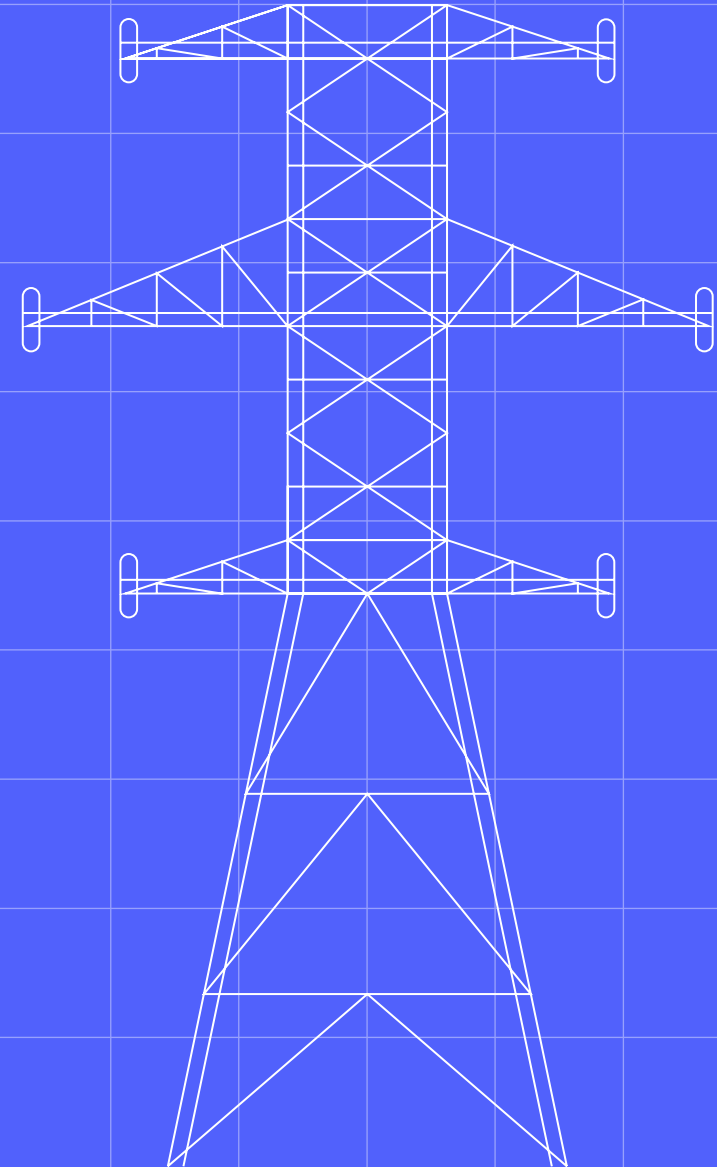
*to be updated by other code bodies

Code Drafting Principles and Approach

DECISION: Review/agree updates to principles following comments at previous CCAG and review by DAG

Programme – Andrew Margan

10 mins



Code draft principles and approach

The below principles, designed to guide the approach to code drafting, have been updated following discussion at the April CCAG and in accordance with comments provided by CCAG members. Updates include; clarity that code drafting should be unambiguous, and that documentation and consultation will be managed centrally; that initial qualification will be undertaken against the design; and, that requirements on transition, performance assurance, migration, etc. will be considered throughout drafting.

Principles

1. Code drafting will take a **lean approach** - new wording and content changes will be minimised, and any changes simple and direct. **Code drafting will be clear, unambiguous and complete in order to negate/reduce the need for associated supporting documents.**
 2. Code drafting will **be only to reflect the content of the design** and not ~~to~~ re-open the merits of each design solution (the Programme is design-led).
 3. BSCPs (or equivalent) will reference the Enterprise Architect tool, rather than duplicate design artefacts. **Design artefacts will be referenced wherever possible**, using a "point at" model.
 4. Code drafting will be **colour coded/change marked**, to support drafting and assurance review.
 5. The **code with the largest impact will lead/dictate code drafting activity** and other codes will dovetail into their work; e.g. REC/MHHSP will drive code draft activity and DCUSA presents their consequential changes at the same time. **Similarly, codes will undertake their drafting under each topic area at the same time.**
- ~~New BSCPs will create series 7. There may be an option to place legacy text into a separate code section.~~
6. **Code drafting artefacts will be held centrally**, and available on the MHHS Portal
 7. **Code drafting and review will take place offline.** Comments from review will be addressed in the working group by exception (i.e. only where specific comments require discussion)
 8. The **decision to send text for mini-consultation will be delegated from CCAG to the L4 workgroup.** Code changes will be presented to the L4 WG by topic
 9. **CCAG will retain control to recommend implementation and request Ofgem SMAPs.**
 10. **Mini-consultation will be by all Programme Participants** via their principal contacts.
 11. Mini-consultation, drafting reviews, and **code drafting itself will occur in parallel where possible**
 12. In accordance with Ofgem timetable, code drafting will not change settlement timetable until transition is complete
 13. **Initial qualification** will be undertaken against the design not code drafting
 14. Requirements for, or impacts on, transitional text, consequential change, performance assurance, qualification, migration, and terminology consistency will be considered through the development of code legal text

Approach

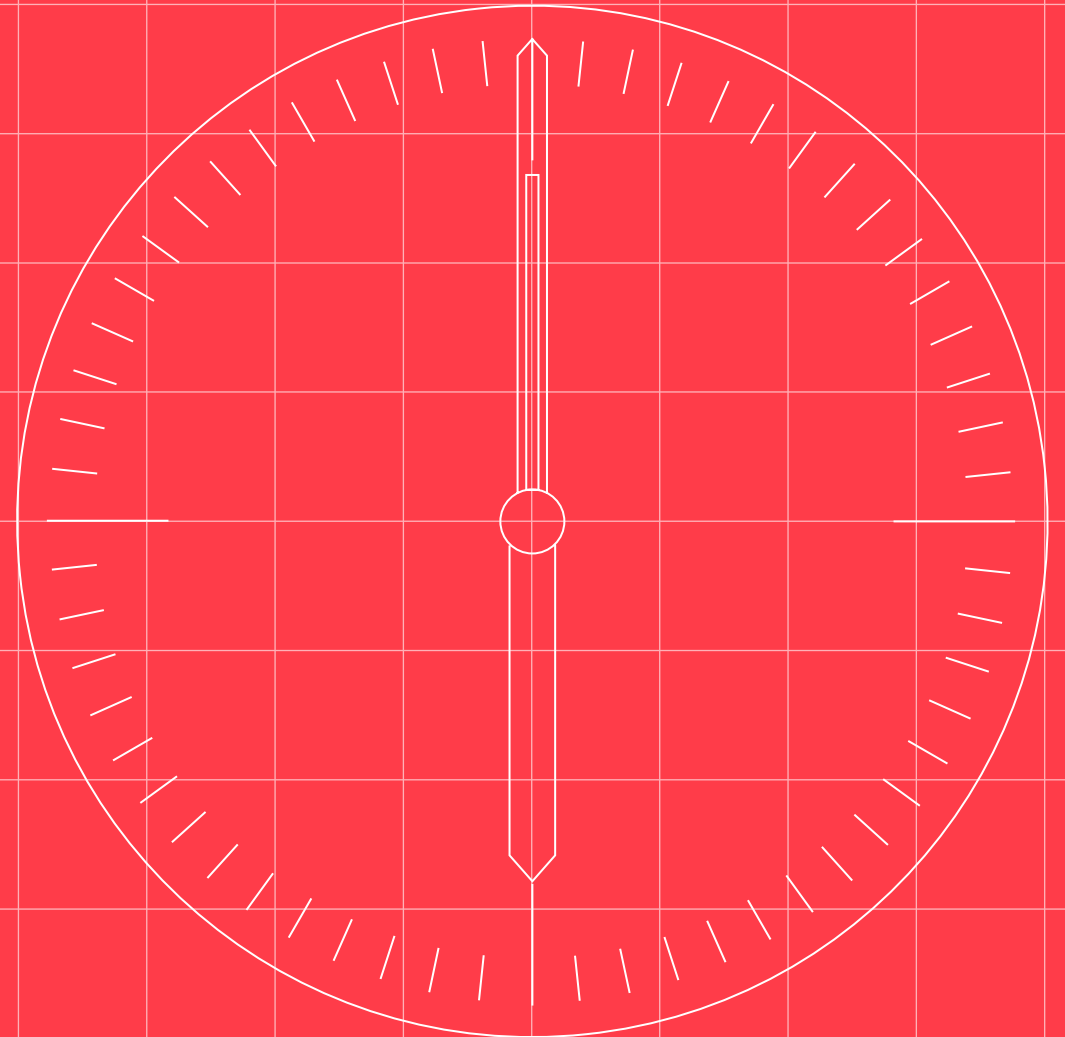
1. **Topic areas to be drafted in order by largest first** (to be validated by BSC and REC matrix planning activity and with final outputs of the design). **Time required to draft for each topic area will flex** depending on the volume of drafting required. The topic areas will be: 1) Data Services, 2) Metering, 3) Registration, 4) Interfaces/Data Specification, 5) BSC Central Services, 6) Governance, 7) Transitional text
2. A **consistency check** will provide assurance and gap analysis to cross reference code sections to design artefacts. This will ensure all artefacts are codified. **Code Bodies will lead the consistency check, with support from other code bodies, the Programme and Helix**
3. **Changes to the design post M5 will require a Programme Change Request and supporting evidence**
4. **CDWG will be the only formal working group.** The CCAG will maintain mid-month meetings with code bodies only (not formal L4 WGs) for the next [two/three] months and communicate output/recommendations to CCAG.
5. **Some code draft can be 'warm started'.** This includes transitional text (as each topic area completes) and consequential changes for non-REC/BSC (see Principle 14).
6. Draft text will require ~~a number of~~ internal **reviews** before being sent to mini-consultation
7. The Programme will **centrally manage consultations and submission of code changes to Ofgem**, collating code documentation where necessary
8. **Enduring design artefact management** post-programme completion will be provided via a design document repository accessible to all

Data Services Governance

DISCUSSION: Discuss next steps in determining governance arrangements for Data Service Provider role

Programme – Andrew Margan

10 mins



Programme Considerations

Actions from April CCAG:

CCAG05-10	Initiate consideration of governance arrangements for parties undertaking the new Data Service Provider (DSP) role	Programme (Jason Brogden)
CCAG05-11	CCAG attendees to provide views on the governance of agents based on the initial options drafted by the Programme	CCAG members

Update:

- One comment received from CCAG
- Programme have assessed matter and formed a position
- Programme assessment involved consideration of necessities to deliver Target Operating Model (TOM)
- Programme conclusion is there is no evidence change to status quo is required to deliver the TOM
- Providers of data services must undertake qualification
- Programme design does not prescribe nor preclude change to data services governance and is ultimately agnostic
- As such, there is no specific requirement for this matter to be considered under the auspices of the Programme

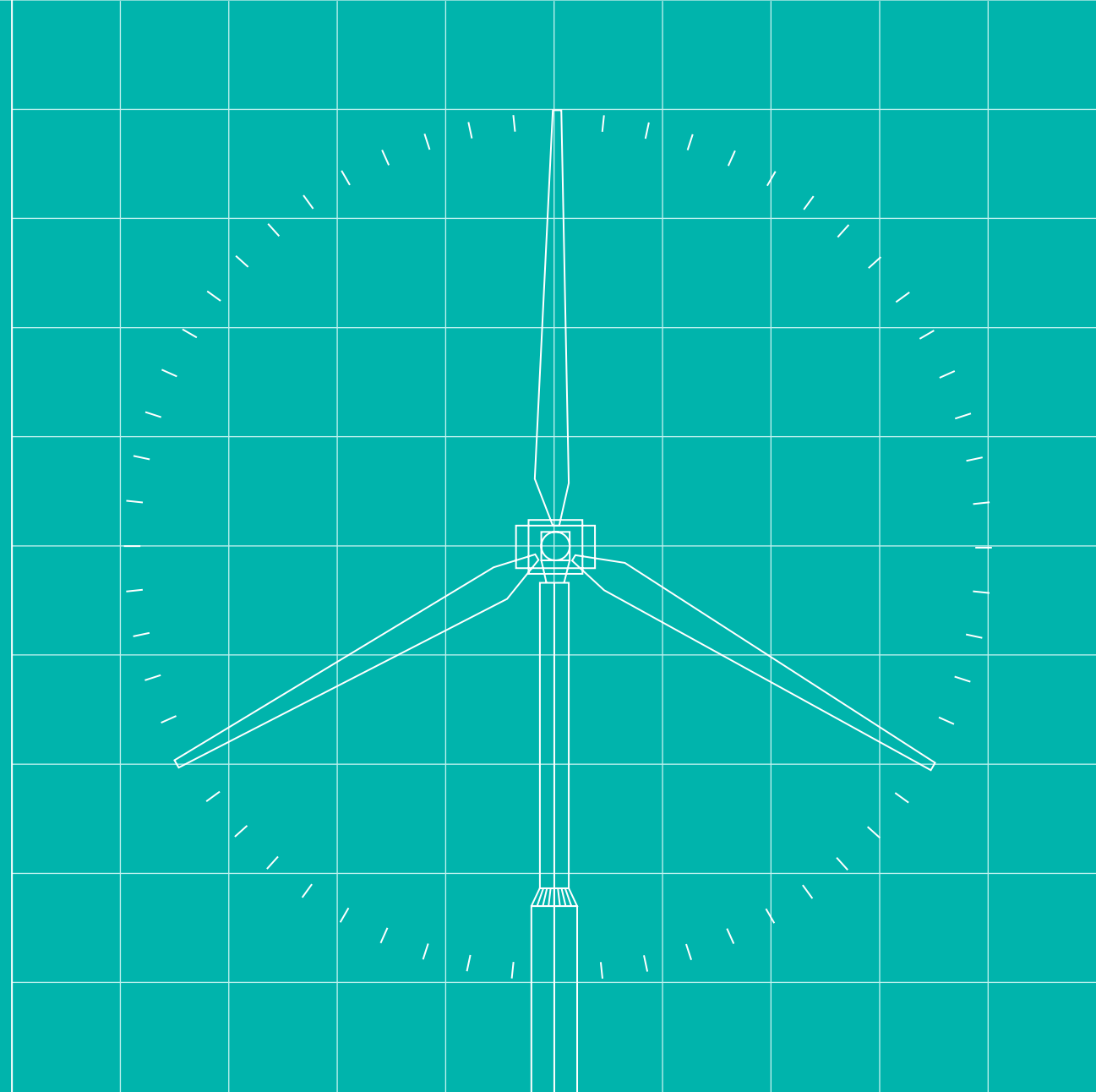


Code Drafting Working Group

DECISION: Review and approve CDWG Terms of Reference

Programme – Andrew Margan

10 mins



CDWG Terms of Reference

Overview: CDWG ToR has been circulated for CCAG comments

Context: To complete M6, CCAG is responsible for approving and recommending code change to Ofgem

Code bodies and the MHHS Programme are responsible for ensuring the code changes reflect the new MHHS design

The code bodies and the Programme need a working group to present the code drafting for wider programme party review and input

The first meeting is planned for July (before summer holidays).

The first meeting agenda will include working arrangements, planning, logistics etc.

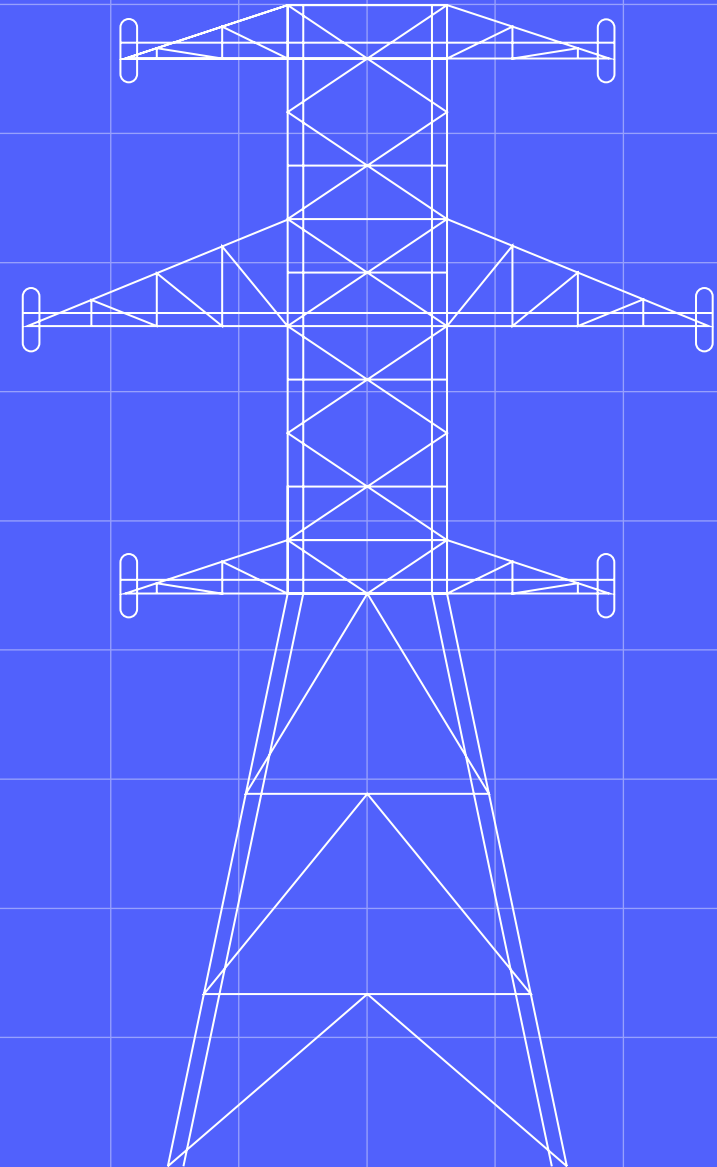
Action: Review by exception Code Drafting Working Group (CDWG) Terms of Reference and approve

Summary and Next Steps

INFORMATION: Summarise meeting actions and next steps

Chair & Secretariat

10 mins



Next steps

- Secretariat confirm actions and decisions from meeting
- CCAG Agenda Roadmap – CCAG dates and planned agendas:

Meeting dates	25-May	22-Jun	26-Jul	24-Aug	28-Sep	26-Oct
Relevant milestone or activities			M5	CCAG code draft plan begin		
Agenda items	*Resourcing approach, roles/responsibilities and plan (programme and code bodies) *Re-plan inputs – Programme re-plan approach, current code draft plan, deep dives (e.g., code draft review cycles, code release strategy) *Code draft principles approval *L4 working group ToR *Data Service governance	*Re-plan inputs including the approach to transition text, consequential changes, and the qualification code draft topic area *Update resource models *Code drafting principles approval for DAG review *Design acceptance criteria *Code drafting approach to referencing the design/iServer *L4 Workgroup set-up	*Operational Choreography document *Finalise resource models *Design acceptance criteria *Code drafting approach to referencing the design/iServer *L4 Workgroup updates/decisions	*M6: Code drafting commences (subject to M5) *L4 Workgroup updates/decisions *Post-M5 Replanning Activity (CCAG consultation inputs) *Code drafting planning as per code draft plan *Code drafting plan finalised	*L4 Workgroup updates/decisions *Post-M5 Replanning Activity (CCAG consultation inputs) *Code drafting as per code draft plan e.g. topic areas and draft reviews begin	*L4 Workgroup updates/decisions *Post-M5 Replanning Activity (CCAG consultation inputs) *Code drafting as per code draft plan e.g. topic areas and draft reviews begin
Standing items	*Minutes & actions *Agenda roadmap *Horizon scanning log *Governance group updates	*Minutes & actions *Agenda roadmap *Horizon scanning log *Governance group updates	*Minutes & actions *Agenda roadmap *Horizon scanning log *Governance group updates	*Minutes & actions *Agenda roadmap *Horizon scanning log *Governance group updates *Plan and WG status report	*Minutes & actions *Agenda roadmap *Horizon scanning log *Governance group updates *Plan and WG status report	*Minutes & actions *Agenda roadmap *Horizon scanning log *Governance group updates *Plan and WG status report

Attachments

- Attachment 1 – Code Drafting Working Group ToR v0.1

