PROGRESS REPORT (Summary)

1 November to 30 November 2002

Project Update

Roles within the Project Team
A new Project Manager in the e-business development team at Guildford has been appointed due to promotion of the incumbent. Her role within the ESP project will be as Team manager for IT developments at Defra.

Project Plan and Costs
The project scope has increased to include the re-development of the database used to administer PBR/NL as well as the small enforcement system that currently exists at PVS. Costs have been re-profiled to include the additional analysis and development required at Defra and NIAB's costs have been adjusted downwards to reflect the reduction in work required to the existing PV database. Extra funding is being arranged with Defra.

Kick Off meeting for Industrial partners for Seed Certification
The Kick Off meeting for seed certification industrial partners was held on 1 November for eight interested parties. A business analyst working with SASA was also present to examine opportunities to optimise communications between the two organisations. The partners present expressed interest in what we were doing but wished to be reassured of the benefits that the new system would bring. A need to actively publicise the project, to ensure high take-up by the Industry, was identified as an action point.

PBR/NL user requirements and functional specification
Progress has been a little slow in this area, however, activity in December will be "kick-started" by a newly appointed PBR/NL Team leader to progress this area of work. By mid December 2002 there will be a high-level function document to define the scope of new PV system. By the end of January the functional specification of this system should be completed.

Validation of Seed Certification forms
NIAB and Defra users have been working hard with the analysts to define the validation of the front-end data capture. Together they have "walked though" validations for all six seed cert forms in Phase one. The analysts will be reviewing these, in light of discussions with users, with a view to finalising the validations by end of December 2002. Complexity has been introduced as a result of the order in which forms are currently received and processed at NIAB and this is impacting on the validations that were initially being proposed.

Payment aspects for seed certification and defining the payment pathways for Seed Certification between the Government Gateway, York and PVS will be
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explored in December. Some of the principles agreed upon will also apply to payment mechanisms for the new PV database.

Defra/NIAB interface
ITD and NIAB will be organising a meeting to discuss the expectations/responsibilities of both partners with regard the Defra/NIAB Interface in December.

Authentication of submissions
A paper has been prepared to allow the Project Board to decide on the level of security required by the ESP system at the Government Gateway.

Kay Williams Project Manager