Project Nexus Steering Group Minutes
Monday 26 October 2015
via teleconference

Attendees

Gareth Evans	(GE)	Waters Wye Associates
Jeremy Guard	(JG)	First Utility
Jon Dixon	(JD)	Ofgem
Les Jenkins (Chair)	(LJ)	Joint Office
Lorna Dupont (Secretary)	(LD)	Joint Office
Martin Crozier	(MC)	PwC
Matt Adams	(MA)	Baringa
Mike Harding	(MH)	Brookfield Utilities
Sandra Simpson	(SS)	Xoserve
Sean McGoldrick	(SMc)	National Grid NTS
Stuart Cook	(SC)	PwC

Copies of papers are available at: http://www.gasgovernance.co.uk/NexusSG/261015

Key Messages from this meeting:

MT L2 Readiness Assessment		

Readiness	• Steering Group confirmed progression into MT L2
	  o 83.5% market AQ expected to be ready by 02 November.
	  o Xoserve readiness largely green status, with mitigation in place for other matters
	• Milestones unanimously approved:
	  o Industry/Xoserve Testing Complete for MT L2
	  o Data Cut Taken
		INFORMATION

Response to PwC Assessment	• Identity of parties with either nil responses or 'red' status will be provided to Ofgem by 02 November	**INFORMATION AND ACTION**
Known Issues		
	• Two known issues (iGT August File Format Changes and ERR Code Change Reversal) agreed as minor impact • 'Negative Values' issue summary to be added to the reporting pack for completeness	**INFORMATION**

1.0   Introduction and Review of Minutes

'Chatham House Rules' apply to general discussion.

LJ welcomed all to the meeting; quoracy was confirmed.

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1.1   Note of Alternates

None advised.

1.2   Review of Minutes (12 October 2015)

The minutes of the previous meeting were approved.

2.0   Programme Report

The next full report will be made at the meeting on 02 November 2015.

Market Trials Level 2 Entry Assessment

SC gave a brief update on the position, confirming that the majority of parties had made good progress towards readiness. The principles previously set out had been met and PwC saw no reason why L2 MT cannot progress. The iGT August File Format Changes and ERR Code Change Reversal issues were of relative minor impact and did not present a reason to hold back on L2 MT.

SS advised that Xoserve would also provide a 'Negative Values' summary slide for inclusion in the pack.

Noting that eight organisations had not made a submission, LJ asked what more could be done to address this, and alleviate industry concerns that certain parties were not participating despite obligations to do so.

MC reported that two were iGTs and that verbal updates had been received. Six were Shipper organisations, and PwC was continuing its attempts to make contact with them. It was asked what should be done for parties seen either to be at risk or as presenting a risk; should they be offered 'intensive care' or should they be 'isolated' to avoid compromising the rest of the industry and the go live date? SS indicated there might be opportunities to do the same level of testing in L3 MT; some parties may actually participate in L2 MT even if they have not responded through the PwC portal.

To minimise adverse impacts on MTs and disruption to parties already in testing, it was suggested that Xoserve prioritise questions/issues/answers to 'green' parties first, followed by 'amber, and 'red'.

After further discussion, it was agreed that PwC continue its endeavours to contact the eight organisations and ascertain each individual position, and inform the non-responding parties that identities will be released to Ofgem for further action if necessary. If responses have not been received by the next meeting, then Ofgem will ask for names (those with nil responses and 'red' status) to be identified.

3.0   Matters for Consideration

3.1.   Consider Summary Position for iGT files and ERR files

A summary was provided in the PwC pack.

SS also provided a summary of readiness for L2 MT across a number of areas and gave a brief overview. It was noted a risk exists around meeting agreed support timescales due to support for both User Testing and Market Trials running in parallel. This would not prevent going into L2 MT. A watching brief is being maintained, and if it should materialise discussions will take place with industry.

SS advised that the L2 MT 'pipe clean exercise' would start tomorrow (27 October) for some parties, and that an update would be provided at the meeting on 02 November 2015.

3.2 Data Protection - continuing concerns

A Shipper constituent representative commented that a number of parties still had concerns relating to the Data Protection issues raised previously, despite PNSG confirming the validity of the approach through Legal Opinion and the agreed intention to proceed with the approach as planned. The perception appeared to remain that concerns were being ignored and parties' continuing apprehensions were strong enough to be adversely impacting industry discussions, and may lead to an outright questioning of the integrity of the project. The Shipper constituent representative read out in more detail the expressions of concern that centred on data protection and to data migration. SS sought more clarity.

SS confirmed that the data cut and report generation (first part) will be issued on 29 October 2015. JD was of the view that any remaining issues would be dispelled once parties were able to review the Legal Opinion. SC advised that discussions were ongoing with regard to publishing the Opinion.

4.0 Key Milestones Approval to Proceed

4.1 Industry/Xoserve testing complete for L2 MT (01 October 2015)

It was confirmed and unanimously approved that the milestone relating to Industry/Xoserve testing complete for L2 MT (01 October 2015) had been passed successfully.

4.2 Data Cut Taken (12 October 2015)

SS affirmed that the data cut had been taken.

It was confirmed and unanimously approved that the milestone had been passed successfully.

5.0 Programme Risks and Issues for consideration (by exception)

The next review of risks and issues will take place at the teleconference on Monday 16 November 2015 (10:00 - 12:00).

6.0 Any Other Business

6.1 Release Management - management of late changes

A Shipper constituent representative had received expressions of concern regarding late notice of changes to the baseline documents for the testing (from version 1.2 to 1.2b a few days later) and would like to understand the process for late notifications and how parties were expected to handle these when in the middle of testing. SS noted these concerns and indicated she would pursue this and report back.

Action 1004: *Release Management - management/handling of late changes when in testing* - SS to clarify process/expectations.

Post Meeting Note: In response to the concerns raised regarding release management because the baseline files to be used for MTL2 had changed from version 1.2 to 1.2B at late notice, SS clarified that "the version of the files in this version (1.2B) has not changed from the previously issued version (1.2). A late query was raised on the 1.2 version querying whether a GT related file should be categorised under C1 or C2 criticality. As a result of this query it was updated and version 1.2B published. No-one should have to make any changes as a result of this republication."

7.0 Outstanding Actions

1001: PwC to provide to PNSG, at least one week in advance of the start of L2 MT, confirmation of the workarounds agreed for the ERR and iGT issues together with a summary position of industry readiness.

Update: To be reviewed at the meeting on 02 November 2015. **Complete**

1002: PwC to ascertain the identities of Trader organisations currently included in the data analysis, whether they have intention having an active Supply Point portfolio prior to Nexus go-live, and establish whether they should continue to be included or excluded from these assessments (and assigned to a constituency).

Update: To be reviewed at the meeting on 02 November 2015. **Carried forward**

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: To be reviewed at the meeting on 02 November 2015. **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

LJ reminded of the changes made to the arrangements of the next meeting. The next 'face-to-face' meeting will be held on Monday 02 November 2015 at the Energy Networks Association (ENA), Dean Bradley House, 52 Horseferry Road, London SW1P 2AF starting at 10:00. (The PNSG was asked to note that it might be necessary to interrupt this meeting in order to facilitate the Change Overview Board meeting, which will be held via teleconference between 12:00 and 12:30.)

At the November meeting the expectation will be to:

- *Receive the PwC Programme Report (to include a view on the status/gravity/'burn down' rate of any UAT defects)*

- *Consider remaining Data related concerns*

- *Approve L3/L4 MT Approach*

- *Receive an update on RAASP*

- *Review 'Single Version of Truth'*

- *Review action updates*

- *Review the Industry Implementation Plan*

- *Review Key Milestones.*

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

Time/Date	Venue	Workgroup Programme
10:00 - 12:00, Monday 02 November 2015	Energy Networks Association, Dean Bradley House, 52 Horseferry Road, London SW1P 2AF	• *Receive the PwC Programme Report (to include a view on the status/gravity/'burn down' rate of any UAT defects)* • *Consider remaining Data related concerns* • *Approve L3/L4 MT Approach* • *Receive an update on RAASP* • *Review 'Single Version of Truth'* • *Review action updates* • *Review the Industry Implementation Plan* • *Review Key Milestones.*
10:00 - 12:00, Monday 16 November 2015	Teleconference	• *Review of Risks and Issues* • *Other items to be confirmed*
13:00 - 16:00, Monday 07 December 2015	Ofgem, 9 Millbank, London SWIP 3GE Approximate start time no earlier than 13:00 (*following Change Overview Board meeting*)	*To be confirmed*
10:00 - 13:00, Friday 18 December 2015	Ofgem, 9 Millbank, London SWIP 3GE	*Formal checkpoint meeting*
10:00 - 11:00, Friday 08 January 2016	Teleconference	*To be confirmed*
10:00 - 13:00, Monday 18 January 2016	Ofgem, 9 Millbank, London SWIP 3GE	*Formal checkpoint meeting*

Action Table (26 October 2015)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1001	12/10/15	4.1	PwC to provide to PNSG, at least one week in advance of the start of L2 MT, confirmation of the workarounds agreed for the ERR and iGT issues together with a summary position of industry readiness.	PwC (AS/GW)	*Update due by 23 October at latest* **Complete**
1002	12/10/15	4.1	PwC to ascertain the identities of Trader organisations currently included in the data analysis, whether they have intention of acquiring a Supply Point portfolio prior to Nexus go-live, and establish whether they should continue to be included or excluded from these assessments (and assigned to a constituency if appropriate).	PwC (AS/GW)	***Update due 02 November meeting*** **Pending**
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)	***Update due 02 November meeting*** **Pending**
1004	26/10/15	6.1	*Release Management - management/handling of late changes when in testing -* SS to clarify process/ expectations.	Xoserve (SS)	***Update due 02 November meeting*** **Pending**