

UK LINK Committee Meeting Minutes
Thursday 12 May 2016
31 Homer Road, Solihull B91 3LT

Attendees

Bob Fletcher (Chair)	(BF)	Joint Office	
Mike Berrisford (Secretary)	(MB)	Joint Office	
Alison Nield	(AN)	Gazprom	Member
Bob Broadhurst*	(BH)	British Gas	
Chris Fears	(CF)	Xoserve	
Colette Baldwin	(CB)	E.ON	Member
Daniel Griffiths*	(DG)	ENGIE	
Dave Addison	(DA)	Xoserve	Alternate (Transporter)
Graham Wood*	(GW)	British Gas	Member
Lee Harrison	(LH)	Xoserve	
Lorna Lewin	(LL)	DONG Energy	Member
Mark Jones*	(MJ)	SSE	Alternate
Naomi Nathaneal	(NN)	Utility Warehouse	
Rachel Hinsley	(RH)	Xoserve	
Sharon Eaton	(SE)	RWE npower	Alternate
Simon Power	(SP)	EDF Energy	Alternate
Steve Nunnington	(SN)	Xoserve	Alternate (Transporter)

*via teleconference

Copies of meeting papers are available at: <http://www.gasgovernance.co.uk/uklc/120516>

1. Introduction and Status Review

BF welcomed all to the meeting and confirmed its quorate status.

1.1. Approval of Minutes (14 and 27 April 2016)

The minutes of the previous meetings were approved.

2. Overview of Modifications Impacting UK Link Systems

DA gave a brief overview on recently raised modifications:

0531 – Provision of an Industry User Test System

MJ explained that the Workgroup is looking for a two month extension to the reporting timeline and that he expects the requirements would reside under the UKLC auspices, should the modification be approved. DA advised that a supplementary document is being developed which sets out the rules for accessing the testing environment which is likely to be managed by the UKLC, he advised members that this represented a significant change to their existing role.

BF once again reminded everyone present that under UNC Modification 0565, the UKLC role will change significantly going forwards and he advised members to keep a watching brief to ensure they understand what they changes mean.

0571A – Application of Ratchets Charges to Class 1 Supply Points and Class 2 with an AQ above 73,200kWhs

Some UK Link impacts are anticipated especially around suppression of (ratchet) related charges.

0582 – Amendments to reflect separation in legal ownership of NTS and National Grid owned LDZs to facilitate the sale of National Grid’s Gas Distribution Business

At this time, no UK Link impacts are anticipated.

0583 – Requiring an Opening Meter Reading at same User Conformation

Some UK Link impacts are anticipated especially around communications to Users, possibly supported by an offline spreadsheet provision (for the transitional elements).

3. Issues referred from UKLIEF and MTWG

SN highlighted the recent Market Trials exercise and reminded parties to please route any enquiries or issues escalation (regarding defects etc.) through the Market Trials Workgroup rather than through the UKLC in order to avoid any undue duplication of effort and to ensure a consistent view is presented. DA also pointed out that a lot of items had also been (incorrectly) routed through the SDG forum.

4. Approval of RTO

When SN explained that this matter is now managed under the Implementation Plan, DA suggested, and UKLC members agreed, to remove this standing item from future agendas.

5. Xoserve Reporting Updates

5.1. UK Link Modification Implementation Plan

5.1.1. Current UK Link Changes Awaiting Scheduling – In Analysis

SN explained that currently there are no UK Link change requests in analysis.

5.1.2. Current Project Nexus Changes Awaiting Scheduling – In Analysis

COR1154.15.39 iGT Enduring Transformation Rules (Change Pack 4)

SN explained that a change pack relating to this matter had been issued and that going forwards this would simply be referred to as ‘enduring’.

COR1154.15.41 UKLP Standards Guide Amendment to deal with File Numbering after rejection and ERR and FRJ file formats

DA explained that a change pack had previously been issued on this item and that this change relates to the earlier unique reference number change, plus Standards Guide amendments.

When asked, DA confirmed that as far as the ‘FRJ’ aspect is concerned, there are no numbering convention related changes, whilst the ‘ERR’ element relates to the previous discussions around the maximum 10 file ‘bounce backs’ – this is now being changed to reflect all (unlimited occurrences) file and hierarchy impacts. He also confirmed that these changes are reflected within the current Market Trials environment.

He then suggested that if someone should make reference to Standards Guide changes being required within their representation, that would be extremely helpful.

COR1154.15.17 Treatment of the Token File

DA explained that this change would be included within the forthcoming Change Pack seeking responses, before looking to be approved at the 25 May 2016 UKLC meeting.

DA also explained that where necessary Xoserve would be making suggested system upgrade recommendations to individual users.

COR1154.15.16 UKLP Including Nexus Requirements – Method of transportation for the Invoicing Supporting Information Files, Compression

Please refer to 'COR1154.15.17 Treatment of the Token File' discussion above for details.

COR1154.15.32 UKLP Including Nexus Requirements – Data Update Code (DUC) – JOB File

DA explained that he had not seen any analysis outcomes as yet, but hopes to be able to provide an update at the 16 May 2016 SDG meeting.

COR1154.15.37 UK Link Standards Guide Amendment to deal with Leading Zero's

DA explained that whilst a communication on this matter is almost ready for issuing, Xoserve are still discussing / considering the treatment (domain preference) aspects – expect the communication to be issued in due course.

COR1154.15.27 UKLP Including Nexus requirement – RTO File Format & Hierarchy

DA apologised explaining that he has not had the opportunity to progress this matter as yet.

COR1154.15.14 UKLP Including Nexus requirement – Amendments to Baselined File Formats (October) – U01, U12 & U14

DA explained that this change order relates to AMR and uncorrected convertor reading provisions. He went on to advise that Xoserve is currently assessing the change with a view to proposing to revert back to the current treatment of unbundled meter reading records (i.e. legacy treatment) – in other words, wherever an index is fitted, parties must provide the convertor information.

Xoserve is also considering notifying the industry of the formal withdrawal of the associated file formats in due course.

A communication relating to the change is expected in due course.

Changing treatment of the MAM File / K08 Record

DA explained that this change relates to a concern previously voiced by B Hale, EDF Energy and that in response, Xoserve is proposing to revert the K08 record back and to possibly consider treating any issues as 'defects' that sit outside the 'normal' release date(s).

More information, especially relating to a possible release date, would be included within a forthcoming communication on this matter.

COR1154.15.34 UKLP Including Nexus Requirements – N95 File Record

DA explained that the matrix would be tweaked (including DUC scenarios which would be 'greyed out' initially) and provided in advance for consideration at the 16 May 2016 SDG meeting.

5.1.3. Current UK Link Changes Awaiting Scheduling – Awaiting Approval

Gemini API SSL Upgrade

In considering this change order, CF provided a brief overview of the 'Gemini API SSL Certificate Update' presentation.

During a brief discussion (on the presentation), CF confirmed that around nine parties had so far contacted the Xoserve service desk. He also explained that currently no known issues exist in regards to the new certificates, although one connectivity related issue has come to light so far.

When CB enquired why the information is only being released to the industry late in the day, CF acknowledged the point before apologising and explaining that this was due in part, to no impacts on parties being envisaged in the first instance.

Both AN and CB advised that their respective companies had carried out some preliminary testing of the new certificates which had revealed some (connection related) issues. CF advised that he would double check with his Xoserve colleagues that the appropriate service desk 'tickets' had been raised to resolve the issues.

Moving on, CF explained that the Market Trials environment is being utilised to test the new certificates as the old ones will expire on 23 May 2016. He also pointed out that in reality the change over needs to be enacted on 17 May 2016 at the latest to ensure the (new) certificates are in place in time.

Concluding the presentation, CF suggested that should anyone have any issues to please contact him direct at: chris.h.fears@xoserve.com.

In briefly considering why formal UKLC approval of the change is needed, especially when considering that there is no fallback position available, SN acknowledged the critique and agreed to a new action to provide an update on the progress / completion of the certificate switch over at the next UKLC meeting.

When asked, UKLC members approved the change order - **Approved**

5.1.4. Current Project Nexus Changes Awaiting Scheduling – Awaiting Approval

COR1154.15.40 UKLP Including Nexus requirement – Q28 Clarification

DA opened discussions by explaining that this is not a standard change order status of 'UKLC Ratification' (formal consent) that attempts to reflect the fact that this urgent matter had already been discussed at the previous SDG meeting, where SDG participants suggested removing the 'VAT' related aspects (as these clearly did not add up mathematically) from invoices. In short, DA believes this is only a descriptive change, as outlined in the accompanying communication, which clearly specified the agreed approach.

DA went on to explain that as the SDG have already 'agreed' this urgent change should be made without delay (which has been treated as a defect in order to look to avoid the protracted change process), and as a number of UKLC members were present and agreed with the change, it was suggested that UKLC could do a formal post approval or ratify the change.

A detailed debate followed during which UKLC members voiced their grave concerns that the 'normal' UKLC governance processes had apparently been circumvented by an SDG recommendation being made when the SDG is an informal group (with limited industry participation) and clearly NOT a decision making body, regardless of whether or not some of the UKLC members were present. Members also pointed out that in their opinion, decisions of this nature fall under the remit of the UKLC Accelerated Governance meeting remit (i.e. satisfying due process and industry transparency). Concern was also raised that the industry had not been fully consulted and there could have been parties who were significantly impacted.

When challenged, DA confirmed that there are absolutely no file format changes involved with this matter and that the fore runner to any decisions were two defects raised by parties, with both of these parties being happy with the issues being described as defects. In referring to the previous UKLC K08 discussions, DA also pointed out that how an issue is termed as either a 'change' or a 'defect' remains an internal Xoserve decision process. In acknowledging members concerns, DA remained convinced that regardless of the fact that the SDG recommendation in this instance cut across UKLC, it was the right process to have followed in this instance as it prevented a reduction in industry testing.

Once again voicing her concerns at the process followed for this matter, LL suggested that perhaps the PNDG or PNSG might have been better forums under which to consider the matter, as they are closer to delivery. CB suggested that the real issue is the fact that the UKLC are being asked to make a retrospective approval after the event, which is obviously NOT good governance.

Responding to the criticisms, DA explained the timeline behind the issues as follows:

- Issue became visible on Friday 29 April, with Xoserve's Subject Matter Expert (SME) discussing with E.ON on the same day;
- Work over the weekend identified a possible solution;
- Solution taken to SDG and considered on 03 May, including additional concern voiced around the defect itself;
- At SDG meeting Xoserve provided confirmation that the matter would be highlighted (in detail) within a communication to be issued on 04 May, and
- During SDG meeting, DA pointed out the SDG participants that any decision would / could potentially circumvent UKLC governance, which was also supported within the communication.

LL felt that as this matter was / is not necessarily a Change Order matter, it begs the question as to where a decision really resides, and as a consequence, she will be looking to raise governance process concerns at a suitable forum. One alternative suggested was that a 'Risk' could be raised under a.n.other suitable forum such as the PNDG or PNSG.

When asked how similar matters should / could be dealt with in future, UKLC members advocated the utilisation of Short Notice (Urgent) Accelerated Governance UKLC meetings, supported by a 5 business day consultation mechanism, where deemed suitable.

In recognition of the discussions and concerns raised, DA advised that he would look to remove the current status description from within the Implementation Plan and look to seek approval at a subsequent Short Notice (Urgent) Accelerated Governance UKLC meeting. He also pointed out that it might be necessary to issue a communication outside of the 'normal' change pack process (where there are any urgent consideration involved).

In the end, as a result of the debate UKLC members were asked whether they wanted to withdraw the change. When asked, UKLC members with the exception of LL, agreed to approve the change order. **Approved**

New Action UKL0501: Reference COR1154.15.40 UKLP Including Nexus requirement – Q28 Clarification - Xoserve (DA) to confirm how treatment of urgent UKLC / Industry decisions would be managed in future.

COR1154.15.31 UKLP Including Nexus Requirements – Shipper Rejection Codes V2.6

DA explained that this change relates to two specific points, namely the amended rejection code text associated with a K08 record which Xoserve are proposing to withdraw from the change and then reissuing the documentation and the DNI514 issue, as previously raised by British Gas.

DA then went on to focus on the DNI514 issue and explained that British Gas is of the opinion that this is an inappropriate use of the (mandatory field not included) code. In its deliberations, Xoserve has been seeking to avoid creation of a new rejection code, and as a consequence, tried to find a 'best fit' using an existing code. In short, there are two possible options to the problem – either leave 'as-is' or look to insert a new rejection code (the least viable

option). Responding, BB advised that whilst British Gas would prefer a dedicated code based solution, it might accept a mandatory / conditional field based solution as a workable alternative. DA confirmed that the field in question is NOT utilised elsewhere in a Shipper facing file. When BB suggested that perhaps using an 'expected field' based option might work, DA agreed.

DA then indicated that he would look to remove the K08 rejection elements and change the mandatory to expected field and support this with a change pack communication with a 5 business day response window, as soon as possible.

Referring to rejection codes, DA advised that the SDG had been informed that Xoserve had removed a rejection code that British Gas had already received. He then asked whether or not parties would support provision of a consolidated UK Link Rejections (excluding RGMA rejections) and Exceptions listing in order to help avoid unnecessary confusion in future – parties supported the proposed change.

5.1.5. Current UK Link Changes Approved - Scheduled for Implementation

TBC

Proposed Datafix to Meter Link Code

SN advised that there is no proposed implementation date at this time.

COR3413.1 Removal of 'Automatic' creation of Meter Models on Receipt of RGMA Transactions – Revised Implementation Date

SN advised that there is no proposed implementation date at this time.

September 2016

COR1154.15.29 - New Rejection Message (enduring) - FIL00024 (V2.5)

SN pointed out that implementation is scheduled for 23 September 2016.

Modification 0532 - New Rejection Message - File received during Non-Effective Period

DA pointed out that implementation is scheduled for 23 September 2016.

5.1.6. Project Nexus Implementation Date

It was noted that some items have been updated.

The majority of these changes relate to Project Nexus and are all still in development for implementation on the Project Nexus Implementation Date.

5.1.7. UK Link Changes – Implemented since the last UK Link Committee Meeting

Treatment of Rejection of RGMA Transaction

Implemented 15 April 2016.

UK Link Standards Guide Amendment to deal with Integers in decimal fields and the treatment of decimal values

Implemented 15 April 2016.

COR3575 – MNC MPRN creation process

SN explained that following a few teething issues, the change was implemented 21 April 2016.

5.2. Xoserve Report

SN focused attention on the 'Annual Peterborough outage'. Thereafter, reports A, B, C, D and E were accepted.

5.3. Review of 'pipeline of change'

SN explained that there was nothing new to report at this time.

5.4. RGMA Treatment following Project Nexus Implementation Date

DA explained that Xoserve is currently undertaking an internal investigation and work remains ongoing. It is hoped that some information and documentation would be available in time for consideration at the June UKLC meeting.

6. Review of Actions

UKL0401: Reference COR1154.15.34 - Xoserve (DA) to consider whether or not it is appropriate to allow Suppliers to also utilise the proposed (initial) six month Helpdesk Service Provision service, and how any associated confirmation mechanisms would / could be expected to work.

Update: SN confirmed that Suppliers would be able to utilise the six month Helpdesk Service, as long as they are able to provide the same information as a Shipper would be expected to provide. **Closed**

UKL0401: Reference COR1154.15.35 - Xoserve (DA) to clarify how Xoserve would respond to contact title submissions, how it expects to treat these files and how any null values would be communicated via the UKLC going forwards.

Update: DA explained that the contacts titles had already been published on the UK Link Manual site and a supporting communication would be issued later in the day.

However, DA also explained that the change on how notifications would be provided going forward is still being considered. **Carried Forward**

7. Any Other Business

7.1. PAF Updates

SN explained that the previously approved PAF updates had experienced IX volume related issues that resulted in the IX grounding to a halt. Subsequent investigations have revealed that IX traffic had increased by a factor of 3x due in the most part to additional MAMs traffic.

Additionally, address (sub) field related issues impacting circa 2% of all cases necessitated cessation of the PAF file flows in order to resolve.

A related communication issued by Xoserve informed parties that the PAF flows would be re-issued commencing next week whereupon traffic would be closely monitored, supported by incremental increases in volumes, as and when appropriate.

7.2. Market Trials Defect Issue (Q28)

DA advised that more details would be provided within the Change Pack due to be issued on Friday 13 May 2016.

7.3. K88 Reconciliation (LSP) Record

DA focused attention on the K88 record and the SSP variances being included in a file that was meant for LSP sites, referencing the variance periods and post Project Nexus monthly (unidentified gas) requirements. He went on to advise that there are also issues around the LSP threshold crossers and change point zeroing (i.e. a validation related impact). DA suggested that there are three possible options namely to set out the LSP variance periods and/or to amend the K88 treatment whereby the whole LSP reconciliation at any point requires all reconciliations recorded to be provided, and/or simply look to remove any LSP records for an impacted site.

DA explained that this urgent matter would be discussed in more detail at the 13 May 2016 SDG meeting.

Following on, it was agreed for the change to be issued on Friday 13 May in an extraordinary change pack, for responses to close on Thursday 19 May and a Short Notice (Urgent) Accelerated Governance UKLC teleconference meeting to follow on Friday 20 May seeking approval of the treatment of RECONCILIATION INVOICE CHARGE within the ASP File Format.¹

Closing discussions, DA reminded all present that in future any defects must be dealt with via the Market Trials Workgroup.

8. Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

UKLC Meetings will be face-to-face meetings (unless otherwise notified) and will take place as follows:

Time and Date	Venue	Programme
09:30, Friday 20 May 2016	teleconference	<ul style="list-style-type: none"> Approval of the treatment of RECONCILIATION INVOICE CHARGE within the ASP File Format
10:00, Wednesday 25 May 2016	Consort House, 6 Homer Road, Solihull. B91 3QQ	<ul style="list-style-type: none"> Consideration of New Change Pack(s) and required approvals
10:00, Thursday 09 June 2016	Consort House, 6 Homer Road, Solihull. B91 3QQ	Standard agenda and other items to be confirmed

Action Table (as at 12 May 2016)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status
UKL 0401	14/04/16	5.1.4	<i>Reference COR1154.15.34</i> - Xoserve (DA) to consider whether or not it is appropriate to allow Suppliers to also utilise the proposed (initial) six month Helpdesk Service Provision service, and how any associated confirmation mechanisms would / could be expected to work.	Xoserve (DA)	Update provided. Closed
UKL 0402	14/04/16	5.1.4	<i>Reference COR1154.15.35</i> - Xoserve (DA) to clarify how Xoserve would respond to contact title submissions, how it expects to treat these files and how any null values would be communicated via the UKLC going forwards.	Xoserve (DA)	Carried Forward
UKL 0501	12/05/16	5.1.4	<i>Reference COR1154.15.40 UKLP Including Nexus requirement – Q28 Clarification</i> - Xoserve (DA) to confirm how treatment of urgent UKLC / Industry decisions would be managed in future.	Xoserve (DA)	Pending

¹ Post meeting note: Xoserve issued the change Clarification on the treatment of RECONCILIATION INVOICE CHARGE within the ASP File Format within the change pack on Friday 13 May 2016.