

UK LINK Committee Meeting Minutes

Thursday 10 February 2011

via teleconference

Attendees

Mike Berrisford (Chair)	(MiB) Joint Office of Gas Transporters
Helen Cuin (Secretary)	(HC) Joint Office of Gas Transporters
Aaron Forshaw	(AF) Electralink
Andy Simpson	(AS) xoserve
Amie Charalambous	(AC) RWE npower
Ashley Collins	(AC) EDF Energy
Christina MacArthur	(CM) xoserve
Danielle King	(DK) E.ON UK
Dave Addison	(DA) xoserve
Mark Cockayne	(MC) xoserve
Martin Brandt	(MB) SSE
Sean McGoldrick	(SM) National Grid NTS
Stephanie Shepherd	(SS) RWE npower

1. Review of Minutes and Actions

1.1. Minutes

The minutes of the previous meeting were accepted.

1.2. Review of actions

UKL1209: CRN 962.7 - xoserve to establish how a change in definition from 'check meter' to 'secondary meter' can be accommodated and report back.

Update: DA reported that xoserve would provide an update at the March meeting. **Carried Forward.**

UKL0101: CRN 2029 – Improving the availability of Meter Read History (UNC0279) - DA will clarify points of concern and issue a brief summary regarding the approach and proposed UKLC classification.

Update: DA conformed a note has been issued. **Complete.**

UKL0102: Address lack of visibility/inability to access attachments associated with UKL Communication documents published on the JO website.

Update: MB confirmed the event diary link for February does not work, it was also highlighted that some of the embedded documents only show as pictures not embedded files. MiB confirmed that these would be investigated. **Carried Forward.**

2. Industry Meetings

2.1 UNC Workgroups

MiB confirmed which modification had a potential impact upon UKL systems:

- 0357 - Enhanced Supply Point Administration Process. System changes to be confirmed.
- 0358 - I&C Compensation for Emergency Interruption. System changes to be confirmed.
- 0359 - Use of Market Sector Flag to determine Customer Status. System changes to be confirmed.
- 0363 - Commercial Arrangements for NTS Commingling Facilities. Initially no impact, however UK Link functionality may be required.
- 0365 - National Grid NTS Initiated Flow Swaps. UK Link functionality required.
- 0367 - Interruptible to Firm – Supply Point Transition. New UK Link functionality required.

2.2 Operational Forum

MiB reported that the Operational Forum met 09 February 2011 and that all the documents will be available on the National Grid Website.

3. UK Link Modification Implementation Plan (and review of UK Link Modification Status Report)

3.1. Gemini implementation plan.

SM provided a presentation on the Gemini Contingency Exercise, confirming it had run successfully and that xoserve will endeavour to run this every couple of years. The intention was to run a contingency exercise in 2012 however this would clash with the Exit Reform Phase 3, resulting in a clash of resources. The intention therefore is to reschedule the next contingency exercise to summer 2013, this will benefit of having the Exit Reform Phase 3 in place.

There was a general consensus for the deferral of the next contingency exercise until 2013, and every two years thereafter. All members present approved the request.

Current UK Link Changes awaiting scheduling – Not Implemented

3.2. CRN 2005 – Exit Reform Phase 3

AS reported that xoserve has entered week 12 of the analysis; with an estimated implementation for July/August 2012. He confirmed that xoserve are gathering information on the requirement for the functionality i.e. what APIs are required for the entry capacity module. He confirmed xoserve needs to gauge the interest as to whether API (file based transfers) are required to support the process. Communication will be issued shortly.

3.3. CRN 2029 – Improving the availability of Meter Read History (UNC0279)

DA confirmed that xoserve had received two comments, which will be published shortly. He reported that the representations received did not raise any issues against the classification of modification. Therefore it was intended to treat this as a Class 1 change, with a June 2011 implementation. He anticipated that the first issue of the DVD would be between the 15 June and 15 July and would be a User Pays Report.

MB highlighted a further change that had been requested. DA confirmed that this was a request for the exchange start reads (start read and end read) for correctors to be added to the report.

AC also asked about the read history of MPRNs and that he would prefer to see an entire read history opposed to an update on the last provided report.

DA confirmed that a revised implementation summary will be issued and will include a paragraph on MPRN read history.

DA asked, and members approved, scheduled this change for implementation in June / July 2011.

3.4. CRN 1832 – xoserve Service Desk Number

DA reported that no negative representations had been received for a Class 1 change and that the representations have been published. Some concern was expressed about the use of the old number and how long operatives would direct callers to the new number. xoserve confirmed that callers would be redirected to the new number and the new number will be published. However the redirection would not be a permanent arrangement.

DA asked, and members approved, scheduled this change for implementation on 28th February 2011.

3.5. CRN 962 – Query and Workflow Management

No further update.

3.6. CRN 962.6 Q&WM Proposed Removal of QEX File

To be referred back to CEUG, 15 March 2011 at Elexon.

3.7. CRN 962.7 Q&WM – Q Communications

To be referred back to CEUG, 15 March 2011 at Elexon.

3.8. CRN 962.9 – Query & Workflow Management – Prime and Sub Deduct Meter Contacts (Communication Ref 1027)

DA proposed to move this to scheduling. This was approved.

3.9. CRN 962.10 – Query & Workflow Management – Unregistered Sites Process Information (Communication Ref 1028)

DA reports that some comments have been received and published. He proposed not to seek approval at this stage as the optionality needs to be deferred back to the business forum before approval is sought.

3.10. CRN 962.15 – Q&WM Shipper Agreed Reads (SARS) Process

DA reported that this was approved at the last meeting and that this should have moved to scheduling already.

Current UK Link Changes Approved – Scheduled for Implementation

3.11. CRN 1630 – Exit Reform Phase 2

AS reported that xoserve have been re-planning and that the implementation date will be moving to 10 April 2011 with a contingency date of 17 April. He confirmed that an Email has been issued notifying of this. He reported that there will be an outage on Gemini and the exit reform system, extending the housekeeping window for 3 hours. Approval was given to the change of date.

AS confirmed that there will be a user trial with 4 Shippers 2 DNs and that training will be scheduled week commencing 14 March. Invites will be issued to parties who have expressed an interest.

Query & Workflow Management – 2011 Release

3.12. CRN 962.1 – CRN962.16

DA reported that further work is required prior to CEUG meeting for the proposed timeline for implementation of the Q project. Communications will be issued prior to next UK Link meeting with a view of the implementation date.

AC asked if further clarity could be provided on all of the changes on the Q project. He suggested a face-to-face meeting.

New Action UKL0201: xoserve/Joint Office (DA/MiB) to arrange a face-to-face June UK Link Meeting for a detailed walk through of the Q Project changes.

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

3.13. CRN 962 – TRF Hierarchy V7 for Representation

DA confirmed that the correct live version has been applied.

4. Review of Issue Status Report

4.1 xoserve Strategic Initiative

4.1.1 Project Nexus

A written update will be provided with this months minutes.

4.1.2 Query and Workflow Management

See item 3.11.

5. Performance Reporting – Monthly Report

DA reviewed the xoserve Report Pack by exception.

5.1 IS Faults logged by Shippers (xoserve Report A)

Report accepted.

5.2 UK-Link Business Support Agreement Report Summary (xoserve Report B)

Report accepted.

5.3 Mod 565 Monthly Liabilities Report (xoserve Report C)

Report accepted.

5.4 Report on Performance Problems

Report accepted.

6. File Format and Urgent Communications (xoserve Report D)

Report accepted.

7. Planned Outages (xoserve Report E)

Report accepted.

8. Any Other Business

DA gave update on Generic Invoicing; Filter failures file formats and adjustment processes.

DA gave an update on notifying users when xoserve have been unable to return a read.

DA reminded members that comments were due back on CRN 962.17 (Generic Invoicing) and 962.18 (Filter Failures) on 11th February, and indicated that the Change Pack tomorrow would include an additional change (962.19) for the 'Request for Adjustment' Process. This latter change is issued for information only, as detail sufficient for UKLink Committee approval was not available at this time – but it was felt that the provision of information available at this time would assist the Committee.

9. Next Meeting

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

The next UK Link Committee meeting will take place at 10:00 am on Thursday 10 March 2011, by teleconference.

2011 Meetings

14 April 2011, 10:00 – 12:00, by teleconference

12 May 2011, 10:00 – 12:00, by teleconference

09 June 2011, 10:00 – 12:00, face to face meeting to be arranged see item 3.11.

14 July 2011, 10:00 – 12:00, by teleconference

11 August 2011, 10:00 – 12:00, by teleconference

08 September 2011, 10:00 – 12:00, by teleconference

13 October 2011, 10:00 – 12:00, by teleconference

10 November 2011, 10:00 – 12:00, by teleconference

08 December 2011, 10:00 – 12:00, by teleconference

ACTION LOG: UK Link Committee 13 January 2011

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
UKL 1209	10/12/10	3.4	CRN 962.7 - xoserve to establish how a change in definition from 'check meter' to 'secondary meter' can be accommodated and report back.	xoserve (DA)	Update due at March meeting. Carried Forward
UKL 0101	13/01/11	3.3	CRN 2029 – Improving the availability of Meter Read History (UNC0279) - DA will clarify points of concern and issue a brief summary regarding the approach and	xoserve (DA)	Complete

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
			proposed UKLC classification.		
UKL 0102	13/01/11		Address lack of visibility/inability to access attachments associated with UKL Communication documents published on the JO website.	xoserve (DA) and Joint Office (MiB)	Carried Forward
UKL 0201	10/02/11	3.12	xoserve/Joint Office (DA/MiB) to arrange a face-to-face June UK Link Meeting for a detailed walk through of the Q Project changes.	xoserve/Joint Office (DA/MiB)	Pending