

Project Nexus Steering Group Minutes

Monday 16 November 2015

via teleconference

Attendees

Andy Sinclair	(AS)	PwC
Angelita Bradney	(AB)	Ofgem
Chris Warner	(CW)	National Grid Distribution
Gareth Evans	(GE)	Waters Wye Associates
Gill Williams	(GW)	PwC
James Beverley	(JB)	Baringa
Jeremy Guard	(JG)	First Utility
Jon Dixon	(JD)	Ofgem
Les Jenkins (Chair)	(LJ)	Joint Office
Mike Berrisford (Secretary)	(MB)	Joint Office
Mike Harding	(MH)	Brookfield Utilities
Phil Lucas	(PL)	National Grid NTS
Sandra Simpson	(SS)	Xoserve
Sue Cropper	(SC)	British Gas (alternate for Alex Travell)

Copies of papers are available at: <http://www.gasgovernance.co.uk/NexusSG/161115>

Key Messages from this meeting:

MT L2 Progress		
Testing	<ul style="list-style-type: none"> Progress broadly as expected at this stage Looking to add analysis of parties taking part 	INFORMATION
Defects	<ul style="list-style-type: none"> Not seeing critical defects arising (P1 relates to a connectivity problem that arose on day 1, now resolved awaiting root cause analysis) Number of issues affecting parties ability to test, but not strictly defects 	INFORMATION
MT L3/L4 Data Readiness		
Xoserve UAT impact on MT L3/L4	<ul style="list-style-type: none"> New Risk (20) raised to recognise the potential for Xoserve UAT to be delayed, impacting on MT Draft Change Request has been produced for wider consideration; PNSG to consider at its meeting on 07 December 	INFORMATION
Risks and Issues		
PwC Portal	<ul style="list-style-type: none"> Registers are live on the PwC portal, including capability to raise/amend 	INFORMATION

1.0 Introduction and Note of Alternates

'Chatham House Rules' apply to general discussion.

LJ welcomed all to the meeting, explaining that a one minute silence would be observed at 11:00am UK time for those who have died, or been injured in the Paris bombing / shooting; quoracy was confirmed.

1.1. Note of Alternates

Sue Cropper on behalf of Alex Travell.

2.0 Review of Minutes (02 November 2015)

The minutes of the previous meeting were approved.

3.0 Market Trials (MT) Level 2 (L2) Progress Update

In providing an overview of the current position, SS explained that as part of the response to the 02 November connectivity problem leading to a P1 incident, an Xoserve Incident Management Team had conducted internal testing, supported by selected external testing, before reopening testing to the wider industry parties.

SS explained in more detail that the 'Total rejected files' for Shippers figure of 769 includes some 'negative' testing elements (i.e. related to where parties deliberately send erroneous files in order to thoroughly test the rejection mechanisms / protocols). When asked, SS indicated that she would endeavour to provide both a more detailed breakdown (rounded view) of the potential split between actual and deliberate testing errors and, in the meantime, a suitable footnote clarifying the position for immediate publication needs (*post-meeting note: the published version has the additional note*).

It was noted that the results criteria could be misleading depending on your viewpoint and that some larger parties retain reservations around this matter. Furthermore, it was suggested that a wider industry view from PwC might prove beneficial. SS indicated that she would look to provide some supporting information around how many organisations have been participating/successful during L2 testing at the next meeting.

In considering the 'L2 Defect position', SS invited feedback from PNSG members on the approach around the potential service desk to HPQC reporting figure differences – in short, where multiple parties report the same defect to the service desk, only one defect is actually recorded in HPQC. It was agreed that a clearer interpretation around what constitutes a 'defect' would be advantageous, potentially being calls raised, unique defects logged, open defects, closed defects.

When asked, SS summarised the four priority categories as being:

P1 – critical preventing testing continuation;

P2 – involving fundamental issue(s);

P3 – in need of resolution, but not necessarily immediately, and

P4 – cosmetic in nature.

SS concluded by advising that the key message is that there are no critical defects and that those identified are mostly medium level defects at this time.

A further update taking the feedback into account would be provided at the next meeting (07 December 2015).

4.0 Review Level 3/4 Market Trials (MT) data readiness (potential risk and/or Change Request)

In explaining that he believes that this relates to Xoserve's readiness for the L3/L4 Market Trials, AS advised that the matter had already been incorporated into the risk register (R20). SS also pointed out that she expects that L3/L4 UAT Reporting enhancements

would be worked into the Monthly Status Update pack once an offline discussion with JG had taken place.

5.0 DCC Contingency Request

LJ explained that this had been added to the agenda to provide focus on concerns relating to the proximity (to one another) of the DCC (SMART) and Project Nexus 'go live' dates.

It was noted that whilst this might be seen as a low level impact from an Xoserve perspective, some Shippers might believe that it may involve too many changes within a very short period of time.

During a brief discussion, it was noted that the DCC aims to deliver Release 1.2 (DCC Live) by 20 July 2016 and Release 1.3 by 26 September 2016.

Additionally, DECC considers it prudent to maintain a further 4 weeks contingency for both releases, meaning that service users should plan on the basis of Release 1.2 being available on 17 August 2016 and Release 1.3 on 28 October 2016. The initial R1.2 release of the DCC solution will provide the majority of functionality and R1.3 will provide the remaining functionality, including pre-payment services and some Network Operator functionality.

Some parties felt that the DCC 'go live' date is not a fixed date requirement in the same vein as the Project Nexus 'go live' date is and believe that there is benefit in assigning an action on all parties to consider. LJ stressed that this should not be seen as a proxy for the impact assessment being carried out by the DCC, and to focus only on the Nexus impacts for the purposes of this action.

Action 1104: All parties to consider whether or not the proposed DCC Releases present a significant risk to the Project Nexus 'go live' date and provide views in time for consideration at the next meeting.

6.0 Review Risks and Issues Register (any changes/new escalated)

Opening, AS advised that whilst both logs are now published and available on the PwC portal, and 13 users have already viewed them, no new risks or issues had been raised to date via that route.

A brief review of the new risks was undertaken, with the key points of discussion identified as follows:

R17 – organisations are planning to make their own partnering arrangements. AS explained that the partnering matrix is based on maximising the use of historic transactions between participants in the data cut, rather than the more limited dummy data set.

With justification, participants may deviate from this - but the participants impacted by the change should confirm that they are able to make alternate arrangements that support the completion of Level 4 market trials. To ensure visibility, participants should inform Xoserve and PwC of any changes to the partnering arrangements.;

R18 – concerns relate the short window of opportunity to include within data trials (L3/L4) and what should be done in the event that the data loads are missed.

Information relating to the level of potential impacts would hopefully be available circa January 2016 and more content around what data quality looks like would be provided within the pack in due course. This risk is seen by Xoserve has a high priority;

R19 – could be perceived as an 'inherent' risk;

R20 – relating to a potential contingency window squeeze with a draft Change Request (CR001) already raised for consideration in due course.

Further internal Xoserve assessment is needed before the draft CR001 can be formally raised, so please provide feedback – the aim is to consider a formal Change Request at the 07 December meeting.

R21 – examines day 1 issues, whilst mitigation aspects need further consideration. Potentially related to Performance Assurance Framework proposals.

When asked, no concerns were raised relating to the proposed new risk scores.

Approval was then sought for the closure of the following risks:

R03a and 03b – following a brief discussion confirming that the related milestones had been achieved, approval granted, and

R06 – to be expanded to include a reference to successor data risks, and thereafter approval granted.

A brief review of the new Issues was undertaken, with the ‘key’ points of discussion identified as follows:

I11 – seeking to close the technical impacts gap identified in R09 and R11.

No adverse comments provided in regards to the proposed score.

I12 – whilst involving a limited level of risk, highlighted for completeness.

No adverse comments provided in regards to the proposed score.

Examination of the existing issues was undertaken as follows:

I02 – remains a red issue score whilst noting that the Risk and Issue registers had now been published and that the December Nexus Status Update would include FAQ statistics, and

I03 – no major changes involved, but updated following provision of additional information by Xoserve.

It was noted that one party had previously proposed an issue relating to the log files and that this does not appear to have been captured anywhere – AS is aware of the matter and agreed to discuss with SC offline.

It was reiterated that all new identified Issues and Risks, and any suggested amendments, can be raised through the PwC portal. PwC will then assess and clarify and if found to be appropriate will add to the Register, escalating as necessary to PNSG.

7.0 Outstanding Actions

1003: PwC to develop a short Engagement Survey (3 questions, self certifying), for PNSG to consider, potentially for issue after the start of L2 MT.

Update: AS explained that work remains ongoing with a further update expected at the 07 December 2015 meeting. **Carried Forward**

1101: *Milestone M1.3 Industry/Xoserve UAT complete for MT Core* - SS and AS to raise a Change Request regarding proposed extension from 31 December 2015 to 31 January 2016.

Update: LJ explained that a draft Change Request (CR001) had been raised and would be considered formally on 07 December 2015. **Closed**

1102: *RAASP milestones* - SS and AS to provide a Change Request regarding proposed changes to milestone dates, including assessment of the impacts.

Update: AS explained that work around the testing elements remains ongoing with a further update expected at the 07 December 2015 meeting. **Carried Forward**

1103: Volumetrics - PwC to include a question on the PwC portal seeking further information and Shipper constituency representatives to draw attention to the need for information.

Update: AS explained that work remains ongoing and, responding to a question, confirmed that this was PwC's immediate priority. A further update is expected at the 07 December 2015 meeting. **Carried Forward**

8.0 Key Messages and Items for Publication

The Key Messages were discussed and agreed and will be circulated. The table including the information, circulated by email following this meeting, is provided at the head of these minutes (see page 1, above).

Publication of meeting papers was agreed.

9.0 Next Agenda and Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

Next Meeting

The next meeting will be held on Monday 07 December 2015 at the Energy Networks Association, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF, starting at 10:00.

At this meeting the expectation will be to:

- *Review minutes*
- *Receive a Programme Report (PwC)*
- *Consider Key Milestones – Change Request CR001: Completion of Xoserve Core UAT and L2 MT End (due 18 Dec) – what does SG need?*
- *Discuss Matters for Consideration – DCC Contingency Request and MTWG confirmation of completion of outstanding actions*
- *Review of Risks and Issues Register (by exception)*
- *Review action updates*

Attendance

It is assumed that all members will attend/participate unless the Chair is notified otherwise and any meeting papers for publication should be provided to the Joint Office as soon as possible and in advance of each meeting.

Members are reminded they must formally notify the Joint Office of any absence and the attendance of their Alternate.

Unless otherwise notified, Project Nexus Steering Group meetings will take place as follows:

2015/16

Time/Date	Venue	Workgroup Programme
10:00 - 12:00, Monday 07 December 2015	ENA, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	<ul style="list-style-type: none"> • <i>Review minutes</i> • <i>Receive a Programme Report (PwC)</i> • <i>Consider Key Milestones –</i>

		<p><i>Change Request CR001: Completion of Xoserve Core UAT and L2 MT End (due 18 Dec) – what does SG need?</i></p> <ul style="list-style-type: none"> • <i>Discuss Matters for Consideration – DCC Contingency Request and MTWG confirmation of completion of outstanding actions</i> • <i>Review of Risks and Issues Register (by exception)</i> • <i>Review action updates</i>
10:00 - 13:00, Friday 18 December 2015	Ofgem, 9 Millbank, London SW1P 3GE	<i>Formal checkpoint meeting</i>
10:00 - 11:00, Friday 08 January 2016	Teleconference	<i>To be confirmed</i>

Action Table (16 November 2015)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1003	12/10/15	6.2	PwC to develop a short Engagement Survey (3 questions, self certifying), for PNSG to consider, potentially for issue after the start of L2 MT.	PwC (GW)	<i>Update due 07 December meeting</i> Carried Forward
1101	02/11/15	2.0	<i>Milestone M1.3 Industry/Xoserve UAT complete for MT Core - SS and AS to raise a Change Request regarding proposed extension from 31 December 2015 to 31 January 2016.</i>	Xoserve (SS) and PwC (AS)	Update provided. Closed
1102	02/11/15	4.1	<i>RAASP milestones - SS and AS to provide a Change Request regarding proposed changes to milestone dates, including assessment of the impacts.</i>	Xoserve (SS) and PwC (AS)	<i>Update due 07 December meeting</i> Carried Forward
1103	02/11/15	4.4	<i>Volumetrics - PwC to include a question on the PwC portal seeking further information and Shipper constituency representatives to draw attention to the need for information.</i>	PwC and Shipper constituency representatives	<i>Update due 07 December meeting</i> Carried Forward
1104	16/11/15	5.0	<i>DCC Contingency Request - to consider whether or not the proposed DCC Releases present a significant risk to the Project Nexus 'go live' date and provide views in time for consideration at the next meeting.</i>	All	<i>Update due 07 December meeting</i> Pending