

UK LINK Committee Meeting Minutes
Thursday 14 April 2011
via teleconference

Attendees

| | |
|------------------------|---------------------------------------|
| Tim Davis (Chair) | (TD) Joint Office of Gas Transporters |
| Helen Cuin (Secretary) | (HC) Joint Office of Gas Transporters |
| Arno Vanden Eynde | (AE) Electralink |
| Amie Charalambous | (AC) RWE npower |
| Ashley Collins | (AC) EDF Energy |
| Dave Addison | (DA) xoserve |
| Dave Corby | (DC) National Grid NTS |
| Martin Brandt | (MB) SSE |

1. Review of Minutes and Actions

1.1. Minutes

The minutes of the previous meeting were accepted.

1.2. Review of actions

UKL1209: CRN 962.7 - xoserve to establish how a change in definition from 'check meter' to 'secondary meter' can be accommodated and report back.

Update: DA reported that discussions have taken place. He indicated a number of issues with using the naming convention and the potential inconsistency. He confirmed that the approach proposed could not be accommodated due to data models and user interfaces - in order to change the terminology used Xoserve would need to apply a number of system changes. MD highlighted that this would cause an inconsistency in the terminology used. DA confirmed any such system change would incur costs. MB suggested the documentation is updated within SPAA and references made that Conquest and Xoserve systems use the terminology 'check meter'. **Closed.**

2. Other Industry Fora

MB enquired about the Third Energy Package changes. DA provided a brief update and confirmed he would provide a further update within the change pack. It was confirmed that discussions are taking place within the Distribution Workgroup Meetings.

New Action UKL 0401: Xoserve to provide an update within the Change Pack on the Third Energy Package changes.

3. UK Link Modification Implementation Plan

Current UK Link Changes awaiting scheduling – Not Implemented

3.1. CRN 2005 – Exit Reform Phase 3

No further update.

3.2. CRN 962 – Query and Workflow Management

No further update.

3.3. CRN 962.6 Q&WM Proposed Removal of QEX File

Discussed at the CEUG, 15 March 2011, the CEUG have confirmed the process to be followed. A file format communication will be issued on 15 April 2011.

3.4. CRN 962.7 Q&WM – Q Communications

No further update.

3.5. CRN 962.10 – Q&WM Proposed Change to Theft of Gas (TOG)

Discussed at the CEUG, 15 March 2011. No subsequent issues raised on the number of fields, communication issued. Committee members provided consensus approval.

3.6. CRN 962.18 – Proposed Changes to Filter Failure (USRVs) Process

Discussed at the CEUG, 15 March 2011. No changes for filter failures file formats to be issued. Committee members provided consensus approval.

3.7. CRN 962.19 – Proposed Change to Request for Adjustment (RFA/CDQ/UMA) processes

Discussed at the CEUG, 15 March 2011. DA confirmed a new communication was required for a new record type as there will be some changes, and that notification will be provided.

3.8. User Pays Adhoc Invoice Type

DA confirmed that xoserve had issued the proposal for a mid May Class 1 change for formal representations. No representations received. DA requested final approval to move to scheduling. Committee members provided consensus approval.

3.9. CRN 2156 – Mod317 – UK Link Committee communication new adhoc charge types

DA reported that the change communication had been issued with a positive response. DA requested final approval to move to scheduling. Committee members provided consensus approval.

3.10. New Rejection Code for DN Interruption

DA reported that a change communication had been issued. The change is required to remove LDZ interruptible sites and a new rejection code would be required. He explained that this needs to be introduced by 17 July 2011. Xoserve sought views from the committee and requested formal approval. DA explained the use of the new code under Modification 0367. TD clarified that a firm site would not be able to be nominated as interruptible after the Modification 0367 implementation date. Committee members indicated that approval would be considered at May's meeting.

DA agreed to clarify the exact circumstances of when the code will be used and seek approval for the change in May. He confirmed that Xoserve would continue the preparation for the change.

New Action UKL 0402: Xoserve to clarify the use of the New Rejection Code of DN Interruption and seek approval for the change at May's UKLC.

Current UK Link Changes Approved – Scheduled for Implementation

3.11. CRN 1630 – Exit Reform Phase 2

DA reported successful implementation on 10 April 2011.

3.12. CRN 2029 – Improving the availability of Meter Read History

DA confirmed that the dates are currently being finalised for a scheduled implementation in June 2011 and that the first DVD will be issued between 15 June and 15 July 2011.

Query & Workflow Management – 2012 Release

3.13. CRN 962.1 – CRN962.17

DA indicated an implementation date of February 2012 for Q system with Shipper testing December 2011.

UK Link Changes Approved – Implemented since last UK Link Committee Meeting

No scheduled changes reported.

4. Review of Issue Status Report

4.1. xoserve Strategic Initiative

DA confirmed a written update would be provided alongside the minutes.

4.1.1. Project Nexus

No further update.

4.1.2. Query and Workflow Management

DA reported that the date has now slipped until early 2012 because of the xoserve code freeze window. The plans were shared with CEUG on 15 March 2011.

5. Performance Reporting – Monthly Report

DA reviewed the xoserve Report Pack by exception.

5.1 IS Faults logged by Shippers (xoserve Report A)

Report accepted.

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

Report accepted.

5.3 Mod 565 Monthly Liabilities Report (xoserve Report C)

Report accepted.

5.4 Report on Performance Problems

Report accepted.

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

Report accepted.

7. Planned Outages

Report accepted.

8. Approval of version 10 of the UNC Operational Reporting Manual

DA confirmed that Nick Reeves, National Grid NTS had issued a note about a proposed change to the UNC Operation Reporting Manual, he confirmed that the changes are to the data dictionary only. Committee members unanimously approved the change.

9. Any Other Business

None.

9. Next Meeting

Details of all meetings can be found at www.gasgovernance.co.uk/Diary

DA requested that the planned face-to-face meeting on 09 June is deferred until 14 July. He explained the service provider is due to provide the file formats on 13 May which need to be vetted. There was a general consensus to move the meeting to July.

2011 Meetings (via teleconference unless otherwise stated)

10:00 – 12:00, 12 May 2011.

10:00 – 12:00, 09 June 2011,

10:00 – 12:00, 14 July 2011, 31 Homer Road, Solihull.

10:00 – 12:00, 11 August 2011.

10:00 – 12:00, 08 September 2011.

10:00 – 12:00, 13 October 2011.

10:00 – 12:00, 10 November 2011.

10:00 – 12:00, 08 December 2011.

ACTION LOG: UK Link Committee

| Action Ref | Meeting Date | Minute Ref (original ref) | Action | Owner* | Status Update |
|-------------------|---------------------|-------------------------------------|--|---------------|----------------------|
| UKL 1209 | 10/12/10 | 3.4 | CRN 962.7 - xoserve to establish how a change in definition from 'check meter' to 'secondary meter' can be accommodated and report back. | Xoserve (DA) | Closed |
| UKL 0401 | 14/04/11 | 2.0 | Xoserve to provide and update within the Change Pack on the Third Energy Package changes. | Xoserve (DA) | Pending |
| UKL 0402 | 14/04/11 | 3.10 | Xoserve to clarify the use of the New Rejection Code of DN Interruption and seek approval for the change at May's UNCC. | Xoserve (DA) | Pending |