

Project Nexus Delivery Group Minutes (Lite)

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:	28/02/2017
Meeting Time:	10:00 – 12:00
Meeting Format/Location:	Ofgem, WebEx
Chaired by:	Nicola Garland (Ofgem), Brett McGowan (PwC) & Melisa Findlay (PwC)
Minutes recorded by:	PwC

1.3. Meeting Attendees

Company	Representatives	Company	Representatives
British Gas Trading Ltd	Mike Bagnall	Opus Energy	Samantha Heaton
Brookfield Utilities UK	Jenny Rawlinson	PwC	Colin Bezant Melisa Findlay Richard Shilton Martin Crozier Brett McGowan Phil Russ Rishi Dhamecha Alison Cross Susan Mathew Angus Morgan
Corona Energy	Alison Salisbury		
Dataserve	Graham Smillie		
DONG Energy	Biju Varkey		
EDF Energy	Abigail Nduva		
ES Pipelines	Katy Binch		
EON	Carl Knight		
First Utility Limited	Chris Tucker		
Flow Energy	Kirsty Lowe Pradeep Chaubey	SGN	Sara Neal
Gazprom	Alison Neild	Spark Energy	Endre Merai
Northern Gas Networks	James Marrington	The Renewable Energy Company	Jodie Humphries
Npower	Chris Harden	Utiligroup	Moazzam Raza Patricia Parker
Ofgem	Nicola Garland James Soundraraju Jon Dixon	Xoserve (Baringa)	Steve Nunnington Edmund Beattie

1.4. Meeting Agenda

1. Opening of PNDG meeting
2. Approval of PNDG minutes
3. Review of the Current PNDG Report
4. RIAG update
5. Hot Topic: iGT Portfolio Reports
6. Baringa Programme Board Report
7. AOB

1.5. Meeting Minutes

Item1: Opening of PNDG meeting

1. Brett McGowan (PwC) opened the meeting with Nicola Garland (Ofgem) providing opening remarks and a summary of PNSF key messages, noting:
 - Key messages from the PNSF held on 17 Feb 17 are that the project continues to track towards a 01 Jun 17 Go Live;
 - For Ofgem, the key decision points in this programme are exiting market trials, entry into IDR2 and IDR3 and the final GONG decision; this has been reflected in the Go Live Governance Plan;
 - GONG Assessment Two remains a point at which there remains time in the plan to resolve outstanding issues for Go Live, and market participants and Xoserve should ensure that they are bringing issues which could impact Go Live promptly and in the spirit of openness and transparency.

Item2: Approval of PNDG minutes

2. No comments or questions were received on the 14 Feb 17 set of meeting 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>

Item3: Review of the Current PNDG Report

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

3. Brett McGowan provided an overview of the Programme Status Report (slide 3) noting:
 - Although progress has been seen across the Programme it has not been of a sufficient level to change the rating from Amber. There are also a number of actions which need to be closed out such as In Flights and data preparation.
 - Solution Delivery remains open due to the requirement for industry to provide post Go Live volumes to enable Xoserve to undertake analysis against the current performance volume of 32M. Xoserve are trialling a solution to resolve this matter, and allow this workstream to be closed and a Post-Go Live workstream opened.
 - MT Regression shows an improvement returning to Amber / Green although Market Participants completion of test plans continues to track behind their anticipated completion dates.
 - Data remains Amber reflecting the risk around In Flights and inconsistencies between Shippers, iGT and Xoserve data.
 - Transition remains Amber due to the dependency on In Flights but has demonstrated good progress with the completion of key transition documentation.
 - GONG also continues to be Amber / Green which is driven by the maturity level of Market Participants transition planning.

4. Steve Nunnington (Xoserve) presented the Solution Delivery Status Report (slide 4), noting;
 - Xoserve await delivery of post Go Live volumes but have received push back from Market Participants due to commercial sensitivity. A solution is being worked through which if successful will be rolled out across the industry.
 - It was agreed that the template for this solution will be finalised by the end of the week (03 Mar 17) and sent out to the relevant Market Participants, who will then have two weeks to respond.

5. Melisa Findlay (PwC) presented the Market Trials POAP supported by Richard Shilton (PwC) presenting the wider workstream (slides 6-8) noting;
 - Market Trials Regression continues to track behind schedule with Market Participants not achieving their anticipated rate of test completion. Richard Shilton noted that while testing is tracking behind, there is still the ability for the bulk of the testing to complete within the current Market Trial Regression phase.
 - Market Participants were reminded that Market Trials are by their definition about the 'market', and industry should be mindful that contingency is not a foregone conclusion. Where the rate of testing across the industry is deemed sufficient it may result in Market Participants not completing their test plans beyond the 24 Mar 17.

Question from PNDG Attendee:	Response:
1. Is the Xoserve standard regression test pack complete?	This document is being reviewed internally within Xoserve. A one week extension to the milestone has been requested.

6. Melisa Findlay presented the Data POAP supported by Colin Bezant (PwC) presenting the wider workstream (slides 10 -15) noting;
 - 3 Milestones (D1.1, D1.2 and D1.5) are due to be realised prior to IDR2 and are ragged as Amber / Green having slipped 2 weeks to allow more testing. Xoserve has confirmed this will not impact IDR2 starting.
 - Bulk data load for GTs (Data and SAP) is complete and the external assurance process undertaken by PwC did not identify any areas of concern.
 - The first GT delta load has undergone auto-validation successfully which provides a high degree of confidence that the data migration process will work in ID2, IDR3 and cutover.
 - One of the areas of concern is with respect to the inconsistencies between the iGT data and the data that is provided to Shippers by Xoserve. A lot of this may be down to timing of the reconciliation reports failing to capture the latest data cleanse by iGTs, but there could also be other issues. An additional mini-DMG working group will be held for Shippers, iGTs and Xoserve to work through specific data issues.

Question from PNDG Attendee:	Response:
2. Will running an additional test cycle on US, iGT and In Flights impact the start of IDR2?	No, the need date for these aspects is post the commencement of IDR2 and there is scope available to allow the finalisation of medium and high priority In Flight testing for IDR2. In addition, while IDRs are final production for some portions, it is not the case for these three and that enable further testing.
3. Is the status of the Data workstream declining?	<p>This is an area that is being monitored as while there are good plans in place, the results have yet to be seen. Not as much progress has been made in addressing iGT data inconsistencies as had been hoped.</p> <p>There has been good progress on MPRN reconciliation but there are still some issues, which may be due to timing but they need to be identified now.</p>

4. Can iGTs be provided with specific examples of the data issues prior to the DMG?	Agreed and this will be provided with guidance around meeting pre-requisites.
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7. Melisa Findlay presented the Transition POAP supported by Philip Russ (PwC) presenting the wider workstream (slides 16 -17) noting;
- The Amber rating reflects the dependency on In Flights and IDR2, due to commence 07 Mar 17.
 - With the commencement of IDR2 all external communications will be managed via the TPG. This will comprise of daily calls and a weekly wrap up call.
 - There are potential concerns around Catch-up Batch and additional volumes which may impact the schedule, Xoserve currently analysing the cutover dates of industry.
 - Market Participant information has been used as a baseline. Ofgem noted that any change to the declared cutover dates which are inconsistent with Xoserve’s cutover plan will require a formal change request approved by PNSG.
 - The industry transition catch up batch and solution have now been baselined in the industry transition plan.
 - A contingency playbook will be issued to TPG by the end of March.
 - Xoserve will bring their approach to post go-live support to the next TPG meeting.
8. Melisa Findlay presented the GONG POAP supported by Martin Crozier (PwC) presenting the wider workstream (slides 15 -19) noting;
- Portal submissions were received after the circulation of the PNDG pack, and it is important to note that the GONG RAG status will be kept under review to reflect the content of the portal submissions.
 - 30 G2 portal responses have been received, there are a few that are expected to be late and a few more that have not responded – these will be escalated.
 - In summary, the initial analysis of the GONG responses has not identified any unforeseen issues. There is still concern about In Flights, post go-live support and governance, and how the remaining P3 defects will be resolved.
 - The work completed since G1 has been positive.
 - The next step is to fully analyse the portal submissions and address any remaining actions and questions.
 - Progress will be monitored on activity plans for G3 and site visits will continue.

Question from PNDG Attendee:	Response:
5. Will any further training for iGTs be provided by Xoserve on the CMS system?	Xoserve do not have the resources to provided face to face training but WebEx training could be an option. This will be further discussed between Xoserve and the iGTs.
6. Will iGTs have access to the CMS system?	Steve Nunnington (Xoserve) will check whether this will be able to be accommodated for the training session.

Item4: RIAG Update

9. Nicola Garland (Ofgem), supported by Melisa Findlay, provided an update on Risks, Issues and Actions (Slides 20 - 21) by drawing participants’ attention to the following;
- Regarding R076, it was advised that Dermot Nolan (Ofgem) said at PNSF that Ofgem will not be exiting the programme on 1 Jun 17. There will be a staged exit after go-live.
 - Regarding R078 it was made clear that any future changes to cut over dates will be subject to an extensive change management process with Ofgem.

Item5: Decisions

Decision #	Pillar/ Milestone	Decision	Decision Owner	Status	Target Date
D022	Data	<p>PNDG 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 due for IDR3. This is in addition to the In Flights transaction testing requirements due to 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	Pending PNSG Decision	02 Mar 17
Status:		Endorsed at PNDG and escalated to PNSG to be held 02 Mar 17.			

1.6. Actions arising from this meeting

Action #	Action	Action Owner	Status	Date Raised	Due Date
A238	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.	Xoserve and Market Participants	Open	28 Feb 17	21 Mar 17
A239	Determine when the Post Go Live pillar will begin reporting in the PNDG pack.	Xoserve	Open	28 Feb 17	14 Mar 17
A240	Determine if/when the iGTs will be granted access to the CMS system.	Xoserve	Open	28 Feb 17	7 Mar 17
A241	Determine when iGTs will receive the Reference report ahead of cut over.	Xoserve	Open	28 Feb 17	7 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
A146	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 continue to work with iGTs regarding the area of iGT portfolio management. There have been issues testing the end to end process within Market Trials Regression, particularly with the IDL. The MTR team have made proposals to the iGTS to get the process back on track. Xoserve are also exploring how the Go Live solution can be improved to give the iGTs confidence that the process will work. Further meetings will take place to expedite this. We are looking to resolve this within the next 2 weeks.	Xoserve		09 Jan 17 → 10 Feb 17 → 09 Mar 17	PNDG
A189	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. A mini DMG has been planned for 8 Mar 17.	Xoserve		28 Feb 17 → 08 Mar 17	DMG
A190	When preparing iGT data for testing in Market Trials regression participants should ensure that this data reflects the data that they plan	This was discussed at MTWG. CLOSED.	PwC		28 Feb 17	DMG

	to hold in production					
A199	Ofgem are to write a letter to Market Participants regarding their anticipated behaviour during the transitional phase and how this impacts their volumes of transactions over the cutover period. Xoserve to then utilise industry cutover dates to assess impact to catch-up processing time frames.	Analysis underway by Xoserve on impact of the cutover dates and volumes. This will be tested through the development of the Catch Up batch paper. Propose to move the date to 14 Mar 17.	Xoserve/ Ofgem		13 Feb 17 → 14 Mar 17	RIAG
A215	Consider whether to request a specific piece of assurance from Baringa on Xoserve's data management process. This follows on from the inadvertent release of data to the wrong participants during market trials.	This will be included in the GONG assurance work that Baringa undertake over Xoserve. CLOSED.	Ofgem		03 Feb 17	PNSG
A216	TPG to confirm with Xoserve and PwC around the anticipated flow rate post go-live.	RIAG discussed the need to confirm volumes post day 1 and agreed that SP, Xoserve and PwC would agree the required information and mechanism for obtaining it. Xoserve to lead on this. A call has been scheduled for 20 Feb 17 to discuss. This is picked up in Action 229. CLOSED.	TPG		20 Feb 17	PNDG

A220	Consider bringing the TPG communications strategy to the next full PNSG and PNDG.	The Go Live Governance plan which describes the key communications that will take place during IDR2, IDR3 and cutover will be presented to the PNSG on 02 Mar 17. CLOSED.	Ofgem/TPG		20 Feb 17	PNSG/PNDG
A221	Provide PNSG with a walkthrough of the decision making process and plans to test during IDR 2 and 3.	This is planned for 02 Mar 17.	PwC		20 Feb 17 → 02 Mar 17	PNSG
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)"?	There are 30 remaining open defects, which are being fixed in readiness for IDR2 where IGT load is practised. A full iGT portfolio validation has taken place for iGT TC6 and these results are resolution paths. Further Auto Validation is also planned on iGT MPRNs.	Xoserve		09 Feb 17 → 06 Mar 17	PNDG
A228	Create an overall industry transition Plan which includes all organisations, key events, timings, hypercare arrangements and communications.	A draft industry 23 day plan has been produced and circulated to the TPG. This plan draws together information from other transition deliverables in to one place to show what is expected of participants during the transition. The existence of this plan promotes a common interpretation of the underlying transition documents. In addition, during transition there will be daily updates provided by Xoserve against progress using the dashboard that is currently under development and which will be tested during IDR2 and IDR3. There will also be weekly	Xoserve		06 Mar 17	TPG

		TPG updates. The PMO is also considering introducing some form of participant reporting against the industry 23 day plan. CLOSED.			
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 more broadly once viability is confirmed.	Xoserve		28 Feb 17 TPG

Item5: Hot Topics: iGT Portfolio Report

10. Steve Nunnington (Xoserve) provided a summary of iGT portfolio reports (Slides 26 - 31). These have been issued with the minutes.

Item6: Baringa Programme Board Report

11. Ed Beattie (Baringa) provided an update on Baringa’s assurance presenting slides 34-37 noting;
- The progress made on resourcing issues.
 - IDR2 preparations have concluded.
 - Critical issues that have arisen out of auto-validation are being prioritised.

Item7: AOB

12. Nicola Garland drew the meeting to a close, thanking attendees for their participation.

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, and subsequently 1 November 2016, Spec 8) as part of PwC's call-offs under the framework agreement dated 11 April 2016 and extended on 2 December 2016. PwC accept no liability (including for negligence) to anyone else in connection with our work or this document.