

# Project Nexus Delivery Group Minutes

## 1.1. Purpose

The purpose of this document is to capture details of the PNDG meeting, so that it can be used for wider sharing and to confirm any follow up actions.

## 1.2. Meeting Details

<b>Meeting Name:</b>	Project Nexus Delivery Group
<b>Meeting Date:</b>	14/03/2017
<b>Meeting Time:</b>	10:00 – 12:00
<b>Meeting Format/Location:</b>	Xoserve, WebEx
<b>Chaired by:</b>	Nicola Garland (Ofgem), Brett McGowan (PwC) & Melisa Findlay (PwC)
<b>Minutes recorded by:</b>	PwC

## 1.3. Meeting Attendees

Company	Representatives	Company	Representatives
British Gas Trading Ltd	Mike Bagnall	Ofgem	Nicola Garland James Soundraraju Jon Dixon
Brookfield Utilities UK	Jenny Rawlinson		
Corona Energy	Alison Salisbury	Opus Energy	Samantha Heaton
Dataserve	Graham Smillie	PwC	Melisa Findlay Richard Shilton Martin Crozier Brett McGowan Phil Russ Alison Cross Susan Mathew Will Leighton Steve Mullins Louise Liu
DONG Energy	Biju Varkey		
EDF Energy	Abigail Nduva		
ENGIE	Richard Nickels		
ES Pipelines	Katy Binch		
EON	Carl Knight		
First Utility Limited	Chris Tucker		
Flow Energy	Pradeep Chaubey		
Gazprom	Jane Woart	SSE	Mark Carlin
National Grid	Robin Howes	The Renewable Energy Company	Jodie Humphries
		Xoserve	Steve Nunnington Dave Addison
Npower	Chris Harden	(Baringa)	Matt Adams

## 1.4. Meeting Agenda

1. Opening of PNDG meeting
2. Approval of PNDG minutes
3. Review of the Current PNDG Report
4. RAID update
5. Baringa Programme Board Report
6. Hot Topic: Project Nexus Fallout Report
7. AOB

## 1.5. Meeting Minutes

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### Item1: Opening of PNDG meeting

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1. Brett McGowan (PwC) opened the meeting with Nicola Garland (Ofgem) providing opening remarks noting:
  - The programme is continuing to focus on the three key milestones of IDR2, IDR3 and the end of Market Trial regression testing.
  - All Market Participants need to maintain their pace to ensure the milestone is achieved.
  - Xoserve held a 'Get ready' event on 13 Mar 17 which generated good discussion and was a useful starting point for the development of Post-Go Live governance, which will now go through a process of consultation with the industry.

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### Item2: Approval of PNDG minutes

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2. No comments or questions were received on the 28 Feb 17 set of meeting minutes, however Melisa Findlay (PwC) noted that action A241 was not required and will be removed from the final version of the minutes. These were taken as approved and will be posted on the Ofgem website:

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

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### Item3: Review of the Current PNDG Report

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#### PNDG Report covering the period 24 Feb 17 – 09 Mar 17

3. Brett McGowan provided an overview of the Programme Status Report (slide 3) noting;
  - The Programme remains Amber in recognition of the level of risk across each of the workstreams and proximity of Go Live.
  - Solution Delivery remains as Amber due to the on-going requirement for confirmation of data volumes post Go Live.
  - Market Trials has deteriorated to Amber due to the number of Market Participants who were due to have completed testing but have not yet done so.
  - Data remains Amber due to In Flights and the on-going issue of inconsistency between iGT, Shipper and Xoserve data.
  - Transition remains Amber largely due to the level of work load and dependency of IDR2 on In Flight testing.
  - GONG remains Green/Amber as a result of several of the issues faced by other workstreams and the maturity of Market Participants Transition planning.

4. Steve Nunnington (Xoserve) presented the Solution Delivery Status Report (slide 4), noting;
- All the milestones are complete however the issue regarding Post Go Live volumes is still outstanding. Xoserve are setting up a meeting to progress this issue further.

Question from PNDG Attendee:	Response:
1. Will Xoserve confirm with Market Participants that they can deal with the gas day batch timings?	Xoserve did not have an answer to hand and committed to following up prior to the next PNDG.

5. Melisa Findlay (PwC) presented the Market Trials POAP supported by Richard Shilton (PwC) presenting the wider workstream (slides 5-10) noting;
- There are two open milestones; 'MT 2.6 - Regression Complete' which is currently behind schedule and rated as Amber, and 'MT 2.7 - Standard Regression Test Pack Agreed'.
  - Matt Adams (Baringa) confirmed that the Regression Test Pack is complete and that Baringa will provide an assurance report to PNSG on the maintenance of code stability during Market Trials Regression.
  - MT Regression test completion is behind the forecasted test completion rates, however most Market Participants are still reporting they are on track to complete before 24 Mar 17. Attendees were asked if there are key blockers constraining completion. These were categorised as;
    - Outstanding issues on defects and reconciliation of catch up files which are due to complete in the next couple of days. There is still testing required to gain confidence in the IDL files.
    - An attendee commented that they would have more confidence if they knew there was space to test fixes in Post Go Live environment rather than putting operations at risk. Nicola Garland (Ofgem) responded that it may be possible to take a skeleton plan of a Post Go Live workstream, including milestones such as defects and environments, to either the next PNSG on 22 Mar 17 or the next PNDG.
    - Invoicing files are recognised as a potential blocker for some market participants, however this work is on-going.
  - A defect workshop was held on 09 Mar 17 to go through P3 defects and confirm that these defects are appropriate for deployment Post-Go Live.
    - All but a few of the defects discussed at the workshop were agreed to be deployed Post-Go Live and were assigned a status of High/Medium/Low, in order to assist the planning of defect deployment.
    - The workshop was successful in building confidence in P3 defects. The final list of defects will be agreed through weekly defect meeting.
  - Market Participants were reminded that if there is a requirement to test beyond 24 Mar 17, then non-critical tests are to be de-scoped to avoid the use of contingency and inform their PwC/Ofgem account manager.

Question from PNDG Attendee:	Response:
2. Will there be an opportunity to retest fixes?	If it is not possible to retest fixes in the time available then Market Participants are to make their account manager aware.
3. Will a test environment be available immediately after Go Live?	Yes, Xoserve have committed to providing an environment and more detail will be provided at the next PNDG.

6. Melisa Findlay presented the Data POAP supported by Steve Nunnington presenting the wider workstream (slides 11 -14) noting;

- As discussed at the last PNDG, milestones ‘D1.1 – Pre IDR2 US Data load testing complete’, ‘D1.2 – Pre IDR2 iGT Data load testing complete’ and ‘D1.5 – Pre IDR2 In Flight transaction testing complete’ were running beyond the milestone dates to 13 Mar 17 to enable further testing. D1.1 is now complete and D1.2 is due for completion on 15 Mar 17.
- ‘D1.6 – Pre IDR3 In Flight transaction testing complete’ is a new milestone which was approved at the last PNSG meeting. This has been included in the new version of the POAP.
- IDR2 is progressing well, with only 7 defects raised. IDR2 now moves into the NED phase.
- Milestone ‘D3.4 iGT data reconciliation’ is currently Amber/Red, however the mini-DMG held on 8 Mar 17 was successful in bring it towards a close.
- ‘D3.5 T-Rule non-compliance plan’ complete has been realised noting that defect have reduced below 2k and continuing to fall, this milestone will now be marked as closed.
- The data workstream is Amber overall. There are some minor defects with the delta load in IDR2 which affect very few sites. Some defects from In Flights will be taken into IDR3.
- Data load shows continued good progress, In Flights and data inconsistencies remain the focus.

Question from PNDG Attendee:	Response:
4. The Baringa report states that some high priority scenarios have slipped. Is there potential for a further In Flight test cycle?	This is not directly related, some high priority scenarios slipped but not past the date required. These will be delivered in the required timeframe. It is a recommendation of Baringa in the entry to IDR2 report that further Test Cycles are conducted to address defects.

7. Melisa Findlay presented the Transition POAP supported by Philip Russ (PwC) presenting the wider workstream (slides 15 -16) noting;
- The IDR2 and IDR3 completion milestones remain Amber due to proximity. This RAG status does not reflect the progress of the IDR2 which is being communicated through daily reporting to TPG.
  - Xoserve’s analysis has confirmed that the three organisations which will cutover early can be accommodated. If there are any changes to cutover dates from here on in, organisations will have to go through a formal change request process to seek approval from Ofgem.
  - IDR2 progress is tracking as Green. All activities are completing on plan. Of 30 data defects, 21 have already been resolved, two were rejected and seven were parked.
  - IDR2 is entering the first NED day today (14 Mar 17).
  - The contingency playbook is currently out for review with TPG member. It will be brought to the next PNDG for sign off.
  - IDRo exit report is due to be issued 17 Mar 17 for review.
  - TPG will consider cutover structure for Market Participants.

Question from PNDG Attendee:	Response:
5. In respect to reporting, there was a previous commitment that Market Participants would be provided with a report around Data and fall out. Is this the same as the cut over reporting that is being outlined?	These are two different reports. The Fallout reporting details the ‘Data Defects’, ‘Functional Defects’ and ‘Non-Functional Defects’ at the conclusion of IDR2, IDR3 and Cutover.  Another report is being developed to detail the progress each Market Participant is making through cutover. A dashboard approach is being considered.

8. Melisa Findlay presented the GONG POAP supported by Martin Crozier (PwC) presenting the wider workstream (slides 17 -20) noting;
- The remaining milestones are tracking Amber/Green to reflect the most recent portal submissions. The next portal submission is due 16 Mar 17.

- There has been a good response on portal, 35 submissions were received, 62 % of these are reported as Green.
- There are five key areas of concern; iGT data alignment, In Flights, maturity of Market Participants' plans, Post Go Live support and governance and completion of Market Trials Regression tests.
- In Flights is being monitored closely and work is on-going to support Market Participants to address questions as they arise.
- 11 GONG site visits have been completed and a further 12 are planned.
- Work is starting on the assurance report for G2.
- Market Participants were requested to report any issues or areas where support is required and to provide evidence to support rag status for G2.
- The Go Live Governance plan has been presented to several forums and will be made available to PNDG and PNSG members later this week.

9. Matt Adams (Baringa) presented Xoserve's G2 Status Summary (slide 21) noting;

- Non-functional testing has stayed Amber.
- Business process documentation is lagging behind plan, but is not Go Live critical
- Post-Go Live governance is Amber.

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#### **Item4: RAID Update**

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9. Nicola Garland (Ofgem) provided an update on Risks, Issues and Actions (Slides 22 - 28) noting;

- A231 – It was agreed that the due date should be changed to 17 Mar 17 to align with the end of IDR2.
- A232 – Agreed that due date would be extended.
- A240 - Steve Nunnington confirmed that Xoserve will provide some CMS training and they are currently arranging the logistics. The action will remain open until the training has concluded.

### *1.6. Actions arising from this meeting*

<b>Action #</b>	<b>Action</b>	<b>Action Owner</b>	<b>Status</b>	<b>Date Raised</b>	<b>Due Date</b>
A247	Xoserve to confirm if/how they will confirm gas day timing are acceptable to Market Participants.	Xoserve	Open	14 Mar 17	
A248	Take skeleton plan of a Post Go Live workstream plan with milestones such as defects and environments to PNSG.	Ofgem and Xoserve	Open	14 Mar 17	28 Mar 17
A249	Provide more details on Post Go live test environment.	Xoserve	Open	14 Mar 17	
A250	Next version of the Go Live Governance plan to be shared with PNDG and PNSG. This will be posted on the Xoserve website.	PwC	Open	14 Mar 17	17 Mar 17

## 1.7. Actions arising from previous meetings

12. Nicola Garland (Ofgem) reviewed actions under each Workstream. All the actions which were proposed to close have been closed.

Action #	Action	Progress	Owner	Status	Due	Forum
<b>A146</b>	Xoserve to explore whether the IDL approach can be duplicated in production post Go Live in the event of suspended operation e.g. following an incident.	Xoserve have to develop a solution in Go Live to manage the event of a data issue which would affect the IDL. A meeting is scheduled with the iGT's next week to discuss a proposed way forward.	Xoserve		09 Jan 17 → 10 Feb 17 → 10 Mar 17 → 17 Mar 17	PNDG
<b>A177</b>	SSP iGT to assess potential for contingency alternatives agreed between all IGTs in the event that the IIL file is not delivered to IGTs via IX	Xoserve will provide the ILL file on 31 May 17. Other than the reports produced on the 25 May 17 there is no fallback available. iGT's have stated these reports are not adequate. As all alternatives have been considered. CLOSED.	SSP iGT and Xoserve		27 Feb 17	PNDG
<b>A189</b>	Xoserve and iGTs to work together to identify root causes and resolve inconsistencies between the iGT data recorded on the Xoserve database and the details for the same MPRNs held by shippers. This may involve requesting shippers to correct source data under the agreed iGT Ways of Working	Xoserve, Shippers and iGT's continue to work together to identify root cause issues and resolve and correct data anomalies. Priority has been to cleanse the high and medium transformation rules. Progress has been seen and this will be reflected within the February and March portfolios. Reconciliation and cleansing activities will continue over the coming weeks with progress being monitored and reported at DMG. CLOSED.	Xoserve		28 Feb 17 → 24 Mar 17	DMG
<b>A208</b>	PwC to undertake assurance during exit of Market Trials Regression to ensure that shippers dummy data reflects as much as possible the data that would be used in real life. This is specific to iGT dummy data.	Question to be included as part of the MT Regression assurance activity to understand the extent to which dummy iGT data reflected real data.	PwC		28 Mar 17	RIAG

A225	Respond to Market Participant question: "iGT TC5 has 38 open defects due to non-industry data cleanse issues and is driving an Amber RAG for quality - how is this being addressed (e.g. via DMG action for data cleanse or new transition rules)"?	iGT TC6 has completed and successfully closed a number of Open defects. However 22 Open defects exist within the iGT space which are being actively fixed and readied for IDR2 testing. A number of these defects are currently in a state of fixed and verified by the business through "Show and Tell". This is on track to be completed before the need date (NED week) in IDR2. Superseded by A245. CLOSED.	Xoserve		09 Feb 17 → 06 Mar 17	PNDG
A226	Respond to Market Participant question: "In-Flights GT cycle underway with 29 open defects - it is unclear where this is in terms of Xoserve expectations/ how this has driven the amber RAG for performance and red RAG for quality, How many defects should be expected at this stage of testing? Do we have any kind of defect forecasting and tracking in place for in-flight delivery?"	In-flight testing has undergone successful collaboration between various work streams and has resulted in improved design and test solution for In Flights Data consequently reducing complexity within solution and reduction in number of open defects. Minimum defects exist (less than 5x across both data and functional). In Flight UAT testing adhering to plan, with confidence rising that solution will be fit-for-purpose come IDR2 entry. Expectation is that all 'high and medium' priority In-Flight test conditions will be executed prior to IDR2. CLOSED.	Xoserve		13 Mar 17	
A229	Agree an approach for obtaining the information required to verify that the system will be capable of processing the required number of meter reads post go-live.	Xoserve requested information from participants however have only received partial responses with some participants citing confidentiality concerns as the information is deemed commercially sensitive. A call was held with one of the participants on 20 Feb 17 where an alternative approach to obtaining the same information was defined. Xoserve and the participant concerned are investigating the viability of this approach with a view to communicating it	Xoserve		28 Feb 17	TPG

		more broadly once viability is confirmed. Superseded by A245. CLOSED.				
<b>A230</b>	Confirm whether there is a need for an invoice run in April and the nature of such a run if it is required.	Fixes have been applied to invoicing. The final scheduled run in MTR will be in early March. Depending on the results of this it may be necessary to perform an additional run (for some participants) in April. This will be reviewed in March.	PwC		24 Mar 17	Xoserve Plan Mgmt Meeting
<b>A231</b>	A consolidated fallout report is required at the following points: entry to IDR2, entry to IDR3, entry to cutover and at go-live.	A consolidated fallout report is required at the following points: entry to IDR2, entry to IDR3, entry to cutover and at go-live. The fallout report needs to include information on data defects, functional defects, non-functional defects (where participant impacting) and cutover fallout (last report only). This report needs to be market-wide but also there needs to be participant specific versions that identify the number of MPRNS etc that each participant will see in each fallout category (at least for those impacting a significant number of MPRNs).	Xoserve		06 Mar 17 --> 17 Mar 17	RIAG
<b>A232</b>	Confirm whether there are other areas of their cutover where there is a volumetric concern (besides catch-up volumes). Where there are areas Xoserve are to obtain the required information from participants on their proposed approach in order to assess any impact.	Xoserve have noted that transition volumetric is based on standard behaviour as of the same period 2016. The likely load from the limited number of organisations cutting over early will be analysed as part of IDR2.	Xoserve		06 Mar 17 -->	RIAG



<p><b>A233</b></p>	<p>Xoserve and iGTs had agreed that iGTs would continue to send legacy file formats to Suppliers/Shippers across the NED period. The file in question is due to be sent by iGTs to Xoserve/Shippers on the 23 May 17 in a legacy format. This is after the majority of the Shippers will have cut over and so they may be unable to process the file. As a result of this, Xoserve are to confirm (to the best of their knowledge) that no other agreements (outside of those identified by R092) exist between themselves and participants the contents of which need to be shared more widely as they have impacts on either the cutover or go-live operations of other participants</p>	<p>This is currently being explored by Xoserve.</p>	<p>Xoserve</p>		<p>06 Mar 17</p>	
<p><b>A236</b></p>	<p>Hold a working group between iGTs, Xoserve and a subset of shippers to identify a resolution to R092 (iGTs continue to send legacy file formats to Suppliers/Shippers across the NED period).</p>	<p>The working group will be scheduled for the week of 13 Mar 17 as iGTs are busy with the mini DMG scheduled for 8 Mar 17. PROPOSE TO CLOSE agreed with TPG</p>	<p>PwC</p>		<p>03- Mar-17 -&gt; 17- Mar-17</p>	
<p><b>A237</b></p>	<p>Hold a special DMG meeting between shippers and iGTs to focus on identifying key iGT data inconsistency issues.</p>	<p>Meeting was held on 8 Mar 17. CLOSED</p>	<p>PwC</p>		<p>08 Mar 17</p>	<p>DMG</p>

<b>A238</b>	Create a template to capture post go live volume requirements and share with Market Participants by 7 Mar 17. Market Participant to complete template and return information to Xoserve by 21 Mar 17.	Superseded by A245. CLOSED	Xoserve Market Participants		21 Mar 17	PNDG
<b>A239</b>	Determine when the Post Go Live pillar will begin reporting in the PNDG pack.	Post Go Live plan and status slide presented by Xoserve (Darren Jackson) at RIAG on the 07 Mar 17 as an initial sharing of information. Recurring reporting start date to be determined.	Xoserve		14 Mar 17	PNDG
<b>A240</b>	Xoserve are to explore the possibility for CMS training by iGT's.		Xoserve		07 Mar 17 -> 24 Mar-17	PNDG

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#### **Item5: Report Baringa Programme Board Report**

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10. Matt Adams provided an update on Baringa's assurance presenting slides 32-34 noting:

- The Programme status remains Green/Amber.
- There are an increasing number of business change related risk entering the top 10 risks.
- Xoserve will need to confirm that the manual workarounds are sustainable taking into account the holistic impact on the business. This could drive a need to fix certain workarounds.
- In general Xoserve has agreed to the mitigation actions noted.

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#### **Item6: Hot Topics: Project Nexus Fallout report**

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11. Phil Russ presented a draft of the structure of the summary report, which is intended to be used as a single source of information on fallout for PNDG and PNSG.

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#### **Item7: AOB**

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12. Dave Addison (Xoserve) provided an update on AQ Review 17 and the associated UNC609a which has now been withdrawn.
13. Brett McGowan drew the meeting to a close, thanking attendees for their participation.

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