PROGRESS REPORT

1 December 2002 to 20 January 2003

Project Update

Roles within the Project Team
A Team leader within the ESP Project Team with responsibility for planning and defining the requirements and functionality for the PV, Vnames and Enforcement databases has been appointed. As a result of the above decision to increase the scope of the project, the original PBR/NL User group has now been subsumed into a new User Group. Rose Brewster will remain as the Industrial representative.

Project Plan and Costs
The project plan has been revised and the team is now working to a "go live" date for Seed Certification transactions of 1 August 2003 for Phase One. Costs for the end of financial year have been received from Delta and NIAB, and have been aligned to specific milestones and deliverables within the project. The scope of the project has increased considerably with the inclusion of the re-development PV, Vnames and Enforcement databases and costs have risen accordingly.

PBR/NL user requirements and functional specification
Progress has been slower than anticipated because of other work commitments and the Christmas break. A brainstorming session has taken place between PBR/NL users to discuss features of the new system and an outline of the proposed requirements of the system should be completed shortly. Communications Directorate (CD) have been contacted with regard the modernisation of the format for the Gazette. CD have also been asked to provide guidance on how to design the new website so that we do not fall foul of any corporate identity policy.

Finance issues/ Payment Engine
Various unknowns concerning the future direction of finance issues at PVS has led to the suggestion that the finance section of the new database should be partitioned as much as possible from the main database, so that there would be flexibility in modifying financial requirements if/when they occurred. A meeting was held with ASD York staff on 9 January 2003. ASD were content about approaching the Treasury for the use of direct debit arrangements to collect payments although debit cards and credit cards would be the only form of payment available in the January release of the payment engine. York were content to handle the production and debt recovery of DUS/VCU invoices, however, no final decision was taken on where payments such as cheques should be made even though invoices were raised at York.
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**Industrial Representative for Seed Certification**
We now have an Industrial representative on the Seed Certification User group, Charlie Flack of Allied Grain. Although, coming in at a late stage in terms of defining the requirements of the system, it is hoped that he will provide a valuable Industry perspective.

**Validation of Seed certification forms**
The analyst issued a first draft of the validations document before Christmas. Comments have been received but there are still a few outstanding areas that need to be addressed. A Seed Certification User group meeting will be held on Tuesday 21 January to discuss and hopefully finalise the validations and functional specification of the system before the Project Board sign off the documents later that week.

**Defra/NIAB interface**
NIAB produced an initial document identifying the interfaces that exist between the existing databases. The analyst is continuing to specify the details of the information shared by the different systems with NIAB and PVS staff.

**Technical IT meetings with the Industry**
The IT Team leader, Claire Sewry has contacted all IT representatives of all the interested Industrial Partners and Software companies. In her email, she provided a brief overview of the project and invited them to attend a technical meeting to discuss XML schemas and the modifications that would be required to existing databases to allow uploads to be accepted by the ESP system. The Technical meeting will be held in early February 2003.

**Hardware procurement**
We have recently ordered two DIS Lites, one which will be tested and installed at NIAB, the other which will assist with testing at Guildford and act as a replacement in case of hardware failure at NIAB. Two web servers for the Defra shared platform that will be used to host the electronic service have also been ordered.

Kay Williams Project Manager