

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

Meeting Name:	Project Nexus Delivery Group
Meeting Date:	15/11/2016
Meeting Time:	10:00am - 11:30pm
Meeting Format/Location:	Ofgem, WebEx
Chaired by:	Jon Dixon (Ofgem) & Melisa Findlay (PwC)
Minutes recorded by:	PwC

1.3. Meeting Attendees

Company	Representatives	Company	Representatives
British Gas Trading Limited	Richard Jones Mike Bagnall	Opus Energy	Samantha Heaton
Brookfield Utilities UK	Jenny Rawlinson	PwC	Dominic Putt Martin Crozier Melisa Findlay Phil Russ Richard Shilton Rishi Dhamecha
Corona Energy	Alison Salisbury		
DONG Energy	Biju Varkey		
EDF Energy	Abigail Nduva		
ENGIE	Hamid Aghassi		
E.ON Energy	Carl Knight	SSE	Mark Carlin Kevin Coates
First Utility Limited	Hamish Mitchell	SGN	Sara Neal
Flow Energy Ltd	Jacqueline Henderson Kirsty Lowe Katy Binch	Spark Gas Shipping Ltd	Endre Merai
Gazprom	Jane Woart	The Renewable Energy Company Limited	Jodie Humphries
Northern Gas Networks	James Marrington	Utilita	Simon Bevis
Npower	Chris Harden	Utiligroup	Patricia Parker
Ofgem	Jon Dixon Nicola Garland Tricia Quinn	Wales & West Utilities	Richard Pomroy
TBC	David Jackson	Xoserve	Darren Jackson Sandra Simpson Matt Adams (Baringa)
		TBC	Graham Smillie

1.4. Meeting Agenda

1. Opening of PNDG meeting
2. Approval of PNDG minutes
3. Review of the Current PNDG Report
4. Hot Topic: RIAG update
5. Hot Topic: Market Trials Update

1.5. Meeting Minutes

Item1: Opening of PNDG meeting

1. Melisa Findlay (PwC) opened the meeting stating that this will follow the new format of a Lite pack and welcomes any feedback on the approach. Melisa reminded participants of the face to face PNDG meeting planned for 29 Nov 16 and the upcoming PNSG on 21 Nov 16. Jon Dixon (Ofgem) reiterates it's a shorter session, requesting feedback from Market Participants about how they feel it has gone.

Item2: Approval of PNDG minutes

2. No comments or questions were received on the 01 Nov 16 set of meeting minutes. Jon Dixon (Ofgem) stated that 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>

Item3: Review of the Current PNDG Report

PNDG Report covering the period 28 Oct 16 – 10 Nov 16

3. Melisa Findlay presented the programme status report (slide 3) noting the programme status report includes 4 RAG changes.
 - Solution Delivery Baringa RAG Status changed from Amber to Amber/Green.
 - Market Trials Market Participant RAG and overall Market Trials RAG has gone from Red/Amber to Amber.
 - Overall programme status has gone from Amber to Amber/Green.
4. Nicola Garland (Ofgem) presented the MT Exit – Indicative Decision (slide 4) advising this is an indicative decision by Ofgem that will be ratified at PNSG on 21 Nov 16. Ofgem, PwC and Xoserve continue to meet and discuss the final position on Market Trials testing and defects with specific Market Participants. Richard Shilton (PwC) will provide greater detail in the Hot Topic. Market Participants are encouraged to contact Nicola Garland or Jon Dixon with any questions or concerns on this.

Question from PNDG Attendee:	Response:
1. Could you please expand on the statement of 'Work on identifying additional areas that may require support from Xoserve are currently under discussion' within the Exceptions segment of the slide?	Ofgem, Xoserve and PwC continue to work through the small amount of testing that remains to finalise the MT Exit completion position and the required mitigation plans. This includes finalising the list of incomplete tests from Managed Market Trials, the Xoserve defect position and related mitigation plan. This will inform whether additional Xoserve support is required through the remainder of November and December. This is thought to be unlikely.
2. This slide notes GONG as 22 Dec 16 and that doesn't align with the Portal submission dates.	The GONG Assessment 1 milestone on the plan is set at 22 Dec 16 whereas the Portal submissions are scheduled ahead of this to inform the assessment. The Portal submission dates are 25 Nov 16 and 16 Dec 16.
3. When will the final position of Market Trials be determined?	A further update will be provided at PNSG on 21 Nov 16 to ratify the indicative decision taken by Ofgem. This aligns with the first of the three Contingency Checkpoints on the plan as well.

4. Is MTWG involved in the defect assessments underway?	The defects being raised are very specific to the limited testing that has taken place as part of Managed Market Trials. As a result the analysis has been completed by PwC, Ofgem and Xoserve, comparing defects to open test plans to understand the impact on functionality and then following up with individual Market Participants.
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5. Melisa Findlay and Sandra Simpson (Xoserve) presented the Solution Delivery Progress (Slide 5- 6) noting:

- Performance testing is complete. There are 2 outstanding activities, with one rolling into the scope of Gas Day Testing (which may lead to a slight delay on this milestone, shifting to 2 Dec 16) and the other activity prompting a new milestone to be added to the POAP. Xoserve is completing analysis to determine the best timing for this activity and the POAP change will come through PNDG.
- Contingency is not required on the Gas Day Testing milestone.
- CR Delivery is Amber/Green given the limited contingency. It is currently slightly ahead of plan.
- E2E UAT testing is complete with 6 retests required due to outstanding defects.

Question from PNDG Attendee:	Response:
5. With regards to Gas Day Testing, from a governance perspective, which group will be involved here and how is it going to work?	Transition Progress Group (TPG) is the group most closely aligned to these milestones and updates will be provided there as well as PNDG.
6. There has been a spike in 'Moderate' and 'Minor' UAT Defects. What is the reason for this and what are the most recent statistics for this as it is slightly out of date?	Sandra Simpson stated that she will update the statistics and circulate them to everyone.

5. Melisa Findlay and Richard Shilton (PwC) presented the slides on Market Trials (Slide 7 – 8).

- The conversation started by mentioning two big milestones. The first is the MT Execution Complete which has been completed and has a Blue RAG. The second is MT Final Defect Position which has a Red RAG but at this stage there is no need to invoke contingency. This is due to turn blue and complete there are credible management/mitigation plans in place for the remaining defects. There is a meeting taking place between Xoserve, Ofgem and PwC on 16 Nov 16 to work through the defects and their management plans.
Note: This meeting has taken place and the defect position will be discussed at the PNSG on 21 Nov 16.
- Preparation for MT Regression is underway and will feature in the Market Trials Lessons Learnt session on 23 Nov 16.
- Process maps developed regarding how to achieve and maintain MT Code Stability are being reviewed by the MTWG and a sub-group of the RIAG. There will be further discussion around this at the face to face PNDG on 29 Nov.
- Richard Shilton spoke to the Market Trials Status Report noting the slide is reflective of 10 Nov 16. More information on MT will be covered later on in the pack.

6. Melisa Findlay and Sandra Simpson presented the slides on Data (Slide 9 - 11) :

- More information from Xoserve was needed around dates for additional activity to be added in to D1.1 and D1.2. It is recognised that overall the US Bulk Load Testing and iGT Bulk Load Testing will be completed for 27 Feb 16 (in line with Pre IDR2 Inflight

Transaction Testing) but this activity will be segmented within the plan to show greater detail. It was agreed this POAP change will be presented at PNSG on 21 Nov 16.

- Pre IDR2 LPG Data Load Testing is on schedule to complete by 18 Nov 16
- A decision was presented to the PNDG to recommend to PNSG to invoke the contingency noted on the POAP for milestone D1.4 – Pre IDR2 Delta Load Testing Complete. It was noted that the likely use of this specific contingency into January 2017 had been anticipated in the original planning and would have no impact upon the go live date of 01 Jun 17. This decision was approved by PNDG.
- Validation is going well with 80% complete and 8 left to validate. There are a handful of new defects to work through ahead of Bulk Load 2. TC3 is demonstrating higher success rates.

Question from PNDG Attendee:	Response:
7. What is the impact on IDR3 if contingency is invoked on D1.4?	There is no impact on IDR 2 or IDR3.
8. Is there an impact on Xoserve resources if contingency is invoked on D1.4?	There is no impact as Xoserve have always anticipated using the January contingency and planned accordingly.
9. How will Code Stability be achieved? What is the impact on regression testing?	Work is currently underway to establish not only the definition of code stability but the process to achieve it and maintain it. Further information will be provided in the Market Trials Lesson Learnt session as well as future PNDGs. It is anticipated that the limited number of post-MT defect fixes will be tested in the early period of Regression Testing will include defect fixes but this will be on a specified amount of scope that is being identified currently.
10. Will industry have oversight of the data defect prioritisation?	Yes, this will take place at DMG.
11. With regards to IDR1 and Lessons Learnt, data fallout has not been covered in DMG or TPG in detail. Thinking forward, the delivery of this information will need to be more timely given the impact on Market Participants. How do we make sure that the industry has sighted this?	DMG is seen as the relevant group for these discussions. Xoserve are developing a RACI framework on data ahead of IDR2.

8. Melisa Findlay and Philip Russ (PwC) presented the slides on Transition Progress (Slides 12 - 13).
- T1.1 is tracking late as further feedback is gathered and incorporated. The IDRo Approach and Plan will come to PNDG on 29 Nov 16 for noting.
 - Last week, Xoserve conducted a lessons learnt session on IDR1. There were 8 core lessons identified and each lesson has resolutions planned ahead of IDR2.
 - Work is underway to identify how contingency planning and hypercare can work together.
 - Low Level Transition Design will be published on 18 Nov 16 for discussion at the TPG on 22 Nov 16.
 - Nicola Garland stated that the [UNC modification document](#) has been circulated for consultation. If market participants would like to discuss the modification further in the context of Project Nexus please contact Nicola Garland, however normal consultation processes through the Joint Office apply.
9. Melisa Findlay presented the slides on GONG (Slides 15 - 16).
- The GONG supporting evidence outlined in the questionnaire are proposed examples. Market Participants can provide an alternative document as an appropriate equivalent.
 - WebEx sessions are scheduled for 17 and 18 Nov 16 to talk through the process of Portal submissions.
 - Portal submissions are scheduled for 25 Nov 16 and 16 Dec 16.
10. Nicola Garland presented the Summary of Risks and Issues (slide 10) and noted the Action Log (slide 17 – 19) was taken as read.
- I019 – request for feedback if a change is needed to align this issue to Regression
 - R063 – This risk rating will be reviewed noting that this issue is likely to be closed shortly given the indicative decision with respect to Market Trials.
 - R070 – This risk will be closed. Coming out of the Market Trials Lessons Learnt session another risk may be raised specific to Regression.

Question from PNDG Attendee:	Response:
12. It feels like there is more work to be done on R059 to explore the size and scale.	UAT figures have been provided by Xoserve to MTWG on this matter. An update will be made to R059 to reflect this concern and include the associated actions at MTWG.
13. IDL files have not been tested at full volume and while this has been raised as a concern in Market Trials and other forums no party has been identified to be accountable to address this risk/issue.	Ofgem will work with SSE and Brookfields Utilities to develop a risk/issue within the RAID log to address this concern and identify appropriate and mitigating actions.

11. Matt Adams (Baringa) provided an update on Baringa's (slide 24) reporting;
- Baringa assessment of overall programme status has improved from Amber to Green/Amber, reflecting a reduction in overall risk exposure, improving situation on resources and progress on change requests, performance testing and residual UAT defects.
 - Data is still Amber while some low level elements of delivery are outstanding. Auto-validation functionality is yet to be deployed, but running to revised plan. Inability to deploy ahead of bulk load may limit its impact and result in some further actions. iGT data load time still outside of 2 day SLA, raising potential for an extended iGT UNC NED period being necessary – if only as a contingency.

Question from PNDG Attendee:	Response:
14. What does bulk load mean on the offline fixes?	Through delays of delivery there may be issues with identification of a small number of defects. Potentially assess pre go live. You may find a significant defect at that stage where we would need to reconsider what to do next. However, risk is considered to be low, due to all the validation etc. more likely defects will have to be fixed via manual workaround methods. Final view should be availability when auto-validation, which is due to be deployed mid-Dec, has run its course.
15. How concerned should PNDG members be regarding the risk regarding 'Resource assignment & levelling'?	Matt Adams noted the rating on this risk has improved over the last week since the report has been developed and continues to be monitored.

Item5: Hot Topics: RIAG Update

12. A detailed update on RIAG was deferred to the PNDG on 29 Nov 16.

Item5: Hot Topics: Market Trials Update

13. Richard Shilton provided an update on the latest view of Market Trials (slides 24 to 29), outing:

- New defects were raised in the final week of testing
- Xoserve, Ofgem and PwC are meeting on 16 Nov 16 to analyse the final defects list and the management plans for these remaining defects.
- A small amount of testing has been deferred to Pre GONG or MT Regression.
- Good coverage of C1 and C2 mandatory scenarios has been demonstrated.
- Next steps have been identified including finalising the MT exit completion position and required mitigation plans, completing MT PwC assurance activity, completing residual testing and work arounds as agreed, conduct a lessons learnt workshop and continue to assess the completion/progress through GONG Assessment 1 as well as the Code Stability and MT Regression Entry milestones.

1.6. Decision Log

Decision #	Pillar/ Milestone	Decision	Decision Owner	Status	Target Date
D008	Data: D1.4 Pre IDR2 Delta Load Testing complete	To recommend the PNSG move milestone D1.4 (Pre IDR2 Delta Load Testing Complete) to 23 Jan to reflect the use of the contingency period that was built into Xoserve's plan.	PNSG	Open	21/11/2016
Details:	<ul style="list-style-type: none"> • PNDG Recommendation: The PNDG on 15 Nov 16 have recommended contingency be invoked and the milestone date be moved to 27 Jan 17. 				

1.7. Actions arising from 15 Nov 16 meeting

Action #	Action	Action Owner	Status	Date Raised	Due Date
A174	Provide an update to Open Xoserve UAT Defect Status figures (chart on Solution Delivery slide of the PNDG) with a brief explanation of the increase seen in mid-October and November.	Xoserve	Open	15 Nov 16	18 Nov 16
A175	Provide detail on the new Delta Data approach being used by Xoserve in the Face to Face PNDG, outlining how this is expected to identify and fix defects earlier.	Xoserve	Open	15 Nov 16	24 Nov 16
A176	Provide a date when Market Participants will know the final set of defects after the auto-validation run.	Xoserve	Open	15 Nov 16	24 Nov 16

1.8. Actions arising from previous meetings

14. Updates will be conducted outside of the meeting given the Lite format.

Item5: AOB

15. Melisa Findlay drew the meeting to a close, thanking participants for their participation.
REMINDER: The next PNDG will be face to face in Solihull, with an agenda to be issued for the 3 hour duration running from 10:00 to 13:00.
16. Jon Dixon formally closed the meeting.

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