

## UK Link Industry Engagement Forum – 24<sup>th</sup> September 2014

Leanne Round – Npower (LR)	Sandra Simpson – Xoserve (SS)
Endre Merai – Npower (EM)	Darren Jackson – Xoserve (DJ)
Leigh Chapman – First Utility (LC)	Andy Miller – Xoserve (AM)
Carl Whitehouse – First Utility (CW)	Emma Lyndon – Xoserve (EL)
Mark Jones – Scottish and Southern (MJ)	Sue Prosser – Xoserve (SP)
James Hardy – Wingas (JH)	
Liz Furmedge – Scottish and Southern (LF)	
James Franklin – GDF Suez (JF)	
Richard Franklin – Opus Energy (RF)	
Colette Baldwin – Eon (CB)	
Sue Cropper – British Gas (SC)	
Jaimie Simpson – GDF Suez (JS)	
Anthony Wright – Dong Energy (AW)	
Jamie Hunter – GDF Suez (JH)	

### Manage Stakeholder Entry – Susan Prosser

Ref	Question	Response
MSE1	RF - What is SAP and what does it stand for?	SP: The new UK Link system. SAP means: Systems, Applications and Products.
MSE2	CB – What is the mechanism for communication for Maintain Stakeholder Communications?	SP: This is not yet confirmed but it is likely to be an email.
MSE3	LR – Will there be a review of existing organisational details?	SP: This is not included in the scope of current data cleansing. It may be included in Source to Target mapping.

### Voluntary Discontinuance – Susan Prosser

Ref	Question	Response
VD1	RF – Once shippers meet the entry requirements to become a shipper, do they have to become active immediately?	SP: No, there are a number of different processes: regulatory driven process (eg. licence) and contractual (eg. this process) but, neither mandate activity or use of equipment.

### UKLP Dashboard Report – Sandra Simpson

Ref	Question	Response
DR1	CB – When will Tranche 2 be completed?	SS: Tranche 2 is expected in the next 2-3 weeks.
DR2	CB – Is User Connectivity due in January?	SS: No, Approach to Connectivity will be released in January, not the actual testing. If elements can be brought forward we will look at this if it is useful for shippers.
DR3	RF – What is the impact on Shippers for undertaking Connectivity Testing	SS: This gives your IT people the opportunity to make sure they have the right IP addresses and connections so that by the time we trial, your systems can communicate with
DR4	RF - What is Connectivity	SS: It provides the capability to be able to connect to the

	Testing?	new system which is essential prior to Market Trials.
DR5	LF – Will the IP address change	SS: We don't have the answer yet.
DR6	MJ – Will the detailed design be ready this week?	SS: Two of them will be ready but Tranche 2 will be ready in the next 2-3 weeks.
DR7	MJ – If the current planned date for completion of Detailed Design isn't 30 <sup>th</sup> September there is a different between Baseline Date vs Actual Planned Date.	SS: Current planned date has changed and won't be hit. Hence, it is highlighted in red. We are happy to review how milestones are represented on the Dashboard.
DR8	SS: Enquired if shippers found the informal sharing of File Formats useful	Shippers advised the process had been useful.
DR9	SC – Will Tranche 2 delay impact on file format release?	SS: We have provided early sight of File Formats from 26 <sup>th</sup> August. Formal File Formats will start from 30 <sup>th</sup> September.
DR10	LR - What are Tranches 2 and 3?	SS: Tranche 2 is Settlement and Tranche 3 is related to invoicing. Tranche 2 is behind because it is larger and more complex in terms of changes to existing processes.
DR11	SC – Are the file formats ready for Tranche 1?	SS: The majority are ready. Some may be affected by Tranche 2 delay. A review of this will be given at the UK Link Committee meeting this Friday (26.9.14)
DR12	CB - I believe there is an outstanding action on the File Format formal Consultation process from the last UK Link Committee meeting?	DJ: The plan has now been communicated. Xoserve will confirm by 26.9.14 which files are in each tranche.
DR13	SC – What is your confidence level in getting the final tranches out by 14 <sup>th</sup> October as this is vital for shippers?	SS: Confidence is high.
DR14	RF: Which dates have been mentioned for Formal Consultation?	30 <sup>th</sup> , 7 <sup>th</sup> and 14 <sup>th</sup> October are the Consultation dates. We will release File Formats earlier than these dates although the Formal Consultation won't start on the phases until the dates on the plan.
DR15	SC – At which point will we be informed if there is a delay on 14 <sup>th</sup> October? If there is a delay beyond this point, there will be an impact on shippers.	SS - File Formats – we will track our progress through October.
DR16	CB – Is Data Cleansing critical? Why would it impact on readiness delivery?	SS: This is covered at the Data Cleansing Forum. If data isn't cleansed the biggest Impact will be on the shipper. Towards the end of this year when we do system integration testing, we will communicate with the industry once we know what that will look like. This will come out of Source to Target Mapping.
DR17	CB Will there be sufficient opportunity to carry out Data Cleansing as a result of source to target mapping?	EL: The plan was presented last week at Data Cleansing. <b>240914:1 Xoserve Action:</b> Ensure this information can be found on Xoserve.com.
DR18	SC - When are file formats due to complete? We have mobilised project teams and these dates are key.	SS: End of October for approval. If approval is delayed, Xoserve will continue with the build. Risk exists of re-work required as a result of File Format changes through the Formal Consultation process.
DR19	RF – If there are implications on	SS: During November once we have more information. We

	dates, when will you inform Ofgem?	do have independent assurance, once we come out of design. We made a commitment that by end of November we will report on this.
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## UK Link Industry Engagement Forum Risk Log – Sandra Simpson

Ref	Question	Response
RL1	RF – Will Market Trials be voluntary?	SS: It won't be mandatory but we will encourage people to use it.
RL2	LF - Will all connectivity testing take place at the same time? If these dates are bought forward we might not be able to meet the dates.	SS: We don't know for definite. <b>240914:4 Xoserve Action: confirm Connectivity Testing dates</b>
RL3	LF - Could we have a plan of what is scheduled and timelines so that we can plan around it?	SS: We are working on this and we will share it once it is complete.
RL4	LF - Can we have an input into this plan?	DJ: Collaborative work is going ahead to fulfil this.
RL5	RF - How do Shippers raise questions in relation to UK Link?	DJ: Through your Stakeholder Business Partner and previously communicated process.
RL6	RF - I made the link between business requirements document only recently. Could you provide a refresher so we know things like this are available to us?	DPJ: Your Stakeholder Business Partner can support you with this. NB: Xoserve have now confirmed Opus' Stakeholder Business Partner.

## Any other Business

Ref	Question	Response
AOB1	EM - How often will the Q&A spreadsheet on Xoserve.com be updated?	DPJ: It is a weekly process at present; we will update every Friday. We will email everybody once the questions are answered.
AOB2	LF – Can we start earlier start time for the next UKLIEF so that we finish earlier?	SS: We could move the start time to 10am.
AOB3	DPJ: Shipper Engagement Event will be held on 2 <sup>nd</sup> October. We have 60 people registered to	

	attend. If you do wish to come, please use Eventbrite to register. We would like a broad attendance from all organisations. If we are over-subscribed we will manage how many people represent each organisation.	
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## Actions

Action Ref	Reference	Action Required
240914:1	DR17	Ensure the timeline from Data Cleansing is available on Xoserve.com
240914:2	IGTRB4 – to follow	Discuss with IGT's to obtain a date for submitting data.
240914:3	IGTRB11 – to follow	Share the diagram for shippers
240914:4	RL2	Confirm connectivity testing dates