

# ***PNSG Meeting Minutes***

## *1.1. Purpose*

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

## *1.2. Meeting Details*

<b>Meeting Name:</b>	<b>Project Nexus Steering Group</b>
<b>Meeting Date:</b>	09/01/17
<b>Meeting Time:</b>	11:30 – 13:10pm
<b>Meeting Format/Location:</b>	Ofgem with WebEx facility
<b>Chaired by:</b>	Rob Salter-Church
<b>Minutes recorded by:</b>	PwC

## *1.3. Meeting Attendees*

<b>Group</b>	<b>Company</b>	<b>Representatives</b>	<b>Company</b>	<b>Representatives</b>
6 Largest Suppliers	NPower	Chris Harden	Ofgem	Rob Salter-Church
	E.ON Energy	Alex Travell		Jon Dixon
Challenger	Flow Energy	Robert Cameron-Higgs		Nicola Garland
	First Utility	James Guard		Tricia Quinn
GT	SGN	Steve Simmons		James Soundraraju
I&C	DONG Energy	Lorna Lewin	PwC	Gill Williams
	ICoSS Group	Gareth Evans		Steve Mullins
iGT	Brookfield Utility	Mike Harding		Richard Shilton
			Melisa Findlay	
			Brett McGowan	
			Xoserve	Lee Foster
				Paul Toolan
			Baringa	James Beverley
				Matthew Adams

## *1.4. Meeting Agenda*

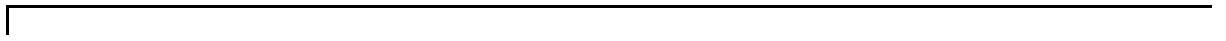
1. Agenda and approval of minutes
2. Key Activities ahead of interim PNSG
3. Decision: Market Trials Regression Entry
4. Decision: Contingency Checkpoint 2
5. GONG Update
6. AOB

## 1.5. Decision Log

Decision #	Pillar/ Milestone	Decision	Decision Owner	Status	Target Date
D014	Market Trials: MT2.5 MT Regression Entry	The PNSG were requested to approve entry into the MT Regression phase upon confirmation that code stability has been achieved.	PNSG	<b>Closed</b>	09/01/2017
Status:	Accepted at PNSG held 09 Jan 17.				
D015	Market Trials and Data: Contingency Checkpoint 2	The PNSG were requested to endorse the decision not to invoke the planned contingency at this checkpoint.	PNSG	<b>Closed</b>	09/01/2017
Status:	Accepted at PNSG held 09 Jan 17.				

## 1.6. Actions arising from the meeting on 09 January 2017

Action #	Pillar/ Milestone	Action	Action Owner	Status	Date Raised	Due Date
A211	Market Trials	Circulate a complete list of the 15 defects (plus descriptions) that are outstanding at the start of Regression indicating which are being proposed to be fixed during regression.	Xoserve	New	09 Jan 17	13 Jan 17
A212	Market Trials	Provide a plan setting out the steps to deliver a regression test pack (including any input from participants). Propose a new milestone on the POAP for this test pack.	Xoserve	New	09 Jan 17	23 Jan 17
A213	Market Trials	Publish a list of all workarounds in a single place on the Xoserve website. Include on this list participant workarounds and Xoserve workarounds. The latter so participants are aware of where Xoserve are employing workarounds during MTR. Maintain this list going forward updating after each MTWG.	Xoserve	New	09 Jan 17	13 Jan 17
A214	Market Trials	Publish a defect taxonomy that shows all the different classifications of defects and where they are reported.	Xoserve	New	09 Jan 17	23 Jan 17
A215	Market Trials	Consider whether to request a specific piece of assurance from Baringa on Xoserve's data management processes. This follows on from the inadvertent release of data to the wrong participants during market trials.	Ofgem	New	09 Jan 17	23 Jan 17



## 1.7. Actions arising from previous meetings

Action #	Pillar/ Milestone	Action	Progress	Action Owner	Status	Date Raised	Due Date
Action 138	Market Trials	Xoserve to i) confirm the final list of files and reports unchanged by Nexus. In addition indicate which are platform independent (CMS) and which are unchanged but now part of the SAP ISU solution. ii) Xoserve to demonstrate the level of internal testing carried out, or planned to be carried out on these files and reports. iii) Share the above analysis with all participants to review and determine if they need to include in their MT Regression plans. Where participants do want to include files/reports in MT regression plans they need to provide a rationale as part of their entry submission.	i). Xoserve provided the list of files and reports unchanged by Nexus to MTWG. 26 Oct 16. This list is available on the UK Link Manual site. ii). The mapping of internal testing for these files and reports has been completed. iii). The information testing is pending confirmation Xoserve Industry Engagement team it has been issued.  Information shared with MTWG.	Xoserve	Closed	22 Aug 16	26 Sep 16 → 28 Sep 16 → 05 Oct 16 → 14 Oct 16 → 26 Oct 16 → 30 Nov 16
A195	N/A	Seek input from Market Participants on their ability to shift with a change of programme go live date (only if needed) on 19 Nov 16, 23 Dec 16, 27 Jan 16 in line with the	An interim PNSG will be held on 23 Jan 16 to cover:  - Interim report on MTR. - Interim report on Checkpoint 3.  Ofgem will communicate an indicative decision	PwC	Closed	24 Oct 16	31 Oct 16 → 19 Dec 16

Action #	Pillar/ Milestone	Action	Progress	Action Owner	Status	Date Raised	Due Date
		enactment of contingency checkpoints. Request also rationale for above and also 'latest shift date'.	on Checkpoint 3 on 27 Jan 17.  On the 06 Feb 17 a full PNSG will be held to ratify the indicative decision on Checkpoint 3.				

## 1.8. Meeting Minutes

### Item 1: Agenda and approval of minutes

#### Introduction

1. Rob Salter-Church (Ofgem) opened the PNSG by welcoming attendees and articulating that that this is an interim session to cater for the level of activity leading up to and post-Christmas.

### Item 2: Key activities ahead of interim PNSG

2. Steve Mullins (PwC) discussed the key activities ahead of the interim PNSG (slide 3) before inviting Richard Shilton (PwC) to provide an update on the supporting activities surrounding Market Trials Regression Testing.

### Item 3: Decision: Market Trials Regression Entry

#### Market Trials Regression Entry Summary

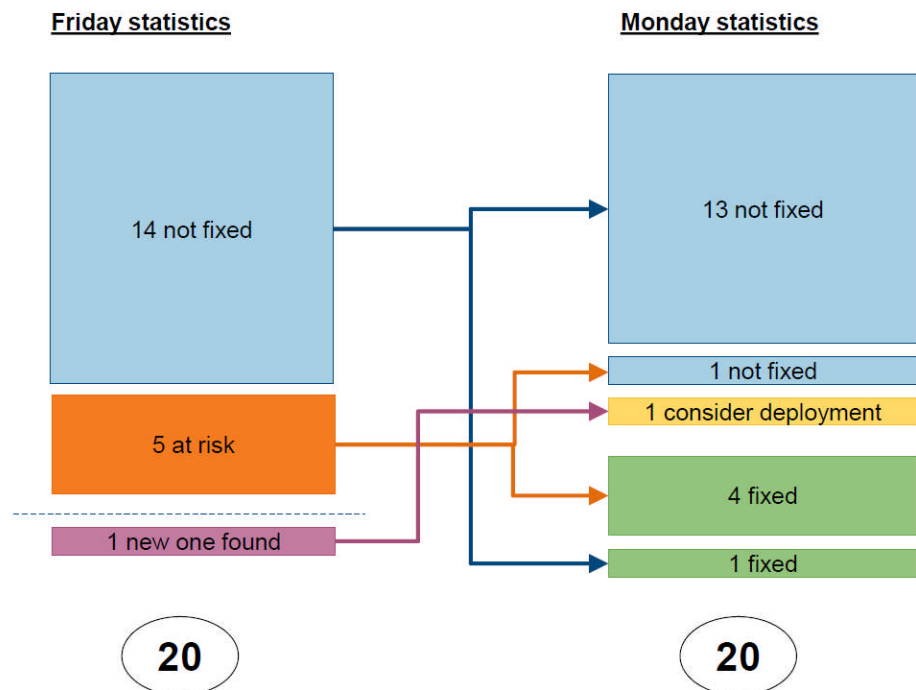
3. In support of the indicative decision, issued by Ofgem on 05 Jan 17, to commence MT2.5 Market Trials Regression Entry. Richard Shilton provided a synopsis of the entry criteria and position of Market Participants readiness (slides 4 – 7) to inform the PNSG decision.
  - 37 of 43 Market Participants committed to participation within Regression testing, of which, 36 have completed a portal submission on the 09 Dec 16 and 04 Jan 17.
  - MTWG approved the MT Regression entry criteria on 28 Sep 16. Entry criteria are split into "Market Wide" and "Participant Specific"
  - For Market Wide criteria 3 of the 5 are marked as "PASS" and the remaining 2 marked as "PENDING" PNSG discussion. These two are acceptance by PNSG of MT Regression risks and issues and attainment of code stability (these are covered later in the minutes)
  - For Participant Specific criteria the results of the market participant portal self-assessments indicate a high level of readiness. The only area of caveat being dummy data. Problems in these areas are not thought to be systemic and are being followed up with each participant,
  - It is recognised that invoice testing (especially back billing data) is an area that will flow into Market Trials Regression and will need to be monitored closely.
  - Where Market Participants have flagged concerns, PwC / Ofgem MTR account managers will provide additional support.

Question	Response
1. Which data-set is being used for Regression Testing?	The Data-set has been taken from that provided for Oct 15 and there is an accepted risk around T-rules which has been applied and is being managed via the DMG and RIAG.

### Baringa Market Trials Code Stability

4. Matt Adams (Baringa) provided an update to their assessment of Xoserve’s readiness to enter MT Regression Testing (Slides 9 – 15) flagging any amendments to their previously issued report 05 Jan 17.
  - There are no fundamental changes to the key message and conclusions which remain that Baringa are supportive of entry into Regression testing.
  - Lee Foster (Xoserve) provided an update on the latest defect figures (as at the PNSG on 09 Jan 17) which are;
    1. 15 defects outstanding;
    2. 14 of these 15 will not be fixed prior to go-live; and
    3. 1 of these 15 will be proposed for fix during regression (through the agreed industry process).
  - 4. Note: The slide below included in the PNSG pack showing the mapping between the position on 06 Jan 17 and the above

## Defect Update



- Baringa's confidence levels have increased in response to a number of their recommendations which have improved the level of granularity and frequency of defect reporting, combined with impact assessments of the outstanding defects as MT regression entry has approached.
- Further confidence has been driven by
  1. functional testing in UAT, which has included core transactions,
  2. The completion of code comparison between the UAT and MT environment to ensure that there are no functional differences between the codes; and
  3. A non-evasive smoke test to ensure the final code functionality performs as requested.
- Functional changes have been included in release notes which will naturally have a stronger level of control code deployed into the production environment.
- The last item on slide 8 (managing code stability) was verbally corrected to show that this should be rated as Amber as it is not completed until the presentation at the defect call on Friday (see Action 196).

Question	Response
2. Do the remaining defects all fall in to the category of P3?	Yes, Xoserve are going to provide a complete list of those 15 remaining defects.
3. Did code reconciliation between the UAT and MT environments occur after the latest set of defects were completed on Friday?	Yes.
4. Less the testing of any defects, is UAT now complete?	Yes, back billing was the last element to be completed, which was conducted last week. Retesting is also complete.
5. Can a centrally managed list of agreed workarounds be provided?	This is reported as part of the MTWG however Xoserve agreed to make this more readily available and also include internal Xoserve workarounds where these have the potential to impact external facing processes
6. Are sufficient data controls in place? Data has previously been sent to incorrect recipients. Whilst this has not been a major issue during MT due to its size, this could have a wider impact if data is incorrectly shared once live.	Baringa's assessment of code stability did not cover this. However, Xoserve have undertaken Root Cause Analysis (RCA) on these events and taken steps to improve internal processes accordingly. This has only occurred on 3 occasions associated with discrete manual activity. Xoserve's audit and compliance team have been involved in the reviews and improvements have been implemented.
7. Can Market Participants be provided with a list of workarounds which are implemented by Xoserve to enable regression testing?	<ul style="list-style-type: none"> <li>• See response to question 7.</li> </ul>

5. Matt Adams, supported by Paul Toolan (Xoserve) provided an update on defects (slide 16 - 17) and an explanation of the impact of these defects that will remain outstanding post go-live.

Question	Response
8. What categories of defects do the 15 remaining defects comprise of and are they being managed through the correct governance forums?	The 15 defects are functional defects.  Xoserve will provide a synopsis of defect descriptions and associated governance forum which are managing them prior to the next PNSG.

### **Xoserve MT Regression Readiness Confidence**

6. Paul Toolan, supported by Richard Shilton discussed activities undertaken to provide MT regression readiness confidence (slides 18 – 20), noting;
- Testing in UAT environment
  - Smoke test in MT environment (series of negative tests)
  - Commodity rules tested and run over the weekend.
  - Code comparison between UAT and MT environments

### **Decision Summary**

7. D014 – Rob Salter-Church summarised the outcomes from the discussion as follows;
- Ofgem issued their indicative decision to enter Market Regression Testing on the 05 Jan 17.
  - PwC have assessed Market Participants as ready to enter Market Regression Testing.
  - Baringa have assessed Xoserve are ready and that code stability has been achieved, noting the definitive number of outstanding defects as 15.
  - Xoserve have declared themselves as ready to enter Market Regression Testing.
  - Proposal was made to accept Decision D014 and this was agreed by the PNSG

---

## **Item 4: Decision: Contingency Checkpoint 2**

---

### **Delta Summary Position**

8. Lee Foster provided an update on the Delta summary position (slides 23 – 25), reporting by exception, so as to inform the decision around not enacting contingency at checkpoint 2, noting the following;
- The slides used were previously presented on 19 Dec 16 and have been updated to reflect any updates.
  - Delta:
    - Of the 3 measurement points there has only been one spike on defect rates and remain on forecast trajectory showing an improved fix rate. Defects remain low and resolution has improved.
    - Auto validation was conducted on TC4 with only 1 new defect highlighted (updated since 23 Dec 16) which has further increased confidence.
    - TC5 commenced on 05 Jan 17.



- iGT
  - Excluding iGT/DM CSEP defects current with Industry or Xoserve for cleanse, Xoserve is currently tracking slightly within the pessimistic forecast trend.
  - iGT TC4 saw 22 new defects identified and these are being evaluated for root cause.
  - iGT TC4 yielded a defect fix success rate of 66%.
  - TC5 commenced on 05 Jan 17.
- On the basis of the above, Xoserve recommended that contingency checkpoint 2 not be invoked and that the implementation date should remain 01 Jun 17. Bulk load, completed 4 days ahead of schedule with limited fall out relating to meter points.
  - It was noted that Industry requires information on what the fall out includes.
- The title to slide 28 was corrected to read “04 Jan 17 Updated Position”.

Question	Response
9. What is the current defect total for Delta?	Defects have continually reduced with 20 outstanding defects remaining, as such 01 Jun 17 implementation is still achievable.

**Decision Summary**

9. D015 – Rob Salter-Church summarised the discussion as follows;
- There appears to be no requirement to enact the planned contingency at checkpoint 2.
  - Delta TC4 has completed with data defect trends returning back to Amber and a low level of detection.
  - Further information on TC5 iGT test cycle will be provided at the next PNSG as part of a decision on Industry Checkpoint 3.

---

**Item 5: GONG**

---

10. Richard Shilton then provided an overview of Market Participants’ GONG G1 assessments (slides 31 – 33), noting the following;
- G1 is the first of 3 assessments prior to the final GONG decision. G1 provides confidence the Market Participants are content with the assessment and criteria required. All activity has been completed and this Milestone will now be marked as complete.
  - Overall portal submissions reflect a positive level of engagement with 37 of 43 portal submission.
  - Key messages are;
    - Only 21 Market Participants have uploaded evidence which will now be worked through and guidance provided prior to the next submission.
    - G2 is viewed as the most important assessment as it will enable sufficient time to resolve issues and provide a more granular view of Market Participant’s actual position.
    - G1 showed an increase in Green self-assessment which is due to updated portal submissions completed after Market Participants and Account Managers had clarification of understanding information requested.
    - Rob Salter-Church noted that there will be higher levels of assurance by PwC on submissions for G2 / G3 and participants should submit evidence with that in mind.

Question	Response
10. Does the current G1 position reported by Market Participants reflect our expectations?	Broadly Market Participants are where expected. There are areas to follow up on, in particular in the Transition and Data workstreams, to ensure focus areas are addressed and help Market Participants where necessary.

---

**Item 6: AOB**

---

11. Rob Salter-Church brought the meeting to a close by thanking those attending for their support in decisions made to maintain programme momentum.

---

*This document has been prepared by PwC only for Ofgem and solely for the purpose and on the terms agreed with Ofgem in PwC's statement of work (of 1 August 2016, Spec 7) as part of PwC's call-offs under the framework agreement dated 11 April 2016. PwC accept no liability (including for negligence) to anyone else in connection with our work or this document.*