

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:	13/06/2016
Meeting Time:	10:00am – 12:15pm
Meeting Format/Location:	Ofgem 9 Millbank, London
Chaired by:	Rob Salter-Church
Minutes recorded by:	PwC

1.3. Meeting Attendees

Group	Company	Representatives	Company	Representatives
6 Largest Suppliers	Eon Energy	Alex Travell	Ofgem	Rob Salter-Church
	N Power	Chris Harden	Ofgem	Jon Dixon
Challenger	Plus Shipping Services Ltd	Naomi Nathanael	PwC	Andy Sinclair
	Utilita	Alison Russell	PwC	Colin Bezant
GT	National Grid	Chris Warner	PwC	Gill Williams
	Steve Simmons	SGN	PwC	Lesley Potts
I&C	DONG Energy	Lorna Lewin	PwC	Melisa Findlay
	ICoSS Group	Gareth Evans	PwC	Steve Mullins
iGT	ES Pipelines	Vicki Spiers	Xoserve	Steve Adcock
			Xoserve	Sandra Simpson
			Baringa	James Beverley

1.4. Meeting Agenda

1. Approval of PNSG minutes (5 mins)
2. Timing of upcoming meetings (5 mins)
3. Review of PNSG report (25 mins)
 - a. Decisions to be made:
 - i. Programme plan refinements
 - b. Key topics to discuss:
 - i. Market trials testing trajectory and portal submissions
 - c. Review of PNSG actions (5 mins)
4. Position Paper, Planning Scenarios and Go/No-Go Discussion (80 mins)
 - a. Review of the options
 - b. Next steps

1.5. Decision Log

Decision #	Pillar/ Milestone	Decision	Decision Owner	Status	Target Date
D002	Transition: T1.1 Final Dress Rehearsal	Move milestone T1.1 Final Dress Rehearsal from 1 st August to 16 th September as this was mistakenly labelled as completion of the Final dress rehearsal but is actually the completion of the first.	PNSG	Approved	13/06/2016
Details:	<ul style="list-style-type: none"> PNDG Recommendation: The PNDG on 17th May 2016 have recommended milestone T1.1 be moved from the 1st August to 16th September 2016 to correct the scheduling mistake. 				
Notes from the PNSG:	<ul style="list-style-type: none"> The decision was approved by the PNSG. This change has been made in the new programme plan. 				
Decision #	Pillar/ Milestone	Decision	Decision Owner	Status	Target Date
D003	Data: New milestone	Request for an additional milestone for delivery of remaining DMTC3 activity	PNSG	Approved	13/06/2016
Details:	<ul style="list-style-type: none"> PNDG Recommendation: The PNDG on 17th May 2016 have recommended the addition of a data milestone as the full DMTC3 cycle ends 7th June 2016 with the current milestone D1.1 tracking bulk DMTCs load, which is complete. Additional milestone is suggested to track delivery of remaining DMTCs in line with Xoserve plan. 				
Notes from the PNSG:	<ul style="list-style-type: none"> The decision was approved by the PNSG. This change has been made in the new programme plan. 				
Decision #	Pillar/ Milestone	Decision	Decision Owner	Status	Target Date
D004	PMO Plan	The proposed programme plan will be presented to the PNSG	PNSG	Approved	13/06/2016
Details:	<ul style="list-style-type: none"> PNDG to advise PNSG: The PNDG on 31st May 2016 have recommended an update to the programme plan. The programme plan has been redrawn to reflect the current position following a review by PMO and Xoserve. The suggested change includes the change and addition/removal of milestones to ensure appropriate reporting and tracking of required activities. 				
Notes from the PNSG:	<ul style="list-style-type: none"> The decision was approved by the PNSG. The changes outlined in this decision have been made in the new programme plan. PNSG members requested the following be noted about this decision: <ul style="list-style-type: none"> One month of regression has been included in this new plan. The MTWG had recommended two months but this was not available in this constrained plan with a go live date of 1st October. Xoserve to confirm they can provide primary support for MT during July and for regression testing during August by midday on Friday 17th June. This new programme plan will be the basis of reporting unless/until a new scenario is selected at the end of June. 				

1.6. Actions arising from 13th June 2016 meeting

Action #	Action	Action Owner	Status	Date Raised	Due Date
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	NEW	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	NEW	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

1.7. Actions arising from previous meetings

Action #	Action	Action Owner	Status	Date Raised	Due Date
A018	Draft initial PNSG email distribution list with constituency members for each group (e.g., Challengers, iGT).	PMO	Closed	09/05/16	11/05/16
A019	Finalise PNSG email distribution list with individual names and email address for all constituents and provide to PMO.	PNSG Representatives	Closed	09/05/16	19/05/16
A020	Review the PNSG report publication timeline with the goal to send out the packs by midday on Thursday to enable discussions within the constituencies.	PMO	Closed	09/05/16	June PNSG
A021	Outline how the deep dive and industry plan will come together to indicate a new date (if required) as well as address how and when further industry involvement will take place.	PwC	Closed	09/05/16	June PNSG
A022	Share Ofgem's message with the constituents that 1 st October 2016 go live remains and all participants	PNSG Representatives	Closed	09/05/16	13/05/16

Action #	Action	Action Owner	Status	Date Raised	Due Date
	should continue to drive progress towards this.				
A023	Provide a definitive list of the outstanding items yet to be delivered to Market Trials (e.g. portfolio reports, invoicing thick files, complex reconciliation) and other functionality outstanding. Include target dates for each item.	Xoserve	Closed	09/05/16	13/05/16
A024	Provide a link to the website where result of market trials daily calls is recorded for reference.	Xoserve	Closed	09/05/16	13/05/16
A025	Provide a list of all design changes and issues being discussed within each of the committees/groups (e.g. PNSG, UKLINK, Market Trails).	Xoserve	Closed	09/05/16	19/05/16
A026	Update the risk log to include: 'Availability of volumes of data is/could impact testing.'	PwC	Closed	09/05/16	13/05/16
A027	New version of the Programme plan to be developed and include the Invoicing T3 milestone with a due date of 31/5/16. *** Approved at PNSG, awaiting confirmation from Xoserve.	PMO	Overdue	09/05/16	02/06/16
A028	Send RCA of the P1 to all PNSG representatives.	Xoserve	Closed	09/05/16	13/05/16
A029	Share Xoserve's overview of the P1 incident and subsequent actions with their constituents.	PNSG Representatives	Closed	09/05/16	13/05/16
A030	Xoserve's internal audit report of the P1 incident to be shared with PwC.	Xoserve	Closed	09/05/16	13/05/16
A031	Develop a list of hot topics for future meetings.	PMO	Closed	09/05/16	26/05/16
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 information on transition/close-down of existing groups.	PMO	Closed	09/05/16	26/05/16
A033	Set up broadcast teleconference following PNSG. *** This will take place as a standing item in each immediately subsequent PNDG. Please coordinate with your PNDG attendees to address any items.	PMO	Closed	09/05/16	13/05/16
A034	PNSG attendees to provide feedback by email to Rob Salter-Church, Jon Dixon, Steve Mullins, Gill Williams or Melisa Findlay.	PNSG Representatives	Closed	09/05/16	20/05/16

1.8. Meeting Minutes

Item 1: 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. These can be found on the Ofgem website:
 - <https://www.ofgem.gov.uk/gas/retail-market/market-review-and-reform/project-nexus>
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Item 2: Timing of upcoming meetings

2. The dates, time and locations of this week's Constituent consultancy workshops were outlined.
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Item 3: Review of PNSG report

Review of the pack

3. Steve Mullins (PwC) provided an overview of the PNSG pack with highlights of where updates have subsequently been provided through the most recent PNDG report.
 - There was a question as to why the Unique Sites work was prioritised by Xoserve in place of further defect resolution. It was agreed that better communication was needed through the MTWG / PNDG / defect prioritisation calls between Xoserve and shippers on top priorities for Xoserve action.
 - The group discussed the need for a better understanding of the reasons why MT activity is slower than ideal. An investigation is underway to look into the market trials blockers to identify the causes, common themes and resolutions. In line with this, further information is now included in the PNDG pack for market trials participation with split by scenarios.
 - There is a portal submission due Friday 17th June and all are encouraged to complete this on a timely basis as this is crucial to track progress and informs the PNDG and PNSG reports. PwC have added further qualitative questions to their portal on the challenges parties face in conducting market trials, which will be used to inform a work around removing the blockers to market trial execution and accelerating progress.
 - The Transition Progress Group (TPG) has met and developed a plan, upcoming agendas and assigned accountability for key actions.
 - A paper on GONG was issued in the 2nd June pack and will be finalised with the selection of the scenario at the end of June. Another level of detail to the GONG is required setting out how criteria will be measured. These will be developed and shared after the scenario selection, in line with the detailed planning.
4. A review of the risks and actions led to the following discussions:
 - Post mitigation scoring will be added to the reporting going forward.
 - Before actions are closed, the individual who raised the item will be consulted to confirm that the risk/issue has been appropriately addressed.

Item 4: Position Paper, Planning Scenarios and Go/No-Go Discussion

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5. Rob Salter-Church thanked everyone for all of the questions and input ahead of this session.
 6. An overview was provided of the three common topics identified through the questions by PwC.
 - The three topics are: Nexus Programme deliverability, Scenario C, Consultation process and broader impacts
 7. Discussion around Nexus Programme deliverability included:
 - Participants reiterated that they would like to know how there will be confidence and assurance that the system will be ready in each of the scenarios. Participants also expressed that they would have found it useful to have more detail on Xoserve's views (in addition to the statement in the position paper) on the scenarios as part of the 2nd June pack. PwC and Xoserve agree in general with the risks identified in scenarios A and B, although Xoserve considers the probability of some of these risks to be lower.
 - Rob Salter-Church clarified that in submitting their Ofgem consultation responses, market participants should assume the risks / degree of confidence associated with the central system delivery is as set out in the PwC position paper.
 - PwC clarified that Xoserve had seen the scenarios shortly before they were published and had provided some views which had been taken into account in finalising the scenarios. Sandra Simpson confirmed that Xoserve is assessing the impacts of the scenarios and how they can be resourced in more detail.
 - Xoserve has stated their preferred scenario is B and that they would respond to the consultation with their formal response. Note: All non-confidential responses to the consultation will be published on the Ofgem website. Xoserve confirmed that its response would not be marked confidential.
 - Gill Williams (PwC) re-iterated the key findings from the Deep Dive as included in the Positioning Paper. The four week review, which included interviews, documentation review and reviews of source systems e.g. the defect logs, showed that the system design was considered fit for purpose. The build review showed that Xoserve is doing the right activities to prove the design and implement it, but is unlikely to be able to complete these in the current timescale and without significant risk. PwC is working with Xoserve to agree the ongoing assurance they will provide over Xoserve to avoid duplication of the work completed by Baringa.
 - Gill Williams went on to outline that PwC's preferred scenario is C as it was felt A and B were too high risk (i.e., if any one risk crystallised it would not allow for enough time to respond and resolve without impacting the go live), especially given the multiparty implementation approach. Gill Williams outlined that they recommended Scenario C on the basis of the deep dive and the planning work undertaken so far. While the final deliverability would need to be confirmed through detailed planning, they were confident that the additional time allowed in scenario C (subject to Xoserve's further considerations) would enable a much higher degree of delivery confidence.
 - Participants advised they felt they are dependent on the information provided through the 2nd June package as they do not have a clear view on all aspects of the programme.
 8. Discussion around Scenario C included:
 - Lesley Potts (PwC) outlined the approach used to come to the four options – looking at the plan from left to right and then derisking activities to allow for more time and contingency. Lesley worked closely with Colin Bezant (PwC) who conducted the deep dive to have the four scenarios address the risks found in the deep dive.
 - Gill Williams advised scenario C provides a much higher degree of confidence in date certainty than either A or B. It was felt that with scenario D there was a chance of losing momentum.
 - Participants asked Xoserve how they reconciled the PwC Deep Dive risks with their own comments at the PNSF where they stated that there were no current blockers to them achieving the 1st October go live. Sandra Simpson advised the risks identified in the deep dive were not new to Xoserve and have been reported previously to the PNSG and in Baringa documents. Xoserve acknowledge that in aggregate the risks are high but maintain that as yet none of the risks have reached a point that would absolutely prevent them meeting a 1st October go-live.
 9. Discussion around Consultation process and broader impacts included:

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- Participants requested clarification on the decision being made on 30th June. Rob Salter-Church reiterated that the aim is to make a decision on the preferred scenario at the end of June. Depending on the scenario, further planning work would follow (involving industry participants) to then set a firm implementation date. This might take 2 to 4 weeks and would depend on the scenario selected.
 - The information published at the end of June will be clear on the next steps for all parties. This will include information on how the plan will be identified.
 - The Constituent consultation workshops this week will play back the specific questions asked by each constituent.