

PNSG Meeting Minutes

1.1. Purpose

The purpose of this document is to capture details of the Project Nexus Steering Group meeting in order for wider sharing and confirmation and follow up of actions.

1.2. Meeting Details

Meeting Name:	Project Nexus Steering Group
Meeting Date:	04/07/16
Meeting Time:	10:00 – 12:00
Meeting Format/Location:	Ofgem 9 Millbank, London
Chaired by:	Rob Salter-Church (Ofgem)
Minutes recorded by:	PwC

1.3. Meeting Attendees

Group	Company	Representatives	Company	Representatives
6 Largest Suppliers	EON Energy	Alex Travell	Ofgem	Rob Salter-Church
	SSE	Mark Carlin	PwC	Steve Mullins
Challenger	Flow Energy	Robert Cameron-Higgs	PwC	Andy Sinclair
	First Utility	Jeremey Guard	PwC	Lesley Potts
GT	National Grid	Chris Warner	PwC	Melisa Findlay
	SGN	Steve Simmons	PwC	Susan Mathew
I&C	ICoSS Group	Gareth Evans	Xoserve	Sandra Simpson
			Xoserve	Dave Payne
			Baringa	James Beverley

1.4. Meeting Agenda

1. Agenda and approval of PNSG minutes (5 mins)
2. Review of PNDG status report (35 mins)
3. Key topics to discuss (40 mins)
 - a. P1 incident
 - b. Market Trials progression
4. Review of PNSG actions (20 mins)
5. Industry Implementation Plan (20 mins)

1.5. Decision Log

No decisions were discussed during this meeting.

1.6. Actions arising from 4th July 2016 meeting

Action #	Action	Action Owner	Status	Date Raised	Due Date
A092	Within the 2nd June Ofgem letter there are customer related risks. Ensure these are covered by the GONG criteria as a means to manage these effectively.	PwC	NEW	04/07/16	14/07/16
A093	Organise a risk workshop to update likelihood and impact scoring for each risk to reflect the new timeline with Scenario C.	PwC	NEW	04/07/16	18/08/16
A094	It has been noted that there are some defect resolution dates that extend beyond Market Trials. Xoserve to provide the number of defects that will not be resolved for Market Trials by 31 Jul 16 and the impact of these.	Xoserve	NEW	04/07/16	11/07/16
A095	Identify participants who could lead learning sessions on functionality in order to reduce the rate of invalid defects. Provide a list to PwC and Ofgem.	Xoserve	NEW	04/07/16	12/07/16
A096	Organise learning sessions between market participants to allow learnings to be shared. (Dependent on action A095)	PwC	NEW	04/07/16	14/07/16
A097	Organise an interim call with the PNSG to provide an update mid July.	PwC	NEW	04/07/16	08/07/16
A098	Distribute the definition and outline of Xoserve hypercare services (previously prepared for UKLF) to the PNSG members.	Xoserve	NEW	04/07/16	08/07/16
A099	Distribute role description of the volunteer position required within TPG to support the development of hypercare requirements for market participants.	PwC	NEW	04/07/16	06/07/16
A100	Share the solution detail for CR160	Xoserve	NEW	04/07/16	07/07/16
A101	The PNSG were asked to consider the actions as suggested by PwC and to also raise any others.	PNSG Participants	NEW	04/07/16	14/07/16

1.7. Actions arising from previous meetings

Action #	Action	Action Owner	Status	Date Raised	Due Date
A032	Refresh the overview of the governance bodies to outline all of the groups in place, the objectives of each, decision making process and the appropriate attendees. To include	PMO	Overdue	09/05/16	26/05/16

Action #	Action	Action Owner	Status	Date Raised	Due Date
	information on transition/close-down of existing groups. ** Expect this to close 08/07/2016				
A047	Portal submission communication this week will include specifics on what timelines should progress be reported against.	PwC	Complete	13/06/16	14/06/16
A048	Post mitigation scoring will be added to the risk reporting going forward	PwC	Complete	13/06/16	21/06/16
A049	Review risk 44 to determine whether it should have its likelihood increased	PwC	Complete	13/06/16	21/06/16
A050	Xoserve to confirm they can provide primary support for MT during July and for regression testing during August by midday on Friday 17th June.	Xoserve	Complete	13/06/16	17/06/16
A051	Issue key messages from this meeting to PNSG representatives to share with their constituents.	PwC	Complete	13/06/16	14/06/16
A052	MTWG to include in their work on MT blockers the identification of the reasons for the apparent slow uptake in US testing	MTWG	NEW	13/06/16	30/06/16
A053	Include an open question in the portal submissions covering ability of participants to make progress	PwC	Complete	13/06/16	14/06/16

1.8. Meeting Minutes

Item 1: Agenda and Approval of PNSG minutes

Approval of PNSG minutes

1. Rob Salter-Church (Ofgem) kicked off the session by outlining the agenda and approving the meeting minutes from the previous PNSG with one change. These updated minutes can be found on the Ofgem website:

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Item 2: Review of PNDG Status Report

Review of the pack

2. Steve Mullins (PwC) provided an overview of the PNDG pack status report covering the programme commentary. It was noted that the assessment is against the 1st October implementation date and not the new Scenario C go live date.
 - The programme status remains red due to compression of timelines and associated risk, given the parallelism within the plan.

- There is encouraging news from Xoserve, as some key areas have made good progress. Specifically,
 - i. Completion of bulk load testing with good success.
 - ii. Completed the baseline performance testing on 24th June.
- In regard to Market Trials, on the positive side:
 - i. According to the portal submissions two weeks ago, blocking defects were being cleared.
 - ii. Good completion rate in defect prioritisation; 20 defects raised on average per week and 10 – 11 are cleared each week.
 - iii. Reduced number of invalid defects are being raised by market participants.
 - iv. 27 out of 30 market participants rated themselves green or amber against the July 31, completion date.
- However there are concerns in regard to Market Trials:
 - i. Overall test completion is behind plan.
 - ii. Test completion rate remains slow.
 - iii. The recent P1 incident resulted in an outage of approximately one week.
 - iv. High level of defects are still being raised.
- The two biggest risks facing both the current (and Scenario C) schedule are completion of Market Trials and Xoserve's Delta data functionality.
- The Transition Progress Group (TPG) has a good forward plan and with specific roles and actions assigned to members. One role remains to be filled for market participant hypercare requirements. PNSG members are encouraged to identify a volunteer for this position. Actions have been noted for this (A100 and A101).
- Risks and issues:
 - i. The RAID log will be reviewed further with the scenario C plan activities. The aim will be to create direct links between each risk/issue and the milestones identified within the new plan on a page.
 - ii. The RAID log may require updates to reflect customer related risks identified in the Ofgem letter that was published on June 2 if these are not adequately covered in the GONG criteria. An action has been noted for this (A092).

Market Trials – Scenario Progress

2. Discussion around Market Trials – Scenario Progress (slide 19) included:
 - The graph does not currently represent all market participants, instead it covers those who have completed the latest portal submission. Improvements will be made to the depiction of this graph in future reports to illustrate where test scenarios do not apply to certain market participants.
 - It was noted that a test marked as complete (i.e. blue) for this month does not automatically imply it will report complete in the following month as new defects could be found. A stable code base is required to achieve consistent ratings.

Item 3: Review of PNSG actions

Action Log

3. Steve Mullins reminded PNSG participants that the action log contains all outstanding actions as well as those being proposed to be closed. The PNSG is the opportunity for participants to challenge the closure of any actions or seek clarification on open ones.
4. A reminder to all PNSG participants that any questions on the file format baseline need to be sent to projectnexus.pmo@uk.pwc.com by July 12th. This is noted in action A076.

Item 4: Key Topics to discuss: P1 Incident

Market Trials P1 incidents

5. Sandra Simpson (Xoserve) outlined three P1 incidents that have recently occurred.
 - The first P1 incident was noticed 25/26 June, as processing was taking longer than usual resulting in a back log of files. A ticket was raised with Oracle who treated the incident as a production issue. On 29 June, Oracle provided actions to Xoserve that were then applied by Xoserve into Market Trials. On 2 July, Xoserve had caught up file processing and returned to BAU.
 - The second P1 incident developed on 3 July when the SAP ISU and SAP PO connectivity was lost. This is a functionality issue and includes a 4hr SLA. Files were not issued the morning of 3 July as a result.
 - The first and second P1 incidents resulted in 1 week of Market Trial down time.
 - The third P1 incident is data related and relates to SAP BW. The defect resulted in data being sent to the wrong participants. Five participants were impacted. Pending investigation all out-bound files from SAP BW are on hold. This does not affect operations in MT at the moment as the files are only required as part of the invoicing process which is only run periodically.
 - Xoserve will complete an analysis into each of these incidents and share their root cause analysis summary once it is available.

Item 5: Industry Implementation Planning

Industry Planning

6. Lesley Potts (PwC) outlined the industry implementation planning approach:
 - The industry plan will have approximately 30 – 40 milestones, which will be used to track progress. It will list the milestone owners and dependencies between milestones. Risks and issues will be linked to the milestones.
 - This plan will not replicate Xoserve's or any market participant's plan. These should instead fit into the overarching industry plan.
 - To date, PwC has engaged with Xoserve to develop a strawman plan for scenario C.
 - Aim is to include industry actively in the development of the plan so that there is consensus on the planning options explored and agreed upon.
 - This week, TPG and MTWG will feed into a session at Xoserve with programme managers on Thursday, 7 July. There is space to accommodate 20 – 22 people and alternatively webex will be available.
 - Week of 11 July, further sessions planned with MTWG and DMG.
 - Week of 18 July, includes half day planning workshop for Xoserve and market participants to review the draft plan.
 - Aim is to confirm the plan by early August.
7. A discussion flagged the following points:
 - There will always be parallelism and risk in the plan. There could be some amber milestones in the new plan but no red.
 - Scenario C includes a range for go live from February to April. Ofgem will consider options outside this window, if the planning process concludes that as necessary.
 - Scenario C includes a range for go live from February to April. Ofgem will consider options outside this window, if the planning process concludes that as necessary, but remains focussed on the window set out in the 2nd June letter for scenario C as a preference.
 - It is understood that if the date goes beyond April, then there will be consequences (e.g. cost, FGO), which will be considered.
 - The new plan will contain a critical path.

Item 6: Key Topics to discuss: Market Trials progression

Market Trials Progress

8. Rob Salter Church (Ofgem) stated that Market Trials remains the biggest cross industry area of concern and that it is important to identify current blockers to develop actions.

Market Trials – plan of action

9. PwC has initiated four actions detailed on slide 42 of the PNSG pack. These are underway and market participants will be contacted to be involved in these as appropriate. The objective is to improve the pace of market trials. The PNSG were asked to consider the actions as suggested by PwC and to also raise any others.

Burndown chart

10. Dave Payne (Xoserve) provided an explanation:
 - The graph depicts the estimated timeline for resolution/closure of all defects.
 - The red line is a forward forecast of all the defects expected (based on experience at the time of the forecast calibrated by future functionality releases)
 - To-date the actual numbers of defects raised has trended below the forecast. While this is undoubtedly positive it was noted that this could be due to slower than planned rate of market trials (i.e. defects have not been found rather than don't exist)
 - The green line shows Xoserve's fix rate which has trended on target. Xoserve were asked whether this could be improved further by redeploying resources. On the basis of the current plan Xoserve indicated that this was not possible but would be continually reviewed.

Item 7: Any other business

Question on 2 June Ofgem letter

11. Rob Salter-Church explained the meaning of 'Additional regulation' as stated in his letter.
 - Ofgem are considering whether additional regulatory obligations are needed for all market participants to ensure incentives are properly aligned to the new implementation date. In particular, this may be helpful for larger organisations operating in the market. A date for the conclusion of this work has not yet been finalised, but it would be taking place once the detailed planning work was completed.

Code Modifications

12. The following was shared in terms of code modifications on the re-plan.
 - RAASP is hard coded for 2017. This has not been considered in the planning scenarios and further consideration will be needed about this issue.