MHHS PROGRAMME
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MHHS: Post-M5 Design Change Control & Engagement

MHHS Webinar
16 January 2023

MHHS-DEL881

Introduction

Helen Richardson
5 minutes

Design Change Overview

Paul Pettitt
15 minutes

Introduction to the Design Authority Group

Paul Pettitt
5 minutes

Upcoming events

Paul Pettitt
5 minutes

Q&A

Facilitated by Marina Sykes
15 minutes

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Please send in your questions using

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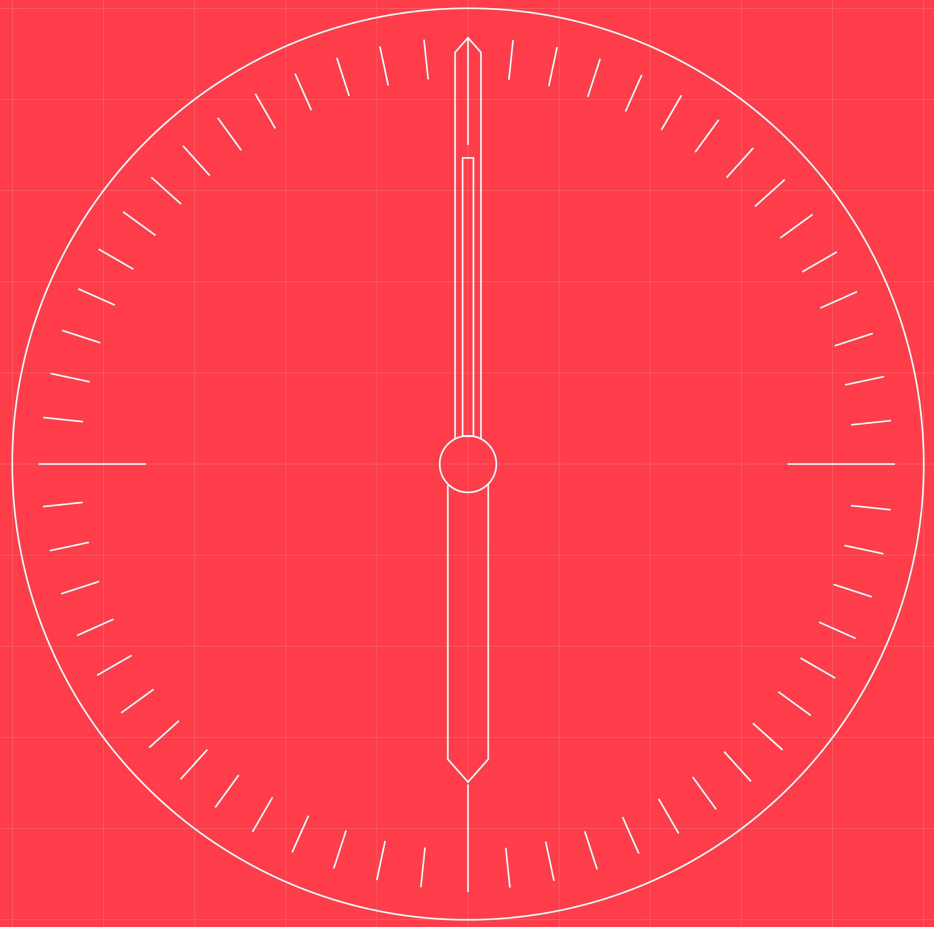
What we're covering today…

Design Change Process	Design Authority Group	Key upcoming events	Engaging with Design
• An overview of the new Design Change Process • How the new process operates under the auspices of the Design Advisory Group (DAG)	• An introduction to the new Design Authority Group • The definition of Minor and Major changes and their relation to the Design Authority decision-making	• Key upcoming dates for MHHS Design • The release of interactive supporting design material via the Collaboration Base	• An opportunity to ask questions about the new Design Change Process • A reminder of how to request support and the range of channels available

Design Change Overview

Paul Pettitt



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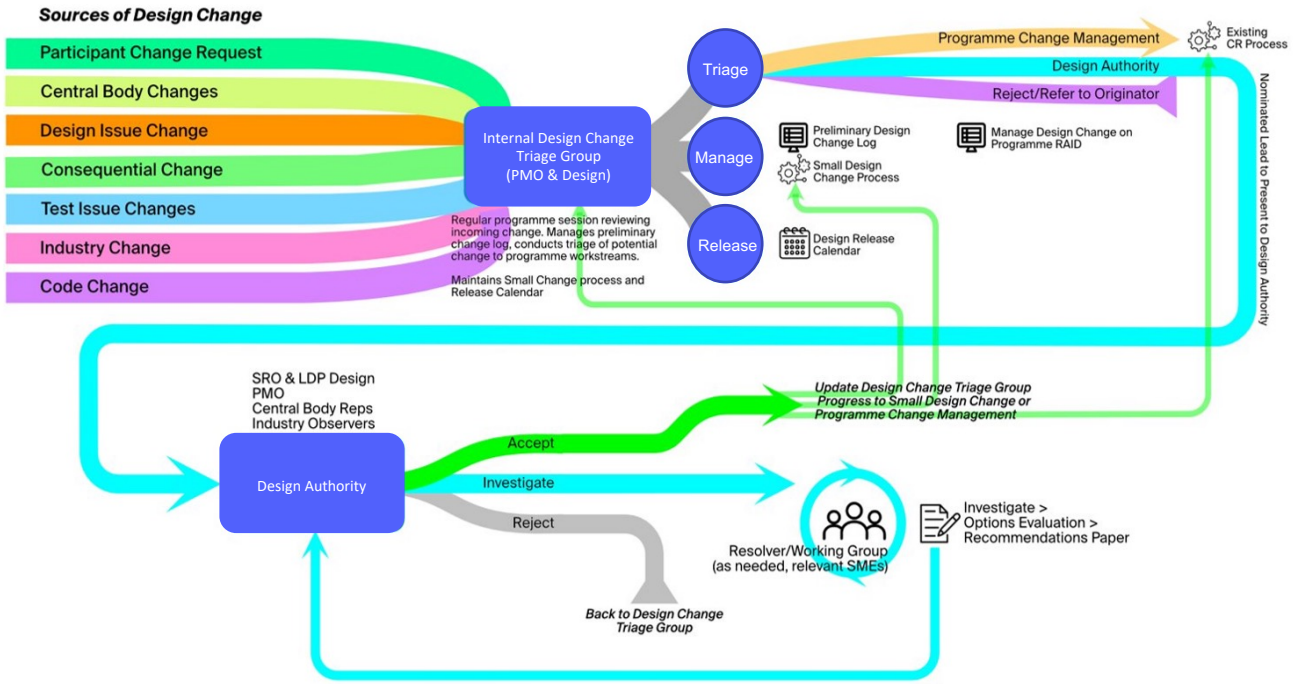
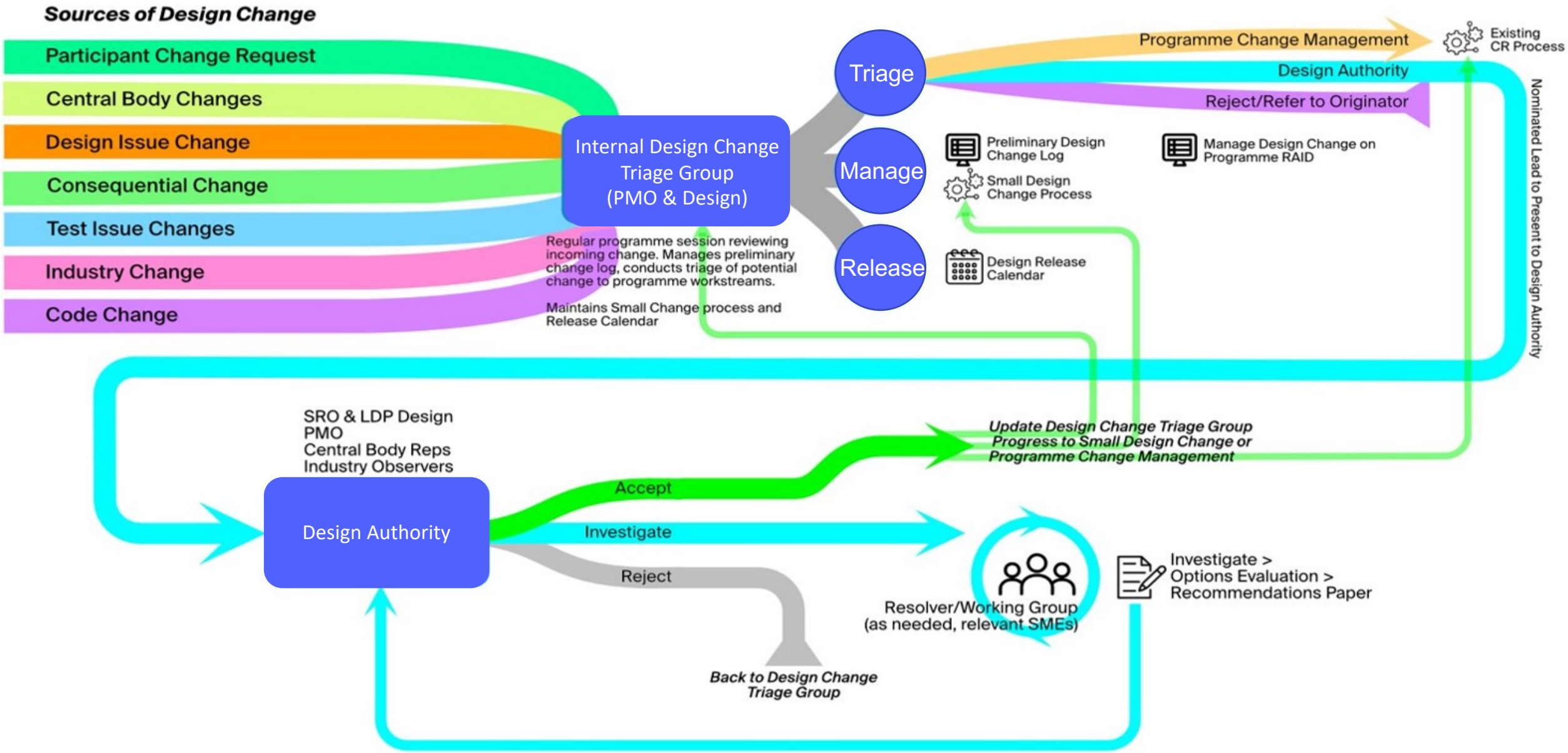
Key messages

- **Best practice:** We have used experience of the Smart and Faster Switching programmes design and change activities to establish best practice.
- **Design Change Triage Group:** This new internal group will triage all potential design change, to ascertain the next best step. It will administer a number of tools to provide the Programme and participants with full transparency.
- **High-level overview:** On the next slide we will talk through a high-level overview of how design change will operate.

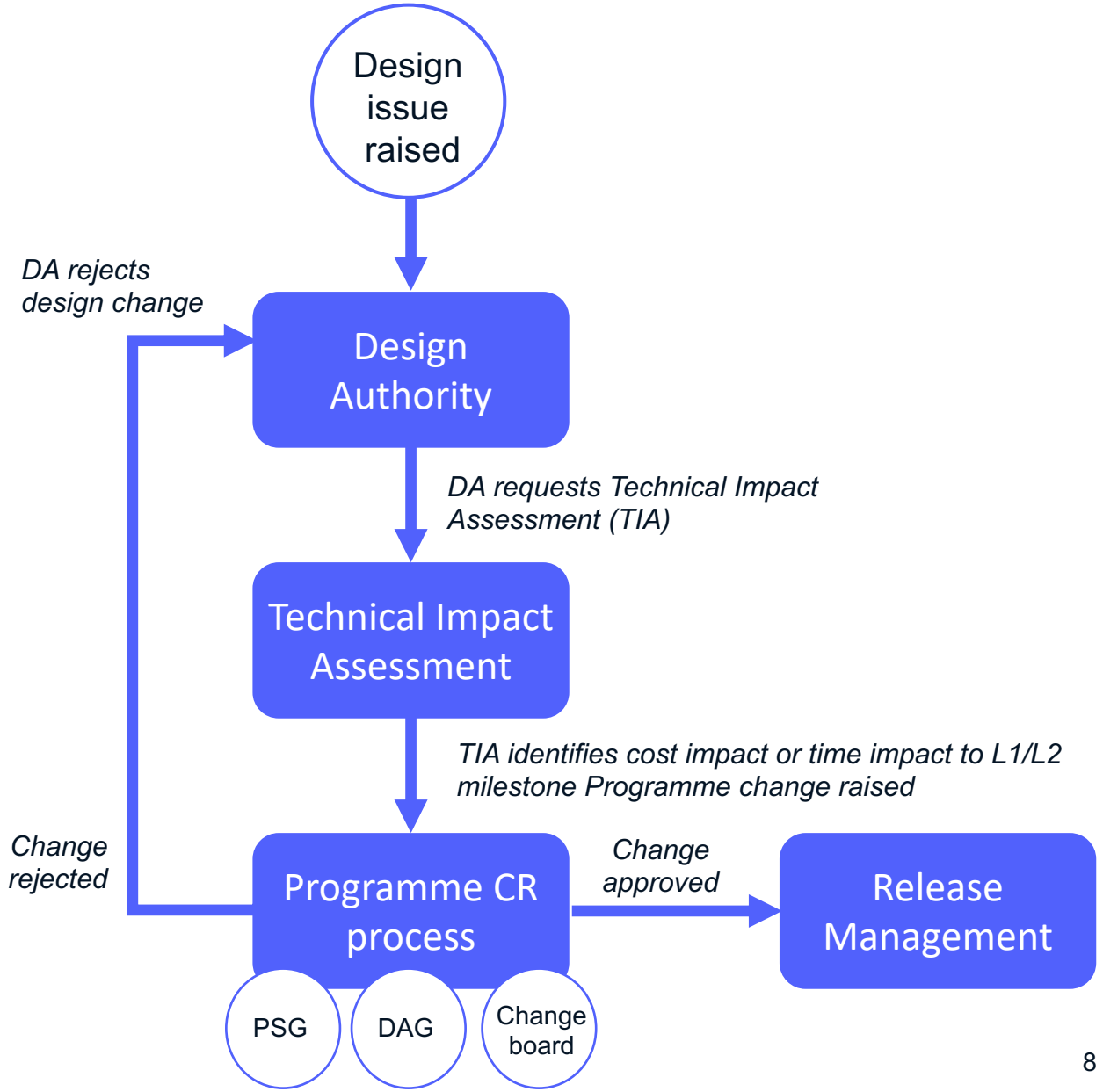


Design Change Management Overview



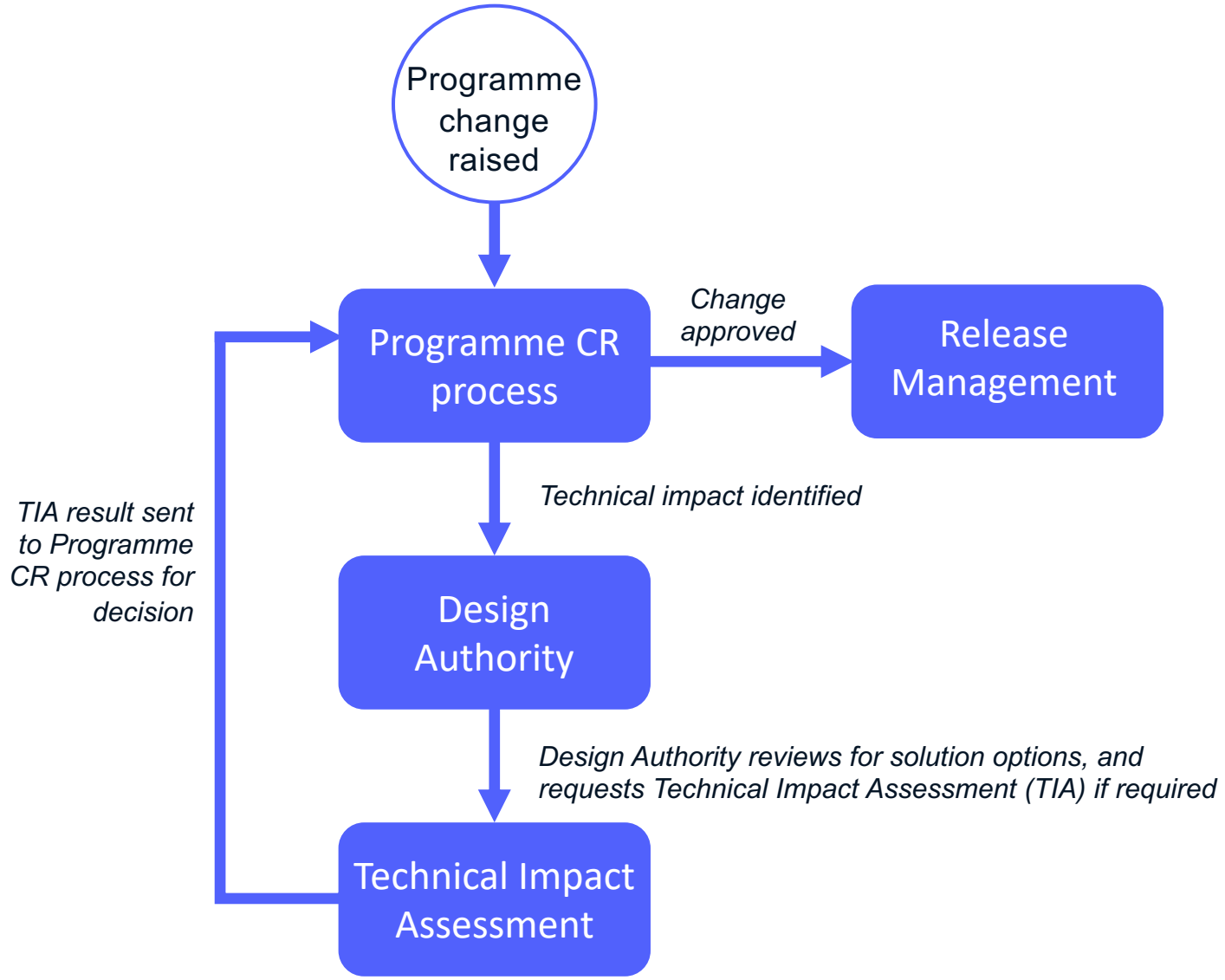
Scenario 1: Design Issue identifies impacts to time and cost

- Design issue request identifies impacts to time and cost
- Design Authority consults with Design Advisory Group (DAG) on whether to work up solution
- Programme Change Request (CR) is raised
- Impact Assessment forms part of the CR
- Programme Change Board and Programme Steering Group either approve or reject request

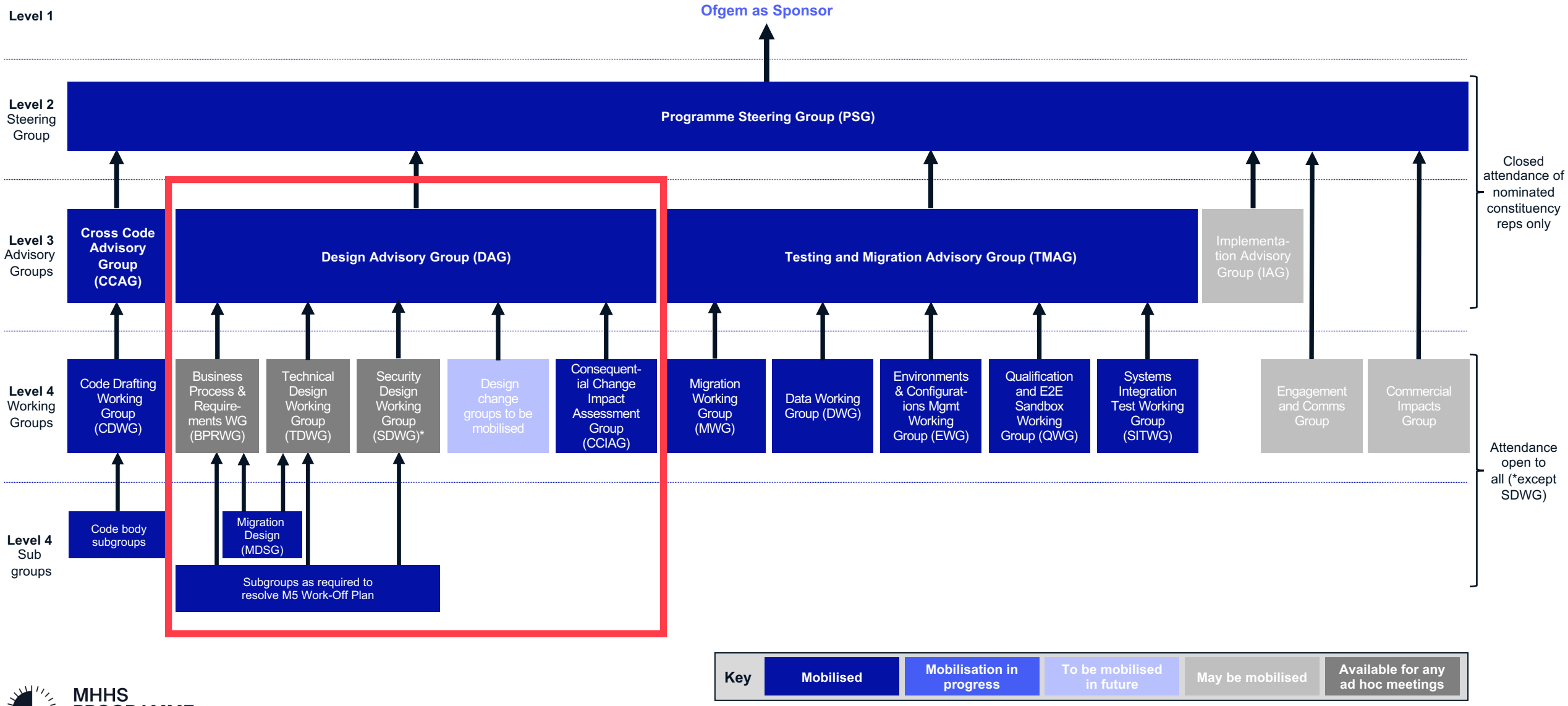


Scenario 2: Programme Change Request (CR) is raised that impacts on the design

- Programme CR is raised that impacts design
- Programme CR passes this through to DAG / DA
- Design Authority reviews design change and looks at solution options, before requesting Technical Impact Assessment
- Technical Impact Assessment is returned to the CR process to decide whether to accept or reject the change



MHHS Governance and Decision-Making Structure



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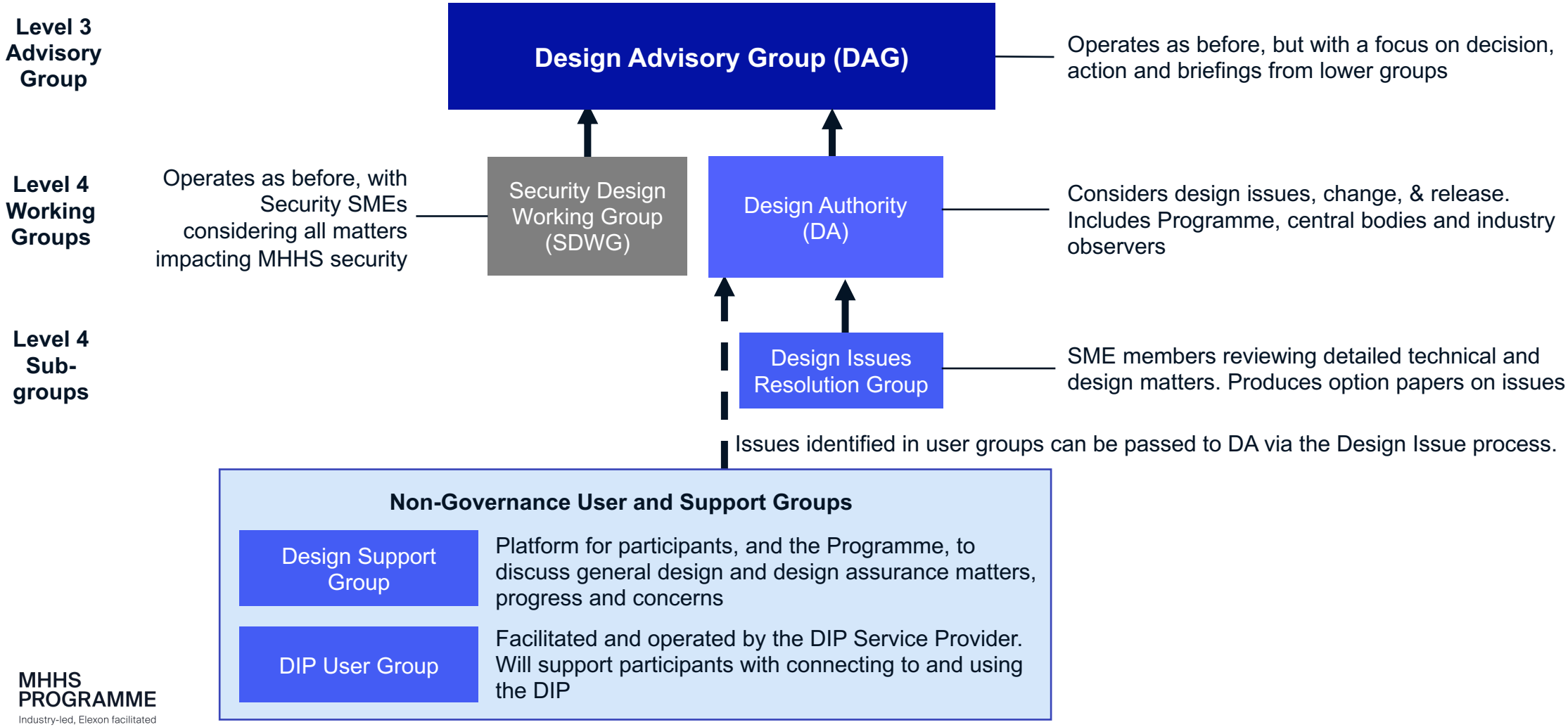
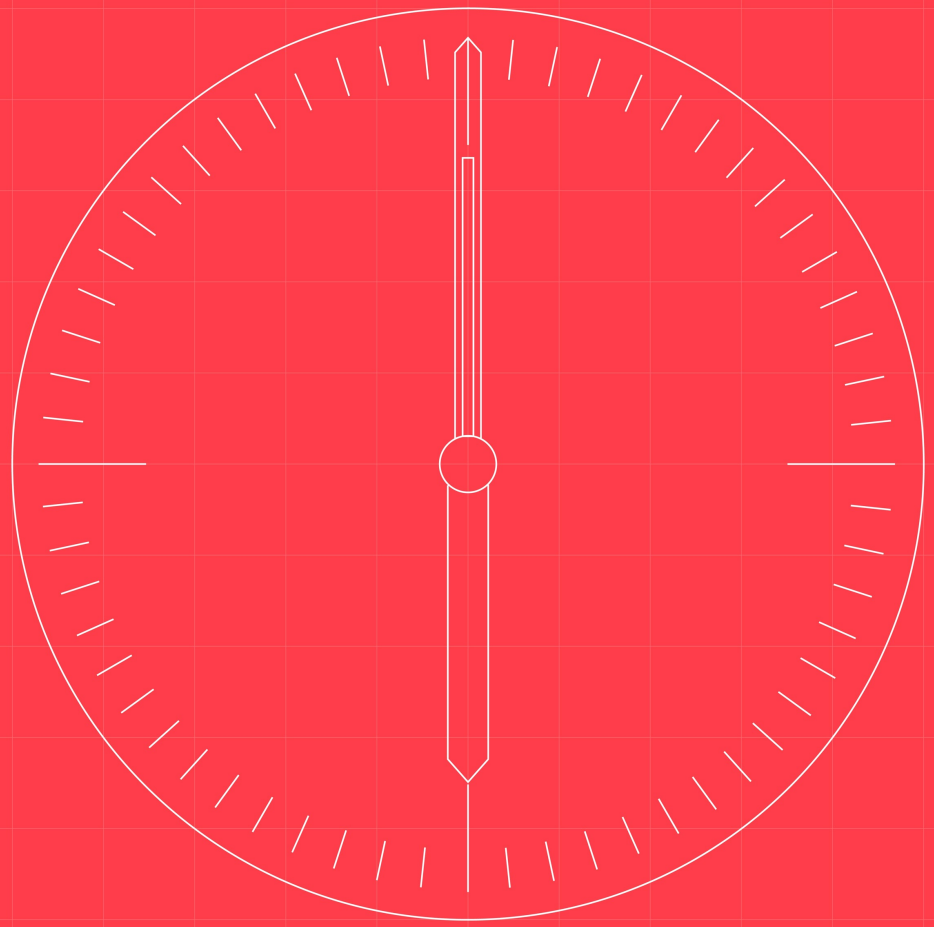
Design Groups Governance Structure

As the Programme moves from design and agreement, to managing a baseline, the structure of groups to support the Programme and participants will change. The proposed governance structure is shown below:



Introduction to the Design Authority Group

Paul Pettitt



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Purpose of the Design Authority (DA)

- To manage the MHHS Design Baseline, by **reviewing potential changes and developing prospective changes** to the baselined Design Artefacts raised by Programme participants, following commencement of M5 baseline approval.
- To provide **system design advice on potential changes** and **ensure Programme participants are represented and relevant experts engaged** in the assessment of design issues and in the development of prospective solutions.

Group members

• Chair	PMO
• Secretariat	PMO
• Programme SME	Programme Design
• Industry Representatives	DAG Appointed Constituency Members (Technical / Business SMEs)
• Industry Observers	Ofgem / IPA

Delegated authority relating to minor changes

Minor change: An issue that needs only a clarification back on how the design operates, or fixes an administrative error and has no material impact on any participant other than improving the clarity of design.

Major change: Any change which is not a minor change. Such changes will be discussed at a Design Issue Resolution sub-working group with a recommendation going back to the DA, and subsequently the Design Advisory Group (DAG) for approval.

The DA has delegated authority from the DAG to make decisions on minor changes, where there is unanimous agreement amongst the Constituency Representatives of the DA. Such changes include requests that simply require clarification of existing design, or administrative updates.

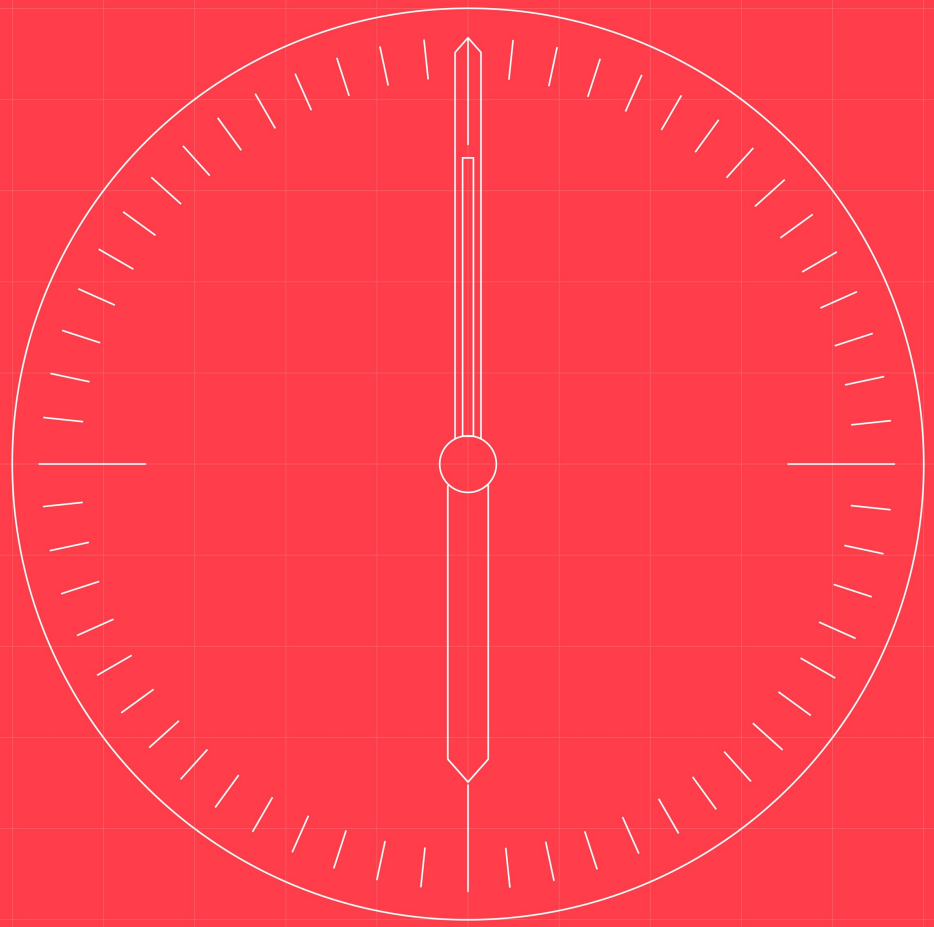
These changes will be notified to all participants in advance of the meeting where they are to be discussed, and must be agreed unanimously by the Constituency Representatives, or they will be treated as a major change.

Meeting cycle and feedback

- The Design Authority will initially meet monthly
- The Design Authority will provide feedback at the end of Q1 2023 on the effectiveness of the delegated authority from the DAG

Upcoming events

Paul Pettitt



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Upcoming events

26 January 2023	Inaugural Design Authority meeting
01 February 2023	M5 Baseline approved, including Work-off Plan
08 February 2023	M5 Design Artefacts uplifted to Version 5 and published on Collaboration Base (pending approval of the re-baseline on 1 Feb)
Q1 2023	Design Models (additional interactive views) published on Collaboration Base

Reminder of ways to engage with Design

To raise a design issue	For design support	To access Design Artefacts	For technical support
To raise a design issue, please contact the Design mailbox. This will then be considered by the Design Authority at the next meeting. *design@mhhsprogramme.co.uk*	The easiest way to contact the MHHS Design team is via the Design mailbox. To clarify any questions, or if you would like to arrange a meeting, please contact: *design@mhhsprogramme.co.uk*	The Baselined Design Artefacts are all accessible on the Collaboration Base and website. These Artefacts can be found here*:* *https://www.mhhsprogramme.co.uk/design/design-artefacts*	For technical support, including access to the Collaboration Base, please contact our IT Helpdesk. *ITHelp@mhhsprogramme.co.uk*

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Any questions?

Please join at Slido.com

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PPC Bilaterals

- The PPC Team is available for monthly bilateral sessions with all Programme participants
- The sessions are used to enable a two-way conversation between the participants and the Programme – Design team members can join these sessions as requested
- Contact PPC@mhhsprogramme.co.uk to schedule your next meeting

Round 3 Replan Playbacks

- Last week we held Replan Round 3 Playbacks for each constituency, available to rewatch on the MHHS YouTube channel
- If you would like to join the Replan Drop-in session to ask any questions, the second session is taking place **today**, from **14:00 – 15:30**
- Please contact PMO@mhhsprogramme.co.uk if you have not received an invite

Design Team

- The easiest way to contact the MHHS Design team is via the Design inbox.
- To clarify any questions, get some guidance, or raise a change request, please contact Design@mhhsprogramme.co.uk

The Collaboration Base

- The Collaboration Base is the window to the Programme, providing access to documents for information, collaboration and review
- The Programme's Design Artefacts are available on the Collaboration Base, grouped by theme, for ease of accessing design information
- The dPMO tool provides participants with a set of interactive and user-friendly dashboards that display core Programme information

Newsletters

- The Clock is the Programme's weekly newsletter, and the Design newsletter is fortnightly
- They provide you with updates and key information to support delivery of the Programme
- They signposts events, plans, reporting, and documents to assist in planning, design, development, testing and delivery
- To sign up, please contact the PPC team PPC@mhhsprogramme.co.uk

Pre-PSG Webinar

- Our monthly pre-Programme Steering Group (PSG) webinars inform participants of the upcoming PSG agenda and discussion points
- The next PSG webinar is on **Thursday 26 January** at **11:30 – 12:00**
- Contact PMO@mhhsprogramme.co.uk to join