

UK LINK Committee Meeting Minutes
Thursday 09 April 2015
via teleconference

Attendees

Les Jenkins (Chair)	(LJ)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Anne Jackson	(AJ)	SSE
Bryan Hale	(BH)	EDF Energy
Colette Baldwin	(CB)	E.ON
Del Johal	(DJ)	RWE npower
Endre Merai	(EM)	RWE npower
Graham Wood	(GW)	British Gas
Lee Harrison	(LH)	Xoserve
Rachel Hinsley	(RH)	Xoserve
Steve Nunnington	(SN)	Xoserve

**via teleconference*

Copies of meeting papers are available at: <http://www.gasgovernance.co.uk/uklc/090415>

1. Introduction

LJ welcomed all to the meeting.

2. Review of Minutes, Actions and Modifications

2.1. Minutes

The minutes of the previous meeting were approved.

2.2. Actions

UKL1201: SC9 File/CV Data – Xoserve (DA) to confirm how a CV amendment is managed (UKLM, Appendix 5B).

Update: SN believed that the process had been outlined at the January UK Link Committee. ~~He confirmed that Xoserve will receive an email to notify them of a change and Shippers will be informed via fax. He also clarified that when the CV is amended it will be published on the National Grid website.~~ Currently Calorific Values are notified to shippers via the SC9 file (generated by National Grid). Any changes made to the Calorific Value are communicated via the SC9 file up to and including D+5 which is the closeout window for any amendments. If any changes are made outside this close out window then the SC9 file is not updated, Shippers are informed via Fax and Xoserve are also informed via email. The Calorific Values are also published on the National Grid Website, this gets updated automatically within D+5 and then manually post D+5. AJ confirmed she would enquire which fax number is used for such notices offline with Xoserve and SSE. RH believed Shippers would be advised of CV values through the SE9 file.

CB highlighted that it had been identified within the Shrinkage Forum that two Distribution Networks appeared to be using different CV values. Some concern had been expressed about the use of different CV values to that advised and published on the National Grid website as this could be creating an in-balance in calculations. It was also observed there can be retrospective CV applications. Although this was marginally

connected to the notification of CV changes the committee believed this was a separate issue for consideration at the Shrinkage Forum. **Closed.**

UKL0301: Xoserve (DA) to examine the Project Nexus related modifications to look to identify any possible UKLC interface issues (i.e. file format related impacts etc.) and to ascertain how these modifications would be signed off from a systems implementation perspective.

Update: SN confirmed that all the file formats had been agreed before Christmas. He advised that Xoserve are not expecting any more changes other than those already highlighted to the committee and that Xoserve know about. **Closed.**

UKL0302: Xoserve (DA/SN) to consider whether the Fuzzy Logic document could be included as an appendix within the UK Link Standards Guide.

Update: After a short discussion, where members expressed a preference for the document to be included, SN confirmed the Fuzzy Logic document would be added to UK Link Standards Guide. **Closed.**

3. Overview of Modifications Impacting UK Link Systems

SN confirmed no further modifications have been identified as having an impact to UK Link systems to those already highlighted. He also clarified that no new modifications had been raised since the previous UK Link meeting.

4. Issues Referred from UKLIEF for a Decision

SN explained there are no specific referrals to consider at this time from UKLIEF.

5. Xoserve Reporting Updates

5.1. UK Link Modification Implementation Plan

SN presented the [Implementation Plan](#).

5.1.1. Current UK Link Changes Awaiting Scheduling – Not Implemented

COR3312 - Security of Supply SCR – GDE Cashout and Compensation Arrangements – Phase 1

SN confirmed that no representations have been received in relation to the Shipper impacts. The committee therefore approved the change request.

COR1154.17 - UKLP CMS Consequential Change

SN advised that the UKLIEF would be updated with the file format changes. [The UKLC Change Pack will contain the amended formats.](#)

COR1386.6 - Back Billing BAB File Format Amendment

~~SN advised that the change request had been approved but further consideration was given on whether the fuzzy matching logic was required. CB and BH confirmed that the inclusion of the fuzzy matching logic would be beneficial to Shippers. It was therefore agreed that the logic would be included as part of the change request.~~

[There were no representations received and the Committee approved the change.](#)

COR154.16.2 - UKLP Gemini Consequential Change - External Screen Pack

SN advised that no representations had been received. The committee therefore approved the change.

COR3538 – Changes to the EFT Audit File Frequency

SN explained that the monthly publication would be moving to daily publications and the details would be provided in the Change Pack.

COR1154.15.1 – UKLP Including Nexus Requirements – RGMA Rejection Codes

SN explained further analysis is required on the Nexus requirements therefore Xoserve were not seeking approval for this change request this month. SN advised that SPAA will be considering the RGMA rejection codes further and if anything material is identified the change request will go back out for representations. SN confirmed that Xoserve intend to re-issue a change pack providing further information and any feedback would be welcomed.

COR1154.15.2 – UKLP Including Nexus Requirements – Shipper Rejection Codes

SN advised that Xoserve had issued the rejection codes, however it was identified that some of the codes were missing ~~within~~ through the representations process. SN confirmed that Xoserve had published the representations and that the changes identified had been made. He confirmed that the Shipper Rejection Codes Version 2.1 had been issued on 01 April 2015 and Xoserve were now seeking approval.

CB advised that some concerns had been relayed through the Q&A process for further clarity. BH also had some concerns, which he believed to be outstanding and was therefore not prepared to provide approval until a response had been provided. Committee members agreed the change request should be deferred until next month to allow Shippers time to receive responses through the Q&A process and to review the republished document Version 2.1. Shippers acknowledged that the approval delay by a further one-month would reduce the 6-month notice/implementation window and this was accepted. The intention will be to approve the change next month with a shortened notice/implementation period. SN suggested that parties should ideally use the representations process rather than the Q&A process to ensure efficiency with change requests. CB advised that certain parties not involved in the UK Link representations process would automatically use the Q&A process. SN explained that all Q&As will feed into the team but this could have a slower turnaround. The committee deferred the approval until next month.

COR1154.15.3 – UKLP Including Nexus Requirements – Glossary Document

SN explained that a number of representations had been received and incorporated. Xoserve were undertaking an internal review and were not seeking approval until this review had been concluded. He confirmed that the glossary document would be re-issued. However he suggested that, if no further representations were received following republication, Xoserve would seek approval of the change request within 5 days, rather than 10 days. He explained that the earlier approval of the glossary would be of value to Xoserve. The committee had no objections to a shorter approval process if no further representations were received.

COR1154.15.4 – UKLP Including Nexus Requirements - Shared Supply Meter Point Templates

SN explained no representations had been received. The committee therefore approved the change.

SPA Consolidated Rejection Code V24 Live

SN advised that Xoserve had incorporated further details, and wished to seek approval on the consolidated rejection codes V25 issued on the 08 April 2015. Xoserve invited any additional comments with the intention of seeking approval next month.

COR3312.2 - Security of Supply – GDE Cashout and Compensation Arrangements – Phase 2

SN advised this change request was still in analysis and would be included within Change Pack 1 or 2 next month.

COR1154.18 - UKLP Data Enquiry Service Consequential Change – Screen Amendments

SN advised this change request was still in analysis and would be included within one of the Change Packs for April, including the portal screens. Xoserve were not seeking approval at this stage.

5.1.2. Current UK Link Changes - Approved – Scheduled For Implementation

April 2015

COR3480 – Implementation of Advanced Meter Reading Information

This change was successfully implemented on 01 April 2015.

Description of UK Link Fuzzy Logic – not forming part of the UK Link Manual

Implemented on 01 April 2015 however the change had not yet been reflected within the UK Link Manual. The change will be included in due course.

UK Link Documentation move to Xoserve.com

SN confirmed that the normal Xoserve documentation had been moved from the extranet site to Xoserve.com. This change was implemented on 31 March 2015. SN explained where users attempt to access extranet they will be redirected. Some concern was expressed about how this change had been managed and it hadn't been made clear to Shippers of the expected changes in advance of the change. BH explained that the redirection and view of file formats had been a little fraught and frustrating. CB and BH believed there were lessons to be learnt about how the process was managed. SN agreed to provide some guidance on how to access information and consider how the change could have been managed better.

Action 0401: Xoserve to consider how the move from extranet to Xoserve.com had been managed and provide lessons learnt to ensure better management for such future changes.

Network Companies and Gemini E-training Extranets to a new SharePoint Online Platform

This change was implemented on 31 March 2015.

May 2015

COR3413 – Removal of 'Automatic' Creation of Meter Models on Receipt of RGMA Transactions

SN highlighted the implementation date of 14 May 2015.

June 2015

COR3287.1 – UNC Modification 0455 – Implementation Phase 2

This change remained on track for implementation on 01 June 2015.

COR3336 – UNC Modification 0425

This change remained on track for implementation on 01 June 2015.

September 2015

COR3187.1 – EU Code Change Phase 2 Delivery

This change remained on track for implementation on 06 September 2015. SN advised that the multiple implementation dates in brackets were to reflect potential contingency dates.

COR3187.2 – EU Code Change Phase 2 Delivery - Screenshots

This change remained on track for implementation on 06 September 2015.

October 2015

COR1154.16.1 – UKLP Gemini Consequential Change – API Changes

This change remained on track for implementation on 01 October 2015.

COR1154.15.1 – UKLP Including Nexus Requirements – Phase 1

This change remained on track for implementation on 01 October 2015.

COR1154.15.2 – UKLP Including Nexus Requirements – Phase 2

This change remained on track for implementation on 01 October 2015.

COR1154.15.3 – UKLP Including Nexus Requirements – Phase 3

This change remained on track for implementation on 01 October 2015.

5.1.3. Current UK Link Changes – Implemented since the last UK Link Committee Meeting

COR3470 – Active Notification System (ANS) Supplementary Document – Allow Users to Opt out of comms

SN confirmed this change had been implemented in April 2015.

5.2. Xoserve Report

SN presented the [UK Link Report](#). All KPIs had been achieved and there were no exceptions to report. No comments were received on Reports A, B, C or D.

SN summarised the forthcoming outages within Report E, the items in bold had been updated from last month. SN reported all the changes to the outage dates and confirmed that users will not be able to access the Xoserve Enquiry service on the 5th and 6th May.

CB enquired about the 11am cut off point for daily mandatory reads and what the contingency would be for the Gemini System outages. She asked if windows would be extended for elements that would normally be managed during this period. SN believed that the entering of daily meter reads would not be affected however he would seek clarification and confirm.

Action 0402: Xoserve to clarify if daily mandatory meter reads can still be entered during the Gemini System outages.

BH enquired about the daily read limits for read submissions and if this was going to change as part of Project Nexus. The committee considered the capping of reads and the percentage tolerances. SN agreed to provide clarification to the UK Link Committee on any meter read submission limits.

Action 0403: Xoserve to confirm any meter read submission limit changes within Project Nexus.

All Reports A, B, C, D and E were accepted.

6. Any Other Business

6.1. Market Trial Screen Interface Update from UKLIEF

SN advised that some changes to IX files had been raised at the UKLIEF as part of UK Link Programme and he wished to raise this as a matter of courtesy for the UK Link Committee. SN agreed to email the UK Link committee members details of the changes.

CB wished to understand which meeting this had been addressed to enable her to review UKLIEF minutes. CB believed that some configuration discussions took place on the 18 March but she understood that further information was going to be issued. She believed no agreements had actually been made.

BH anticipated there might be some issues with the changes summarised by SN and would provide feedback as soon as the detail of the updates had been received by email.

BH asked if the details could be included within the Change Pack to allow a proper assessment. SN noted the request for this to be communicated within the Change Pack and agreed to feed this request back into Xoserve for consideration and further discussion on 14 May.

It was noted that the next UKLIEF is due on the 24 April, which would allow for a further update to the UK Link Committee on 14 May.

Post Meeting Update:

Subsequent to the meeting, Members agreed to consider Change Ref. 1398 by correspondence. At the close of business on Friday 01 May 2015, three affirmative votes were recorded (Graham Wood, Anne Jackson and Colette Baldwin) and one negative vote (Bryan Hale). The Chair notified Members on Tuesday 05 May (next working day) that approval had therefore been made by consensus.

7. Diary Planning

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

Time/Date	Venue	Programme
10:00 Thursday 14 May 2015	Teleconference.	Standard agenda.
10:00 Thursday 11 June 2015	Teleconference.	Standard agenda.
10:00 Thursday 09 July 2015	Teleconference.	Standard agenda.
10:00 Thursday 13 August 2015	Teleconference.	Standard agenda.

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status
UKL 1201	11/12/14	2.2	SC9 File/CV Data - Xoserve to confirm how a CV amendment is managed (UKLM, Appendix 5B).	Xoserve (DA)	Closed
UKL 0301	13/03/15	3.3	To examine the Project Nexus related modifications to look to identify any possible UKLC interface issues (i.e. file format related impacts etc.) and to ascertain how these modifications would be signed off from a systems implementation perspective.	Xoserve (DA)	Closed
UKL 0302	13/03/15	5.1.1	To consider whether the Fuzzy Logic document could be included as an appendix	Xoserve	Closed

Action Table

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status
			within the UK Link Standards Guide.	(DA/SN)	
UKL 0401	09/04/15	5.1.2	Xoserve to consider how the move from extranet to Xoserve.com had been managed and provide lessons learnt to ensure better management for such future changes.	Xoserve (SN)	Pending
UKL 0402	09/04/15	5.2	Xoserve to clarify if daily mandatory meter reads can still be entered during the Gemini System outages.	Xoserve (SN)	Pending
UKL 0403	09/04/15	5.2	Xoserve to confirm any meter read submission limit changes within Project Nexus.	Xoserve (SN)	Pending