

**UK LINK Committee Minutes**  
**Thursday 08 April 2010**  
**via teleconference**

**Attendees**

John Bradley (Chair)	(JB)	Joint Office of Gas Transporters
Lorna Dupont (Secretary)	(LD)	Joint Office of Gas Transporters
Ashley Collins	(AC)	EDF Energy
Danielle King	(DK)	E.ON UK
Dave Addison	(DA)	xoserve
David Watson	(DW)	Centrica
Joel Martin	(JM)	Scotia Gas Networks
Karen Healy	(KH)	xoserve
Lewis Plummer	(LP)	xoserve
Lorraine Cave	(LC)	xoserve
Louise Williams	(LW)	RWE npower
Martin Brandt	(MB)	SSE
Sean McGoldrick	(SM)	National Grid NTS
Simon Trivella	(ST)	Wales & West Utilities

**1. Review of Minutes and Actions**

**1.1. Minutes**

The minutes of the previous meeting were accepted.

**1.2. Review of actions**

Appendix A contains a tabulated update on actions.

**UKL 1164** – xoserve (DA) informed members that following discussions with British Gas, it was not believed there would be any impact on other Shippers. DW will keep xoserve of their progress.

MB queried if there would be any effect on the scheduling of K08. There was a daily limit of 80,000 per Shipper. DA observed that if parties were operating at this limit xoserve would need some awareness in order to take any potential protracted effect of such high volumes into account. The effects would be monitored.

It was agreed to leave this action open.

Chair (JB) asked, and members agreed to carry forward the action.

**Action UKL 1164: Carried Forward**

**UKL 1175** – xoserve (DA) confirmed that the system was working as expected. However, LW responded that RWE had some examples that offered challenge to that view, and would share them with xoserve.

AC was concerned that there appeared to be inconsistency with the requirements under SPAA Metering schedules, as he pointed out that this indicated that MAM

data should be retained at change of Shipper as he believed that SPAA and UK Link may require alignment. DA confirmed that UK Link build was not consistent with AC's description of SPAA. He agreed to issue a communication detailing the circumstances in which a MAM ID needs population and issue a general communication.

**New Action UKL 1188: xoserve (DA) to issue communication on activity required to repopulate the MAM ID in the event of change of Shipper**

AC believed that most Shippers were organised to send their K08 files. British Gas had experienced a few rejections, and had a few issues with the inflexibility of Metering's and xoserve's dates. MB thought it was too soon to appreciate if there would be further issues. DA requested that Shippers let him know when they had clarified their timescales and had proposed dates of issuing the K08 files, so that xoserve could monitor the volumes/dates and avoid any potential overload at any one time, and perhaps phase in over the weekends in order to minimise any impacts on 'business as usual'.

**New Action UKL 1189: Shippers to inform DA when they had clarified their timescales and had proposed dates of issuing the K08 files, so that xoserve could monitor the volumes/dates and manage flows/impacts.**

Chair (JB) asked, and members agreed to carry forward the action.

**Action UKL 1175: Carried Forward**

**UKL 1182** – xoserve (DA) informed members that an update on the COR1360 NTS Exit Reform Phases 1 & 2 would be provided by KH under item 3.5 below.

Chair (JB) asked, and members agreed to close the action.

**Action UKL 1182: Closed**

**UKL1184:** xoserve (DA) reported under the Implementation Plan update.

Chair (JB) asked, and members agreed to carry forward the action.

**Action UKL 1184: Carried Forward**

**UKL1185:** xoserve (DA) reported under the Implementation Plan update.

Chair (JB) asked, and members agreed to carry forward the action.

**Action UKL 1185: Carried Forward**

**UKL1186:** xoserve (DA) reported that a number of users are still utilising the Market Domain Data Product ID codes (eg OPD and ONJOB). These were not significant numbers, but are still receiving some product ID codes. AC wanted to know how much it would cost to replace these in MDD, and if xoserve repopulated would it be a User Pays service, or free of charge. DA responded that xoserve would need to look at the process. It may be possible to copy across key data items and this may not then be a significant activity. DA and AC would continue to confer regarding the process and any proposals and identify impacts.

Chair (JB) asked, and members agreed to carry forward the action.

**Action UKL 1186: Carried Forward**

**UKL1187:** COR962 - xoserve (DA) reported under the Strategic Project update. The new system would provide users the ability to bulk load contacts using a web interface. These files would be limited to around 100-200 records, but larger files could continue to be issued via I'X.

Chair (JB) asked, and members agreed to close the action.

**Action UKL 1187: Closed**

MB referred back to a question he had asked at a previous UK Link Committee meeting, regarding the provision of open access to UK Link File Formats. He requested that a formal response be provided, that would also explain why the response had been in the negative.

**New Action UKL1190: xoserve (DA) to provide a formal response to MB explaining why the response to the request to provide open access to UK Link File Formats had been in the negative.**

## 2. Other Industry Fora

JB reported that the Gemini incident (05/06 March 2010 – unavailability of Gemini) had been discussed at the recent Ops Forum. The incident qualified for Mod 565 liabilities, which may be reported next month.

The Enhanced System Security Update (10, 12 and 15 April – system outage and short disruptions to services) was also discussed. DA confirmed that this was still current and a series of 'go/no go' meetings were in process today and tomorrow. Parties should assume that all was going ahead unless notified to the contrary through the UK Link mailbox. (The contact for the changes is Sat Kalsi.)

JB next provided an update (by exception) on the "live" UNC Modifications with a potential impact upon UK Link systems, specifically highlighting the following status changes since the previous meeting:

- 0209 "Rolling AQ". Allocated to the Project Nexus Workstream, with a report due at the 20/05/10 Panel meeting;
- 0246/0246A/0246B "Quarterly NTS Entry Capacity User Commitment". Remain with the Authority awaiting a decision;
- 0248 "Meter Reading Replacement". Allocated to the Distribution Workstream with a report due at the 17/06/10 Panel meeting;
- 0270 "Aggregated Monthly Reconciliation for Smart Meters". Potential for significant system impacts. Allocated to a Development Work Group, with a report due at the 20/05/10 Panel meeting. Options were under consideration and work was progressing. An extension for the Work Group Report will be required;
- 0271 "Amendment to the SSP – Provisional LSP – SSP Amendment Rules". Referred to the Distribution Workstream with a report date extension until 20/05/10;
- 0272 "Mod 640 Validation Arrangements for when a Change of Shipper has occurred". System impacts unclear at this time. Allocated to a Review Group, with a report due at the 20/05/10 Panel meeting;
- 0274 "Creation of a National Revenue Protection Service". Allocated to a Development Work Group, with a report due at the 20/05/10 Panel meeting;
- 0280 "Review of Demand Estimation UNC Section H Processes and Responsibilities". Allocated to a Review Group, with a report due at the 15/07/10

Panel meeting. As the Review Group progresses it is looking decreasingly likely that there will be system impacts;

- 0282 “Introduction of a process to manage Long Term Vacant sites”. Allocated to the Distribution Workstream with a report due at the 20/05/10 Panel meeting. Potential for significant system impacts;
- 0283 “Removal of Bottom Stop SOQ and Changes to the Application of Supply Point Ratchets”; potential system impacts;
- 0287 “Change System Capacity Transfers Notification Time Limit from 04:00 hours to 03:00 hours” – xoserve’s ROM indicates a zero cost. Consultation is in progress and representations close out on 13/04/10; and
- 0291 “NTS Licence Special Condition C27 – Balancing Arrangements” – Potential system implications.

### **3. UK Link Modification Implementation Plan (and review of UK Link Modification Status Report)**

DA gave apologies for the late provision of the partially incomplete Implementation Plan, and explained the reasons for this position. He assured the group that it would be reissued with a more accurate position as soon as possible.

#### **3.1 COR 962 – Query and Workflow Management (ConQuest Replacement Project) (Communications)**

Mod 268 – backstop date has updated in line with communications. DA was aware of and will investigate the inconsistencies on the xoserve website and endeavour to get any necessary changes made as soon as possible. A communication will go out to explain what has been updated, and will include the MBR file.

#### **3.2 CAR File Removal – Administrative Change**

Agreed at the previous meeting.

#### **3.3 Description and Name Change to “To\_Entry\_Commodity\_Credit” within K25 AND K27 records (ECO.file)**

Agreed at the previous meeting.

#### **3.4 Change to the Earliest Reads Date used within AQ Review**

Agreed at the previous meeting.

**Action UKL 1191: xoserve to issue a communication confirming updates on the xoserve extranet site for all these class 1 changes.**

#### **3.5 COR1360 – NTS Exit Reform Phase 1 (Action UKL1182)**

xoserve (KH) provided members with a brief update on the NTS Exit Reform Phases 1 & 2, as follows:

##### Phase 1 Update

UAT, due to close at the end of last week, had encountered minor issues, so will continue for another week. Corrections are under way and KH was confident that all would be completed this week.

User trials commenced on Tuesday; positive feedback has been received and so far no major issues have been identified.

Implementation of Phase 1 remained 'on track' for 23/05/10, and a communication will be sent out in advance.

#### Phase 2 Update

KH reported that the analysis was complete and detailed design work was on schedule. An implementation date was planned for mid April 2011, but this may be reviewed and was likely to be a little earlier, ie late March/early April. The final date should be known by the time of the next UKLC meeting.

JB asked if there was any update on partial assignment; KH responded that it was not in scope. SM added that National Grid NTS was waiting to hear from Ofgem.

AC observed that the MBR file was still out of date.

It was agreed that Action UKL1182 could now be closed.

### **3.6 COR 1133 – Facilitating the use of AMR in a DM Elective Regime**

File Formats - xoserve (LP) informed members that the RPA file format had been approved but was not at UK Link standard. High level analysis had been done and, if the Shippers required it, there would be a cost of circa £40,000 (which could increase) to get it up to standard. It would need to go out to consultation as it would be a User Pays service and all Shippers could incur a cost. It was suggested that communications should therefore go to a wider audience than the UK Link Committee to obtain views. MB pointed out that any such communication should make it clear that the decision rested with the UK Link Committee. LP noted this, and it was agreed that 10 working days was a sufficient timescale.

Transfer Read Requirements Workshop (CB/949/LP) – Following the workshop the presentation had been published on the Joint Office's website. High level analysis had been done and, if the Shippers required it, there would be a cost of circa £40,000 (which could increase). It would need to go out to consultation with a 10 working days timescale for responses.

DK stated that E.ON was still assessing the impacts at present.

AC asked about the extent of hold back on the estimated read. LP responded after close out; it could be suppressed (discussed with developers) to almost any date desired.

LP asked Shippers if a two week window was acceptable to review and confirm, and this was agreed.

## **4. Review of Topics Status Report**

### **4.1 xoserve Strategic Initiative**

ConQuest Replacement – DA reported that the latest notes have sought views on web browsers. The proposal will be baselined on Internet Explorer 6 (IE6). A note will be issued adding other compatible browsers; the new applications will be guaranteed against these. However there will be a caveat on user provisioning, and xoserve was investigating whether a different level of access may be required (may need to benchmark at IE7 and above) – in a worst case a party may not be able to use the functionality.

If any change was required xoserve will formally send out a reps note to UK Link Committee to go through formal consultation.

One negative response had been received to the proposal to enable cookies, but this user had since confirmed that this was now acceptable. Therefore cookies will be utilised.

Telecomms Replacement Programme and Response to Action 1187 – Bulk queries – DA confirmed that xoserve will be able to offer that capability and will continue to receive IX files as well. Both will be in CSV format rather than XML. If changes were required in the future, it would involve a relatively small change for the new system (receive in CSV and change to XML). Larger files should still be expected to be received through the I'X, because of the network bandwidth limitations (which would impact on user performance). It was confirmed that 100-200 at a time could be submitted to/through the website.

DA asked Shippers if this was in line with previously requested requirements at the last meeting. AC responded that this sounded reasonable. DA added it would replace the ability for users to email xoserve to upload. Projects (ie larger files) would go via the I'X.

When asked how xoserve would respond to the files, DA confirmed that the I'X would continue to be used to send response files, including rejections. If a user submits a single query the user could expect online validation and if it was rejected the user would receive immediate feedback.

Response to Action 1184 – DA reported there was no significant update as yet. xoserve was not anticipating providing a training period – it would be UAT Testing only and training would be rolled out afterwards. (It would not involve thousands of users.) It was agreed to carry this action forward.

Changes to the file formats were a little behind schedule as more parts to the process had been identified than had first been anticipated, and the modelling stage was due to be completed some time in May, with a late October implementation date. Changes identified that required formal proposals would be sent out for representations outside of the normal Change Pack, and it was possible that this would be at the end of April or beginning of May.

Response to Action 1185 – DA reported that this was had not been done yet. AC and DA were in discussion. (The action would be carried forward.)

It was also noted that there was a ConQuest External User Group meeting, taking place on Monday, at which spaces were currently available and that DA intended to contact each Shipper present at today's UKLC meeting to confirm if they were currently represented at the meeting. The agenda was to be published that day, but the presentation would be available at the meeting, following which it would be published on the xoserve website. DA asked the Committee if they believed the ConQuest System Replacement should be highlighted at other fora.

Project Nexus – DA advised that an update would be published on the Joint Office website.

## **5. Performance Reporting**

xoserve (DA) apologised for the lateness/incompleteness of the information, and it was hoped that a full Report would be available by the end of Friday. In the meantime a partial Report had been provided and this was reviewed by exception.

### **5.1 IS Faults logged by Shippers (xoserve Report A).**

No data was populated for March. This partial report was accepted.

## **5.2 UK-Link Business Support Agreement (xoserve Report B)**

The indicated date may be subject to change; this would be confirmed when the full report was issued. This partial report was accepted.

## **5.3 Liabilities Report (xoserve Report C)**

This report was accepted.

## **5.4 Report on Performance Problems**

This report was accepted.

## **6. File Format and Urgent Communications (xoserve Report D)**

This report was accepted.

## **7. Planned Outages (xoserve Report E)**

DA pointed out changes to Outages (details on the National Grid website under the Ops Forum). This report was accepted.

## **8. Any Other Business**

### **8.1 New Market Participant Name and Code**

AC asked for clarification on the impacts of a new market participant name and code (TRA and TGT); SM believed that it would be more appropriate for AC to approach the party who had raised the change, ie Chris Warner of National Grid Distribution, and copy in DA to any correspondence.

## **9. Next Meeting**

The May 2010 UK Link Committee meeting will be a teleconference meeting and is scheduled to commence at 10:00 am on Thursday 13 May 2010.

## APPENDIX A

## ACTION LOG: UK Link Committee 08 April 2010

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
UKL 1164	09/07/09	1.2 (1.1)	Contact BG to discuss their specific volume increase requirements for their proposed June 2010 system change (change to the MAM activity).	xoserve (DA)	Update due at May 2010 meeting. <b>Carried Forward</b>
UKL 1175	12/11/09	1.2 (8.)	Provide an update on the feasibility of amending the current coding to resolve the Sites & Meters blank i.d. problem.	xoserve (DA)	Update due at May 2010 meeting. <b>Carried Forward</b>
UKL 1182	14/01/10	3.4 (3.4)	Provide a progress update on COR1630 (Exit Reform - Phase 2) progress and content along with a likely delivery date.	xoserve (AS)	<b>Closed</b>
UKL 1184	11/02/10	4.	Investigate if there are any constraints on the number of users allowed to participate in the ConQuest UAT scheduled for August 2010.	xoserve (DA)	Update due at May 2010 meeting. <b>Carried Forward</b>
UKL 1185	11/02/10	4.	Raise the profile of the ConQuest system replacement with the Smart Metering Forum.	xoserve (DA)	Update due at May 2010 meeting. <b>Carried Forward</b>
UKL 1186	11/02/10	8.	Investigate whether or not users are still utilising the Market Domain Data Product i.d. codes.	xoserve (DA)	Update due at May 2010 meeting. <b>Carried Forward</b>
UKL 1187	11/03/10	3.1	Investigate the feasibility of bulk queries via ConQuest as an option.	xoserve (DA/MC)	<b>Closed</b>
UKL 1188	08/04/10	1.2	Issue communication on activity required to repopulate the MAM ID in the event of change of Shipper.	xoserve (DA)	Pending
UKL 1189	08/04/10	1.2	Inform DA when they had clarified their timescales and had proposed dates of issuing the KO8 files, so that xoserve could monitor the volumes/dates and manage flows/impacts.	All Shippers	As soon as possible



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Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
UKL 1190	08/04/10	1.2	Provide a formal response explaining why the response to the request to provide open access to UK Link File Formats had been in the negative.	xoserve (DA)	Pending
UKL 1191	08/04/10	3.4	Issue a communication confirming updates on the xoserve extranet site for all these class 1 changes.	xoserve (DA)	Pending

**\* Key to action owner**

DA David Addison, xoserve

LP Lewis Plummer, xoserve