

**UK LINK Committee Meeting Minutes**  
**Thursday 13 February 2014**  
**via teleconference**

**Attendees**

Mike Berrisford (Chair)	(MB)	Joint Office
Helen Cuin (Secretary)	(HC)	Joint Office
Amie Charalambous	(AC)	RWE npower
Andy Simpson	(AS)	Xoserve
Bryan Hale	(BH)	EDF Energy
David Addison	(DA)	Xoserve
Graham Wood	(GW)	British Gas
Joanna Harze	(JH)	Xoserve
Lee Harrison	(LH)	Xoserve
Mark Jones	(MJ)	SSE

*\* via teleconference*

Copies of all papers are available at: [www.gasgovernance.co.uk/uklc/130214](http://www.gasgovernance.co.uk/uklc/130214)

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

**1.1 Minutes**

The minutes of the previous meeting were approved.

**1.2 Actions**

**0101:** CRN 2789 - Xoserve to provide mock up screens and scenarios/hand offs.

**Update:** DA advised that expects to issue some example screens in March and will allow for a 10-day representation window. With respect to Modification 425 recently implemented, BH enquired if the functionality will be the same as for Modification 0424 to which DA confirmed there would be additional processing for Modification 0425 - such as to record the alternative metering details - but he expected that this would be implemented by supplementing the functionality introduced in CRN2789. **Carried Forward**

**0102:** CRN 2789 - Xoserve to provide the timings for forced confirmations.

**Update:** Update to be provided at next meeting. **Carried Forward**

**0103:** CRN 2789 - Xoserve to provide a detailed communication to provide further clarity.

**Update:** DA advised that in his opinion the CRN2789 presentation under item 2.1.1 below provides further clarity. **Closed**

**0104:** CRN2791 - Xoserve to provide a consolidated SPA rejection code list.

**Update:** DA confirmed that work remains ongoing, and the communications are being reviewed and Xoserve are also undertaking a system sweep. He hopes to provide an update next month. **Carried Forward**

**1.3 Modifications**

MB confirmed that eight modifications have been raised since the last meeting:

[0478 - Filling the gap for SOQ reductions below BSSOQ until Project Nexus](#)

Proposed update/extension to the expired arrangements to reduce an SOQ below the BSSOQ to enable SOQs to be reduced below BSSOQ from October 2014. No system impacts are expected.

[0479 - Inclusion of email as a valid UNC communication](#)

The proposal for the use of email as a valid form of UNC communications in appropriate circumstances is expected to impact the UK Link Manual.

[0482 - Proposed Changes to Mod 81 Reports to be effective from 01/10/13](#)

No change to UK Link systems expected, however there will be a change to current reporting.

[0483 - Performance Assurance Framework Incentive Regime](#)

Reporting changes expected.

## 2. Xoserve Reporting

### 2.1. UK Link Modification Implementation Plan

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

***CRN2789 Measures to Address Unregistered and Shipperless Sites***

DA provided a presentation on the [Measures to Address Unregistered and Shipperless Sites](#). DA reported that the Xoserve project team have been releasing information related to impacts of this change to try to support Users. The presentation summarised the new file formats and supporting information files. DA confirmed a communication would be issued to consolidate all the file format impacts. He proposes any representations are considered at next months meeting however if there are no negative representations all parties will have the baseline file formats to work with. AS confirmed no existing file structures will be changed. The first invoice issue is expected on the 29 August 2014 with the new supporting information provided on Friday 22 August 2014. The Committee noted the possibility of a shortened notice period if any negative representations were received. AC enquired about withdrawals and requested clarification on the term “appropriate notice”. DA confirmed Shippers would have visibility on the CMS queue screens for the required notice. A QEX file will also be issued on a daily basis to notify users of any changes in status. The Committee approved the proposed file formats based on the understanding that a 10 day representation period would be provided and no negative representations are received.

BH asked Xoserve for assistance understanding EDF’s CMS user identities.

**Action 0201: Xoserve to assist EDF Energy understanding their user identities and how a Local Security Officer (LSO) can identify this information and self service creation / deletion requests.**

***Implementation of UNC Modification 0431***

DA confirmed that a decision is awaited from Ofgem.

**Action 0202: Modification 0431 - Xoserve to provide a summary of the changes expected.**

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

Please see CRN2789 update and presentation above for further details.

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

DA confirmed that CRN3187 and CRN3278 to accommodate gas day changes, which had been flagged for visibility, would be merged,

**CRN3278 Delivery of Non Gemini Gas Day Changes**

DA confirmed implementation was expected in 2014.

**CRN3286 Supply Point Registration – Facilitation of Faster Switching**

DA confirmed Modification 0477 was expected to report to the March UNC panel. He advised that the UK Link members contact their organisations regulatory representatives to understand the impacts to Xoserve and significant implications on Shipper systems that need to be considered. DA highlighted that due to the tight implementation timescales proposed there would not be a six-month implementation period.

**Action 0203: CRN3286 - Xoserve to provide insight / update on the 0477 Modification.**

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

**CRN 2557 Revision to the Metering Charges Pricing module on Unique Sites**

DA confirmed implementation remains on track for 30 April 2014.

**CRN2791 K08 Validation of the MAM ID – For representation**

DA confirmed implementation was expected in April 2014. He explained that Xoserve have in excess of 1m invalid MAM ids held on UK Link. Parties have been advised of the MAMs not registered with UK Link to address. He requested a progress update from Shippers addressing invalid MAMs. He emphasised this should not be a material issue if all the MAMs register and this should only take 2/3 days to register. BH enquired about the impact of unregistered MAMs on implementation and whether rejections would occur post 01 April. DA explained rejections would occur for non-registered MAMs. He agreed to provide an update on the progress of MAM registration at the next meeting.

**Action 0204: CRN2791 - Xoserve to provide an update on the progress of registering non-recognised MAMs.**

**CRN2831 Smart Metering DCC Day 1**

DA confirmed implementation remains on track for 27 June 2014.

**SUN File Format Decommissioning**

DA confirmed implementation remains on track for 27 June 2014.

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

DA explained this had been placed on hold.

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

**CRN1000.11.1 Replacement XP1 Service (IX Contingency)**

DA confirmed successful implementation on 07 January 2014. Although the service has officially been decommissioned it is still available at the moment until 21 February. The front-end system will be removed on 22 February and all users should now be using the new XP1 tokens.

**CRN1000.11.2 Original XP1 Service Decommissioning**

DA confirmed successful implementation on 31 January 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 highlighted a communication regarding the contact management service - Comm1272 and that CMS screens may not be available on Monday 17 February.

Report accepted.

## **3. Strategic Initiative Update**

### **3.1 UNC Gas Day Alignment with EU Network Codes**

No further update available at this time.

### **3.2 Project Nexus Update**

No further update available at this time.

### **3.3 Smart Metering**

#### **3.3.1 Programme**

No further update available at this time.

#### **3.3.2 Testing**

No further update available at this time.

## **4. Any Other Business**

AC enquired about the impacts for Modification 0451 – Individual Settlements For Pre-Payment & Smart Meters

**Action 0205: Xoserve to provide an update on Modification 0451 solution/impacts**

## **5. Diary Planning**

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

10:00, 13 March 2014, Teleconference

**ACTION TABLE**

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner</b>	<b>Status</b>
0101	09/01/14	2.1.1	<i>CRN 2789 - Xoserve to provide mock up screens and scenarios/hand offs</i>	Xoserve (DA)	<b>Carried Forward</b>
0102	09/01/14	2.1.1	<i>CRN 2789 - Xoserve to provide the timings for forced confirmations.</i>	Xoserve (DA)	<b>Carried Forward</b>
0103	09/01/14	2.1.1	CRN 2789 - Xoserve to provide a detailed communication to provide further clarity.	Xoserve (DA)	<b>Complete</b>
0104	09/01/14	2.1.1	CRN2791 - Xoserve to provide a consolidated SPA rejection code list.	Xoserve (DA)	<b>Carried Forward</b>
0201	13/02/14	2.1.1	To assist EDF Energy understanding their user identities and how a Local Security Officer (LSO) can identify this information and self service creation / deletion requests.	Xoserve (DA)	<b>Pending</b>
0202	13/02/14	2.1.1	<i>Modification 0431 - Xoserve to provide a summary of the changes expected.</i>	Xoserve (DA)	<b>Pending</b>
0203	13/02/14	2.1.1	<i>CRN3286 - Xoserve to provide insight / update on the 0477 Modification.</i>	Xoserve (DA)	<b>Pending</b>
0204	13/02/14	2.1.1	<i>CRN2791 - Xoserve to provide an update on the progress of registering non-recognised MAMs.</i>	Xoserve (DA)	<b>Pending</b>
0205	13/02/14	2.1.1	To provide an update on Modification 0451 solution/impacts	Xoserve (DA)	<b>Pending</b>