

UK Link Industry Engagement Forum - Consolidated Risk Log

ID	Risk	Mitigation	Supporting Information / Actions	Probability	Impact	Score	Status
UKLIEF_11	There is a risk that any changes to file formats as a result of the UKLC approval process (formal consultation and reps) may impact on the ability of the industry to deliver by Oct 2015 due to design re-work	<ul style="list-style-type: none"> • Early sight of draft file formats published 25th August (in advance of planned date of 30th September) • Formal file format consultation plan shared with the industry and discussed at UKLC • File Formats have been released as per the agreed plan; consultation process is scheduled to conclude on 13/11 	<ul style="list-style-type: none"> • Summary count of File Formats and degree of change published on 22nd July 2014 • Summary (with names) of File Formats and degree of change published on 11th August 2014 • File formats (in draft) published 25th August • Formal consultation plan published and agreed at UK Link Committee • UK Link Shipper Engagement Day held on 02/10, with the day focussed on File Formats • Xoserve are currently in the process of reviewing all Industry reps received from the Industry as part of the Phase 1 consultation process 	3	5	15	
UKLIEF_13	There is a risk that data cleanse activities will not be complete in the required timescales leading to an impact on test quality and efficiency as well as implementation feasibility and post implementation issues.	<ul style="list-style-type: none"> • Frequency of Data Cleanse Forum increased to monthly. Xoserve continues to bring detailed analysis in order to facilitate known cleanse issues. • Xoserve to progress Source to Target Mapping phase and as appropriate bring data cleanse items to the relevant forum. Industry awareness of sources of data cleanse activities. 	<ul style="list-style-type: none"> • Currently, there are two points within the Programme that may identify data cleanse items that need actioning; these are from Source to Target and Data Mapping. • It is anticipated that Industry will not meet the December 2014 for completing data cleanse activities. 	5	3	15	
UKLIEF_01	There is a risk that stakeholders do not make necessary changes to their systems/processes in time to undertake Market Trials, leading to them being unable to participate.	<ul style="list-style-type: none"> • Xoserve has presented early analysis on the implications of industry stakeholders not being ready • Xoserve to ensure dates are visible to the stakeholders as early as possible • Engagement plan to ensure awareness of requirements (Inc. 121 meetings with organisations) • Ensure relevant information is made available e.g. file formats • Xoserve are sharing "to be" processes in line with published schedule (running till December 2014) 	<ul style="list-style-type: none"> • ICROSS proposal sent to Ofgem concerning the need for an independent assessment of industry readiness • Market Trials dates have been shared at various forums since Jan 14. The dates are 1st June to 29th August 2015. • Architecture & Technology day has taken place; feedback from Industry was that they would appreciate early sight of file formats even if caveated with "subject to change". • Draft File Formats were made visible to Shippers from August. • File Format consultation commenced as per plan on 30/09. • A second Shipper event (UK Link Shipper Engagement Day) has taken place on 02/10. 	4	3	12	
UKLIEF_02	There is a risk that the time allowed for Market Trials is insufficient and considered too late within the Programme for shippers.	<ul style="list-style-type: none"> • Each stakeholder is required to undertake comprehensive system testing prior to Market Trials. • Xoserve will investigate options to bring elements of Market Trials forward to May 2015 as part of the plan review process following detailed design. 	<ul style="list-style-type: none"> • Xoserve are investigating the de-coupling of market connectivity testing and market trials and also removing the hard link between UAT and Market Trials • Xoserve are assessing the feasibility of performing a limited number of tests prior to the formal Market Trials Phase • Xoserve will consider mitigating actions, whilst developing the Market Trials approach 	3	3	9	

UKLIEF_03	There is a risk that some industry stakeholders do not have a good understanding of the UKLink Programme and Nexus requirements due to not attending industry meetings, leading to not being ready for UKL testing/implementation phases	<ul style="list-style-type: none"> Industry readiness matrix developed to monitor organisations readiness. Engagement programme in place to target organisations not always present at industry meetings. Engagement Newsletters issued quarterly to all organisations. Data Cleansing programme in place and monitored. Registration activities for Market Trials to take place. Increased communication on take up of classes for new settlement products. Shippers and GT's to raise issue and awareness at any other fora they may attend e.g. Gas Forum, ICOS, etc. Xoserve contact point is Stakeholder Business Partner. A second Shipper event (UK Link Shipper Engagement Day) is taking place on 02/10. 	<ul style="list-style-type: none"> During Xoserve/Shipper 121 engagement meetings, we are still encountering organisations that do not have an appreciation of the Nexus requirements or the UKLink Programme Changes. Xoserve are continuing to support these organisations. Xoserve held an Architecture & Technology Day on 05/06 which was extremely well attended from across the industry. The day outlined the Solution Architecture and technology being used for UKLink and an overview of the Programme Delivery Lifecycle. Xoserve are receiving an increased number of requests to meet on a 1-1 basis with Shippers. A Programme update was given by the Programme Director at the UK Link Shipper Engagement Day, held on 02/10. The UK Link Shipper Engagement Day was extremely well attended, with a number of Industry organisations in attendance. 	3	3	9	
UKLIEF_10	There is a risk that information shared at industry forums is not filtered back into the relevant contacts within industry organisations with potential for previously concluded industry discussion are re-raised.	<ul style="list-style-type: none"> Attendance at UKLIEF is open to any relevant individual from organisations. ToR clearly sets out the requirements of attendees Joint Office Website contains records of all PNUNC meetings held to date. 	<ul style="list-style-type: none"> Xoserve has discussed this risk in 1-2-1 shipper meetings. The UK Link Shipper Engagement Day was extremely well attended, with a number of Industry organisations in attendance. 	3	3	9	
UKLIEF_05	There is a risk that modifications required for transition are not progressed through industry governance in the timescales required for implementation leading to a delay in modifications being agreed and impacting implementation timelines.	<ul style="list-style-type: none"> Raise all transition topics at industry group and gain consensus before modifications are raised. Transition topics schedule published for discussion at industry group in advance to ensure stakeholders can field the appropriate resources from their business. Early engagement on transition topics via industry group (even when not fully defined) to give early sight of potential issues and encourage open discussions. Sharing of Process Walkthroughs included in plan in order to facilitate increased engagement and provide additional context around changes. 	<ul style="list-style-type: none"> Good initial progress made through PN UNC with schedule of transition topics published in advance. Dependency on Detailed Design to understand further level of detail on transition topics. MOD514 (DMV Regime) and MOD515 (USRV Mod) have been raised and are progressing through their respective workgroups. 2 further mods are progressing as per plan through the necessary governance. 	3	3	9	
UKLIEF_14	There is a risk that external organisations will not have the required minimum technical specifications in place to utilise the new UKL system (including portal), because they are operating on incompatible systems, leading to external organisations having limited or no access to UKL at go-live.	<ul style="list-style-type: none"> An initial view was provided to the Industry at the Architecture & Technology Day in June 2014. This will be followed up by an external communication, planned to be published in November 2014, which will brief the Industry on the minimum technical requirements for the UKL system. 	<ul style="list-style-type: none"> An external communication providing an overview of technical requirements for the new UKL system is planned to be published to the Industry in Q4 of 2014. 	3	3	9	
UKLIEF_06	There is a risk that information required by the industry (file formats / data flow / firewall port info) are available at an early enough stage of the lifecycle to allow changes to stakeholder systems to be completed in time for Market Trials and/or Implementation	<ul style="list-style-type: none"> Details of how the file formats group into broad categories (new, existing with change, decommissioned, no change) shared with the industry An approach for the release of file formats to the Industry prior to the formal consultation process was provided to UK Link Committee and UKLIEF at August's meetings & formal consultation schedule confirmed. Ensure stakeholders understand dates when information will be available Understand lead times for stakeholder organisations to ensure this is planned 	<ul style="list-style-type: none"> Xoserve will deliver the Market Trials Approach Q1 2015; confirmation of the firm date to be provided at the end of Detailed Design. 	2	4	8	
UKLIEF_07	There is a risk that stakeholders are unable to resource the changes required for UKLink Programme alongside other changes required in 2015 leading to processing issues post go live.	<ul style="list-style-type: none"> Ensure visibility of industry wide programme and dependencies 	<ul style="list-style-type: none"> Through 121 engagement some parties have raised concerns with resourcing of UKLink Programme alongside other changes. COB dashboard presented monthly which summarises the current portfolio of change and monitors dependencies File format information will help the organisations understand the scale of change impacting their organisation 	3	2	6	

UKLIEF_08	There is a risk that stakeholders choose not to participate in Market Connectivity testing and Market Trials leading to issues being encountered connecting to the new system post go live.	<ul style="list-style-type: none"> • Engagement plan to highlight Market Trials to stakeholders • Visibility of Market Trial dates • Understand issue of stakeholder organisations not being ready (May 15) 	<ul style="list-style-type: none"> • Testing Strategy presented on 12th May, giving outline information on the principles and dates for Market Trials. • Market test will be a factor examined by the shipper readiness analysis work • Market trials registration process will enable assessment of the level of participation 	3	2	6	
UKLIEF_09	There is a risk that other industry programmes are delayed or change in scope leading to conflicting timescales or a requirement to amend the baselined UKL design models which impacts on the implementation timescales.	<ul style="list-style-type: none"> • Monitor industry programmes and potential impacts to UKLink Programme • Identify dependency points between programmes • Ask industry participants to draw attention to conflicting timescales in industry discussions where Xoserve are not present 	<ul style="list-style-type: none"> • Xoserve analysing any impacts from proposed DCC go live change to 1st December 2014. 	2	3	6	
UKLIEF_04	There is a risk that industry modifications are raised which impact the baselined requirements and/or design models leading to an impact on the delivery (time/cost/quality) of the UKLink Programme	<ul style="list-style-type: none"> • Early engagement process in place for Xoserve to be involved prior to new modification being raised • Communicate key messages that requirements are baselined • Change Control process in place for the programme. • Make impacts visible (time/cost/quality) of potential changes to the programme at work stream meeting, Change Overview Board and UNC Mod Panel 	<ul style="list-style-type: none"> • New requirement analysis on hold to enable Xoserve resource to focus on delivery of baselined scope • Baselined list of modifications in place for the programme to track. • Changes to legacy systems will not necessarily be delivered for 1st October 2015 in the new systems. • Modification template now includes the section "Does this modification affect the Nexus delivery, if so, how?" 	2	2	4	