

UK LINK Committee Minutes
Thursday 08 June 2006
held at Elexon, 350, Euston Road, London

Attendees

John Bradley	(JM)	Joint Office
Mike Berrisford	(MiB)	Joint Office
Dave Addison	(DA)	xoserve
Annie Griffith	(AG)	xoserve
Robert Cameron-Higgs	(RCH)	Northern Gas Networks
Martin Brandt	(MB)	SSE
Mick Curtis	(MC)	e=mc ²
Tiago Vasconcelos	(TV)	Total Gas & Power
Colette Baldwin	(CB)	E.ON UK plc
Mel Davenport	(MD)	Generis Technology Ltd
Bryan Donnelly	(BD)	SAIC Europe Ltd
Dan Simmons	(DS)	EDF
David Mayne	(DM)	RWE Npower

1. Review of Minutes and Actions

1.1. Minutes

The minutes of the May meeting were accepted with the following caveat from SSE (MB), as extracted from an email to the Joint Office dated 17 May 2006:

“.....one minor point under AOB (4), my second point was not directly about the UNC Mod for Nov 05, but the fact that the Customer Transfer Programme changes implemented in Feb 06 provide the opportunity for greater agreement of readings at Change of Supply and therefore, hopefully, less need for the use of this process”.

1.2. Review of actions.

Appendix A contains a tabulated update on actions.

UKL1010 – xoserve (DA) advised members that National Grid Transmission are still considering and have expressed an initial view and that he will report back to the July 2006 meeting.

Action: Carried Forward.

UKL1021 – Report due July 06.

UKL1036 – please see item 3.0 below.

UKL1037 – please see item 3.0 below.

UKL1040 – please see item 4.0 below.

UKL1041 – please see item 4.0 below.

UKL1045 – xoserve (AG) advised members that following the Gemini Disaster Recovery test cancellation in May 2006, some configuration issues have been identified and that the test is currently awaiting rescheduling, although it is doubtful the test will take place before August 2006. An update will be provided in due course.

Action: Carried Forward.

UKL1046 – xoserve (DA) advised members that the Implementation Plan now includes an implementation date of ‘asap’.

Action: Closed.

UKL1047 – please see item 4.0 below.

UKL1048 – please see item 4.0 below.

UKL1049 – Joint Office (JB) advised members that a copy of the Monthly UK Link Report to the Uniform Network Code Committee would now be included in future issues of the minutes packs.

Action: Closed.

UKL1050 – xoserve (DA) advised members that communication NR/630/DA appertaining to Gemini application change to ignore duplicated nominations, had been issued on 12 May 2006.

Action: Closed.

UKL1051 – xoserve (DA) advised members that communication NR/630/DA appertaining to the Automated Rejection Process had been issued on 12 May 2006.

Action: Closed.

UKL1052 – xoserve (DA) advised members that communication NR/631/DA appertaining to the Removal of Meter Asset at Dead Meter Points in UK Link had been issued on 12 May 2006.

Action: Closed.

UKL1053 – xoserve (DA) advised members that communication NR/632/DA appertaining to the Shipper Agreed Reads (SARs) Procedural Change Proposal had been issued on 17 May 2006.

Action: Closed.

UKL1054 – Joint Office (JB) advised members that the UK Link Agenda now display a revised meeting start time of 10:00am and that the Joint Office web site calendar would be updated to reflect the change with effect from today.

Action: Closed.

2. Other Industry Fora

Under UNC business matters, JB advised members that following discussions at the Billing Operations Forum meeting, a possible new change request may be raised covering CSEP's Invoices. xoserve (DA) advised members that the Invoicing Managers are currently discussing this item with Scottish Power and that once defined, xoserve (DA) will provide an update.

Action UKL1055: xoserve (DA) to provide an update on a new change request for CSEP's Invoices to the July 2006 UK Link Committee meeting.

Under UNC Governance Workstream matters, JB advised members that Total Gas & Power (TGP) are looking to raise a new UNC modification allowing Shippers to raise UK Link Class 3 modifications.

Under UNC Transmission Workstream matters, JB advised members that Urgent UNC modification 0086 "Introduction of Gas Demand Management Reserve Arrangements" allowing the NTS to take gas outside of the OCM under the Emergency Gas Arrangements is currently out for consultation, with representations to be made by no later than 17:00hrs on 19 June 2006.

Under UNC Distribution Workstream matters, JB advised members that following debate on UNC modification 0079 "Removal of obligation to Notify Meter Reader during Nomination or Confirmation activity as defined in paragraphs G2.3.2 and G2.6.1" the conclusion is that there are no system change impacts. xoserve (DA) volunteered to report back on the MBA field changes/requirements.

Action UKL1056: xoserve (DA) to provide an update on the MBA field changes to the July 2006 UK Link Committee meeting.

JB then went on to advise members that UNC modification 0080 "Acceptance of AMR reads at supply points with correctors" is a medium level change, and that UNC modification 0081 "AQ Review Process – publication of information" has no 'other' system change implications, and finally, UNC modification 0087 "Single Centralised On-line Gas Enquiry Service – Removal of redundant UNC provisions" (SCOGES) will be discussed later in this meeting.

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

xoserve (DA) advised members that CR 13658 had been accidentally left on the list on page 3.

3.1 CR 13725 – Single Central Online Gas Enquiry Service

xoserve (DA) advised members that the target implementation date for this change request remains as November 2006, however, should this prove impossible, the next available implementation date would be February 2007. JB reminded members that they had, at a previous meeting, agreed to forego the 'normal' 6 month notification period. xoserve (DA) advised members that they would be looking for approval of this change request at the July 2006 meeting, but should this not be forthcoming, implementation would likely 'fall back' into the February release and that this would be impacted by the possible implementation of UNC modification 0087 in November 2006.

Members enquired if implementation of this change request could be independent of implementation of UNC modification 0087 to which xoserve (DA) indicated it could. Members then asked if this CR could be 'bundled' in with other CR's. xoserve (DA) reminded members that they had previously agreed that this CR could be 'handled' outside the formal CR process. Members went on to ask if OAG data will be included on the DVD to which xoserve (DA) replied, no it would not.

JB summarised the position as, pending an Ofgem decision, xoserve will attempt to implement this change request in November 2006 or as soon after that as possible.

Action UKL1036: Carry Forward.

3.2 CR 13758 – Removal of Meter Asset at Dead Meter Points

xoserve (DA) advised members that three (3) responses have been received on this matter but only one (1) is happy for this to be considered as a UK Link Class 1 modification. xoserve (DA), subject to the committee approval, will now place this on the implementation plan for a November 2006 release. The committee agreed by consensus to this change which will form part of the November 2006 release.

Members pointed out that in future better definitions within the business case would aid understanding and that a lack of detail in this CR had inadvertently led SSE to believe that this was 'originally' a system change.

Action UKL1057: xoserve (DA) will issue a notification relating to the existing workaround for rejection code O for asset removal requesting responses by 26 June 2006.

3.3 CR 13760 – Shipper Agreed Reads Procedural Change

xoserve (DA) advised members that seven (7) responses have been received on this matter whereby one (1) indicated an acceptance of this CR and six (6) rejected the CR.

E.ON UK plc (CB) advised members that this matter has been discussed at the SPAA and that the MAP08 review is looking to realign system and process issues.

xoserve (DA) suggested that members might like to leave this CR on the implementation plan pending outcome of further national discussions scheduled to take place during July 2006. The committee indicated that they were happy to do this.

3.4 CR 13693 On-line Optional Tariff Invoicing and Entry Commodity Invoicing

xoserve (DA) advised members that this change request is on track for an end of June 2006 implementation. DA also drew to the attention of the members, to outage notification NR/634/SM which was issued on 19 May 2006 which identifies an outage scheduled to commence at 04:00am through to 11:00am on Sunday 02 July 2006.

3.5 CR 13715 – SPA File Rejection Reason Code List v13

xoserve (DA) advised members that this change request is on track for an end of June 2006 implementation.

3.6 CR 13718 – Issue of M Number Disk in DVD-R Format

xoserve (DA) advised members that this change request is on track for an end of June 2006 implementation.

3.7 Revert to 10 day Cyclic Meter Reading Validation Routine

xoserve (DA) advised members that this change request is scheduled for implementation in June 2006.

3.8 CR 13723 – Objection Deadline SPA Rejection Code – OJT00018

xoserve (DA) advised members that implementation is still scheduled for November 2006.

3.9 CR 13730 – Post Closeout Amendments functionality for Gemini

xoserve (DA) advised members that implementation is still scheduled for November 2006.

3.10 CR 13752 – Correction of UK Link Manual – MBR Record & Hierarchy

xoserve (DA) advised members that this change request has been left on the implementation plan for information only purposes.

3.11 CR 13733 – Correction of UK Link Manual – S15 Record Amendment

xoserve (DA) advised members that this change request has been left on the implementation plan for information only purposes.

3.12 CR 13731 – Correction of UK Link Manual – CDR Records

xoserve (DA) advised members that notification NR/633/DA advising of the implementation of this CR, was issued on 19 May 2006.

Action UKL1037: Closed.

3.13 Rejection of Unmatched Gas Trades on Gemini

xoserve (DA) advised members that notification NR/636/DA was issued on 30 May 2006.

4. Review of Topics Status Report

Topic 004UKL UK Link Testing Arrangements

xoserve (DA) gave a brief presentation on the Testing Services Timeline and advised members that the three (3) month development 'window' is an indicative average time and that Transporters are of the view that this restricts the ability to discuss 'split' costs and therefore the 'generic super' modification should address these issues.

Transporters (RCH) supported the above comments and advised members that the potential new UNC modification being created by Total Gas and Power, allowing Shippers to progress UK Link Class 3 modifications should NOT be linked to the 'generic super' modification. Transporters believe that the more simple UNC modification should be raised and subject to its successful implementation, the 'generic super' modification could then follow.

Members enquired if this indicated that it could be at least six (6) months before the testing costs modification was raised. JB responded by suggesting that this would not prevent preliminary work on the 'generic super' modification starting sooner.

RCH then provided members with some 'initial' ballpark costing figures for the implementation and testing environments as £100k set up, and thereafter, £20k per release or part release. DA added that the scope was based upon non-industry releases and that for 'bread and butter' changes the number of categories has a major impact on the costs. RCH reiterated that the TGP modification should 'sail' separately and that a User should thereafter raise the 'generic super' modification.

Members believe that this 'generic super' modification should be initially discussed within the Governance Workstream as the apportionment of costs is critical to its success and follow that up with consideration at the July 2006 UK Link Committee meeting.

JB suggested to members that they might consider raising a new Governance Workstream topic or draft UNC modification for discussion at the next meeting. JB also reminded members that a previous UNC Review allows for the UK Link Committee to continue to discuss this matter whilst other arenas consider the matter separately and that one approach would be to highlight the matter at the next UNC Panel and Uniform Network Code Committee meeting scheduled for 15 June 2006.

Action UKL1040: Closed.

Action UKL1047: Closed.

Action UKL1058: NGN (RCH) to raise this matter under AOB at the next available Distribution & Transmission Workstream meetings with a view to reporting back to the July 2006 UK Link Committee meeting.

Topic 006UKL Gemini Performance Monitoring

xoserve (AG) advised members that they are awaiting a formal response from their service provider for a solution to measure API response times, which was scheduled for August 2006. A report on the screen response times will be made to the August 2006 UK Link Committee meeting.

Action UKL1041: Carry Forward.

Topic 007UKL Release governance procedures

xoserve (DA) advised members that the communication had been delayed due to problems associated with the telephone contact list and will issue the communication soliciting Users views on the suitability of email, SMS etc as a means of contact. DA also indicated that investigation into alternative contact means is still ongoing.

Action UKL1048: Carry Forward.

5. Performance Reporting

xoserve (DA) reviewed the xoserve report pack by exception only.

5.1 IS Faults logged by Shippers (xoserve Report A).

The report was accepted.

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

The report was accepted. However xoserve (AG) advised members that the Gemini periodic disconnects are believed to be due to how Users operate their API's and that discussions on this matter are ongoing.

5.3 Liabilities Report (xoserve Report C)

The report was accepted. However, xoserve (DA) pointed out that item TSL12b was incorrect and should show two (2) outages in the month of April, one (1) on the 28th and one (1) on the 29th. AG advised members that there had been no outages which qualified for liability payments in the month of May.

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

The report was accepted. However, xoserve (DA) apologised for missing NR/637/DA - Additional Information regarding UKL13758 - Removal of Assets from Dead Meter Points – 1 of 2, off the list.

7. Planned Outages (xoserve Report E)

xoserve (DA) advised members that the 1st line of this report should now be removed and then went on to draw the members attention to NR/634/SM for UKL13693 advising them of the outage planned for 02 July 2006.

8. AOB

JB provided members with an overview of the progress made on preparing the UK Link Committee terms of reference and explained that these attempt to 'cover' items that are missing from the Chairmans Guidelines (CG). He then enquired if, after a month of consideration, any members had any comments on the draft document especially what should be considered as the starting point for the monthly cycle.

Members suggested that the terms of reference should contain a definition for the 'monthly cycle' and include the UK Link meeting dates. Members also agreed that the issue of the 'change pack' is the most likely starting point for the monthly cycle.

xoserve (DA) reminded members of the requirements as identified within the previous implementation of Network Code modification 0613 "Amendment to UK Link Class 2 (and Class 3) Modifications Timetable". JB suggested that perhaps the addition of an appendices for a 'Monthly Cycle Timetable' would be beneficial, especially with regard to modification 0613.

Members went on to suggest inclusion of items to cover both 'scope and purpose', (including creation of the associated defined term, consideration of release dates and timetables and clarification of the 'consensus voting' aspects) and 'topics'. Finally, members suggested the removal of the second reference to the Network Code Committee found in item four (4), paragraph three (3).

In summary, JB agreed to revise the UK Link Committee draft terms of reference to reflect the suggested changes, as follows:

- addition of a new 'scope and purpose' item (inc. defined term)
- addition of a new item/report to highlight UNC modifications with system change impacts
- consider realignment of agenda to 'match' terms of reference

- removal of 2nd reference to UNCC.
- Inclusion of the ability to issue in item two (2).

JB then asked members if they had any further comments, to which they responded by enquiring about the UNC modifications process, and specifically UNC Section U.

Members went on to discuss the merits of UK Link Class 2 & 3 modifications, with regard to Section U, and suggested amending paragraphs 2.1.2 and 2.1.3 in the draft terms of reference (removal of the term “.....and do not have a major adverse effect on Users”). xoserve (DA) suggested that 2.1.2 implies that all User systems are impacted.

JB summarised this short discussion by agreeing to alter the wording of paragraphs 2.1.2 and 2.1.3 to match 2.1.1.

Members finally suggested amending paragraph 2.2.1 to remove the term ‘on occasions’ and replace it with ‘but where the change is visible to Users’.

Action UKL1059: Joint Office (JB) to cross check UK Link draft terms of reference and UNC Section U.

Action UKL1060: Joint Office (JB) to issue a revised modification process at least one (1) week prior to the July 2006 meeting.

JB then went on to advise members that all nominations of a suitable alternative should be made in writing to the UK Link Committee secretary, via the enquiries@gasgovernance.com account, prior to the actual meeting concerned.

xoserve (DA) drew the members attention to amendments being made to the UK Link Manual whereby all references to ‘Transco’ are being changed to ‘Transporter’ and apologised that no notification warning of these changes has been provided. Members indicated that they were happy to accept this as a ‘minor’ change.

RCH advised members that Ofgem (Jon Dixon) is checking to see if any appeal against SCOGES has been tabled.

xoserve (AG) gave a presentation on the UK Link Technology Refresh (copy supplied with minutes). Members expressed interest in having further information on what the contingency arrangements were likely to be. AG pointed out that these are not expected to be known until Q1/Q2 2007 when detailed implementation planning has been completed.

Action UKL1061: xoserve (AG) to examine the contingency arrangements and provide an update on progress to the September &/or October meetings.

Schedule of Future meetings

10:00am Thursday 13-Jul-06 at Elexon, 350 Euston Road, London

10:00am Thursday 10-Aug-06 at Elexon, 350 Euston Road, London

APPENDIX A.

ACTION LOG UK Link Committee 08-June-06

Action Ref	Meeting Date	Minute Ref	Action	Owner*	Status Update
UKL 1010	13/10/05	2.1 Gemini	Report on legal validity of e-mail contingency Code communication.	xoserve (AG)	National Grid legal consulted. Carried forward
UKL 1021	08/12/05		Include review of UK Link Modification Implementation Planning process in the July 06 agenda for UK Link Committee.	Joint Office (JB)	Due July-06.
UKL 1036	13/04/06	2.4 CR13725	Check change request delivery timescales and report back to committee	xoserve (DA)	Due May-06. Carried Forward
UKL 1037	13/04/06	2.6	Issue communication following implementation of CR13731.	xoserve (DA)	Due asap. Action Closed
UKL 1040	13/04/06	3.0 Topic 004UKL	Report back on progress of Topic 004UKL.	xoserve (DA)	Due May-06. Action Closed
UKL 1041	13/04/06	3.0 Topic 006UKL	Report back on progress of Topic 006UKL.	xoserve (DA/AG)	Due Aug-06. Carried Forward
UKL 1045	11/05/06	2.0	xoserve to ascertain why the Gemini Disaster Recovery test was cancelled and when a likely test is to take place.	xoserve (DA)	Due 08 June 06. Carried Forward
UKL 1046	11/05/06	3.3	xoserve to revise the Implementation Plan to include an implementation date of 'asap'.	xoserve (DA)	Due 08 June 06. Action Closed
UKL 1047	11/05/06	4.0 Topic 004UKL	NGN to prepare a draft UNC modification proposal for discussion at the UK Link Committee meeting.	NGN (RCH)	Due 08 June 06. Action Closed
UKL 1048	11/05/06	4.0 Topic 007UKL	xoserve to issue communication by end of week commencing Monday 15 May 2006, soliciting Users views on contact Information.	xoserve (DA)	Due end of week commencing Monday 15 May 06. Carried Forward

Action Ref	Meeting Date	Minute Ref	Action	Owner*	Status Update
UKL 1049	11/05/06	AOB	Joint Office to include a copy of the UK Link UNCC monthly report within the minutes pack in future.	Joint Office (MiB)	Due 17 May 06. Action Closed
UKL 1050	11/05/06	AOB	xoserve to issue a communication regarding Gemini application change to ignore duplicated nominations.	xoserve (DA)	Due 12 May 06. Action Closed
UKL 1051	11/05/06	AOB	xoserve to issue a communication regarding the Automated Rejection Process.	xoserve (DA)	Due 12 May 06. Action Closed
UKL 1052	11/05/06	AOB	xoserve to issue a notification seeking representations and views on the implementation date associated with Removal of Meter Assets from Dead Points.	xoserve (DA)	Due 08 June 06. Action Closed
UKL 1053	11/05/06	AOB	xoserve to issue a notification regarding Revised Opening Meter Read and the proposed cessation of the 'facsimile and BISCUIT' routes, requesting representations prior to seeking approval of the June UK Link Committee for an implementation in November 06.	xoserve (DA)	Due 08 June 06. Action Closed
UKL 1054	11/05/06	AOB	Joint Office to update future agenda to accommodate a 10:00am meeting start time and advise Elexon of the changes.	Joint Office (MiB) or (JB)	Due 31 May 06. Action Closed
UKL 1055	08/06/06	2.0	xoserve to provide an update on a new change request for CSEP's Invoices.	xoserve (DA)	Due 13 July 06.
UKL 1056	08/06/06	2.0	xoserve to provide an update on the MBA field changes.	xoserve (DA)	Due 13 July 06.
UKL 1057	08/06/06	3.2	xoserve to issue a notification relating to the existing workaround for rejection code O for asset removal seeking responses by 26 June 2006.	xoserve (DA)	Due asap.

Action Ref	Meeting Date	Minute Ref	Action	Owner*	Status Update
UKL 1058	08/06/06	4.0	NGN to highlight the potential UNC 'generic super' modification covering UK Link testing Arrangements under AOB at the next available Distribution & Transmission Workstream meetings and report back to the July 2006 UK Link Committee meeting.	NGN (RCH)	Due 13 July 06.
UKL 1059	08/06/06	AOB	Joint Office to cross check UK Link draft terms of reference and UNC Section U.	Joint Office (JB)	Due 13 July 2006.
UKL 1060	08/06/06	AOB	Joint Office to issue a revised modification process at least one (1) week prior to the July 2006 UK Link Committee meeting.	Joint Office (JB)	Due no later than 06 July 2006.
UKL 1061	08/06/06	AOB	xoserve to examine the UK Link Technology Refresh contingency arrangements and provide an update on progress to the September &/or October UK Link Committee meetings.	xoserve (AG)	Due September/October 2006.

*** Key to action owners**

DA Dave Addison, xoserve

AG Annie Griffith, xoserve

JB John Bradley, Joint Office

MiB Mike Berrisford, Joint Office

RCH Robert Cameron-Higgs, Northern Gas Networks