

Minutes of Pathfinders Meeting (50)

18 October 2022 - 10:00 to 11:00

ATTENDEES

Miles Robinson	MR	MOSL (Chair)	Anna Chuter	AC	Waterscan
Chris Douglas	CD	Anglian	Claire Haymes	CH	Southern Water
David Moss	DM	Castle Water	Gillian Bladen	GB	South West Water
Evan Joannette	EJ	MOSL	Helen Bennett	HB	Southern Water
Jake Dickinson	JD	Waterscan	Judith Gallagher	JG	Northumbrian Water
Karen Harkness	KH	United Utilities	Paul Aust	PA	Thames Water
Michael Floyd	MF	United Utilities	Stacey Bartholomew	SB	South West Water
Pam Nash	PN	C&C	Mark Franchi	MF	Castle Water
Jeremy Lunn	JL	Thames Water	John Gilbert	JGi	MOSL
Sian Forward	SF	Northumbrian Water			

ACTIONS FROM MEETING

NO	Action required	Action by	Action Date

1 Review of previous minutes and actions

- No actions raised at previous meeting.

2 MOSL update

2.1 Current programme plan

- Confirmed timescales for pre-production releases for Phase 6 processes and confirmed that parties using the HVI, all Phase 6 processes are now available for testing
- Shared more details on pre-production releases on a second slide:
 - **18 October release (today)** – C3 (LVI), G2 merged (LVI & HVI, minus non-SPID functionality), C5 (HVI) & bug fixes to be included in release
 - **21 October release** – G2 merged (including non-SPID functionality)
 - **1 November release** – C5 (LVI)
- PN asked whether any of the documentation is likely to change with releases, EJ confirmed that all documentation has been signed off and the only changes would be due to an issue or correction that needed to be made
- KH asked a question around the scale of the changes made in the most recent document releases. CD confirmed that all changes did not impact the system build for parties but were more focused around wording changes
- DM asked whether the C2 process would be included in the second Phase 6 assurance checkpoint, MR confirmed that due to a blocker on the C2 process for HVI users, there would be a C2 test included.

2.2 Programme next steps

- MR re-shared a slide detailing the processes that will be delivered by Phase 6 in November 2022 and how the remaining processes outside of the Hub had been grouped for delivery for any further work on the Bilateral Hub
- EJ added that the OAG are reviewing the grouped processes and there may still be some changes to the individual processes in the groups shown on the slide and some processes may be amended as part of the optimisation
- MR shared an additional slide detailing the options identified for any further work carried out post-CPW070
- JG asked the timing of the sign off process for post-CPW070 changes, MR confirmed that more details on the process would be shared at the Contract Managers update tomorrow
- DM asked whether MOSL would be looking to capture any functionality enhancements in the future delivery options. MR confirmed that this is something that has not been factored into the delivery options at present, but MOSL would take this away and consider this in the delivery approach
- KH asked whether MOSL had a timetable for the consultation period for the Business Plan, MR confirmed that he would take an action to include timescales for the business planning process in the Contract Manager update tomorrow.

2.3 Implementation

- MR shared a slide detailing the monitoring process for Phase 5
 - Confirmed that no issues had been raised on the Phase 5 functionality and MOSL would continue to monitor the release until 31 October
- MR shared a slide detailing implementation checkpoint for the programme
- Checkpoint 8 – scenarios and testing for B3 and C2, deadline on 14 October – 86% of SPIDs accounted for in responses and working with parties who have not submitted yet
- Checkpoint 9 – scenarios and testing for G processes, C5 and C6, aiming to share documentation by 21 October with deadline in November. Reiterated that there would be a C2 test for HVI users as there was a blocker on the C2 process when parties were completing checkpoint 8.

2.4 Benefits

- MR shared a slide summarising the results of some of the benefits analysis that had been carried out as part of a second review of programme benefits
- Confirmed that benefits for the programme continue to track above the high-case benefits from the business case based on feedback received from trading parties
- A second report summarising a review carried out on programme benefits would be shared by the end of October to early November
- MR asked all members to review the benefits document once it is published to help develop a full and accurate benefits case
- Confirmed a final benefits review would be carried out alongside a programme closure document in early 2023.

3 Pathfinder Update

3.1 MR asked all Members to provide an update on the following questions: How prepared is your organisation for Phase 6; When is your organisation planning to carry out testing for Phase 6 processes and if there are any asks or blockers for MOSL to address/escalate?

- AC – Will start testing once the LVI processes are released, confirmed that all testing and assurance has been simple and easy to complete
- GB – Completed assurance testing for checkpoint 8 and raised some observations to MOSL but no asks or blockers
- CH – Testing completed for B3, C2 testing underway, C3 unit testing underway as well. For the G2 merged processes Southern Water are looking to use the LVI and for the C5 process an internal discussion is going to take place next week to determine whether Southern will look to use the LVI or HVI. No asks or blockers
- CD – Completed assurance testing via LVI but are planning to use the HVI for some processes. No asks or blockers
- DM – Submitted assurance testing with some support from MOSL. This week will be finishing some of the internal communications/training for the business readiness preparations for Phase 6. No asks or blockers
- KH – Currently carrying out testing and operating a hybrid process of using both the LVI and HVI for Phase 6 processes. Will review documentation following the latest version releases of processes to ensure there is no impact or system changes required.
- JL – Waiting for the C2 process to complete testing, experiencing some challenges internally due to resource and organisational changes
- SF – Currently building Phase 6 processes due to be tested after the half term. Assurance submitted for checkpoint 8 and did send an email to the bilaterals mailbox about the B3 process and best practice
- PN – Providing no significant changes in new document versions release, aiming to have all Phase 6 processes available for testing by 26 October.

4 Any Other Business

- MR will send an email round to all integrated users to confirm their interface requirements for Phase 6 processes to ensure that all parties are set up correctly for November
- Comms for the release taking place today will be shared by the end of the day also including a release note.