

**UK LINK Committee Meeting Minutes**  
**Thursday 12 December 2013**  
**via Teleconference**

**Attendees**

Mike Berrisford (Chair)	(MB)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Amie Charalambous	(AC)	RWE npower
Bryan Hale	(BH)	EDF Energy
David Addison	(DA)	Xoserve
Graham Wood	(GW)	British Gas
Joanna Harze	(JH)	Xoserve
Julie Varney	(JV)	National Grid NTS
Martin Brandt	(MB)	SSE

\* via teleconference

Copies of all papers are available at: [www.gasgovernance.co.uk/uklc/141213](http://www.gasgovernance.co.uk/uklc/141213)

**1. Review of Minutes, Action and Modifications**

**1.1 Minutes**

The minutes of the previous meeting were approved.

**1.2 Actions**

**0801:** *Smart Metering Portfolio DCC Day 1.* Clarify Testing and trial plans and confirm a sufficient period has been allowed to address any potential issues arising from testing/trialling, and a contingency date.

**Update:** DA confirmed this action is being progressed through SMIP Focus group and further discussion are due to take place on Friday 20 December 2013 where shippers have been asked to provide scenarios they would like tested. It was then agreed that a new standing item would be added to the January agenda to provide for a SMIP Progress Update going forward (split into two elements – SMART and Testing). **Closed**

**1001:** Xoserve to provide clarity regarding the transitional arrangements to ensure relevant parties receive relevant smart data.

**Update:** DA indicated that this is also being considered by the SMIP Focus group as a requirement, which will be assessed. Please see above. **Closed**

**1.3 Modifications**

MiB confirmed that one modification had been raised since the last meeting:

[0473 - Project Nexus – Allocation of Unidentified Gas](#)

Impacts were anticipated to scaling factors

[0474 - Inclusion of the guidelines relating to the “Customer Settlement Error Claims Process” within UNC governance](#)

No system impacts are expected for the implementation of Modification 0474 as this is simply to include the guidelines as a UNC related document however DA explained the link to Modification 0429 and the expected changes to the adhoc invoice charge types and supporting information.

## **2. Xoserve Reporting**

### **2.1. UK Link Modification Implementation Plan**

#### **2.1.1 Current UK Link Changes awaiting scheduling – Not Implemented**

##### ***CRN1000.11 XP1 Service (IX Contingency)***

DA confirmed a communication had been issued proposing a Class 1 change, no representations had been received however, a response had been submitted requesting participation in testing starting on Monday. The Xoserve website has been updated with the testing environment and can be made available to the committee to view. The committee approved the Class 1 change. An update on the testing will be provided at the next meeting.

**Action 1201: XP1 Service - Xoserve (DA) to provide formal updates on system testing.**

##### ***CRN 2789 Measures to Address Unregistered and Shipperless Sites***

DA provided a [Measures to Address Unregistered & Shipperless Sites presentation](#) for Modifications 0424, 0410A and TPD G7.3.7. providing a further update following last month's presentation. MB asked about the treatment of exception files and the automation of the solution. DA advised the committee that a separate change pack would need to be issued however the 10 day review window would not be reduced. He clarified a ten-day representation period would be provided in advance of February 2014 but this is not likely to be issued before the 10 January 2014.

##### ***Implementation of UNC Modification 0431***

Update expected next month.

##### ***CRN3186 Billing for Site Visits for UNC Modification 0410A and 0424***

DA confirmed a communication is expected on 13 December 2013.

#### **2.1.2 Current UK Link Changes Approved – Scheduled for Implementation**

##### ***CRN2831 Smart Metering DCC Day 1***

DA confirmed a correction to the implementation date and that this remains on track for 27 June 2014.

##### ***SUN File Format Change***

DA confirmed the 27 June 2014 implementation date.

##### ***CRN2878 Removal for a gas trader holding a shipper license***

DA explained the Class 1 change had been placed on hold and anticipated a reschedule to the change from 09 February 2014.

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

None.

### **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 highlighted Communication 1250-JH-DA issued on 29 August 2013. He explained that there is a possibility that the outage may not occur this weekend. The go /no go decision will be made on 13 December 2013. If there is a no go decision a communication will be issued to confirm, otherwise the committee is to assume the outage will take place. DA agreed to reissue the communication for clarification.

## 3. Xoserve Strategic Initiatives

### 3.1. UNC Gas Day alignment with EU Network Codes

DA provided a brief update and confirmed Workgroup 0463 had concluded the Workgroup Report for panel consideration.

### 3.2. Project Nexus Progress Update

MiB highlighted that modifications 0432 and 0434 are due to close for representation on 06 January 2014.

## 4. Any Other Business

### 4.1. Christmas Representation Timetable

DA advised the Committee that the forthcoming Change Pack and representation timetable, which is scheduled to run over the Christmas break, had previously proposed a 31 December closeout date, however he proposed to extend this to the 03 January 2014. The Committee welcomed the extension.

## 5. Diary Planning

Details of all meetings can be found at [www.gasgovernance.co.uk/Diary](http://www.gasgovernance.co.uk/Diary)

10:00, 09 January 2014, Teleconference

10:00, 13 February 2014, Teleconference

10:00, 13 March 2014, Teleconference

### ACTION TABLE

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status
UKL 0801	08/08/13	2.1.4.	Smart Metering Portfolio DCC Day 1. Clarify Testing and trial plans and confirm a sufficient period has been allowed to address any potential issues arising from testing/trialling, and a contingency date.	Xoserve (LC)	Closed
1001	10/10/13	2.1.	Xoserve to provide clarity regarding the transitional arrangements to ensure relevant parties receive relevant smart data.	Xoserve (DA)	Closed
1201	12/12/13	2.1.1.	XP1 Service - Xoserve to provide formal updates on system testing.	Xoserve (DA)	Pending