

**Gemini Project – Shipper Working Group Notes  
11 January 2005  
London**

**Present**

Harjit Ruprai (HR)	Barclays
Anupam Gupta (AG)	BG Group
Mike Carter (MC)	Centrica
Nick Gold (NG)	Centrica
Andy Ryder (AR)	E.On UK
Tim Johnson (TJ)	E.On UK
Jacqui Revitt (JaR)	Gaz de France
Stuart Wing (SW)	Shell Energy
Andy Vale (AV)	Statoil
Rob Snow (RS)	Total
Gareth Hepworth (GH)	NGT
John Regan (JoR)	NGT
Mark Nicolson (MN)	NGT
Tim Bradley (TB)	NGT
Steve Thompson (ST)	Wipro
Zena Kirk (ZK)	Wipro

**Apologies**

Michael Reid	Scottish Power
Warren Collins	Statoil

**Agenda**

- Introductions
- Progress from last Shipper Working Group Meeting
- Actions from last Shipper Forum Meeting
- Performance Criteria
- Contingencies
- Implementation
- Next Steps
- AOB

**Papers**

- Actions from last Shipper Working Group Meeting
- Actions from last Shipper Forum Meeting
- Performance Criteria
- Contingencies
- Implementation Plans

The Shipper Working Group (SWG) met to discuss the Performance Criteria, Contingencies for Gemini and have first sight of the high-level Implementation Plan.

The following is intended to capture the salient points made at the meeting, including questions raised and agreements made, followed by actions.

## **Workshop Content**

### **General**

The actions arising from this meeting have been cross-referenced with the ongoing actions list.

### **Actions from previous Shipper Working Group Meeting**

MN reviewed and updated the actions from the previous SWG meeting. It was agreed to discuss SWG34 (new API draft specifications) during Any Other Business.

HR raised the question of functionality change requests, in answer to which NGT agreed to create and maintain a functionality log which will be reviewed by the SWG (*SWG60*).

TJ requested a formal review of Gemini screens; MN explained this would be feasible during Early View.

RS suggested NGT create and issue Navigational documents to assist the Shippers and their API Developers during Early View; MN to check the possibility of the User Guide being visible by this phase of the programme (*SWG61*).

It was agreed that the both SWG and NGT should make the joint decision about changes to Gemini with these falling into one of three categories:

1. Business Critical – need to be made as soon as possible
2. Business Critical – may be done within the Post-Implementation Support period due to impact on existing data
3. Future Gemini enhancements

### **Actions from Shipper Forum Meeting**

MN reviewed and updated the actions from the previous Shipper Forum meeting and it was agreed that the functionality issues would be moved into the new functionality log.

These points have been incorporated in the updated actions list circulated with these meeting notes.

### **Performance Criteria**

ST explained how the testing was undertaken:

- Measurements were taken from the point of accessing the front screen
- As AT-Link timings were measured in Production, fewer tests could be carried out in comparison with Gemini
- Assumptions had been made about the way the business processes are performed as each Shipper may have their own practices

ST to share some further data on the performance times of the 'Update Re-nominations' transaction by 14/01/05 (*SWG62*).

The ensuing discussion clarified that

- Results of API and IX testing will be reconfirmed during OAT
- API testing may give a good indication of how the system will run in its live state
- NGT will share further test results with the SWG as they become available, so Performance will be on the Agenda of all future SWG meetings

TJ voiced concerns over an e-mail sent by Dave Williamson some months ago suggesting that API activity should be constrained to preserve IX lines, ST and GH to review the e-mail and respond to TJ (SWG63).

The response from Shippers was positive and the figures were deemed acceptable providing NGT can continue to maintain this high standard.

NGT will update the Shipper Acceptance Criteria Document with this information as examples of indicative performance times within an allowed tolerance, with a caveat describing the environment in which the testing took place. This document is to be circulated to the SWG (SWG64) with members returning any comments by close of play on 13/01/05 (SWG65). The document will then be circulated to the wider Shipper community before the next Shipper Forum on 18/01/05 (SWG66).

This document will be taken to the Programme Management Board by JoR on Thursday 20/01/05.

### **Flex Mechanism**

MN reiterated to the group that the Flex Mechanism would not be included in Gemini. Any objections should be presented at the Operations Forum. This is the only business functionality present in AT-Link which will not be in Gemini.

### **Contingency**

GH summarised the existing Disaster Recovery and XP1 arrangements.

The following actions arose from questions asked during this session:

NGT to confirm that backups will still take place (SWG67)

NGT to confirm that that all documentation (e.g. faxes) will be re-branded from AT-Link to Gemini (SWG68)

NGT to issue information on how XP1 will be accessed (SWG69)

NGT to report on how much each XP1 link costs (SWG70)

### **Implementation Plan Update**

#### ***Gemini Shipper Plan***

GH explained that this plan had been updated since the October 2004 Shipper Forum and incorporates revised activity based on the new implementation date of October 2005. This plan includes contingency on a running basis rather than a specific period of time at the end.

#### **Training**

As Training will be Internet-based rather than via Citrix, the Training Team will be asked to incorporate logging onto and using Citrix into their training material (SWG71)

During the Training phase, a website will be updated with FAQs and new questions raised

NGT will add the date of the Pilot Course into the Shipper Plan (SWG72)

The Training environment will remain available after Training is complete for Shippers to use

#### ***Gemini Implementation Plan***

It was stated that the results of the full dress rehearsal would be shared with Shippers via the end-of-stage report.

### ***Critical Path Activities***

#### *IX Upgrades*

A communication will be sent out to Shippers about the imminent IX Upgrades.

#### *Risk Management*

JoR reassured the group that risks and mitigations are being managed and that the Programme Management Board will be concentrating on the Technology risks.

### **Phased Cutover**

TB presented the high-level plan and it was decided that a special SWG workshop should be arranged as soon as possible to define a detailed plan (*SWG73*)

### **Next Steps**

See updates to Actions List.

The special Phased Cutover Workshop is proposed for 01/02/05  
The next Shipper Working Group Meeting is proposed for 16/02/05

### **Any Other Business**

TJ felt that his request for a change to API specifications (a filter on the nominations/re-nominations screen) may now be less pressured given the encouraging performance figures.

Discussions surrounding the process of managing future system changes were to be held in a meeting with Roy Leddy from xoserve following this meeting.

A debate concerning the process of downloading nominations led to a request for NGT to re-issue the existing documentation for nominations and re-nominations (*SWG74*)

### ***Meeting Closed***