

PNSG Meeting Minutes

1.1. Purpose

The purpose of this document is to capture details of the Project Nexus Steering Group meeting in order to facilitate wider sharing of information as well as confirmation and follow up of actions.

1.2. Meeting Details

Meeting Name:	Project Nexus Steering Group
Meeting Date:	19 May 17
Meeting Time:	10:00 – 10:30
Meeting Format/Location:	WebEx
Chaired by:	Rob Salter-Church
Minutes recorded by:	PwC

1.3. Meeting Attendees

Group	Company	Representatives	Company	Representatives
6 Largest Suppliers	Scottish Power	Angela Love	Ofgem	Rob Salter-Church James Soundraraju Nicola Garland Matthew Craddock Tricia Quinn
	NPower	Chris Harden		
Challenger	First Utility	Jeremey Guard	PwC	Gill Williams Steve Mullins Richard Shilton Melisa Findlay Alison Cross Martin Crozier Andrew Sinclair
	Utilita	Alison Russell		
GT	SGN	Steve Simmons		
I&C	DONG Energy	Lorna Lewin		
	ICoSS Group	Gareth Evans		
iGT	Brookfield Utility	Mike Harding	Xoserve	Paul Toolan Lee Foster Steve Nunnington Sandra Simpson
			Baringa	Matthew Adams James Beverley

1.4. Meeting Agenda

1. Opening Remarks
2. Ongoing actions update
3. Confirmation of Go Live Decision
4. Upcoming PNSG meetings
5. AOB

1.5. Decision Log

Decision #	Pillar/ Milestone	Decision	Decision Owner	Status	Target Date
D029	Project Nexus Implementation Date	Go Live Decision for Project Nexus on 1 June 17.	PNSG	Confirmed on 19 May 17	Not applicable
Details:	APPROVED - The PNSG confirmed the Go Live for Project Nexus should remain as 01 Jun 17 based on the achievement of the success criteria as outlined on slide 6 of the PNSG Confirmation of Go Live Decision report (issued on 19 May), and in greater detail in the Go Live Decision report (issued on 15 May 17).				

1.6. Meeting Minutes

Item 1: Opening remarks

1. Rob Salter-Church (Ofgem) welcomed attendees and informed them that the purpose of today's meeting is to confirm the Go Live decision following an update in the ongoing actions which had a due date of today (19 May 17).

Item 2: Ongoing action updates

2. Rob Salter-Church, supported by Nicola Garland (Ofgem), Sandra Simpson (Xoserve), Paul Toolan (Xoserve) and Lee Foster (Xoserve) provided an update on all the actions that were due for completion by 19 May 17 (slides 3 – 5). All actions have been completed or are due for completion in the afternoon of 19 May 17. Further supporting detail on the actions will be issued after the meeting. Specifically action 1, the one action required prior to confirmation of the go live date, was complete.

Question	Response
1. What were the three further actions that the IRG identified in response to the ORD file name issue?	<p>The three actions are:</p> <ul style="list-style-type: none"> • Xoserve to issue a communication to the GTs clarifying that the old template can still be used but highlighting the consequences of doing so (i.e. missing the additional feature where RQ values will be rounded up) by 19 May 17. Complete • Xoserve to undertake a root cause analysis to understand how the ORD file change occurred and report to PNSG on 09 Jun 17. Pending • Xoserve to confirm that both File templates will be available indefinitely and if they were to consolidate into a single template, this would be through the approved change control process with sufficient time for GTs to test. Action to be completed by 01 Jun 17. Complete

2. Can the invite to the workshop on crisis scenarios be extended to the wider PNSG distribution group?	Yes Xoserve will extend the invite.
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Item 3: Confirmation of Go Live Decision

3. Rob Salter-Church invited the PNSG to confirm the decision taken on 17 May 17 to approve Go Live for Project Nexus for 01 Jun 17 based on the achievement of the success criteria as outlined on slide 6 of the PNSG Confirmation of Go Live Decision report (issued on 19 May), and in greater detail in the Go Live Decision report (issued on 15 May 17). The PNSG agreed unanimously.

Item 4: Upcoming PNSG meetings

4. Melisa Findlay (PwC) reminded attendees that there will be weekly cutover update calls on Thursday afternoons from 25 May 17 and the next face to face PNSG meeting will be on 09 Jun 17.

Item 5: AOB

5. Rob Salter-Church drew the meeting to a close by thanking attendees for their participation for today's meeting also their contributions to the project to date.

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