

UK LINK Committee Meeting Minutes
Thursday 12 June 2014
via teleconference

Attendees

Mike Berrisford (Chair)	(MiB)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Aleksandra Cebo	(AC)	EDF Energy
Amie Charalambous	(AC)	RWE npower
Bryan Hale	(BH)	EDF Energy
David Addison	(DA)	Xoserve
Graham Wood	(GW)	British Gas
Katie Ballard	(KB)	Total Gas & Power
Laura Ayling	(LE)	Total Gas & Power
Lee Harrison	(LH)	Xoserve
Marie Clark	(MC)	Scottish Power
Martin Brandt	(MB)	SSE
Simon Burton	(SB)	Xoserve
Tom Riley	(TR)	Xoserve
Trevor Clark	(TC)	E.ON UK

** via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/uklc/120614>

1. Review of Minutes, Action and Modifications

1.1 Minutes

The minutes of the previous meeting were approved.

1.2 Actions

UKL0102: CRN 2789 - Xoserve to provide the timings for forced confirmations.

Update: DA provided a [COR2789: Measures to Address Unregistered & Shipperless Sites presentation](#), which included a forced confirmation timeline and an explanation of the process. See item 2.1.2 below. **Closed**

UKL0104: CRN2791 - Xoserve to provide a consolidated SPA rejection code list.

Update: Work ongoing. **Carried Forward**

UKL0401: Xoserve to clarify what the pre and post acquisition process will be for site transfers under Modification 0477.

Update: Work ongoing. DA explained that ultimately the confirmation window would change from a 7 to 2/3 days period. He also explained that at the point of implementation there would be a period of overlap where some confirmations submitted under the new process will be processed quicker than those submitted days before implementation. Details will be provided. **Carried Forward**

UKL0501: Xoserve to notify the Users present at the April UK Link Committee who is held on the ANS contact list for their organisation.

Update: DA confirmed all users have now been contacted. **Closed**

UKL0502: CRN 2789 - Xoserve to investigate whether a view can be provided on the potential backlog of sites that could be loaded onto CMS requiring action soon after implementation.

Update: DA confirmed that the Xoserve assumed volume was in order of 100 meter points a month that could fall into the process. However having had conversations with the DNs about the backlog the volume was anticipated to be much less. If Xoserve believe there will be a material backlog, they will contact the impacted users and work out a relevant profile. See item 2.1.2 below. **Closed**

UKL0503: CRN2789.1 - Xoserve to investigate and confirm whether a Shipper can update CMS to confirm the meter has been removed.

Update: DA confirmed there would be a dispute option to allow Shippers to dispute the outcome of a site visit. Where a shipper has removed the meter subsequent to the site visit this is a different scenario. **Closed**

1.3 Modifications

MiB confirmed that four modifications had been raised since the last meeting:

[0503 - Update of Transporter Procedure Document references within Network Code](#)

No impacts identified.

[0504 - Development of a Demand Side Response Methodology for use after a Gas Deficit Warning](#)

No impacts identified at present

[0505 - Update to UNC TPD Section G & M to correct anomalies arising from the implementation of UNC Modification 0463S](#)

No system impacts anticipated

[0506 - Gas Performance Assurance Framework and Governance Arrangements](#)

No impact identified

2. Xoserve Reporting

2.1. UK Link Modification Implementation Plan

2.1.1 Current UK Link Changes awaiting scheduling – Not Implemented

ANS Replacement

DA confirmed that Xoserve are issuing a communication on 13 June 2014.

CRN3316.1 Individual Settlements for Pre-Payment & Smart Meters – Reconciliation Invoicing

DA confirmed no representation had been received in response to last month's communication. BH enquired about the reconciliation of pre-payment and credit meters if the incorrect meter type is allocated. DA explained that sites would be billed based upon data held on the 16th of each month. If the wrong meter mechanism is recorded, this can be corrected but no retrospection will be applied. The Committee approved the implementation with an implementation date to be defined.

DA highlighted the economies of scale with Modification 0486 and that an implementation date will be provided in due course. The Committee understood Modification 0486 was due to report to panel on 17 July 2014 and will require a period consultation, before a recommendation is submitted to Ofgem.

The Committee provided a caveated approval, subject to the provision of an implementation date and a three-month notice period. (0451AV)

CRN3186 Billing for Site Visits for UNC Modifications 0410A and 0424

DA highlighted the associated links with CRN2789. DA confirmed a number of proposed changes have been made to amend the T92 record to provide additional data, and a queue reference number to link the 2789 invoice reference and include 4 new allowable values. No representations had been received for the proposed schedule change 01 November 2014.

BH enquired if retrospective charges for billed visits were expected. DA confirmed charges would be retrospective. BH suggested, as some changes are required to Shipper systems that the implementation date is delayed to move it away from the faster switching changes required. Shippers suggested a delay until 28 November 2014. DA agreed to approach the project team and to confirm a revised implementation date. The Committee provided a caveated approval for implementation on Friday 28 November 2014.

CRN3187 EU Code Change Phase 2 Delivery (Analysis & Design)

No further update. Analysis ongoing.

Monthly Revision of erroneous SSP AQs outside the User AQ Review Period

DA provided an update on Modification 0450B and that the Distribution Workgroup had requested a view from the UK Link Committee on the implementation date. He provided some background on the modification and confirmed from implementation Shippers will be able to submit small supply point appeals. Up to 20,000 SSP appeals can be submitted per month. DA explained that Xoserve are considering an implementation date of 18 October 2014, for October 20,000 appeals will still be allowed but over a shorter period. This date is subject to review and approval by internal governance and will be confirmed once approved.

Organisation Rejection codes

DA confirmed more information would be provided in the 13 June change pack.

M83 File Record

DA explained the Class 1 change had been issued in a Change Pack and provided some background to the CDR files introduced at RGMA. He confirmed that the reposition value had been omitted from the file issued and that the allowable values needed to be updated. The Committee approved the update of the M83 document.

UNC Modification 0455 – Implementation Phase 1

DA provided a presentation on the [0455 Implementation approach](#). He clarified there are no UK Link system changes required for Modification 0455. However Xoserve are proposing a phased approach to make the process more manageable. DA summarised the process for the modification and the use of the M03 record. He also provided an assessment of the impacts.

BH enquired about the implementation of 0425, DA reassured the Committee will be updated on the 0425 implementation and explained the similarities with 0424. BH asked about the M03 record with the 0424 solution, DA explained under Modification 0424 the Shipper will be provided with a notification and will have 30 days to undertake a confirmation. DA reminded Users that they currently receive the M03 record – normally related to must reads and Transporter generated estimated readings but also meter information updates.

DA explained that Modification 0424 allows the transporter to reverse the isolation, however with Modifications 0425 and 0410A these stop short in attaching an asset because there is a different asset. Parties will be asked to update the record. Xoserve will provide details of the meter asset that would be attached if no action is taken within the defined notice period. DA agreed to provide more information on the notifications and timescales for Modifications 0410A, 0424 and 0425.

Action UKL0601: Xoserve to clarify the expected notifications and the associated timescales for Modifications 0410A, 0425, 0424.

DA confirmed a presentation would be provided to the Distribution Workgroup with details of the representation timescales.

Action UKL0602: Xoserve to provide an updated Modification 0455 presentation to include the representation timescales for the Distribution Workgroup on 26 June 2014.

2.1.2 Current UK Link Changes Approved – Scheduled for Implementation

CRN3288.2 Supplier Portfolio – Output File

DA reported that Xoserve's portfolio reconciliation has not started. This will commence when all Shipper portfolios have been received. DA highlighted that some files submitted via email did not meet the criteria and some liaison has been required. He wished parties to note the next time the portfolio is submitted all files will need to be submitted via IX. He also asked all parties to check the output files.

CRN2831 Smart Metering DCC Day 1

DA confirmed implementation remains on track 27 June 2014.

CRN2831 SUN File Format Decommissioning

DA confirmed implementation remains on track 27 June 2014.

CRN2789.1 Measured to Address Unregistered and Shipperless Sites

DA provided a [COR2789: Measures to Address Unregistered & Shipperless Sites presentation](#), which included a forced confirmation timeline and an explanation of the process. TC enquired about the GSR and MUS codes being easily identifiable, DA confirmed the contact codes would be visible on screen.

Action UKL0603: CRN2789.1 - Xoserve to provide clarification on the visibility of the GSR and MUS codes and provide a screen shot from the queue.

TC enquired about the assessment of the asset attachment disputes. DA confirmed action would not be taken before ample opportunity has been given to resolve a dispute. If following a dispute the Shipper does not undertake the appropriate action these will need to be addressed.

TC asked about the SMS user guide and quick reference update to include the new codes. He enquired about the timelines of the update.

Action UKL0604: CRN2789.1 Xoserve to confirm when the SMS user guide and quick reference guides will be updated

CRN3286 Supply Point Registration – Facilitation of Faster Switching

DA confirmed on track with a planned implementation on 07 November 2014

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

CRN2791 K08 Validation of the MAM ID

DA confirmed successful implementation on 02 May 2014.

CRN 3288.1 Supplier Portfolio - Input File

DA confirmed successful implementation on 28 May 2014.

2.2. Performance Reporting – Monthly Report

Report accepted.

2.3. File Format and Urgent Communications (Xoserve Report D)

Report accepted.

2.4. Planned Outages

DA summarised the planned outages. He highlighted a change to the outage times on the report. The report will be republished.

Report accepted.

3. Strategic Initiative Update

3.1. Xoserve Technology Day

DA confirmed that Xoserve facilitated a UK Link Technology event last week to provide Shippers an opportunity to view and gain a technical grasp of the new UK Link system. A number of presentations have been published on the xoserve at website at:

<http://www.xoserve.com/index.php/uk-link-programme-technology-day/>

DA reported an item discussed at the UK Link Technology Day, whereby it is anticipated that 65% of UK Link file formats will change, as part of the SAP implementation, in relation to the existing files, and 10% of new UK Link files as a result of this programme.

The Committee members asked to be approached and included, to consider the design considerations and new functionality. DA highlighted some changes presented will be driven by the SAP solution. The Committee were keen to be involved to digest the changes. TC was keen to understand the breakdown of the changes.

Action UKL0605: Xoserve to include UK Link Committee members with solution considerations with respect to file format changes.

4. Any Other Business

4.1. Communication List

BH asked about the Xoserve programme to update circulation lists and how these updates will be managed.

Action UKL0606: Xoserve Stakeholder Engagement Team to set out how it will manage circulation list updates.

4.2. EFT Log Transfers

DA provided an Enhanced File Transfer System [EFT Log Transfers presentation](#). He did not anticipate any impact to Users. No issues were identified by Users.

DA indicated that he would include information within the Change Pack for representation and approval.

4.3. AQ 2014 Progress Update - AQ Calculation Process Completion

DA provided an [update](#) on the AQ progress, reporting that the AQ calculation process has completed successfully. The industry is now reviewing the calculations. He confirmed everything remains on track.

4.4. SMART Implementation

DA highlighted SPAA Change 13/231 - changes to RGMA flows. The impact will be passed onto the Transporters. He confirmed that the Transporters would be issuing version 5.0 of the Treatment and Conditionality Document. Details will be provided in the 13 June Change Pack for a 10 day representation.

5. Diary Planning

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

10:00, 10 July 2014, Teleconference

ACTION TABLE

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status
UKL 0102	09/01/14	2.1.1	CRN 2789 - Xoserve to provide the timings for forced confirmations.	Xoserve (DA)	Update provided. Closed
UKL 0104	09/01/14	2.1.1	CRN2791 - To provide a consolidated SPA rejection code list	Xoserve (DA)	Update to be provided. Carried Forward
UKL 0401	10/04/14	2.1.1	To clarify what the pre and post acquisition process will be for site transfers under Modification 0477.	Xoserve (DA)	Update to be provided. Carried Forward
UKL 0501	08/05/14	1.1	Xoserve to notify the Users present at the April UK Link Committee who is held on the ANS contact list for their organisation.	Xoserve (DA)	Update provided. Closed
UKL 0502	08/05/14	1.2	CRN 2789 – Xoserve to investigate whether a view can be provided on the potential backlog of sites that could be loaded onto CMS requiring action.	Xoserve (DA)	Update provided. Closed
UKL 0503	08/05/14	2.1.2	CRN2789.1 - Xoserve to investigate and confirm whether a Shipper can update CMS to confirm the meter has been removed.	Xoserve (DA)	Update provided. Closed
UKL 0601	12/06/14	2.1.1	To clarify the expected notifications and the associated timescales for Modifications 0410A, 0425, 0424.	Xoserve (DA)	Update to be provided.
UKL 0602	12/06/14	2.1.1	To provide an updated Modification 0455 presentation to include the representation timescales for the Distribution Workgroup on 26 June 2014.	Xoserve (DA)	Update to be provided.
UKL 0603	12/06/14	2.1.2	CRN2789.1 - To provide clarification on the visibility of the GSR and MUS codes and provide a screen shot from the queue.	Xoserve (DA)	Update to be provided.
UKL 0604	12/06/14	2.1.2	CRN2789.1 - To confirm when the SMS user guide and quick reference	Xoserve (TR)	Update to be provided.

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status
			guides will be updated.		
UKL 0605	12/06/14	3.1	To include UK Link Committee members with solution considerations with respect to file format changes.	Xoserve (DA)	Update to be provided.
UKL 0606	12/06/14	4.1	The Xoserve Stakeholder Engagement Team to set out how it will manage circulation list updates.	Xoserve	Update to be provided.