

UK LINK Committee Meeting Minutes
Thursday 11 October 2012
31 Homer Road, Solihull, B91 3LT

Attendees

Mike Berrisford (Chair)	(MiB)	Joint Office of Gas Transporters
Helen Cuin (Secretary)	(HC)	Joint Office of Gas Transporters
Ashley Collins*	(AC)	EDF Energy
Colette Baldwin*	(CB)	E.ON UK
Claire McNamara	(CM)	Xoserve
David Addison	(DA)	Xoserve
David McCrone	(DM)	Scottish Power
Graham Wood*	(GW)	British Gas
Julie Varney*	(JV)	National Grid NTS
Mark Roberts	(MR)	Xoserve
Martin Brandt*	(MB)	SSE
Stephanie Shepherd	(SS)	npower
Steve Morton*	(SM)	Total Gas & Power
Steve Nunnington	(SN)	Xoserve

* *via teleconference*

Please refer to: www.gasgovernance.co.uk/uklc/111012 for supporting papers.

1. Review of Minutes, Action and Modifications

1.1. Minutes

The minutes of the previous meeting were approved.

1.2. Actions

UKL 1103: Xoserve to review the contingency procedures that exist in the UK Link manual.

Update: DA advised that work continues and more detail was provided in the EFT slides.

Carried Forward

UKL 0803: LC to confirm the Contingency arrangements.

Update: See Action 1103.

Carried Forward

UKL 0805: DA to issue proposals on possible amendments to files arising from SMIP.

Update: DA provided a presentation on the proposals see section 3.

Closed

UKLC 0901: Xoserve to confirm the details of the BT engineers undertaking IX Project Telecoms work to EDF.

Update: DA advised that Xoserve have been experiencing difficulties obtaining such information but they continue to work with BT to obtain this information where is required.

Carried Forward

UKLC0902: All Users to consider the potential impacts on Gemini and the Citrix compatibility changes required.

Update: DA advised that a representation pack was provided with a view of the impacts, no responses had been received. Xoserve are phoning all organisations to ensure the messages have been received and to ensure participation in the testing.

Carried Forward

UKLC0903: Xoserve to provide a communication to parties on the Gemini Citrix including a presentation and reference to technical documents, seeking representations.

Update: DA reported that this had been issued within the change pack. AC enquired about the equipment replacement and log files. DA confirmed there is a different change request for the log files in March.

Closed

UKLC0904: All Users to register for Connectivity testing.

Update: DA requested this action remains open to ensure users are taking part in the user testing.

Carried Forward**1.3. Modifications**

MiB confirmed that three new modifications had been raised since last month:

[0433 - Inclusion of the Transmission to Distribution "System Operator Agreement Guidelines" within the Offtake Arrangements Document](#)

No system impacts expected.

[0434 - Project Nexus – Retrospective Adjustment](#)

This Modification has been raised to take forward the changes agreed by the Project Nexus Workgroup. This modification seeks to make the necessary changes to the UNC for the adjustment of Meter Information and Meter Readings on a retrospective basis and is expected to have system impacts.

[0435 - Arrangements to better secure firm gas supplies for GB customer](#)

No system impacts expected.

2. Xoserve Reporting

Please refer to www.gasgovernance.co.uk/uklc/130912 for supporting reports.

2.1. UK Link Modification Implementation Plan**2.1.1. Current UK Link Changes awaiting scheduling – Not Implemented*****CRN0984 – Gemini Re-platforming***

DA confirmed that there has been some discussions, a change pack was issued in September but Xoserve have received no responses, DA therefore sought approval. Approval was provided. DA asked for users to make contact for connectivity testing and to confirm contact has been made.

SUN File Format Change / Generic Organisational Amendment File

DA confirmed that options are being considered and that Xoserve will need a view from the committee on the SWIG document. See section 3.0.

2717 Transporter Invoicing of Disablement of Supply Jobs

DA confirmed that Network Code Proposal 0675 was made to enable recovery of charges however the system solution needs to be made it was anticipated that ad-hoc invoice types would be used.

Increased Length of Invoice Standard Clause

DA highlighted a potential change in the length of the invoice standard clause which is currently a two character code, the project team are looking if there is a solution that would not impact existing UK Link users in the short term (e.g. until Nexus implementation) and updates will be provided.

CRN2449 Reduce Instances of Blank MAM id

DA confirmed that this is a Class 3 change, highlighted at the SPAA expert group. In effect at the change of supplier the transporter delete the existing MAM data held as it is the responsibility of the incoming Supplier – through their Shipper – to populate this data. It is proposed that the Transporters do not delete the MAM data. It is expected that a modification will be raised for the panel to consider in November to keep a history of the MAM, it is anticipated this will only have a Transporter impact no Shipper impact is expected. DA confirmed that a Class 3 change is where the Transporters make a change to their systems but the users pay for the cost of the change.

2.1.2. Current UK Link Changes Approved – Scheduled for Implementation**CRN1000.9 - IX Upgrade (IX Kit Replacement)**

DA provided a presentation for the August-December roll out program. See item 3.0.

CRN1377.2/3 – DN Recovery of NTS Exit Zone Capacity Charges – SPA Files

DA confirmed this remains on track, test files have been issued to users, and no issues have been flagged with the test files. Implementation is due 28 October 2012.

CRN2005.2 Exit Reform Phase 3 – Invoice File Formats

DA reported scheduled implementation on the 01 November 2012. DA confirmed functionality has already been implemented and the first scheduled invoice will be 06 November 2012.

CRN2609 - Removal of Shipper Information Service

DA reported that implementation remains on track for November 2012. Approval had been sought and granted for this Class 2 UK Link modification. DA confirmed that xtranet accounts can be requested via Xoserve to obtain the weather variable data.

CRN962 to 962.19 inclusive – Q&WM

DA provided a [Project Q update](#) he confirmed everything is on track and that the user testing has been very successful with encouraging feedback on the ease of use of the system. GW enquired about Phase 2 and if the three months was a realistic target, DA reiterated that everything is on track.

CRN1001.1 Introduction of Enhanced File Transfer (EFT)

DA confirmed that approval had been provided for a February implementation date, however he asked members to note the actual date will be the first weekend in March - this was duly noted by the Committee.

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

CRN13771. CN Recovery of NTS Exit Zone Capacity Charges - SPA File

DA reported successful implementation on 15 September 2012.

Gemini Contingency Document Update

DA reported successful implementation on 01 October 2012.

2.2. Performance Reporting – Monthly Report

Xoserve provided the [monthly report](#). All Reports were accepted.

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

Report accepted.

2.4. Planned Outages

Report accepted.

3. Xoserve Strategic Initiatives

Project Nexus

DA confirmed that there is no specific update, however Xoserve are looking at technical options and relevant process and data modelling activities.

IX Project

DA provided a [COR1000 Telecoms Project Update](#). DA confirmed changes are taking place with file migration; pilot trials will take place with the proposal to migrate three IX nodes (physical IX kit) with test users. Following testing the cut over program will commence. AC shared their experience with the cable and wireless site visits. DA confirmed the 1st visit is for BT to install the new circuit, the 2nd visit to install a contingency line, the 3rd for the router configuration, and the 4th requires an outage which is the server configuration to perform new kit cutover. DA confirmed that 48 hours notice should be given for visits 1-3 and a week for visit 4 unless Users have requested extended notice.

DA highlighted a particular issue regarding Users requesting 24 hours notice of the engineer's name. He indicated that it is not always possible to provide such information, but were working with the Users in question. DA reminded Users if there were any specific requirements to enable engineer access that these need to be provided to Xoserve. Xoserve have encountered some issues with engineers being turned away and BT aborting visits. Xoserve are keen to address any issues and asked for feedback from Shippers. He confirmed that any technical queries could be directed to the Customer Lifecycle team, the contact details will be communicated via Xoserve.

AQ Review

DA provided an [AQ Review Completion Notice](#). AC expressed concern that the AQ Review phase dates had not been adhered to, he explained that one of the file types was implemented outside of the provided dates which created system impacts.

Smart Metering Implementation Programme (SMIP)

DA provided a [SMIP presentation](#). DA reported that ROMs have been published and a request for a Detailed Cost Analysis (DCA) has been made to provide a firm cost in terms of the change.

MB enquired about the change process and the governance of SPAA changes, it was believed that the expert groups should ensure there is a consistency in approach.

DA asked committee members to be aware of the SWIG Consequential Report which details the potential solution options, DA sought early views to determine the solution options. DA welcomed views from the Committee on the solution elements of the [SWIG solutions document](#).

AC believed the Xoserve document should reference the version of the SWIG Report against which the document had been baselined, as the document had been updated to v1.1 recently, which Xoserve agreed to review. It was considered that solution changes are still being considered and some concern was expressed about tight control on the version of solution options. Xoserve confirmed that the solutions would reflect Modification 0430, which will need to be analysed. AC confirmed the SWIG report and Modification are not aligned. SN confirmed the SWIG group, a product of the SPAA expert group, had proposed solutions, which need to be analysed for relevance. AC was keen to have the SWIG document and Modification in line with each other in terms of the solution. DA confirmed that the UNC would take precedent on the changes that need to be made as UK Link Committee is the formal process for making any changes related to UNC Code Communications.

SN confirmed he would provide some feedback to the SWIG group on the change governance.

MB explained the change process that had been operated in the past, he was concerned about the control of the changes and consideration by technical experts. DA anticipated that any changes to the RGMA process would be brought specifically to the UK Link Committee.

AC believed there would be a problem with a SMETS 3 digit code for meter mechanisms. DA welcomed this feedback and anticipated that Xoserve would need to rectify the recommendation.

AC was concerned about some of the IHD complexities and asked if there could be consideration such as the utilisation of other fields or an extension to existing information.

The committee considered the use of the UPRN. SN explained this is a non-validated field that can be updated. AC was keen for the UPRN to be validated. SN explained that the validation of a UPRN would create an extra cost and at the moment was a field that can be offered to assist Shippers.

DA expressed a particular interest from the committee on the new records required for a new child record. It was agreed the options for this needed to be considered further. It was to be determined if it was easier to create a child record.

It was agreed further analysis would be required on the solutions available. AC enquired about the analysis of the options and how this would be managed he suggested face-to-face meeting for this. It was concluded by the Committee that Xoserve would analyse solution options, but explicit solutions within the SWIG document were not to be taken by Xoserve as specific requirements, and Xoserve should consider relevant solutions.

4. AOB

None.

5. Diary Planning

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

10:00, 08 November 2012, Teleconference

10:00, 13 December 2012, Teleconference

ACTION LOG: UK Link Committee

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status
UKL 1103	10/11/11	2.1.1	Xoserve to review the contingency procedures that exist in the UK Link manual	Xoserve (DA)	Update to be provided. Carried Forward
UKL 0803	09/08/12	3.0	Confirm the Contingency arrangements	Xoserve (LC)	Update to be provided. Carried Forward
UKL 0805	09/08/12	3.0	Issue proposals on possible amendments to files arising from SMIP	Xoserve (DA)	Update provided. Closed
UKL 0901	13/09/12	3.0	Xoserve to confirm of BT engineers undertaking IX Project Telecoms work to EDF.	Xoserve (DA)	Update to be provided. Carried Forward
UKL 0902	13/09/12	3.0	All Users to consider the potential impacts on Gemini and the Citrix compatibility changes required.	All Users	Update to be provided. Carried Forward
UKL 0903	13/09/12	3.0	Xoserve to provide a communication to parties on the Gemini Citrix including a presentation and reference to technical documents, seeking representations.	Xoserve (AB)	Update provided. Closed
UKL 0904	13/09/12	3.0	All Users to register for Connectivity testing.	All Users	Update to be provided. Carried Forward