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## UK Link Programme Industry Engagement Forum

18<sup>th</sup> June 2014

# Agenda

- Introductions
- Actions log
- UK Link Programme Dashboard
- Risks, Dependencies, Assumptions review
- Plan review
- Transition Strategy Presentation
- Industry Readiness Analysis
- Modifications in / out of scope
- Next Meeting – 22<sup>nd</sup> July

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# UK Link Programme Dashboard Report *UKL Industry Engagement Forum: 18/06/2014*



## Executive summary

- UK Link Technology Day took place with excellent attendance from the industry
- Detailed Design will not complete until September 2014, focus remains on preserving file format delivery date
- Overall programme RAG status remains at amber

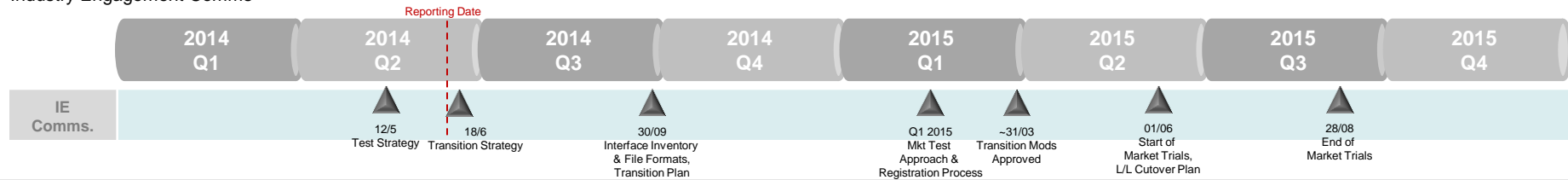
## Achievements in May

- UKLP Technology Day (5<sup>th</sup> June) successfully held with initial positive feedback received
- Test Strategy was presented to UKLIEF on 12<sup>th</sup> May as planned
- Technical Transition Strategy has been internally approved
- An end to end review of RICEFW's has been completed showing that we are currently in line with out of the box functionality
- Detailed analysis and design of iGT Migration Database is underway as planned

## Priorities for June

- Present the Transition (Business & Technical) Strategy to Industry at UKLIEF on 18<sup>th</sup> June
- Continue with the circa 240 functional specification workshops throughout the month
- Continue detailed analysis and design of iGT Migration Database with table layouts being developed by 9<sup>th</sup> of June to support data migration and testing streams
- Critical Path and Cross Workstream dependencies are being worked through as part of Detailed Design
- Commencement of Business Change activities, especially the initiation of the Change Impact Assessment process

## Industry Engagement Comms



## Programme Milestones

Key Milestone	High Level Design Complete	Detailed Design Complete	Xoserve UAT Complete	Industry Testing Start	Cutover & Implementation
Baseline Date	18/04/14	29/08/14	28/05/15	01/06/15	01/10/15
Current Planned Date	Complete 30/04/14	26/09/14	28/05/15	01/06/15	01/10/2015

Aggregated Programme RAG

## Risks

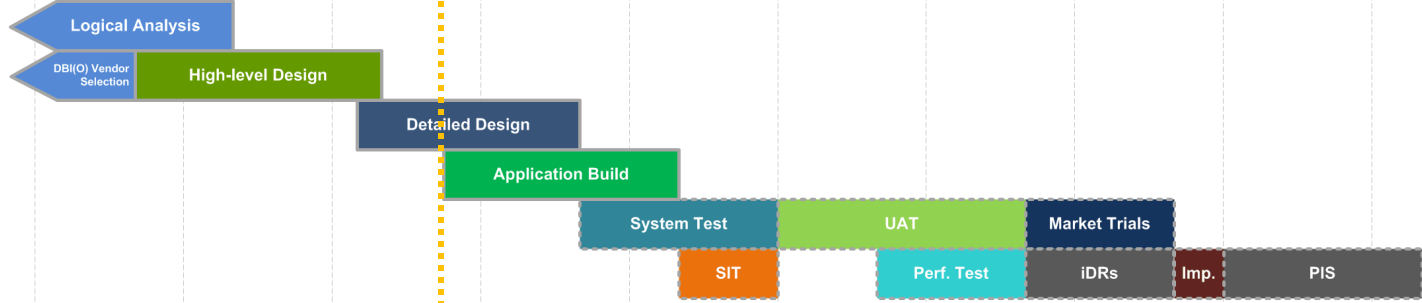
Risk Summary	Impact Date	Mitigation
<b>Industry readiness:</b> Risk that there is insufficient time for industry participants to develop their changes between file formats being available in Sep 14 and Market Trials in June 15.	30/09/14	Xoserve to consider feasibility of releasing draft file formats caveated with "subject to change"
<b>Scope:</b> Raising of new mods which impact the baselined requirements will impact Oct 2015 delivery.	On-going	UKLP baselined scope now communicated Change control process now in place to manage scope
<b>Market Testing:</b> Risk that Market Trials is insufficient in length and too late within the programme	Q4 2014	Xoserve to consider mitigating actions, i.e. dummy test files in advance, while preparing Market Trials Approach

## Key Dependencies

Dependency	Date Required	Impact if missed	Status
Market participant systems ready for market trials	01/06/15	Participants will be unable to take part in market trials testing which may result in issues with data flows and processes post implementation.	<span style="background-color: green; width: 10px; height: 10px;"></span>
Industry agreement of process change to adopt SAP 'Out of the Box'	May 14 → September 14	Delays in changes to industry stakeholder systems with follow on impacts on market test and implementation readiness	<span style="background-color: green; width: 10px; height: 10px;"></span>
Data required from iGTs to populate iGT data preparation database	01/12/14	If data is not prepared it may not load correctly and therefore the services may not work as efficiently as possible	<span style="background-color: green; width: 10px; height: 10px;"></span>

Stakeholder Engagement

UKL Application



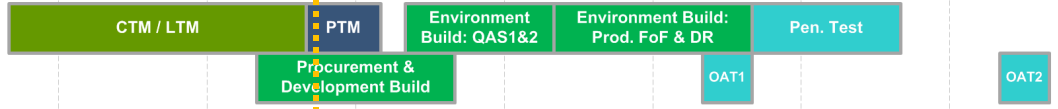
Gemini & CMS



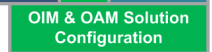
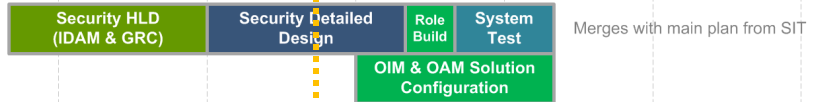
IP & DE



Infrastructure

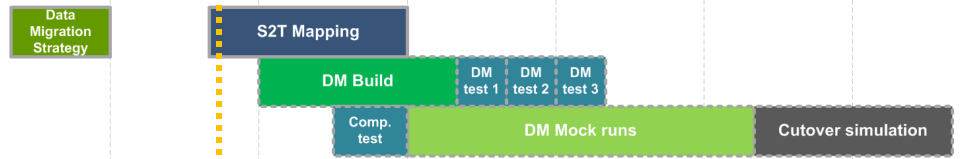


Security

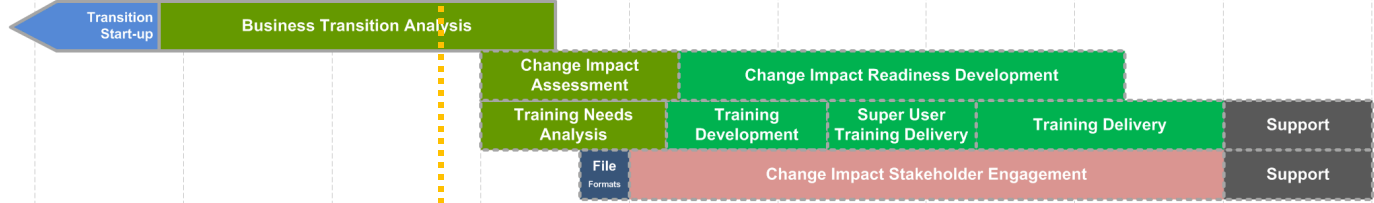


Data Profiling and Cleansing

Data



Business Change and Transition





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## **UK Link Programme Industry Engagement Forum**

### **Technical Transition Overview**

**18<sup>th</sup> June 2014**

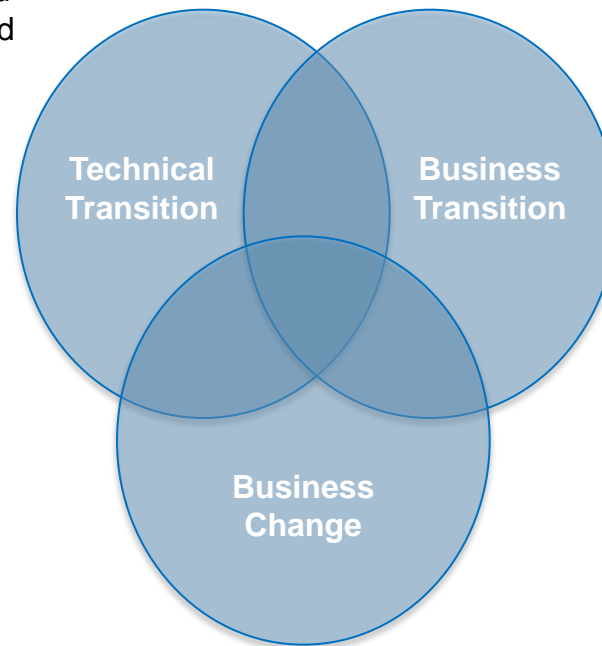
# Transition Definition

## Technical Transition

The transition of IT infrastructure and applications (e.g. implementation and cutover).

## Business Transition

Business Transition is to identify the differences between the As Is and the To Be processes, and agree technical solutions. Identify Business Cut Over requirements and highlight area for discussion with the industry.



## Business Change

Business readiness to operate on day 1 (e.g. training needs analysis, training content and delivery, business readiness criteria and checkpoints).

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# Scope & Key Activities

Technical Transition is responsible for the planning, managing and execution of the final implementation and Cutover from an 'As-Is' to a 'To-Be' state.

Technical Transition involves identifying and executing steps that are required specifically for enabling the Implementation/Cutover of all impacted systems (i.e. UK-Link, Gemini, CMS, DE and IP Reporting)

The key activities of Technical Transition are (please see Glossary in Appendix 1 for definitions):

- Workshops to define and produce the implementation/cutover plan
- Implementation/Cutover Planning
- Implementation Dress Rehearsals
- Implementation/Cutover Execution
- Decommissioning of 'Legacy' systems

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# Guiding Principles

- The implementation/cutover will be via a single release;
- Legacy systems/processes, where required, will be maintained to close out the September 2015 period, with no parallel running of old & new processes;
- Transitional arrangements that are not enduring will not be built within the SAP system;
- Transition solutions will look to minimise the impact to service delivery for all stakeholders;
- The Industry will be required to support the transition planning, before, during and post cutover (i.e. agreement of non effective days, system outage times etc.);
- Xoserve will communicate relevant information to the Industry as soon as the information becomes available;
- There will be a detailed and fully tested back out and business continuity plan in place;

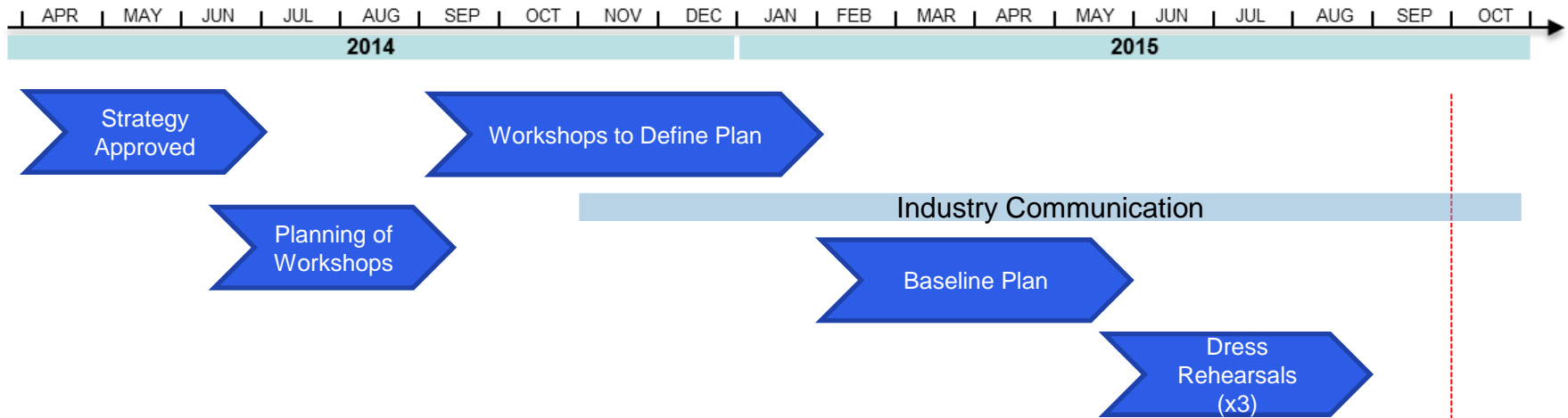
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# Technical Transition Timeline



Activity	Description
Strategy Approval	The internal approval of the Technical Transition Strategy for the UK Link Programme.
Planning of Workshops	A workshop plan to be devised which will inform the schedule, attendees and topics of workshops that will be used to define the Implementation & Cutover Plan.
Workshops to Define Plan	A sequence of workshops (internal) to support the building and baselining of the Implementation & Cutover Plan.
Dress Rehearsals	Three dress rehearsals are scheduled (June, July & Aug) to rehearse the Implementation & Cutover Plan.
Implementation	The completion of tasks to physically implement the new UK Link System.



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# Next Steps

- We'll keep in regular contact with the Industry through already established touch points, such as the UK Link Industry Engagement Forum;
- Part of Functional Specifications is to identify how the processes fit into SAP. This may highlight areas for further consideration and discussion;
- Please direct questions through your Stakeholder Business Partner if you have any further questions.

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# Questions



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## Glossary

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# Technical Transition Glossary

**Implementation:** A sequence of tasks that lead to the delivery of an amended or new system.

**Cutover:** The shut down of the old system and the switching on of the new system according to the agreed plan.

**Implementation Dress Rehearsal:** The practice, in a controlled environment, of the activities as per the baselined implementation/cutover plan to be completed as part of the single release implementation/cutover.

**Back out Plan:** A back out plan is an approach that specifies the processes required to restore a system to its original or earlier state, in the event of failed or aborted implementation.

**Legacy Processes:** Processes relating to the 'old' UK Link System.

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## Business Transition

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# Business Transition - Approach Recap

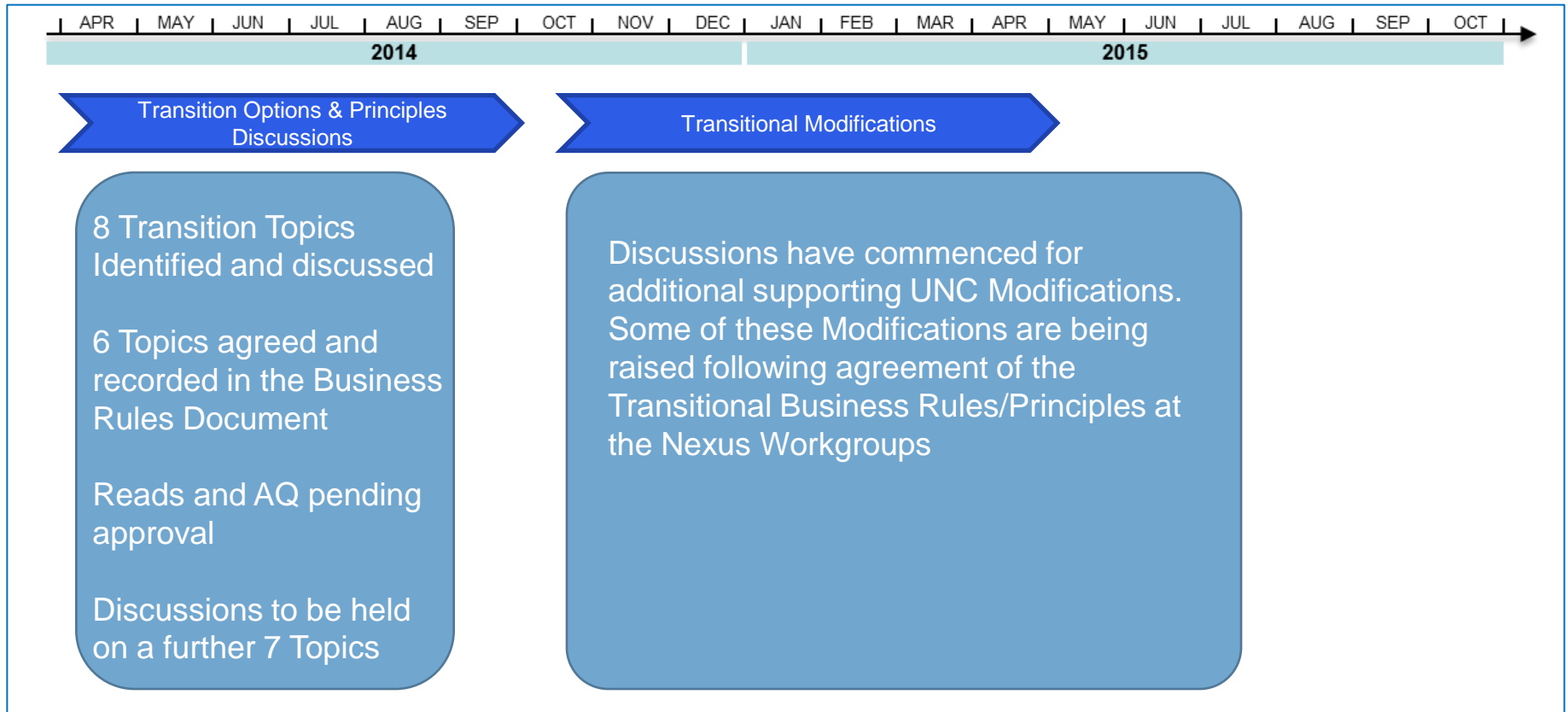
- Transition Topics can be identified either by Xoserve or the Industry
- Xoserve performs initial analysis and provides high level solution options (where possible) based on information available;
- Options are developed and refined through the Nexus Workgroup leading to agreement of the principles / business rules;
- Agreed options will be documented & published within the Transition Business Rules Document to aide development of Transition mod(s).

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# Business Transition – Where we are



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