
Testing and Migration Advisory Group #8

17 August 2022

Agenda

#	Item	Objective	Type	Lead	Time	Page
1	Welcome	Welcome		Chair	10:00-10:05 <i>5 mins</i>	
2	Minutes, Actions and Relevant Information	Approve July TMAG minutes. Update on open actions, closing where appropriate	Decision	Chair and Secretariat	10:05-10:10 <i>5 mins</i>	3
3	Programme updates	Provide updates on recent Programme activities including, L2/3 governance groups, design, and the Programme Collaboration Base	Information	Programme (PMO)	10:10-10:20 <i>10 mins</i>	5
4	Programme re-plan review	Review testing and migration components of the Programme re-plan and implications for E2E Testing and Integration Strategy	Information	Programme (Jason Brogden)	10:20-10:50 <i>30 mins</i>	8
5	PPC introduction	Introduce the Programme Party Coordinator (PPC) team	Information	Programme (Pete Edwarde)	10:50-10:55 <i>5 mins</i>	9
6	Working group updates	<ul style="list-style-type: none"> Provide updates from discussion at the DWG, MWG, QWG and EWG Make a decision on whether to approve the QWG Terms of Reference 	Information Decision	Programme (Adrian Ackroyd)	10:55-11:05 <i>10 mins</i>	12
7	Summary and next steps	Summarise actions and look ahead to September's TMAG	Information	Chair and Secretariat	11:05-11:10 <i>5 mins</i>	14
	Appendix	<ul style="list-style-type: none"> Updated working group deliverables and dependencies tracker (action TMAG07-04) 				16
	Attachments	<ul style="list-style-type: none"> Attachment 1: Qualification and E2E Sandbox Working Group (QWG) Terms of Reference (ToR) Attachment 2: MHHS POAPs and RAID Summary 				

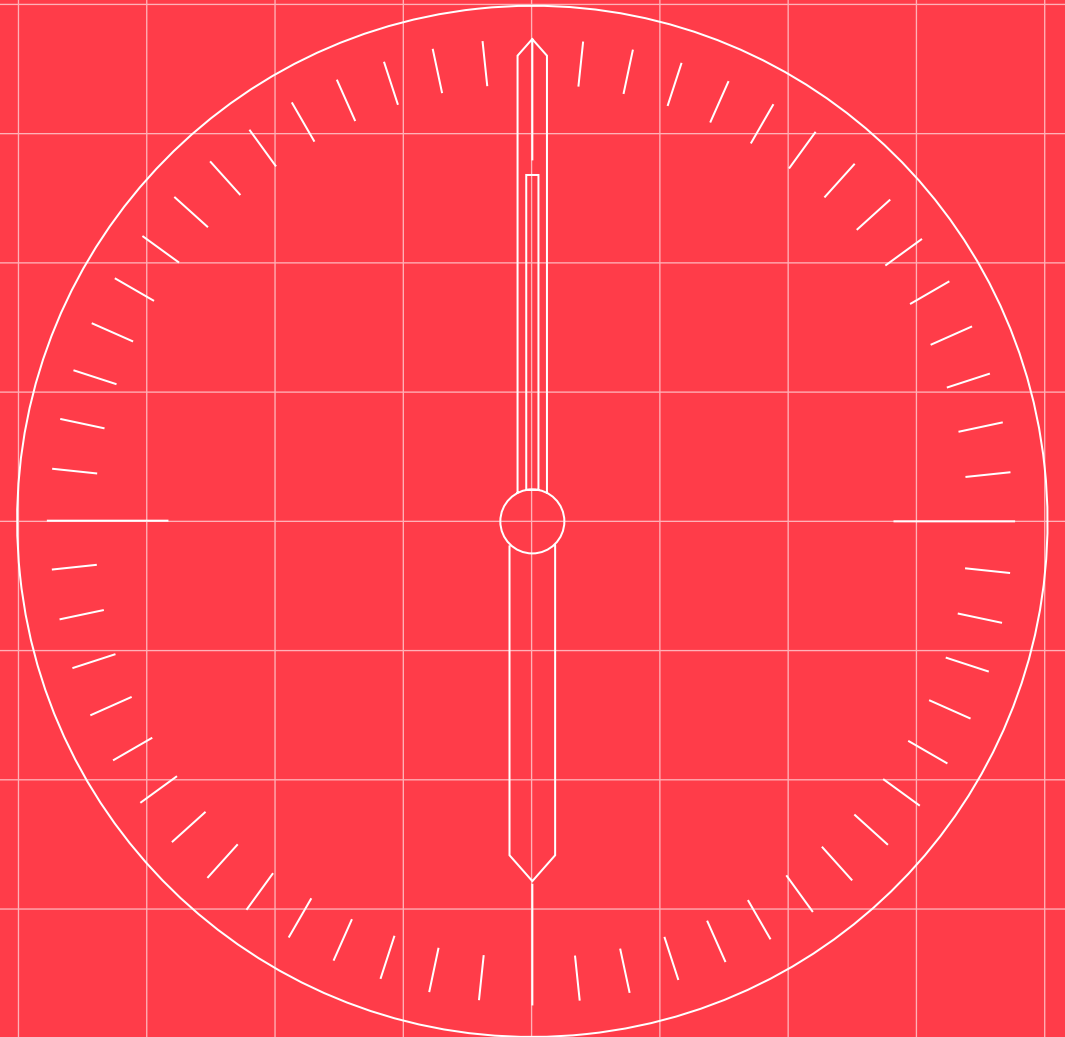
Minutes, Actions and Relevant Information

DECISION/INFORMATION:

- Approve June TMAG minutes
- Update on actions, closing where appropriate

Chair and Secretariat

5 mins



Minutes and Actions Review

1. **Approval of Minutes** from TMAG 20 July 2022 ([TMAG Meeting Minutes – 20 July 2022](#))
2. **Open Actions and Actions from TMAG 20 July 2022**
 - Actions will be discussed by exception. Please review the action updates ahead of the meeting

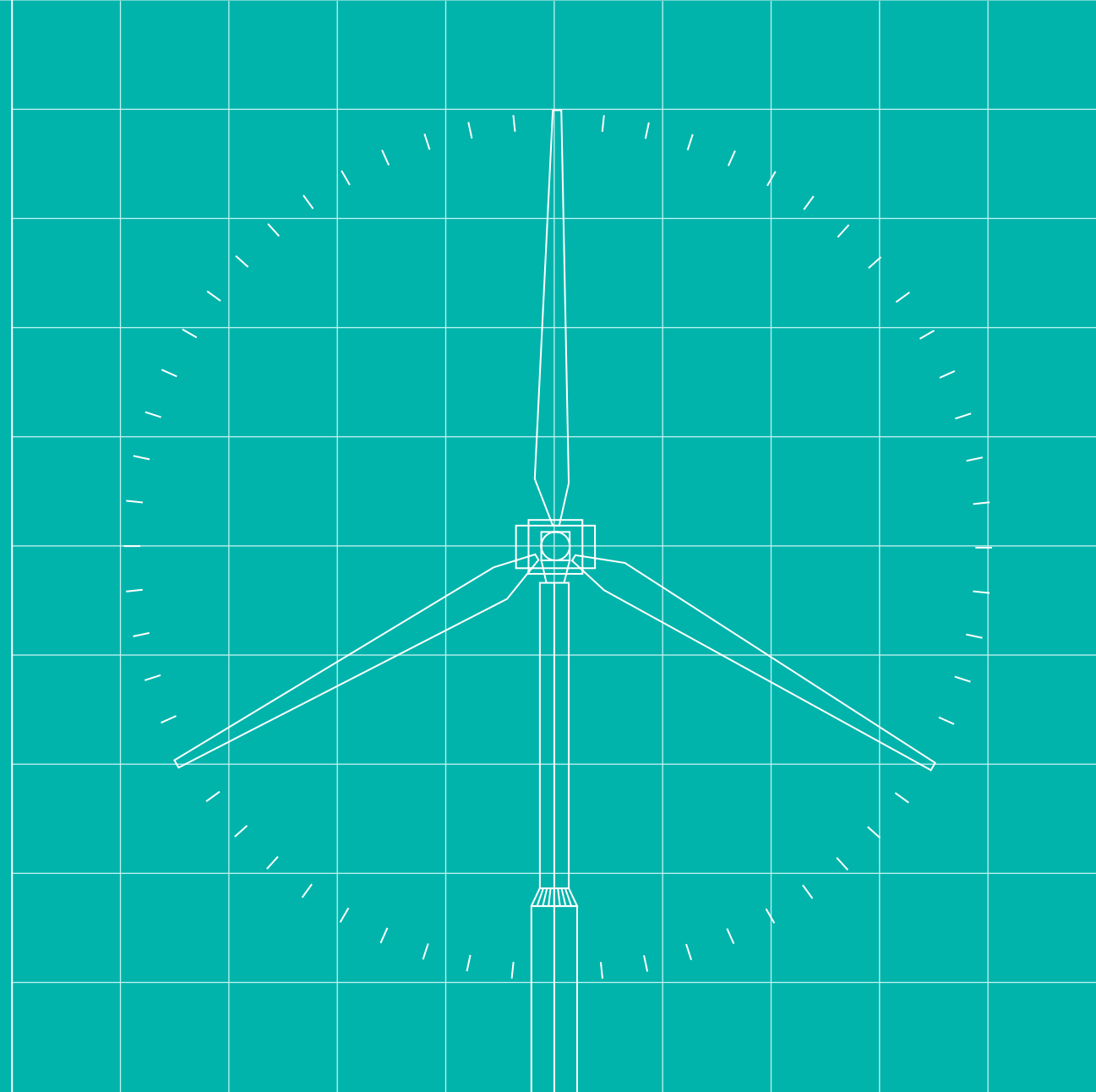
Ref	Date	Action	Owner	Due Date	Status	Latest Update
TMAG06-05	17/06/2022	Meet to discuss testing scope (e.g. MPXNs) and bring up to speed on progress of TMAG	Kate Goodman, Nicola Bumford	06/07/2022	Recommend closed	Meeting held
TMAG07-01	20/07/2022	Meet to discuss TMAG and clarify design assumptions	Kate Goodman, Dave Jones (/Jonathan Hawkins)	17/08/2022	Recommend closed	Meeting held w/c 25 July
TMAG07-02	20/07/2022	Update the working groups deliverables and dependencies with further detail on information flows between deliverables/working groups	Kate Goodman	17/08/2022	Recommend closed	Updated version added in appendix of meeting pack
TMAG07-03	20/07/2022	Consider combining working groups to into a more efficient structure with fewer groups	Programme	17/08/2022	Open - ongoing	To be explored further by the Programme and reviewed on an ongoing basis. We will assess how the four working groups are working as a whole, given QWG and EWG have only recently been established

Programme updates

INFORMATION: Provide updates on recent Programme activities including, L2/3 governance groups, design, and the Programme Collaboration Base

PMO

10 mins



Programme Updates

Governance group updates

Programme Steering Group (PSG)

Agenda items for PSG 10 August 2022

1. **Interim plan** – the PSG will review the updated interim plan and how it addresses a recent Large Supplier Change Request
2. **Central systems plans** – DCC and Helix will give an overview of their delivery plans and progress against them
3. **Programme re-plan** – The Programme will provide an update on the Round 1 replan consultation
4. **CR009 decision** – the PSG will make a decision on a recommendation to submit to Ofgem
5. **Key Programme Issues** – the PSG will discuss two key issues and their action plans (migration and MP162)
6. **IPA Baseline Health Check** – the IPA will present an executive summary of their findings
7. **Design progress** – The PSG will hear an update on status and next steps for the design

PSG papers are available [here](#)

Cross-Code Advisory Group (CCAG)

Update from CCAG 22 June 2022

1. **Transitional Text Approach and Code Draft Requirements** – the CCAG reviewed and provided feedback to the proposed approach to transitional text and other code draft requirements. The Programme have several further areas to explore in more detail. CCAG members will provide further feedback on whether qualification start is dependent on M6 (CCAG approval of code) or M8 (code implementation)
2. **Code Draft Working Group (CDWG) update** – the CCAG heard an update from the first CDWG and provided feedback on the CDWG Terms of Reference.
3. **Items for approval** – the CCAG approved four returning items, with some feedback from CCAG members: Code draft principles and approach; Code draft RACI; Resource model; and the Code draft plan
4. **PPC introduction** – the PPC provided an overview of their team and role

The CCAG Headline Report is available [here](#).

Design Advisory Group (DAG)

Update from DAG 06 July 2022

1. **Tranche 3 Approval** – The DAG conditionally approved the Tranche 3 design artefacts
2. **Level Playing Field Design Principle** – The DAG continue to assess whether Smart Energy Code Modification Proposal (SEC MP) 162 is consistent with the MHHS design principles. The Programme produced an options with the advantages/disadvantages to inform DAG's decision or support escalation. SEC MP162 was rejected by SEC Change Board. Ofgem are expected to make a decision on by the end of August.
3. **DIP Functional Specification and Non-Functional Requirements** – the latest version of each document were issued to the DAG, incorporating amendments made following review. Please see the latest documents provided with the DAG meeting papers available [here](#).
4. **Design RAID Review** – the DAG reviewed the design risks in the RAID register to ensure the descriptions and classifications were correct and up-to-date.

DAG Headline Reports are available [here](#)

Wider Programme updates

Programme re-plan

- **Round 1 consultation** on the Programme re-plan was issued on 1st August
- There are three consultation rounds:
 - Round 1 – 1st-26th Aug 2022. **Selected high-level planning artefacts** to improve consensus on structure, durations, sequencing, and to test high level RAID items
 - Round 2 – 12th Sept – 7th Oct. **Full draft plan** with all activities, durations, dates, RAID items
 - Round 3 – 31st Oct – 11th Nov. **Final 'by exception' check** after M5
- **All Round 1 documents are available** on the [MHHS Programme Website](#)
- **Replan playback sessions** per constituency have been scheduled for the start of August. Recordings will be made available

Collaboration Base relaunch

- The Programme has recently **updated and improved the Collaboration Base**. This includes:
 - **New layout and site navigation**
 - **Dedicated workstream pages** with documents, papers and info
 - A Programme **calendar**
 - The **Digital Programme Management Office (DPMO)** – a custom-built digital tool with an interactive set of dashboards displaying key Programme information
- Please contact PPC@mhhsprogramme.co.uk for access or more information

Design progress

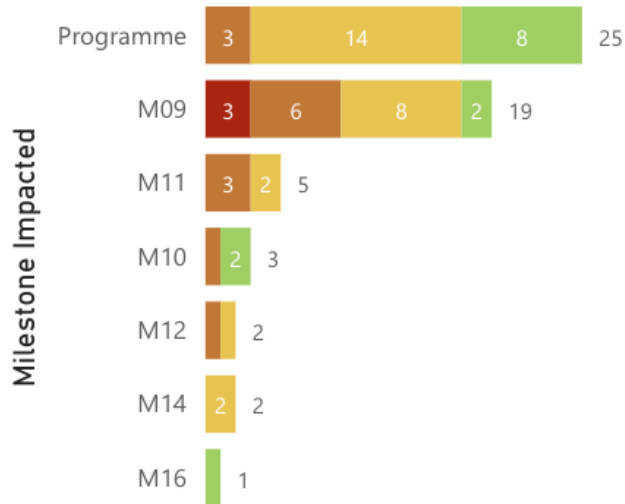
- The MHHS design has been **progressing as per the recent design reschedule**
- The **full E2E design will be available on 08 August** for industry review
- **Design walkthrough sessions are scheduled throughout August**. A range of support material is also being made available to industry.
- For more information, **please contact PPC@mhhsprogramme.co.uk**

[Digital Programme Management Office \(dPMO\)](#) extract for key Testing and Migration milestone Risks and Issues. Please visit the dPMO for more detailed information on individual risks

No. open items	No. items closing next period	No. items opened last period	Net movement (last period)
57	1	1	1

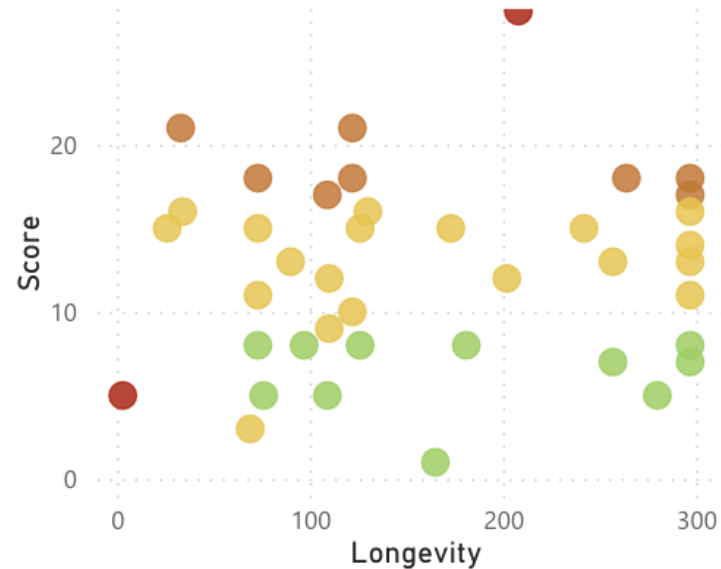
Open Risks & Issues

● Critical ● High ● Medium ● Low



Open Risks & Issue Longevity

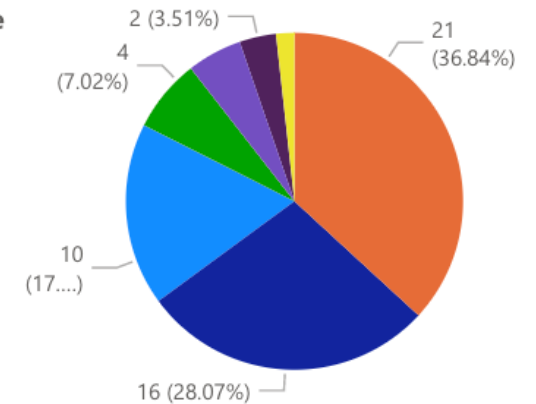
● Critical ● High ● Medium ● Low



Open Risks & Issues by Team Responsible

Team Responsible

- Systems Integ...
- SRO Function
- Central Progr...
- Programme P...
- PSG Industry ...
- Design
- Programme ...



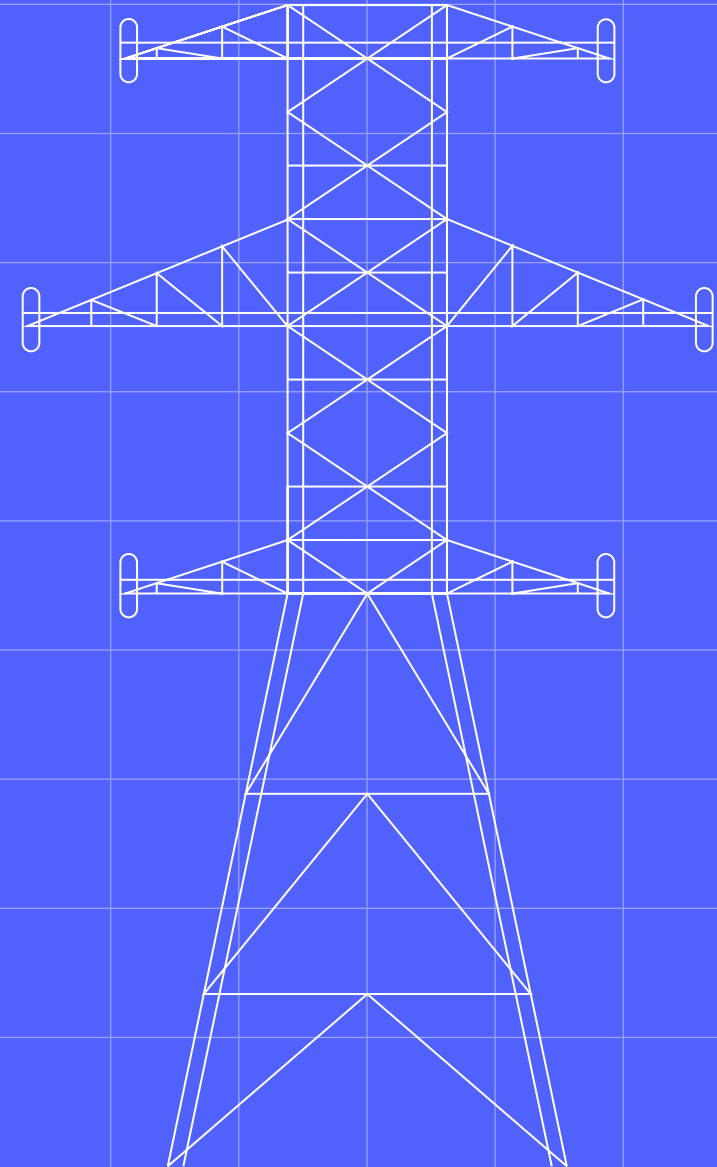
Programme replan review

Please refer to Attachment 2

INFORMATION: Review testing and migration components of the Programme re-plan and implications for E2E Testing and Integration Strategy

Programme

30 mins

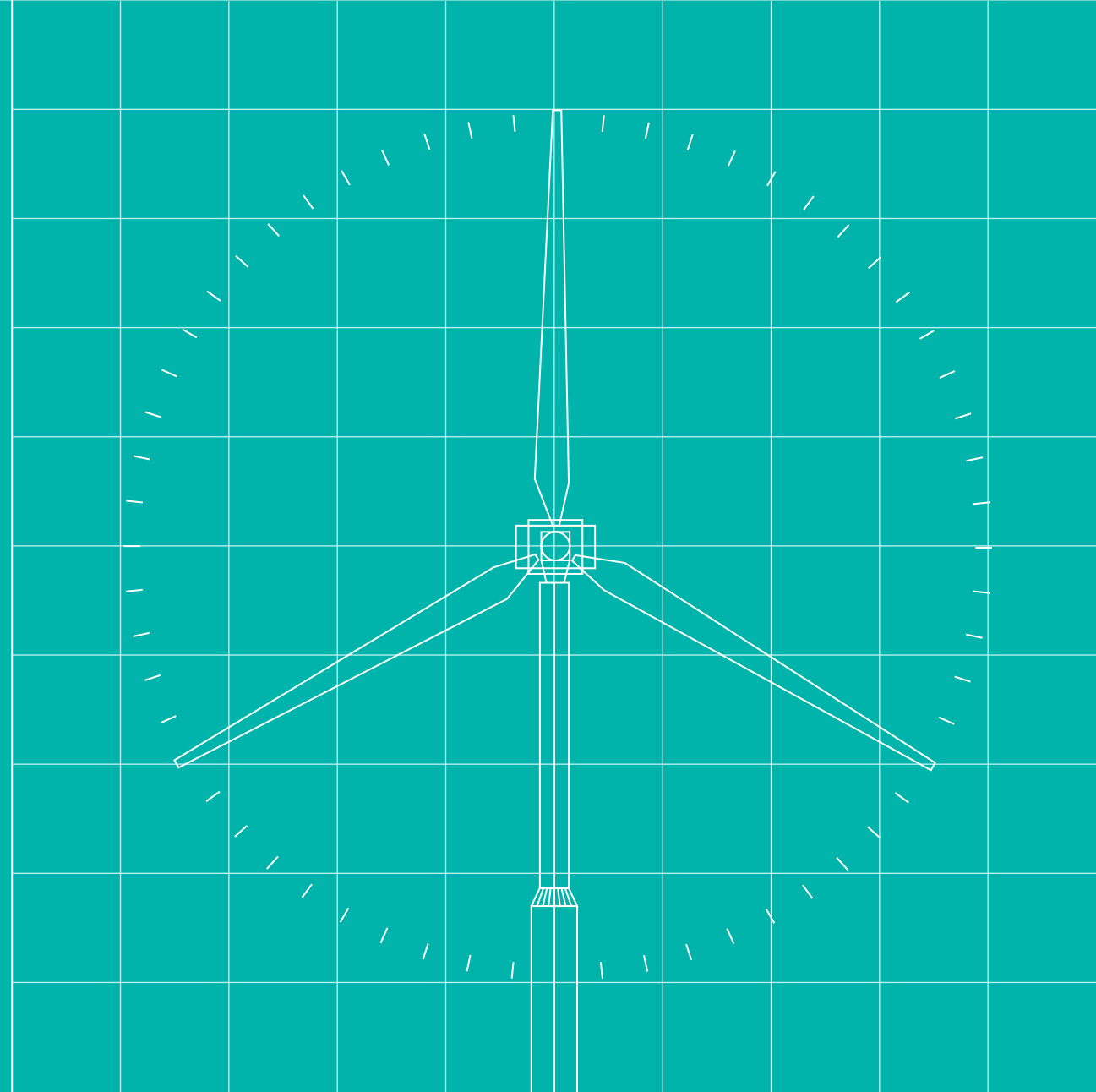


PPC introduction

INFORMATION: Introduce the Programme Party Coordinator (PPC) team

PPC (Pete Edwarde)

5 mins



Programme Party Coordination (PPC) Team Introduction

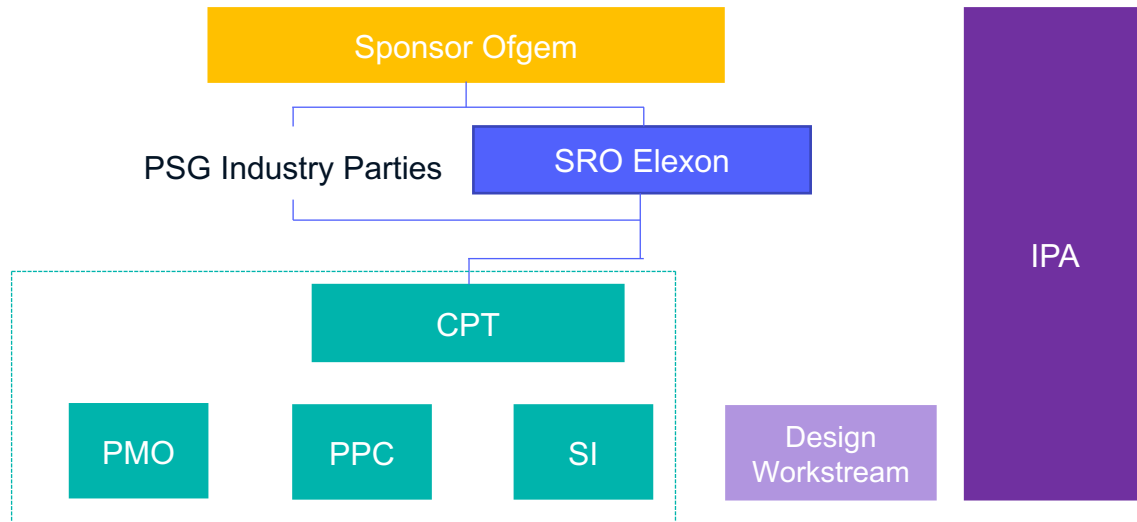
Our Vision

The PPC aims to coordinate industry participants through Design, Build, Test, and Post-Implementation phases of the Programme. The team works to bring all parties on the Programme journey, create buy-in and ensure they can deliver to the timescales set out. Winning the hearts and minds of Participants is fundamental to the successful delivery of MHHS.

Our Responsibilities

- **Engaging** with all industry participants on a 1-1 basis
- MHHS-led **events** such as open days
- **Readiness assessments** before key milestones
- **Webinars** to communicate Programme information
- Informative **Programme documentation** (e.g. 101 Guides, FAQs)

PPC's place in the wider Programme



Intended Outcomes

- **Awareness** – Participants are aware of key Programme information
- **Understanding** – Set expectations of Participants, communicate timelines and plans
- **Encourage Preparation** – Discuss Participants' own plans
- **Two-way dialogue** – have open, transparent, and mutually beneficial conversations with Participants
- **Excitement and commitment** – capture 'hearts and minds', emphasising the benefits of MHHS

Meet the PPC Team



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PPC Lead
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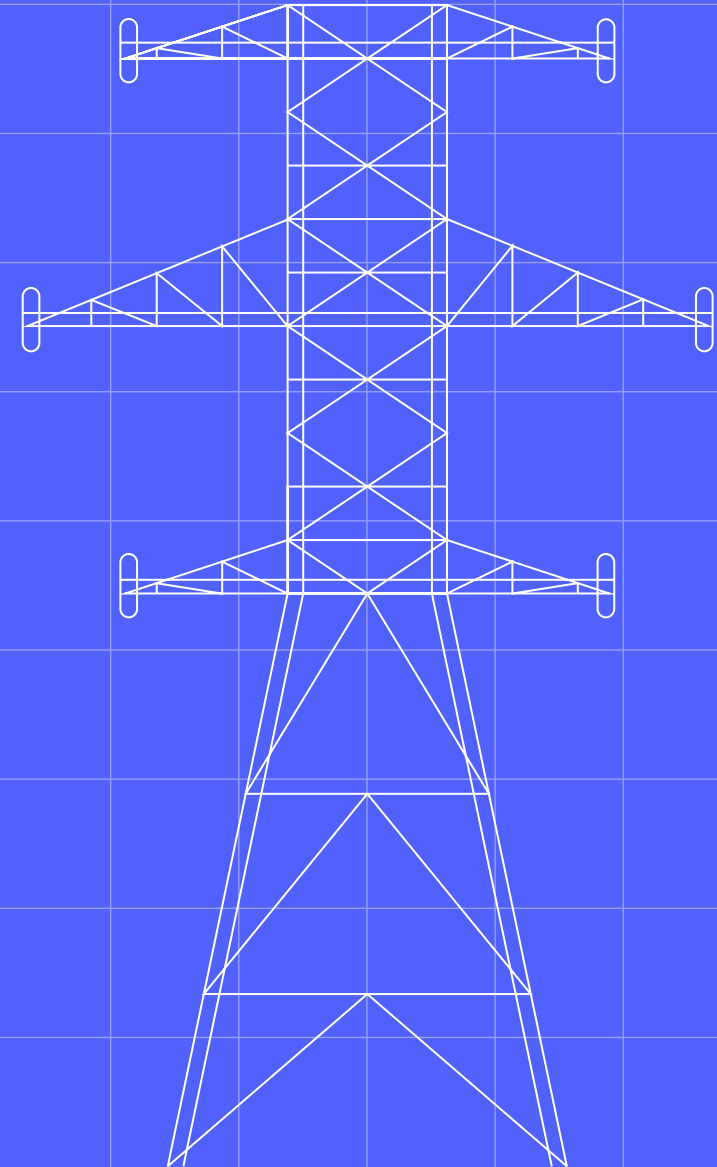
General queries and requests for support should be sent to PPC@mhhsprogramme.co.uk.

Working group updates

- **INFORMATION:** Provide updates from discussion at the DWG, MWG, QWG and EWG
- **DECISION:** Make a decision on whether to approve the QWG Terms of Reference

Programme (Adrian Ackroyd)

10 mins



TMAG Working Group Progress Report – July 2022

	Data Working Group (DWG)	Migration Working Group (MWG)	Environments and Configuration Management Working Group (EWG)	Qualification and E2E Sandbox Working Group (QWG)
Upcoming deliverables	Overall Test Data Approach and Plan (planned 31 Jan 2023)	Migration, Cutover and Data Strategy (planned 31 Jan 2023)	Environments Approach and Plan (planned 31 Oct 2022)	Qualification Test Approach and Plan (planned 28 Feb 2023)
Next month's agenda items	<p><i>01 September 2022</i></p> <ol style="list-style-type: none"> 1. Planning for Data Cuts and associated activities 	<p><i>08 September 2022</i></p> <ol style="list-style-type: none"> 1. Migration and the replan 2. Principles of the Migration, Data and Cutover Strategy 	<p><i>06 September 2022</i></p> <ol style="list-style-type: none"> 1. Feedback from previous meeting 2. Update on Programme Participant Environment manager nominees 3. Outline of Environment Approach & Plan document 	<p><i>13 September 2022</i></p> <ol style="list-style-type: none"> 1. Agenda items to be agreed at first meeting
Summary of discussion from last month	<p><i>04 August 2022</i></p> <ul style="list-style-type: none"> • Meeting cancelled due to hiatus in work while waiting for Tranche 4 of the design. 	<p><i>11 August 2022</i></p> <ul style="list-style-type: none"> • The group will discuss assumptions made in the plan consultation, as well as receiving an update on migration options as discussed as the previous MWG • A plan for assessing options will be put forward for discussion and feedback 	<p><i>EWG 02 August 2022</i></p> <ul style="list-style-type: none"> • The group discussed the environment approach and plan. Discussion encompassed a wide range of topics, including scope and responsibilities, assurances and readiness, and management and tracking • The Programme informed EWG members of the need for Programme Participants to nominate Environment Managers 	<p><i>09 August 2022</i></p> <ul style="list-style-type: none"> • Group to discuss approval of QWG Terms of Reference (ToR) • Initial qualification questions and activities
TMAG escalations	None	None	None	QWG ToR for approval

Summary and next steps

INFORMATION: Summarise actions and look ahead to September's TMAG

Chair and Secretariat

5 mins

Next Steps

Next steps:

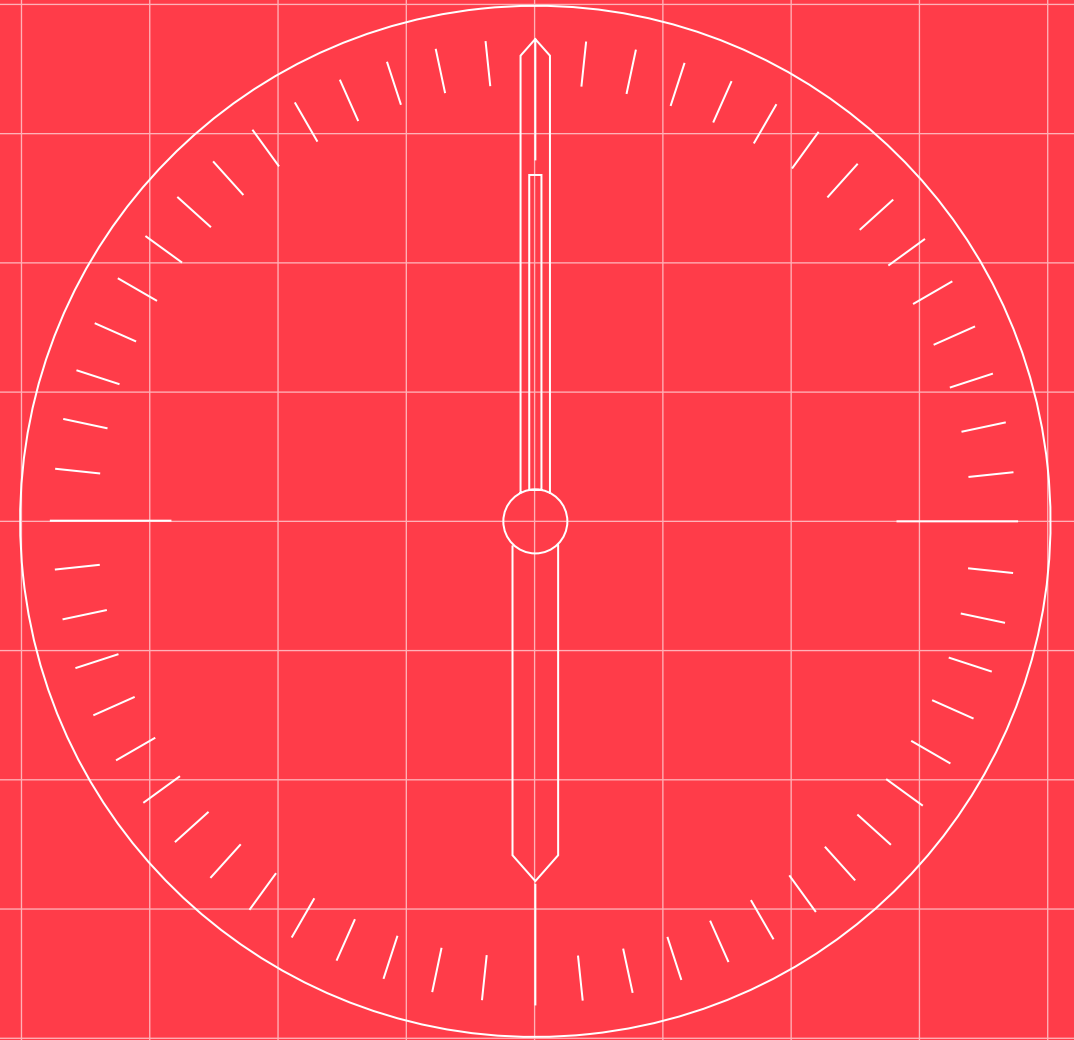
1. Confirm Actions from meeting
2. Date of next TMAG: 22 September 2022

TMAG Agenda Roadmap – a rolling six-month view of upcoming TMAG agenda items:

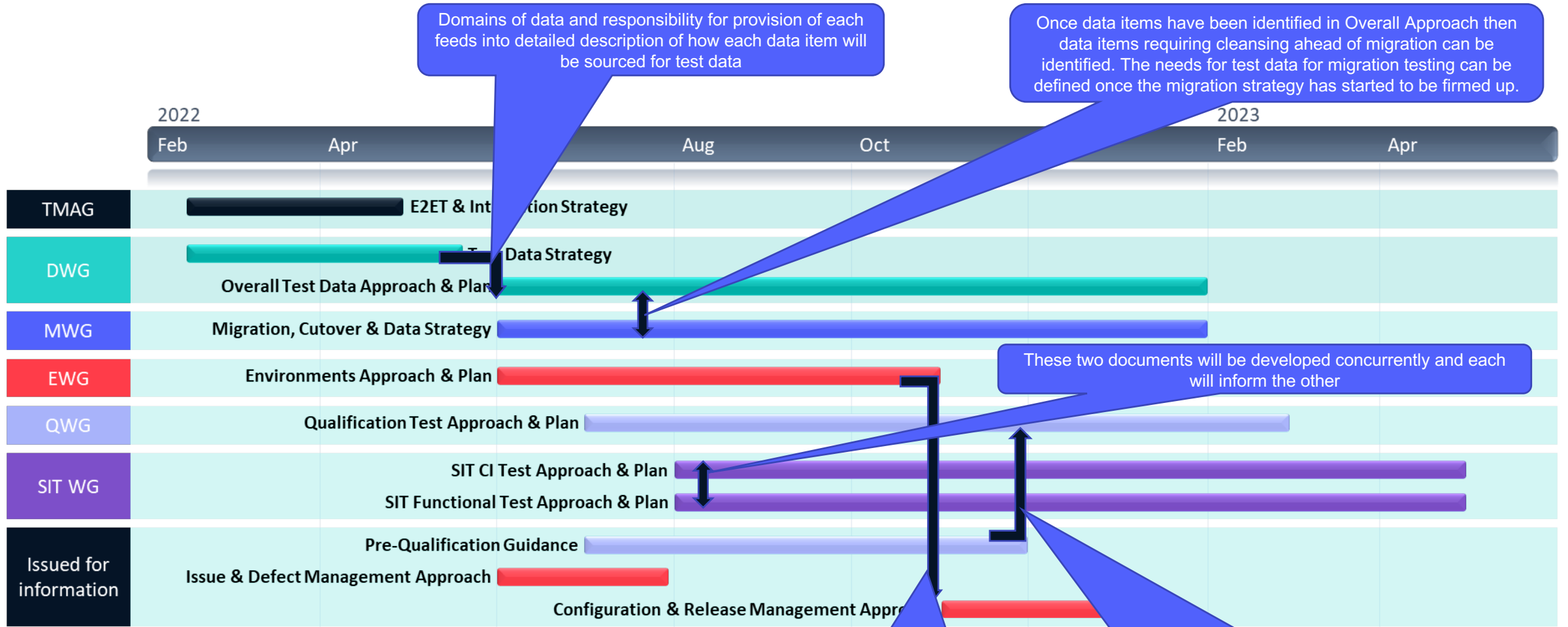
Meeting dates	17-Aug	22-Sep	19-Oct	16-Nov	Dec (date TBC)
Relevant milestone			M5+		
Agenda items	<ul style="list-style-type: none"> • Programme re-plan review • PPC introduction • dPMO introduction 	<ul style="list-style-type: none"> • Test tools principles/design • Environment plan • SIT principles/participants • Qualification/pre-qualification principles • Migration, Cutover & Data strategy review 	<ul style="list-style-type: none"> • Environment plan approval • Programme re-plan review • SIT participants • Test Data Approach and Plan approval • Review E2E Testing & Integration Strategy 	<ul style="list-style-type: none"> • SIT participants • Qualification/pre-qualification 	<ul style="list-style-type: none"> • Migration, Cutover & Data Strategy update • Qualification update
Standing items	<ul style="list-style-type: none"> • Minutes, actions and relevant information • Governance and working group updates • Agenda roadmap 	<ul style="list-style-type: none"> • Minutes, actions and relevant information • Governance and working group updates • Agenda roadmap 	<ul style="list-style-type: none"> • Minutes, actions and relevant information • Governance and working group updates • Agenda roadmap 	<ul style="list-style-type: none"> • Minutes, actions and relevant information • Governance and working group updates • Agenda roadmap 	<ul style="list-style-type: none"> • Minutes, actions and relevant information • Governance and working group updates • Agenda roadmap

If you would like to propose an agenda item for TMAG, please contact the PMO (PMO@mhhsprogramme.co.uk)

Appendix



Testing Working Groups, Deliverables and Dependencies



Domains of data and responsibility for provision of each feeds into detailed description of how each data item will be sourced for test data

Once data items have been identified in Overall Approach then data items requiring cleansing ahead of migration can be identified. The needs for test data for migration testing can be defined once the migration strategy has started to be firmed up.

These two documents will be developed concurrently and each will inform the other

Work on Pre-Qualification Guidance will identify some key features to feed into the Approach & Plan

Identification of the environments necessary will frame what the configuration & release management has to control

Arrows show dependencies between deliverables