Project Nexus Delivery Group 3rd May 2016 Agenda

- Review of the Terms of Reference for Project Nexus Delivery Group

- Review of the PNDG Report Structure

- Review of the Current PNDG Report

PNDG Governance

Overview Slides

Terms of Reference

Frequency & Timing

- Fortnightly

- 3 hours

Chair

- Jonathon Dixon (Senior Policy Manager, Consumers & Competition – Ofgem) with support from PwC

Standing Members

- **From participants:** Individuals who are managing the delivery projects or programmes within their organisations on a day-to-day basis

- **From Xoserve:** The Xoserve Project Manager and Baringa

- **From PwC:** The Programme Office Manager and the Cross Programme Workstream Manager and other staff as required

Escalation

- Project Nexus Steering Group (PNSG)

Objectives

- Oversee regular progress, readiness and issue reporting from the PMO to wider stakeholders;

- First point of escalation for cross industry issue resolution

- Consider all changes with a potential cross programme impact for decision; and

- Consider and decide upon actions to mitigate risk(s) to the implementation date.

Inputs

- Programme Dashboard (detailed)

- Status narrative

- Escalated risks and issues

- Change log

- Decisions required

Decisions taken

- Decisions regarding:

    - L2 milestones

    - Design with no customer impact

    - Change recommendations e.g. to codes

- Cannot make decisions regarding (must be escalated):

    - Overall timelines (L1 milestones)

    - Scope

    - GONG

    - Gate progression

    - Issues with a consumer impact

Outputs

- Actions to be taken by programme participants

- Decisions regarding change, design, schedule and quality

PNDG Structure

- Jon Dixon and Melisa Findlay to facilitate the session

- Xoserve to talk to key segments of the report

- Actions, owners and due dates will be tracked throughout

- Minutes will be documented and circulated within 48 hours

- Welcome your feedback by email, please be specific

PNDG Report Structure

- How the report will be used with PNDG (page turn with a focus on decisions and actions)

- Process followed (timing, who is involved, assurance and challenge)

- RAG status

- Page turn outlining objectives and sources for each section

- Plan to improve and refine the report (e.g., interim slides)

- Welcome feedback on the report by email, please be specific

Reporting Schedule

Activity	Off-Week					PNDG					PNSG					PNDG				
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
Issue Report Template	■										■									
Compile & Issue Report				■										■						
PNDG Meeting							■											■		
Update PNDG Report for PNSG								■												
Issue PNSG Report									■											
PNSG Meeting											■									

■ **Due Date for reporting cycle**

PNDG Report

Training Slides

The Programme Dashboard is designed to provide an overview of the current programme situation, based on information gathered from across industry participants. It is data driven to provide a clear view of the status based on evidence. Other slides within the programme overview section include programme commentary, updates concerning the programme's plan, risks, issues and key decisions.

Key Areas of the Programme
Forward looking assessment of how the programme is tracking to plan.
• **Project Delivery**: Reporting on the delivery of key milestones in project plan, including all functionality, non-functional activities, performance testing and business change requirements e.g. process changes and training
• **Market Trials**: Reporting on the progress of the market trials, including participation levels, defect tracking and progress through test scenarios as defined in the Nexus Portal
• **Data**: Reporting on the scope of the Data team, tracking the progress of the key data activities to ensure data requirements are met e.g. preparation and cleansing of data
• **Transition**: Reporting on the scope of the Transition team, tracking the progress of the relevant activities to ensure the transition is appropriately planned for and of satisfactory quality
• **GONG**: Reporting on the 15 Go/No Go criteria PwC has outlined for the overall programme.

Overall status of project is determined by a collation of individual areas.

Decision arrived at by PwC.

Current Go Live date
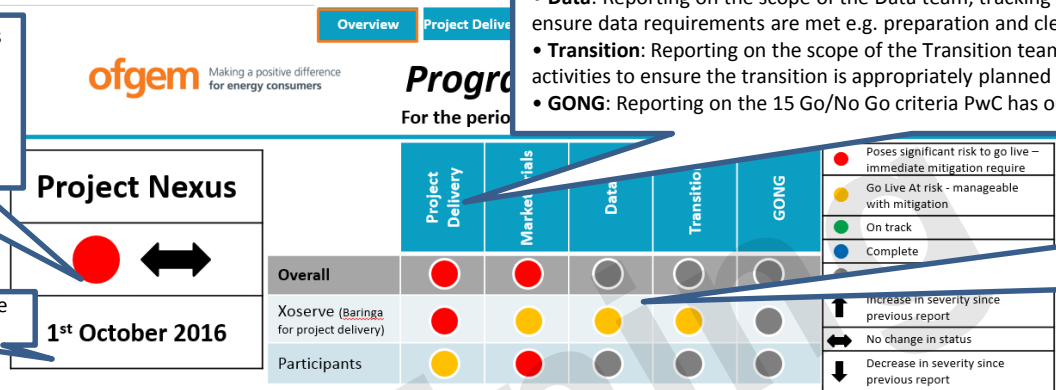
Xoserve ratings are provided by Xoserve and Participant ratings provided based on assessment of portal submission data. PwC refer and determine an overall rating for each programme area.
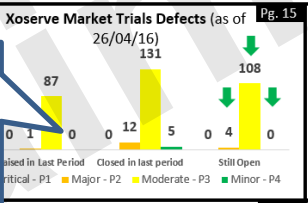
Programme RAID. Focus on due, overdue or new risks, issues and decisions. Required decisions also highlighted.

Provided by PMO RAID Manager.

Xoserve Market Trials defect position. Tracking current open defects and the movement during last reporting period.

Provided by Xoserve.

Market Trial progress and tracking to plan. Shows current progress and areas that are overdue.

Provided by PwC based on Participant Submissions.
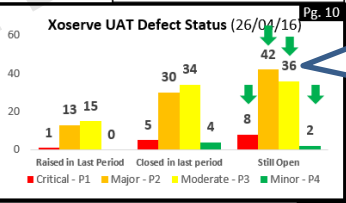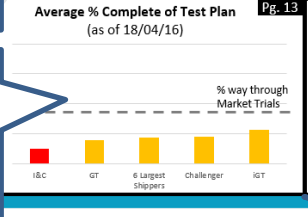
UAT defect status. Tracking current open defects and the movement during last reporting period.

Provided by Xoserve.
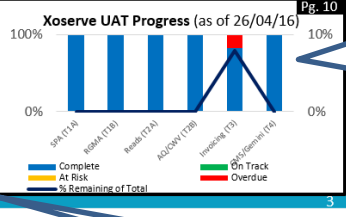
Tracking to the delivery of Xoserve UAT functionality and defects.

Provided by Xoserve.

Panels will alter based on phase of the project

Overview | **Project Delivery**

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Progr...

For the perio...

Project Nexus

1st October 2016

	Project Delivery	Market Trials	Data	Transition	GONG
Overall	🔴	🔴	⚪	⚪	⚪
Xoserve (Baringa for project delivery)	🔴	🟡	🔴	🟡	⚪
Participants	🟡	🔴	⚪	⚪	⚪

🔴 Poses significant risk to go live – immediate mitigation require
🟡 Go Live At risk - manageable with mitigation
🟢 On track
🔵 Complete

⬆ Increase in severity since previous report
⬌ No change in status
⬇ Decrease in severity since previous report

The following risks and issues are historic based on the current portal information. A cross-industry risk workshop will b... risks and issues.

Risk...

R010	Delay i... may hi...
R020	Risk of... trials e...
RO16	Uncert... functio...
1013	Conse... solutio...
I011	No resp... technic...
D001	Require... market...

Source: PwC

Xoserve Market Trials Defects (as of 26/04/16) — Pg. 15

87 · 131 · 108 · 0 · 1 · 0 · 12 · 5 · 0 · 4 · 0

Raised in Last Period · Closed in last period · Still Open
Critical - P1 · Major - P2 · Moderate - P3 · Minor - P4

Xoserve UAT Defect Status (26/04/16) — Pg. 10

1 · 13 · 15 · 0 · 5 · 30 · 34 · 4 · 8 · 42 · 36 · 2

Raised in Last Period · Closed in last period · Still Open
Critical - P1 · Major - P2 · Moderate - P3 · Minor - P4

Average % Complete of Test Plan (as of 18/04/16) — Pg. 13

% way through Market Trials

I&C · GT · 6 Largest Shippers · Challenger · iGT

Xoserve UAT Progress (as of 26/04/16) — Pg. 10

SPA (T1A) · RGMA (T1B) · Roads (T2A) · AQ/ONY (T2B) · Invoicing (T3) · UMS/GenNet (T4)

Complete · At Risk · Overdue · % Remaining of Total
On Track · Overdue

3

Programme Commentary

Overview | Project Delivery | Market Trials | Data | Transition | GONG | Appendix

Provides more detailed commentary about the RAG status on the first page.
The information is provided by relevant participants and Xoserve, through the completion of the report template.
PwC verify the information and provide an overall commentary and status based on the responses and verification of information.

Programme Plan

Overview | Project Delivery | Market Trials | Data | Transition | GONG | Appendix

The programme plan below is the current agreed plan, previously presented to the PNSG on #####

Managed by PwC and used to illustrate the progress of the key level 1 milestones taken from the plan. Updates to individual milestones are tracked by PwC with information provided by the relevant milestone owner(s).

Compiled and maintained by PwC.

Programme Risks and Issues

Overview | Project Delivery | Market Trials | Data | Transition | GONG | Appendix

Risks and Issues	Workstream	Rating	Due Date	Progress as of 28/04/16	Mitigation/Actions	Owner
[Programme level risks and issues arising due to core functionality]		9		[Populated by programme office risk manager, however updates required are to be provided by the relevant owners]	[Refers to the relevant actions that need to be taken to mitigate the risks/issues.	

Source: PwC RAID Management

Programme level Risk and Issues. Shows any new, overdue or escalating risks and issues that have arisen since the last report.

It is compiled and maintained by PwC with input about relevant Risks and Issues accessed through the Nexus Portal.

Decisions

Overview | Project Delivery | Market Trials | Data | Transition | GONG | Appendix

Decision	Status	Due Date	Areas of Programme Affected	Comments
[Programme level decisions required by this meeting]			[Information on the areas of the programme that the decision impacts]	[Supporting comments e.g. escalation, information, progress towards resolution]

Source: PwC RAID Management

This is the final slide in the programme overview section. It shows key decisions that need to be made or discussed.

Compiled and maintained by PwC with input to relevant Risks and Issues through the Nexus Portal.

The Project Delivery section provides updates on project Nexus from the view of Xoserve and industry participants. It illustrates their progress in delivering on their individual projects and critical milestones. It is data driven to provide a clear view of the status based on evidence.

Overview	Project Delivery	Market Trials	Data	Transition	GONG	Appendix

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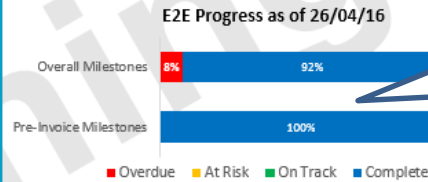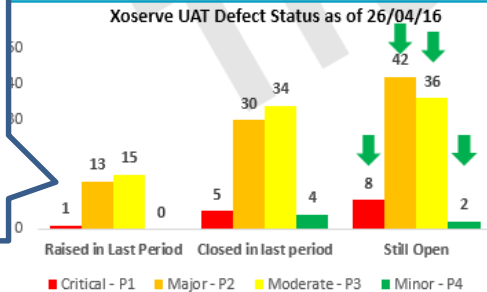## Project Delivery – Progress

Key messages from Xoserve (DD/MM/YY):

Provides a summary of the recent successes of the programme and also highlights the key challenges and risks that the programme currently faces.

Information provided by Xoserve.

Xoserve defect management based on the UAT. Tracked by the severity. Trending information for past 4 weeks also included. Information currently included in Xoserve PMB meeting.

Provided by Xoserve.

E2E Progress as of 26/04/16

Overall Milestones: 8% / 92%
Pre-Invoice Milestones: 100%

■ Overdue ■ At Risk ■ On Track ■ Complete

Shows the overall progress of E2E testing, and illustrates the percentage of milestones that are overdue, at risk, on track and complete.

Graph/Information provided by Xoserve.

Xoserve UAT Defect Status as of 26/04/16

Raised in Last Period: 1, 13, 15, 0
Closed in last period: 5, 30, 34, 4
Still Open: 8, 42, 36, 2

■ Critical - P1 ■ Major - P2 ■ Moderate - P3 ■ Minor - P4

Process Area	% of Tranche Activities Remaining	Remaining as a % of Total Test Cases	Expected Completion Date	
SPA (T1A)	%	%	DD/MM/YY	●
RGMA (T1B)	%	%	DD/MM/YY	●
Reads (T2A)	%	%	DD/MM/YY	●
AQ/CWV (T2B)*	%	%	DD/MM/YY	●
Invoicing (T3)	%	%	DD/MM/YY	●
CMS/Gemini (T4)	%	%	DD/MM/YY	●

*AQ / Correctional Weather Variance

Shows the progress towards delivery of relevant tranches and its contribution to overall programme delivery.

Information provided by Xoserve.

Source: Xoserve

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Project Delivery - Milestones

Xoserve Milestones	RAG	Progress/Comments as of DD/MM/YY	Actions	Action Owner
[Refers to milestones, which are detailed in programme plan]	◆ ↔	[Information on progress since last reporting period and notes regarding any change in status of milestone]	[Relevant actions to ensure delivery]	[Person required to undertake actions]

Source: Xoserve

Summary of required milestones relating to participant system delivery.

Information provided by Participants.

Project Delivery - Participants

Key Messages (updated 28/04/16 based on portal submissions up to 18/04/16):

Provides a summary of critical information relating to progress of key milestones from participants.

Information provided by Participants and Assured by PwC.

Participant	Status	Comments as of 25/04/16	Actions	Responsible
6 Largest Suppliers	0 0 6 0 0	[Insert comments regarding progress]	[Insert any required actions]	
	0 2 6 1 4			
Challenger	0 3 1 0 9			
GTs	0 3 1 0 1			
iGTs	0 1 3 0 1			

Status based on PwC assessment of Participant submission on 18th April to Nexus Portal on delivery to test plan being either 'on track' or 'off track'

Source: Participants with PwC oversight

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RAG status showing number of participants at each RAG based on delivery to individual plans.

Information provided by Participants.

The Market Trials slides provide a summary of the current market trial situation and provides key updates on progress towards key objectives, this includes participation levels and defect tracking. Information is provided by the industry participants and Market Trials working group.

Summary of key information relating to progress.

Information provided by Market Trials Working Group

Tracks progress of market trials and also shows information on progress to plan for each criteria.

Information provided by participants through the portal.

Summary of required milestones relating to market trials.

Information provided by Market Trials Working Group.

| Overview | Project Delivery | Market Trials | Data | Transition | GONG | Appendix |

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Market Trials - Progress

Key Messages (updated 25/04/16 based on portal submissions up to 18/04/16):

Average % Complete of Test Plan as of 18/04/16
0% 25% 50% 75% 100%

Average % C1 Scenario Testing as of 18/04/16
0% 25% 50% 75%

I&C
GT
6 Largest Shippers
Challenger
iGT

I&C — 4 of 5
GT — 4 of 5
6 Largest Shippers
Challenger
iGT

% way through Market Trials

On Track   Behind Expected Progress

Milestones	RAG	Progress/Comments as of DD/MM/YY	Actions	Action Owner
[Refers to the milestones that are detailed in the programme plan]	◆ ↓	[Information on updates since the last reporting period and explaining the reason for the milestone's RAG status.]	[Relevant actions that need to be taken to ensure delivery of milestone]	[Person required to undertake actions]

Source: PwC (based on participant submissions)

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Key summary of key information relating to Market Trials progress**.**

Information provided by Market Trials Working Group

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Market Trials - Participation

The below chart will illustrate the progress of participants against each scenario shaded proportionally to the number of participants in each sector e.g. ▮▮▮ would indicate that 50 % of participants have completed that scenario, 36 % on track to complete and 16 % have not provided any information. This will be based on information provided by the Participants to the Nexus Portal and replace the previous slide.

Scenario														
Participant	1	2	3	4	5	6	7	8	9	10	11	12	13	14
6 largest suppliers														
I & C														
Challenger														
GTs														
iGTs														

| Scenario | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Participant | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 6 largest suppliers | | | | | | | | | | | | | | |
| I & C | | | | | | | | | | | | | | |
| Challenger | | | | | | | | | | | | | | |
| GTs | | | | | | | | | | | | | | |
| iGTs | | | | | | | | | | | | | | |

■ Complete   ■ On Track   ■ At Risk managed w/ mitigation   ■ Risk to Go Live   ■ No data available/NA

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Breakdown of participant progress towards each scenario. Indicates participation and highlights key scenarios not tested.

Information provided by Participants through the portal.

Market Trials - Defects

Defect information from system. Tracks current open and the movement in last period and total open for last 3 reporting periods. **Please note that the data here is used only for illustrative purposes.**

Provided by Xoserve
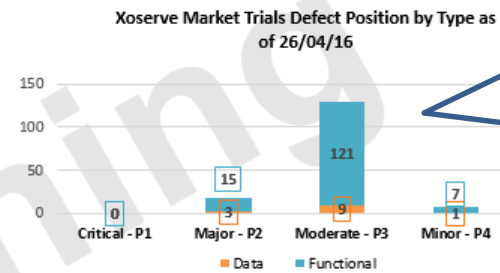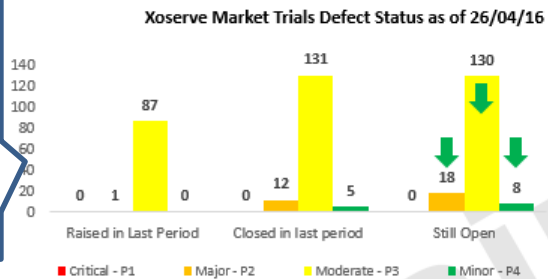
Defect information from system. Tracks type of defect.

Provided by Xoserve

Key summary of key information relating to defects.

Information provided by Xoserve.

Xoserve defect management. Information. Shows top outstanding defects, the issues arising as a consequence of the defect and the relevant actions, that need to be taken to address the defect.

Provided by Xoserve.

The data section provides updates from the data team on their progress in meeting key milestones and working to ensure that key data requirements have been met, to ensure successful delivery of project Nexus.

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Data - Progress

Key Messages (27/04/16):

THE ABOVE IS REQUIRED TO BE REVIEWED

Data Defect Progress as of 25/04/16

	25/04/2016	18/04/2016
With Delivery Team Awaiting Fix	44	47
Defect Fixed Awaiting Dataload	32	27
Awaiting Retest	2	1
Rejected	0	0

- With Delivery Team Awaiting Fix
- Defect Fixed Awaiting Dataload
- Awaiting Retest
- Rejected

Milestones	RAG	Progress/Comments as of 27/04/16	Actions	Action Owner
[Refers to the milestones that are detailed in the programme plan]	◆	[Information on updates since the last reporting period and explaining the reason for the milestone's RAG status.]	[Relevant actions that need to be taken to ensure delivery of milestone]	[Person required to undertake actions]

Source: Xoserve

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Key summary of key information relating to progress.

Information provided by Data Working Group.

Overview of progress towards key data activities.

Information provided by Data Working Group.

Table shows the progress of data milestones.

Information provided by Data Working Group.

This section reports on the transition team's key activities and communicates their progress in meeting critical milestones

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Transition - Progress

Key Messages (as of 20/04/16):

Relevant metrics to follow

Overview of progress towards key transition activities.

Information provided by Transition Working Group.

Key summary of key information relating to progress of the transition element of the project.

Information provided by Transition Working Group.

Milestones	RAG	Progress/Comments as of DD/MM/YY	Actions	Action Owner
[Refers to the milestones that are detailed in the programme plan]	◆	[Information on updates since the last reporting period and explaining the reason for the milestone's RAG status.]	[Relevant actions that need to be taken to ensure delivery of milestone]	[Person required to undertake actions]

Source: Transition Working Group/Xoserve

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Table shows progress of transition milestones, and also notes any relevant updates and the key actions that are needed to accomplish these milestones.

Information provided by Transition Working Group.

The data section provides updates on the 15 Go/No Go criteria that PwC has outlined for the overall programme.

| | Overview | Project Delivery | Market Trials | Data | Transition | GONG | Appendix |

GONG - Progress

	Process (4 criteria)	System (7 criteria)	People (2 criteria)	Data (2 criteria)	Comments
Overall	🔴	🔴	🟡	🟢	
Xoserve	🟡	🔴	🟢	🟡	
Participants	🔴	🟡	🟡	🔵	

Key Messages (28/04/16):

Milestones	RAG	Progress/Comments as of 28/04/16	Actions	Action Owner
[Refers to the milestones that are detailed in the programme plan]	🔷 ↔	[Information on updates since the last reporting period and explaining the reason for the milestone's RAG status.]	[Relevant actions that need to be taken to ensure delivery of milestone]	[Person required under...]

Source: Participant Portal

Status of GONG criteria and comments regarding their progress. **Please note that the RAG statuses are for illustrative purposes only.**

Information provided by PwC.

Key summary of key information relating to progress.

Information provided by PwC.

Provides more detail on the progress of the GONG milestones.

Information provided by PwC.

This action log is part of the appendix. It details the key actions that have arisen out of the Project Nexus Delivery Group Meeting.

| Overview | Project Delivery | Market Trials | Data | Transition | GONG | Appendix |

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Action Log

Action #	Action	Progress	Action Owner	Status	Target Date
A001	[Description of Action]	[Detail the progress made since the last reporting period and the subsequent actions required in the area]	[Person required to undertake actions]	[RAG]	[DATE Due]

20