

## Bilateral Transaction Programme Pathfinders Group Meeting 16 – Minutes – 01 June 2021

### Attendees - MOSL:

John Gilbert (JG)	Miles Robinson (MR)	Adrian Smith (AS)	Chris Dawson (CD)
<b>Attendees – External:</b> David Moss (DM) Elliott Holland-Kemp (EHK) Judith Gallagher (JG) Chris Douglas (CD)	Nathan Morgan (NM) Michael Floyd (MF) Nik Clay Michael (NCM) Mark Franchi (MFr)	Sian Forward (SF) Karen Harkness (KH) Russell Anderson (RA) Martin Mavin (MM)	

### Agenda items

1. Welcome and introductions
2. Review of previous meeting minutes/actions
3. MOSL Update
4. Testing
5. Benefits Realisation
6. AOB

#### 1. Welcome and introductions

- No new members for this session

#### 2. Review of previous meeting minutes/actions

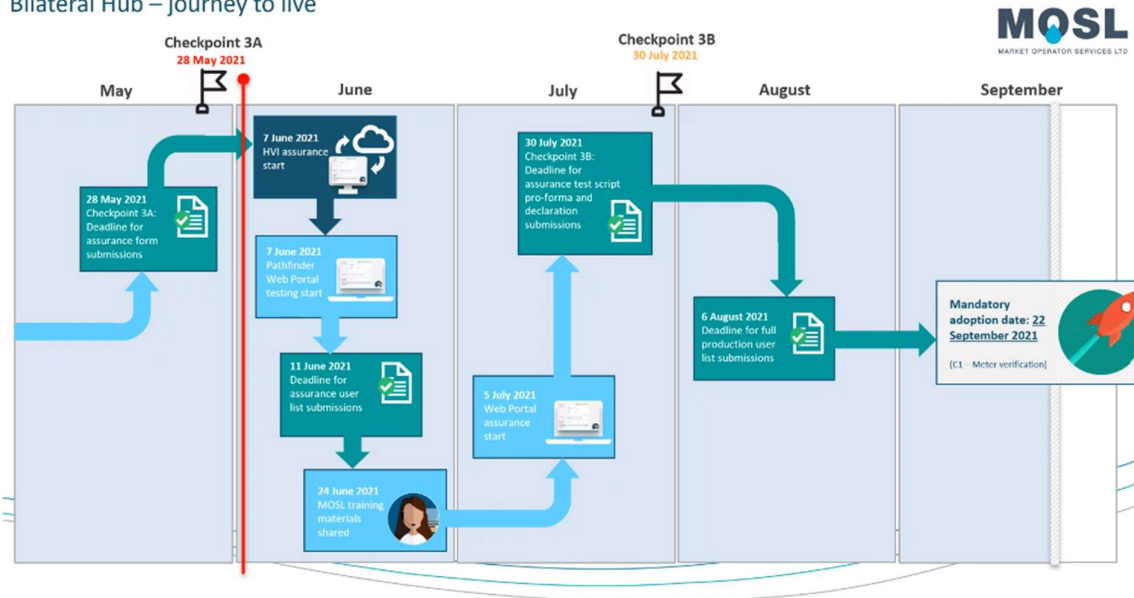
- Nothing raised by members regarding the minutes from last meeting
- Karen yet to review the reporting view dashboard

#### 3. MOSL Update

- Key updates:
  - 21<sup>st</sup> May - Assurance for Checkpoint 3B forms have been shared
  - 24<sup>th</sup> May - Web Portal UAT testing commenced, still on track
  - 25<sup>th</sup> May - Mandatory adoption date shared with Panel
  - 26<sup>th</sup> May - Commenced configuring Pathfinder users, including certificates and IP addresses
  - 27<sup>th</sup> May - How to join instruction will be sent in next few days
  - 1<sup>st</sup> June - Production of training materials will commence this week
- Update on implementation
  - On track, have released C1R into LVI
  - Dev team are currently working on C1W and attachments
  - All current defects are being put into this current sprint
- Implementation dashboard
  - All pathfinder group members have submitted their Assurance forms
  - Feedback on completing the forms
    - David Moss – declarations would be useful; some questions were open ended. Intention is to make sure that they have considered all prior before going live, allowing focus on relevant TPs that would need further attention

- Nathan – Providing the Guidance document at same time as Assurance Form would have aided completion of the form.
- Karen – Unsure whether to provide evidence at Checkpoint 3A or 3B
- Elliot – If there is an opportunity to ask more closed questions and only ask open ended questions where needed
- Key points to take on board
  - What has worked well washup will be carried out. MOSL are here to assist so if any clarity needed for 3B please contact us. These checkpoints are important so thank you for your submissions so far.
- Checkpoint 3B
  - 2 forms, 1 is a declaration and other is test scripts, which have been shared. HVI test scenarios cover 71% (excluding C1W and Attachments) and LVI scenarios (3 in total) ensure users can login and carry out basic tasks. If there are any questions, please contact us.
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- Journey to Live milestones

Bilateral Hub – journey to live



- Miles discussed the milestones above
- What has the re-plan done to November’s cod drop asks Russell – JG commented that we are currently developing multiple codes in parallel. Rather than mandating fixed dates for drops, will agree priorities with Pathfinders. We will then work to that and look to publish dates for codes to pass by Panel to provide a production line going forward instead of fixed dates for codes.
- Already making good progress on B5, looking at lessons learned for C1 which has given increased confidence to run multiple processes at same time.
- G2 (Trade Effluent) is a concern due to its complexity and used by a smaller number of people instead of the majority. Suggestion is to design the process and understand the code change and build off the back of this. Pull together a small group of experts to pull together the code change – Thames have supplied names for this.
- MM - Single day cutover on 22 September? JG confirmed this is the case. Majority of feedback for this is that using the Hub and individual systems side by side to raise

transactions would be very difficult to track. JG also confirmed attachments will be available for go live.

- DM – is there much code change taking place because of the implementation? All integration needed (i.e. e-signatures) will be integrated into the Hub and the assessment of how it affects the code documents is what needs to be carried out. It may be that there may be less code change than expected.

#### 4. Testing:

- Currently still on track for Pathfinder testing and details of what is available for testing will be provided, including log in details, templates for observations that you may wish to raise. Also, a link to the list of current known issues
- User experience – keen to understand your view of how intuitive the system is
- MR illustrated how to raise an issue or suggestion, which will be circulated with other testing information
- KH: Will the defects be grouped or individual. MR suggested that the Support Team will respond to advise what is happening to defect and will provide a weekly update on the defects.
- JG – Open to feedback from everyone on how to make this process easy for everyone
- FAQ clarification: Miles displayed the following slide to outline responses to some frequently asked questions:

#### FAQs



##### ● Can I create a test Retailer or Wholesaler account?

Yes, MOSL can enable Trading Parties with a test Retailer or Wholesaler account to support with testing. Any test accounts will require an additional certificate and will require a pro-forma to be submitted to [proformas@mosl.co.uk](mailto:proformas@mosl.co.uk)

##### ● Will test Retailer accounts have Supply Points?

If you are a Wholesaler, looking to create a test Retailer account, you will need to provide confirmation from a Retailer to MOSL, to transfer a group of supply points to the test account

##### ● What data is contained within the pre-production environment?

All data within the assurance and pre-production environments will be anonymised-live data

##### ● Can MOSL help Trading Parties pair up for testing?

For the purposes of Pathfinder testing, MOSL will look to capture contact details for testing contacts within Pathfinder Trading Parties to support the testing process

- KH: Does testing need to be carried out in the assurance environment? MR confirmed this is the case

#### 5. Benefits Analysis

5. Benefits exercise taking place for C1 process and are currently testing to ensure the data is still valid. Would like to test with this group. Miles will share the retail and wholesale comments captured
  - Miles clarified that this is pre-implementation data.
  - Note there are a couple of additional benefits that have been added since developing the C1 process.
  - Ask is for members to confirm if consistent or if there are any variances and if there are any volunteers that are happy to work with MOSL on this, please let Miles know.

## 6. AOB

- Chris D: Now looking at CSD 400, 401 & 402. These documents are technical and MOSL would like to request these are reviewed by Pathfinder members this week and send back any comments to Chris Dawson. These will then be fed back into the Code Advisory Group next week and guests can also join the meeting, if wished.
- JG: UAT testing updated - started last week, have identified some defects and slightly ahead of testing. One P1 critical defect currently, rest are medium and low, in a better place than expected at this time. On track to put C1R into pre-production environment for pf testing next week.
- AS: Next date for Contract Manager update will be coming out shortly

## Actions

#	Action Detail	Raised By	Owner	Due date
1	Circulate the reporting view dashboard update to all		Spencer Mattia	4 <sup>th</sup> June
2	Share the Benefits outputs to All (including updates)	Martin Mar	Miles Robinson	4 <sup>th</sup> June
3	Discuss code prioritisation at next meeting	Moles Robinson	Spencer Mattia	15 <sup>th</sup> June
4	Response to 'Will the ORID be duplicated by the Market Assurance environment' to be shared with Karen	Karen Harkness	Miles Robinson	4 <sup>th</sup> June 2021
5	Share the Retail and Wholesale benefits comments captured	Miles Robinson	Miles Robinson	1 <sup>st</sup> June 2021
6	Any member wishing to share testing contact details with other Pathfinder members please provide contact details to <a href="mailto:bilaterals@mosl.co.uk">bilaterals@mosl.co.uk</a> . MOSL will share the list with testers next week.	Miles Robinson	ALL	4 <sup>th</sup> June 2021
7	CSD 400, 401 & 402 documents to be mailed to Pathfinder members	Chris Dawson	Chris Dawson	1 <sup>st</sup> June