

PNSG Meeting Minutes (Interim)

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

Meeting Name:	Project Nexus Steering Group (Interim)
Meeting Date:	02 Mar 17
Meeting Time:	10:00 am – 12:00 pm
Meeting Format/Location:	Ofgem, Face to Face and Webex
Chaired by:	Rob Salter-Church
Minutes recorded by:	PwC

1.3. Meeting Attendees

Group	Company	Representatives	Company	Representatives
6 Largest Suppliers	E.ON	Alex Travell	Ofgem	Rob Salter-Church James Soundraraju Nicola Garland
	Npower	Chris Harden		
Challenger	First Utility	Jeremey Guard	PwC	Gill Williams Steve Mullins Richard Shilton Melisa Findlay Brett McGowan
	Flow Energy	Robert Cameron Higgs		
GT	National Grid	Chris Warner		
I&C	DONG Energy	Lorna Lewis	Xoserve	Paul Toolan Lee Foster Darren Jackson
	ICoSS Group	Gareth Evans		
iGT	Brookfield's Utility	Mike Harding	Baringa	Matthew Adams

1.4. Meeting Agenda

1. Agenda and approval of minutes
2. Programme Summary and Risk Landscape
3. IDR2 Entry Decision
4. New In Flights Milestone Decision
5. MT Regression Update
6. GONG Update
7. AOB

1.5. Decision Log

Decision #	Pillar/Milestone	Decision	Decision Owner	Status	Target Date
D022	Programme	<p>IDR2 is planned to start on 06 Mar 17. Entry criteria has been established and this is outlined in the comments section.</p> <p>Ofgem issued an indicative decision on 28 Feb 17 outlining the position taken based on the information available at the time.</p> <p>PNSG were asked to approve the entry to IDR2.</p>	PNSG	Closed	02 Mar 17
Status:	Entry to IDR2 was approved subject to a satisfactory update on the outstanding dashboard items being provided by Xoserve on 6 Mar 17.				
D23	Programme	<p>PNSG were asked to approve a new milestone to be included within the Data POAP for the completion of the specific In Flights transaction testing requirements required for IDR3. This is in addition to the In Flights transaction testing requirements required for IDR2 which is covered by the existing milestone D1.5.</p> <p>The proposed Milestone is:</p> <ul style="list-style-type: none"> • D 1.6 - Pre IDR3 In Flight Transaction Testing Complete. • Completion date of 07 Apr 17. 	PNSG	Closed	02 Mar 17
Status:	Milestone D1.5 'Pre IDR3 In Flight Transaction Testing complete' was approved and this new milestone will be added to the Plan on a Page (POAP) with a new version issued to PNDG and PNSG.				

1.6. Actions arising from the meeting on 02 Mar 17

Action #	Pillar/Milestone	Action	Action Owner	Status	Date Raised	Due Date
A242	Programme	RIAG to consider a special session on the risks surrounding iGTs, including; IIL files, data for In Flights testing, File formats during cutover and lack of confidence in IDL files.	Ofgem	Open	02 Mar 17	16 Mar 17
A243	Market Trials	MTWG to review test lines currently forecasting completion beyond the end of MT Regression (24 Mar 17) and identify if any are considered showstoppers to Go Live.	MTWG	Open	02 Mar 17	20 Mar 17

A244	Post Go Live	Xoserve to engage with SP, EON and First Utility to get to a conclusion on the meter read processing volumes.	Xoserve	Open	02 Mar 17	20 Mar 17
A245	Programme	Send out an information note to PNSG circulation list setting out governance expectations on participants in the run up to Go Live. Include items such as: <ul style="list-style-type: none"> Continuity of attendance at PNSG. Need for agility and rapid review and turnaround of PNSG materials. 	Ofgem	Open	02 Mar 17	17 Mar 17
A246	GONG	Present high-level GONG assurance map to next PNSG showing what different assurance is being done and by whom.	PwC	Open	02 Mar 17	22 Mar 17

1.7. Meeting Minutes

Item Opening remarks and approval of minutes

1:

- Rob Salter-Church (Ofgem):
 - In addition to the normal programme update there are 2 decisions to endorse at this PNSG which will be followed by a presentation of the Go Live Governance plan.
 - Feedback from PNSF:
 - The last PNSF had a positive note, with recognition and thanks provided to industry in getting us to this point.
 - There is a clear expectation that Market Participants will continue to be transparent and raise any new Go Live Issues or Risks now.
 - Market Participants have demonstrated significant interest in Post Go Live governance and operating model. Xoserve are hosting a 'Ready to go' stakeholder event on 13 Mar 17 which will outline initial proposals to Industry of how Post Go Live governance could work in practice.
 - The programme is now in a position where all automated processes have been tested and focus will switch to manual processes.
 - In the Post Go Live landscape there will need to be a clear step change in Industry culture and a need to work collaboratively to resolve issues.

Question	Response
1. There could be lots of exceptions post Go Live and issues that need to be dealt with expeditiously. Do we need a MoU to define how to operate in a post Go Live landscape?	Xoserve should take these comments and think through how this will work in practice.

- No comments or questions were received on the 20 Feb 17 set of meeting minutes and these were taken as approved. The minutes will be posted on the Ofgem website:

<https://www.ofgem.gov.uk/gas/retail-market/market-review-and-reform/project-nexus>

Item 2: Programme Summary and Risk Landscape

- Steve Mullins (PwC) provided an overview of the programme summary (slide 3) noting;
 - The Programme has deteriorated from Amber / Green to Amber. To place this in context, there is less than 100 days until the largest SAP IS-U cutover ever, is undertaken. This rating reflects the heightened level of caution rather than any fundamental risk / concerns.
 - Solution Delivery has an outstanding issue around the confirmation of post Go Live volumes. As context, Xoserve have a non-functional requirement (NFR) around how to achieve an aggregated view of meter reads that are likely to be submitted and the rate of increase anticipated over a period of time, and are now working with a participant to define an appropriate template to request information on meter reads from Market Participants.
 - A pillar covering post Go Live activity will be introduced in the near future.
 - Data’s Amber rating continues to be driven by In Flights and inconsistencies between Shipper, iGT and Xoserve data. This is believed to be caused in part by a lag in reporting and is to be discussed at the mini DMG scheduled for 08 Mar 17. In parallel Xoserve are identifying how they can reduce the reporting lag.
 - Transition reflects an Amber status as the programme enters IDR2.
- Steve Mullins provided an overview of the risk landscape (slides 4-5) noting;
 - The key points are;
 - **In Flights** – remains on watch however good progress is being made by Xoserve and the In Flights group has helped to prioritise.
 - **IDR execution** – A successful IDR2 is a pre-requisite to moving to IDR 3 and onwards to cutover. This is a major activity for Xoserve over the next 3 weeks.
 - **Xoserve post Go Live operations readiness** – Is increasingly being raised as a concern amongst Market Participants. Xoserve’s Go Live event is scheduled for 13 Mar 17.

Question	Response
2. Is the issue of Go Live volumes under Solution Delivery considered to be a significant Go Live Risk?	No, this is about gaining comfort around some of the planning assumptions made.

Item 3: IDR2 Entry Decision

- Rob Salter-Church invited Lee Foster (Xoserve), Matt Adams (Baringa) and Nicola Garland (Ofgem) to summarise the respective IDR2 entry reports and indicative decision (slide 6 - 19). Noting;
 - Xoserve recommended that the programme should commence IDR2.

- Baringa recommended that the programme should commence IDR2. However their assurance made a number of recommendations and Xoserve have accepted these recommendations.
- Nicola Garland provided context around the IDR2 entry decision noting the necessity to practice the human element of the decision making cycle (as a rehearsal for entry in to IDR3 and eventually cutover as well as this being an important decision in its own right.
 - The IDR2 and IDR3 entry and exit milestones are viewed as being key, hence the importance placed upon it and Baringa’s additional support.
 - While there are a number of Amber items on Xoserve’s dashboard Ofgem are satisfied that appropriate mitigation is in place.
 - Looking forward, the exit of IDR2 is critical and Ofgem will look at combining the exit of IDR2 and entry of IDR3 into a singular decision.
- Having received no comment from PNSG members the decision to enter IDR2 was taken pending the confirmatory call on 06 Mar 17 to review outstanding actions.

Question	Response
3. What process has Xoserve been through to reach their go decision for IDR2	All activity is reported through the internal Xoserve Project Management Meeting (PMM) with any exceptions raised through to Xoserve’s Project Management Board (PMB). In addition, having moved to a 22/7 working day schedule, a number of calls will be held over the weekend to track progress towards the start.
4. Will Industry be getting IDR2 fallout reports upon completion of IDR2?	Yes. The template for this report is to be shared as soon as feasible with TPG and DMG representatives. Reports will be provided by Xoserve post IDR2, post IDR3 and post cut over.

Item 4: New In Flights Milestone Decision

- Nicola Garland and Melisa Findlay (PwC) presented a decision to create a new Milestone (D 1.6 - Pre IDR3 In Flight Transaction Testing Complete) for approval (slides 25 - 27), noting the following;
 - This new Milestone is required to track the progress of In Flight testing requirements and relates to previous discussion held around this subject.
 - In Flights will be worked through with the In Flight Working Group and the PNDG in order to maintain visibility of low priority testing and closure.
 - There will be a potential to conduct retesting in IDR3 should it be required. Given the low priority attributed to these defects the In Flight Working Group will be convened to assess if this activity will be required.
 - Having received no comment from the PNSG members this decision was endorsed.

Question	Response
5. Do we have an update on In Flight testing?	The system used for tracking In Flight testing experienced a failure last night. The expectation is that we will have an update later today. To date, progress is positive and all of the required testing is anticipated to complete prior to the 13 Mar 17. Only 1 singular defect was required for IDR2 and Xoserve have identified a manual workaround for this.

Item 5: MT Regression Update

- Richard Shilton provided an update on the MT workstream (specifically Regression testing) (slides 29), noting;
 - Initial MT Regression progress to 20 Feb 17 was positive but has demonstrated a downturn in the rate of test line completion against the baseline plan.
 - With 3 weeks remaining to MT exit there is a need for Market Participants to re-focus to realise the 24 Mar 17 deadline.
 - Limited testing by exception may be endorsed beyond the 24 Mar 17 but this will not be a wholesale use of contingency and any decision will be based on testing achieved by Industry as a whole.
 - IDL file issues have impacted some iGT testing and consequently affected Shippers.
 - To support the drive to complete testing Managed Market Trials support will be increased to help Market Participants close the gap.
 - The MT Regression portal submission has flagged 4 Market Participants off track with their testing.

Question	Response
6. Does the programme need to worry about level of internal (Xoserve raised) defects?	The figures included in the PNSG slides include all classifications of defects, not just Market Trials specific. All defects are being reported here for transparency. Baringa will be providing assurance on code stability at the end of MTR.
7. Do we have an indication of what testing will be carried through beyond the 24 Mar 17?	Yes, we are tracking the detail and building a picture of key themes to inform that decision. Note: This is a market wide trial so if some participants have not completed testing but adequate testing has been achieved more widely and at a sufficient level by others then this will be deemed sufficient to exit.

Item 7: GONG Update

- Richard Shilton provided an update on the GONG workstream (slides 29), noting the following;
 - Focus is now on the forthcoming G2 assessment on the 24 Mar 17.
 - 32 Market Participants completed the portal submission on 24 Feb 17 with a further 7 completing since then. The next portal submission is scheduled for the 16 Mar 17.
 - Key themes identified through the portal submission are;
 - iGT data alignment.
 - MT Regression and the concern around IDL files.
 - Transition performance due to the dissemination of information.
 - Post Go Live visibility and alignment of Market Participants own activity.
 - Those issues which are arising are all known and are being followed up.

Item **AOB**
6:

- Rob Salter-Church drew the meeting to a close by thanking participants and reminding of members of the follow on Go Live Governance plan socialisation.

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