UK LINK Committee Minutes
Thursday 19th May 2005
10 Old Bailey, London

Attendees

John Bradley (JB)	Joint Office of Gas Transporters	Chair
Dennis Rachwal (DR)	Joint Office of Gas Transporters	Secretary
Caroline Purcell (CP)	Xoserve	Member
Dave Addison (DA)	Xoserve	
David Mayne * (DM)	RWE npower	Member alternate
Graham Wood (GW)	British Gas Trading Limited	Member
Hazel Doyle (HD)	EDF Energy	Member
Mark Nicholson (MN)	NGT Gemini	
Mark Pitchford ** (MP)	Scottish Power	Member alternate
Martin Brandt (MB)	Scottish and Southern Energy plc	Member
Mick Curtis (MC)	E=mc^2	
Tim Davis (TD)	Joint Office of Gas Transporters	
Warren Collins (WC)	Statoil (UK) Ltd	Member

* notified alternate to David Messenger ** notified alternate to Michael Reid

1.   Roles of Joint Office of Gas Transporters and xoserve

JB gave a brief overview. The effect for UK Link Committee is that the chairmanship and secretariat has transferred from xoserve to Joint Office and the UNC "Chairman's Guidelines" will now be used. Xoserve will continue to provide UK Link services to transporters as set out in the published UNC Agency Services Agreement, including provision of reports to UK Link Committee and consultation on UK Link System Modifications.

2.   Membership of UK Link Committee

JB reported the membership as known to the Joint Office and sought confirmation / clarification. [*Post meeting note – residual queries were addressed by telephone*]. The outcome is that, subject to confirmation by the Network Code Committee the formal membership is as follows: -

Name	Company
Graham Wood	British Gas Trading Limited
Hazel Doyle	EDF Energy
Peter Eastwood	E.ON UK plc
Caroline Purcell	Gas Transporters (Joint)
David Mayne	RWE npower
Michael Reid	Scottish Power
Martin Brandt	Scottish and Southern Energy plc
Warren Collins	Statoil (UK) Ltd
Dave Harries	Total Gas & Power Limited

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3. Review of Minutes and Actions from April UK Link Committee (UKLC)

Action Ref (Apr Mins)	Title*	Update	Status	Next step(s)
Aug 04 01	Industry cutover	Xoserve to reissue RA1 to 7 (done 20 May 05)	Open	Representations (if any) by 3rd June 05
Aug 04 02	CSEP Invoice AQ & EUC data	Bi lateral discussions between xoserve and Scottish Power to clarify issue. *Update: xoserve confirm that they accept Change proposal as a class 2 modification.*	Open	Xoserve to update Implementation Plan.
Oct 04 01	PURF/MDD Implementation	Complete	Closed	
Oct 04 02	Bundled changes – Modification Proposal 010 (735)	Ofgem have requested legal text from Transco	On hold	Transco to provide legal text to Ofgem
Mar 05 01	Gemini API	BP Gas Marketing has tabled a change request (CR).	Open	Xoserve to process CR
Mar 05 02	IX Upgrade	First installation required a fix. Target date unaltered.	Open	Xoserve to provide written detailed plan & report progress
Mar 05 03	Network Code Meter Reading Mods (683,689.690,741,741)	Indicative implementation date is Nov 05	Open	Xoserve to present draft to UKLC 16 June
Mar 05 04	Revenue share reason codes	Query raised as to whether list is exhaustive	Open	Xoserve to clarify and notify
Apr 05 01	Governance of non UK-Link systems	UK Link change process is followed in principle e.g. CPM Ops Forum	Open	Xoserve to present clarification to UKLC 16 June

* Titles derived by Joint Office from discussion and April minutes.

4.   **Implementation Plan of Current Changes**

4.1 Gemini Progress (MN)

(supplemental information to report for Periods Ending 22 April & 6 May 05.)

Progress items

2:       Early view API trial – MN reminded shippers there was 2 weeks remaining.

3:       Training environment is being addressed by moving from wireless to wired internet connection.

MN indicated there would be a testing environment for IX upgrade associated with Gemini implementation.

Planned actions

- 20 May 05, xoserve to notify proposed Gemini Invoice File Formats (done)

- Notify programme of outages for review and approval (done 23 May 05)

- Facilitate shipper requests for more than one short code (e-mail 23 May 05)

- Hold Gemini Shipper Forum 8 June 05

4.2 Other Changes (DA)

(supplemental to Implementation Plan May 2005 v1)

Class 1 & 2 Changes Awaiting Scheduling – Not Implemented

12494 – CSEP Invoice AQ & EUC data – see action update on Aug 04 02 above.

Class 1 & 2 Changes Approved – Scheduled for Implementation

1714 –   Revenue share reason codes – see action update on Mar 05 04 above.

5.   **Planned Outages**

There were no comments arising from the Disaster Recovery outages of Gemini Entry Capacity on 7th and 8th July 05 at 02:30am, 6hours. (i.e. as notified by e-mail on 16th May 2005).

Gemini Outage Requirements (as per 4.1 above) [*Post meeting note: issued 23 May 05 for review for approval at June UK Link Committee*]

Hinckley Electrical Maintenance in September requires an AT Link outage. [*Post meeting note: the AT Link outage is from 05:15 to 06:15 on Saturday 3rd September 2005 and from 05:15 to 06:15 on Monday 5th September 2005*.]

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6. Performance Reporting

6.1 Report on IS Faults logged by Shippers – no queries raised.

6.2 Report on UK-Link Business Support Agreement (AT-Link) – no queries raised.

6.3 Liabilities Report – no queries raised.

7. File Format and Urgent Communications

There were none reported since the UK-Link Committee of 21st April 05.

File Format communication is scheduled for 20th May 05 [*Post meeting note: Sent - included Gemini Invoicing File Formats, and Remittance Advice File Formats with closing date for representations of 3rd June 05*]

8. Matters discussed under Any Other Business

8.1 ADH Invoice Type description query (MC)

MC reported an inconsistency within the documentation as regards the number of Z09 records to expect.

Xoserve clarified that multiple Z09 records could be received, and that the hierarchy diagram needed to be updated and reissued.

Action: xoserve to update ADH hierarchy documentation and notify.

8.2 Population of mandatory fields where mandatory data is not available (MC)

xoserve confirmed that the issue that MC had identified with the test files associated with non population of address fields was a matter that was confined to the test data. Xoserve confirmed that the live environment would be populated so all mandatory fields would contain data.

8.3 Version control on xoserve web site (HD)

HD reported that different version 3 and version 1 of U02, U03, U04 and U10 were posted.

Action: xoserve to ensure that only the current version is displayed as such.

8.4 Revised schedule of UK Link Committee meeting dates (JB)

The UNC Committee of 19th May (am) suggested that routine meetings of the UK Link Committee meetings should be scheduled such that UNC Committee has much less than one month time lag before it has opportunity to discuss reported progress. There was a consensus that UK Link Committee meetings should move to the second Thursday of the month, 10am. This is not possible

for June as this would disrupt the File Format consultation cycle, but the change can be implemented as of 14th July 05.

Action: Joint Office to arrange and notify revised schedule of UK Link Committee meeting dates (see 9 below).

8.5 Network Code Section U UK Link Modification Classes (JB)

The UNC Governance workstream has identified the need to review the drafting and implementation of Section U of the Uniform Network Code and asked this to be brought to the attention of attendees of UK Link Committee. Several attendees expressed some interest.

Action: Joint Office to make arrangements for a Governance Sub Group meeting on this topic the later of 11:30am or the conclusion of UK Link Committee on 14th July 05, and notify interested parties.

8.6 Provision of Testing Services for Electronic Code Communications UNC Review Proposal 001(650) (MP)

There have been few responses to date to the questionnaire. It was agreed to reissue this with a closing date for responses of 31st May 05.

Action: xoserve to reissue questionnaire (done 20 May 05) and pass any responses received to Scottish Power.

Action: Joint Office to chair Review Group following on from UK-Link Committee meeting on 16th June 05, and notify interested parties.

9. Diary of Future Meetings

Next meeting 1pm Thursday 16th June 05

(to be followed by meeting of Mod 001 (0650) Review Group to include discussion of results of Scottish Power survey).

Schedule of Future meetings

10am Thursday 14th July 05

(to be followed (no earlier than 11:30 am) by discussion of UNC UK Link System Modification Classes as part of the business of the Governance Workstream)

10am Thursday 11th August 05

10am Thursday 8th September 05

10am Thursday 13th October 05

10am Thursday 10th November 05

10am Thursday 8th December 05