

MHHS Programme Steering Group (PSG) Minutes and Actions

Issue date: 15/11/2023

Meeting Number **PSG026**

Venue **Virtual – MS Teams**

Date and Time **08 November 2023 14:00-16:00**

Classification **Public**

Attendees

Chair

Helen Adey (Chair)

MHHS SRO

Industry Representatives

Andrew Campbell (AC)

Small Supplier Representative

Caroline Farquhar

Consumer Representative

Chris Price (CP)

DNO Representative

Gareth Evans (GE)

I&C Supplier Representative

Graham Wood (GW)

Large Supplier Representative

Jenny Rawlinson (JR)

IDNO Representative

Joel Stark (JS)

Supplier Agent Representative (Independent)

Jonny Moore (JM)

RECCo Representative

Keren Kelly (KK)

National Grid ESO

Lewis Robertson (LR)

Elexon Representative (Central Systems Provider)

Nital Hooper (NH)

DCC Representative (Central Systems Provider)

Paul Akrill (PA)

Supplier Agent Representative

MHHS IM

Andrew Margan (AM)

Code Lead

Chris Harden (CH)

Programme Director

Chris Welby (CW)

Programme Industry SME

Fraser Mathieson (FM)

Governance Lead

Giles Claydon (GC)

Deputy Programme Manager

Jason Brogden (JBr)

Programme Industry SME

Keith Clark (KC)

Programme Manager

Lee Cox (LC)

SI Testing Lead

Nicola Farley (NF)

Qualification Lead

Other Attendees

Andy MacFaul (AMF)

Ofgem

David Gandee (DG)

IPA

Jenny Boothe (JBo)

Ofgem

Laura Kennedy (LK) (Qualification Testing only)

Elexon

Melissa Giordano (MG)

Ofgem

Richard Shilton (RS)

IPA

Sinead Quinn (SQ)

Ofgem

Victoria Moxham (VM) (Qualification Testing only)

Elexon

Apologies

None

Actions

Area	Ref	Action	Owner	Due
Minutes and Actions	PSG26-01	Programme to provide high level summary of outcomes and next steps for the settlement accuracy element of ACTION PSG18-05 (assurance process for LDSO for the accuracy of DUoS billing data)	Programme (Jason Brogden)	09/11/2023
Sponsor Update	PSG26-02	PSG members to provide views from constituents on anything they would like from Ofgem beyond what is currently provided to PMO@mhhsprogramme.co.uk	PSG Members	06/12/2023
	PSG26-03	Ofgem to provide a view of expectations on industry parties and strategic priorities/drivers at the January 2024 PSG.	Ofgem (Melissa Giordano)	10/01/2024
Qualification Testing Initial Plan	PSG26-04	Programme to confirm participants are not required to operate parallel environments for SIT and QT	Programme (Nicola Farley)	06/12/2023
Delivery Dashboards	PSG26-05	Programme to discuss risk R677, relating to migration functionality, with St Clements	Programme (Keith Clark)	06/12/2023
Summary and Next Steps	PSG26-06	Programme to communicate arrangements for the holiday period	Programme (PMO)	06/12/2023
Previous Meeting(s)	PSG25-01	Helix to develop high level plan to take forward SASWG/CRO13 outputs and engage with Change Raiser	Elexon Helix (Lewis Robertson)	08/11/2023
	PSG24-01	Elexon and RECCo to provide transparency around qualification testing dates, assumptions on equivalence from SIT, and understanding of testing which may be required in addition to SIT-based evidence requirements. In addition, Elexon and RECCo to ensure the clarifications are raised to the Qualification and E2E Sandboxing Working Group (QWG) and current plan dates are published.	Elexon (Oli Meggitt) & RECCo (Jonny Moore)	04/10/2023
	PSG24-02	Elexon to discuss development of the Qualification Assessment Document (QAD) and Qualification Approach and Plan document with the IPA	Elexon (Oli Meggitt)	04/10/2023
	PSG21-05	Programme to discuss with IPA the potential inclusion of IPA test assurance activities alongside programme plan information, to assist participants' view of effort requirements.	Programme and IPA	08/06/2023
	PSG18-05	Progress the assurance process for LDSOs for the accuracy of data for DUoS billing.	IPA	05/07/2023
	PSG17-05	Review the post-implementation approach to Benefits Realisation and how Benefits Realisation will be handed over to Ofgem at M16.	Programme (Jason Brogden)	To be reviewed at CP2

Decisions

Area	Ref	Decision
Minutes and Actions	PSG-DEC62	The PSG approved the headline report and minutes of the PSG meeting held 04 October 2023 with no amendments.

Minutes

1. Welcome

The Chair welcomed attendees to the meeting and introduced the agenda.

2. Minutes and Actions

The headline report and minutes of the last meeting were approved with no amendments.

DECISION PSG-DEC62: The PSG approved the headline report and minutes of the PSG meeting held 04 October 2023 with no amendments

Action wording and updates can be found within the meeting papers. A summary of discussion is provided below:

PSG18-05: Regarding assurance by Licensed Distribution Service Operators (LDSOs) of data for Distribution Use of System (DUoS) billing, a summary of outcomes and next steps is provided below which supports closing the element of the action relating to settlement accuracy:

- An approach to Settlement Accuracy was presented to the SITWG earlier in the year with no adverse feedback.
- Further details on the testing methodology, including verification of calculations at a granular and aggregated level, were shared with SITWG participants in a Deep Dive on 7th November; a sample Settlement Scenario and Test Case was also presented.
- A full set of Settlement SIT Functional Scenarios and Test Cases will now be completed to draft and sent to industry for consultation before approval through Programme governance.
- This gives the appropriate opportunity for industry input in advance of approval so any feedback can be taken into account.
- The Programme has met with the IPA to discuss progressing DBT2 assurance and the IPA is to progress actions from that meeting in advance of a review with Ofgem in January 2024. This element of ACTION PSG18-05 is ongoing. Action ongoing.

ACTION PSG26-01: Programme to provide high level summary of outcomes and next steps for the settlement accuracy element of ACTION PSG18-05 (assurance process for LDSO for the accuracy of DUoS billing data)

PSG25-01: Regarding the progression of the outputs of the Settlement Analysis Scoping working Group (SASWG), LR advised work was ongoing to understand implementation options. Action ongoing.

3. Sponsor Update

MG stated the current sentiment from the Programme Sponsor (Ofgem) is activities are progressing well and Elexon have been an excellent delivery partner thus far. Ofgem requested PSG members provide views on anything they would like from Ofgem beyond what is currently provided.

ACTION PSG25-02: PSG members to provide views from constituents on anything they would like from Ofgem beyond what is currently provided to PMO@mhhsprogramme.co.uk

Ofgem agreed to provide a view of expectations on industry parties and strategic priorities/drivers at the January 2024 PSG.

ACTION PSG25-03: Ofgem to provide a view of expectations on industry parties and strategic priorities/drivers at the January 2024 PSG.

4. Programme Reporting

KC provided updates on upcoming programme milestones, noting CIT Interval 2 is due to commence. JR, the IDNO Representative, believed there might be a delay to CIT Interval 2 start. The Programme advised they were aware of the current risks; any challenges being seen are to be expected in the early days of testing, and the matter would be discussed with SIT participants at the Fast Track Implementation Group (FTIG) on 10 November 2023. JR stated that any delay to CIT Interval 2 start was not anticipated to affect the finish date. The Programme are in frequent contact with the service provider in question to provide support.

5. Qualification Testing Initial Plan

VM, Elexon's Director of Customer and Code Management, provided an update on Qualification Testing (QT), noting the need for urgency and the desire to work closely with the Programme and participants to minimise issues and inefficiencies. The Programme will support Elexon/BSCCo and RECCo by taking a more active role in non-SIT LDSO testing in the lead up to Programme milestone M10 (Central systems ready for migrating MPANs).

The Programme provide an overview of LDSO QT considerations per the meeting slides. The Programme will seek to align SIT and QT to support the use of the Placing Reliance (PR) Policy by non-SIT LDSOs. LDSOs will be asked to submit their PR proposals before the end of 2023 and Code Bodies will review these in January 2024.

The Programme agreed to confirm participants would not be required to operate parallel environment for SIT and QT.

ACTION PSG25-04: Programme to confirm participants are not required to operate parallel environments for SIT and QT

An overview of the schedule for test execution was provided per the meeting slides, with LDSO onboarding activities to commence in July/August 2024.

VM advised Code Bodies will retain overall accountability for QT and provided information on the delineation of responsibilities between the Programme and Code Bodies, per the meeting slides. JM advised RECCo are supportive of the approach. Further updates will be provided at the December 2023 PSG and will include information on Supplier and Agent qualification.

6. MHHS Appeals Process

FM presented recommendations for improvements to appeals and escalation processes per the meeting slides, which were accepted by the PSG and will be implemented in due course. A housekeeping Programme Change Request (CR) will be raised to propose updates to the MHHS Governance Framework to provide clarity over appeals against decisions taken via Programme governance. The IPAs decision appeal approach and criteria will also be published.

7. TMAG Restructure

CW proposed the TMAG is split into three new advisory groups, a SIT Advisory Group, a Migration and Cutover Advisory Group, and a Qualification Advisory Group. The groups would support the distinct workstreams which currently sit under TMAG and would be level 3 decision making group constituted of constituency representatives, with several working groups under each.

PSG members broadly agreed with the proposal and requested there is clear demarcation between the groups to avoid unnecessary duplication and overlap. The Programme advised a housekeeping CR would be requested to implement the new groups and this will be raised in due course.

8. Delivery Dashboards

Risk Themes

The Chair noted Programme risks relating to qualification have been updated. An action was taken for the Programme to discuss risk R677, relating to migration functionality, with St Clements.

ACTION PSG25-05: Programme to discuss risk R677, relating to migration functionality, with St Clements

Core Capability Provider Delivery Reports (St Clements)

CP provided information on the 'red' risks within the dashboard, advising they primarily relate to the risk of major 'business as usual' work arising which may absorb time and affect MHHS delivery timescales. CP highlighted the design is complex and there have been challenges over the provision of data in the correct interface format. Considerable effort has been required between St Clements and the Programme to get data into the right format. AP noted the data came from 'old world' systems and required augmentation, and issues were then found when undertaking data loading. AP advised the Programme have corrected this and there is confidence data will be ready for the commencement of CIT Interval 2.

Core Capability Provider Delivery Reports (Elexon Helix)

LR advised the red deliverable within the Elexon Helix delivery report relates to the scale of design Interim Release 5.1 and its deliverability.

9. Elexon Budget

The Chair advised any changes to the MHHS budget require review by the PSG. Information on budget changes will be provided to PSG members week commencing 13 November 2023 for comment. PSG members will be asked to discuss with their constituents and provide any comments by 24 November 2023.

10. Summary and Next Steps

FM provided a summary of meeting actions. The Chair thanked attendees for their contributions and collaborative approach to resolving issues as testing progresses.

It was agreed the January 2024 PSG would be rescheduled to the second week of January 2024 owing to the holiday period. The Programme will provide information on arrangements for the holiday period.

ACTION PSG25-06: Programme to communicate arrangements for the holiday period

Date of Next Meeting: 06 December 2023