

Bilateral Transaction Programme – Pathfinders Group Meeting 36 minutes 22 March 2022

Attendees - MOSL:

Evan Joannette (EJ)	Miles Robinson (MR)	Chris Dawson (CD)	

Attendees – External:

Pam Nash (PN) Michael Floyd (MF) Nik Clay Michael (NCM) Mark Franchi (MFr) David Moss (DM)	Sian Forward (SF) Anna Chuter (AC) Chris Douglas (CD) Claire Haymes (CH) Kayode Oluwatayo (KO)	David Moss (DM) Tony Golder (TG) Russell Anderson (RA) Helen Bennett (HB) Naveed Iqbal (NI)	Judith Gallagher (JG) Richard Varley (RV) Elliott Hulland-Kemp (EHK) Sam Dawson (SD)
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Agenda items

1. Welcome and introductions
2. Review of previous meeting minutes/actions
3. MOSL Update
4. Pathfinder testing
5. Pathfinder update
6. AOB

Welcome and introductions

MR welcomed everyone to the meeting and with no new members on the call, MR moved onto the next agenda item.

Review of previous meeting minutes/actions

There were four actions captured at the previous meeting:

- **A35_01 – Provide additional clarity on the Programme plan and which processes are due to be delivered on which dates.** MR confirmed this action was completed and the plan slide had been updated with colour coding and had confirmation on the processes that were to be delivered in each phase that he would come to when the plan slide is reviewed.
- **A35_02 – Confirm whether there will be a change freeze for Phase 3 processes and when this will be** – MR confirmed that there would be a freeze for Phase 3 processes as there was for the C1 process and from a code perspective, there are no planned changes from this point going forwards and only critical defects may result in a change.
- **A35_03 – Confirm details for setting up a test Wholesaler account for Castle Water.** MR confirmed that this action was complete, and details had been sent over to DM.
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MR confirmed that all actions had been marked as completed and moved onto the next agenda item.

MOSL update

MR shared a slide detailing the progress that MOSL had made on the email notifications requirement that had been mentioned previously, showing the changes that would be made to the landing page that would allow parties to filter by 'last updated'. Explaining that this would enable parties to sort and filter to view requests that had most recently had a comment or attachment added to them.

Feedback on this functionality was positive and some Members had additional comments that they mentioned may be helpful to add to the landing page. MR confirmed that any new requirements would go through the same process for requirements but would welcome and feedback from Members on how the system may be improved.

MR then moved onto the slide detailing the Programme Plan and gave a summary of current progress on the plan detailing the following:

- MR confirmed that the processes detailed on the plan inside the square brackets were not due to be delivered within the phases indicated on the plan, but the square brackets indicated processes that had been identified to be similar as the base processes in that phase and there may be efficiencies that allow these processes to be delivered using many of the same requirements
- Additional colours had been added to the plan slide to indicate whether processes or phases are in progress/completed/at risk
- B5 & F5 process SLA functionality had been developed and is now being tested
- Phase 3 processes had been released into pre-production
- Phase 4 processes were due to be reviewed by the Code Advisory Group tomorrow (9 March 2022)
- G2 process (Trade Effluent Consent) had gone through the Operational Advisory Group for a review of the process and the MOSL team were currently producing requirements for this process
- H1 process (Volumetric Adjustments) was currently with the OAG for review

Members provided feedback on delivering multiple processes with similar requirements where efficiencies are identified. Multiple Members said that there would be a benefit in delivering these processes concurrently and some of the larger parties using the HVI said that they would have to review the impact of this internally but would likely be a challenge for them.

CH asked a question as to whether the SLA functionality may be delivered earlier for B5 & F5 as these were being tested first. MR confirmed that MOSL would look to release the functionality as soon as it is available but would have to confirm the outcome testing before being able to comment.

MR shared the implementation plan showing estimated dates for each of the Phase 3 and Phase 4 processes to be released into each environment, as well as showing the estimated dates for assurance.

MR then shared a slide showing key dates with some adjusted dates from the previous Pathfinder meeting for Members to note:

- 💧 9 March 2022 – All Phase 3 processes released into pre-production
- 💧 8 April 2022 – Assurance documentation shared **(adjusted)**
- 💧 15 April 2022 – Training materials shared **(adjusted)**
- 💧 April 2022 – SLA functionality introduced for Phase 3 processes
- 💧 6 May 2022 – Phase 3 assurance submission deadline
- 💧 **31 May 2022 – Phase 3 go live**

JG asked a question around whether the delay of the SLA functionality would affect assurance. MR confirmed that the SLA functionality would not be included on the assurance testing

KO asked for clarification on how the assurance process would take place. MR confirmed that the process would be the same as it was for C1, MOSL would share a document detailing the different test scenarios, parties would need to carry out the scenarios and provide evidence demonstrating the successful completion of each scenario.

KO asked how the new SLA functionality would differ to the C1 process and whether there would be an impact on parties. MR said that he did not believe there was an impact to Trading Parties but took an action to come back and confirm at the next Pathfinder meeting

A36_01 – Confirm whether the changes to SLAs would have any impact on parties and what the impact would be

Pathfinder testing

As a large portion of the meeting had been used to discuss MOSL updates, MR said that the last 5 minutes of the meeting would be used to discuss any blockers that Members had so that MR could help move them along internally.

CH mentioned that they still had some outstanding defects and gave defect reference numbers. MR confirmed that he would come back later in the day to confirm whether the defects referenced would be resolved in the pre-production release tomorrow.

KO mentioned that they also had defects outstanding related to the T351.M transaction. MR confirmed that he would also confirm to KO which defects would be resolved in tomorrow's release.

AOB

With no AOB from anyone on the call, MR thanked members for their attendance and closed the call.

Actions

A36_01 – Confirm whether the changes to SLAs would have any impact on parties and what the impact would be