

UK LINK Committee Minutes
Thursday 08 November 2007
held at Elexon, 350, Euston Road, London

Attendees

John Bradley	(JB)	Joint Office of Gas Transporters
Mike Berrisford	(MiB)	Joint Office of Gas Transporters
Ali Tayyar	(AT)	StatoilHydro
Annie Griffith	(AG)	xoserve
Ashley Collins	(AC)	EDF Energy
Caroline Purcell	(CP)	xoserve (on behalf of Transporters)
Dan Simons	(DS)	EDF Energy
Dave Addison	(DA)	xoserve
Emma Poysden	(EP)	GMSL
George Wych	(GW)	GMSL
Martin Brandt	(MB)	SSE
Mick Curtis	(MC)	E=MC ² for Shell
Mitch Donnelly	(MD)	British Gas Trading
Mukesh Patel	(MP)	Total Gas & Power
Nicola Rigby	(NR)	National Grid NTS
Paul Simpson	(PS)	GMSL
Simon Trivella	(ST)	Wales & West Utilities
Stephanie Shepherd*	(SS)	RWE Npower
Tiago Vasconcelos	(TV)	Total Gas & Power

* *via teleconference*

1. Review of Minutes and Actions

1.1. Minutes

The minutes of the October meeting were accepted.

1.2. Review of actions.

Appendix A contains a tabulated update on actions.

UKL 1096 – Chair (JB) asked, and members agreed, to carry forward the action in respect of the Invoice files.

Action UKL1096: Carried Forward

UKL 1098 – xoserve (DA) advised members that communication EH/776/DA was issued on 12/10/07.

Chair (JB) asked, and members agreed to close the action.

Action UKL1098: Closed

UKL 1099 – BGT (MD) informed members that following consideration, the Authority is of the view that the UNCC is a more appropriate forum in which to discuss the matter.

Chair (JB) asked, and members agreed to close the action.

Action UKL1099: Closed

UKL 1100 – Joint Office (JB) informed members that the UNCC received the UK Link Report that set-out its concerns. Further to this, JB suggested that we treat all changes to the National Grid website, in respect of operational reporting, in the same way as we deal with Class 1 UK Link Modifications. Members agreed and felt that a review of the UK Link Committee Terms of Reference might be appropriate. JB agreed to investigate revising the T of R in time for the January 2008 meeting. He then requested NR provide the UK Link Committee with regular updates when National Grid's NTS web site was amended/updated. This was agreed.

Information on Review 0140 is available to view or download from the Joint Office web site at: <http://www.gasgovernance.com/Code/Reviews/Mod140/>

Chair (JB) asked, and members agreed to close the action.

Action UKL1100: Closed

Action UKL1103: Joint Office (JB) to investigate and revise, if appropriate, the UK Link Committee Terms of Reference in time for the Jan 08 meeting.

UKL 1101 – please refer to item 3.1.

UKL 1102 – xoserve (DA) informed members that as of tomorrow, Friday 09 November 2007, the Change Pack Format will be revised as requested. He does not anticipate any fundamental change to the communications contained therein. However, he would welcome feedback from members at the December meeting.

MC pointed out that some organisations have mail gateway limits of around 2mb and that this should be considered when releasing the packs. Chair (JB) reminded members that the change packs communications are also available to view and download from the Joint Office web site at:

DA advised members that the Change Pack for the December release will be issued on Friday 09/11/07.

Chair (JB) asked, and members agreed to close the action.

Action UKL1102: Closed

2. Other Industry Fora

Chair (JB) informed members that:

- an xoserve presentation on the recent Gemini issues had been given at both the Transmission Workstream and Operational Forum (Wed 07/11/07) meetings. An update from AG would follow later in this meeting, and
- the Final Review Group Report 0140, had been accepted at the October UNC Panel. However, the seven (7) outstanding action items, identified within the report has having not been 'cleared' by National Grid NTS, would now be considered by the Transmission Workstream.

JB then provided members with an update on all recently "closed" UNC modifications, which would require a UK Link Change, specifically highlighting the following:

- 0090 "Revised DN Interruption Arrangements". Approved and awaiting implementation at 06:00hrs on 01/04/08;
- 0115/0115A "Correct Apportionment of NDM Error". The Authority rejected both modifications on 24/10/07;
- 0140 "Review of Information Provision on National Grids Information Exchange". Review Group has concluded its work – please refer to the above statement;

- 0141 “Revision to the ‘User Suppressed Reconciliation Values’ Financial Incentives arrangements”. Already discussed elsewhere in the meeting – please refer to action UKL 1099 in item 1.2 above;

JB provided attendees with an update on the “live” UNC modifications with a potential impact upon UK Link systems, specifically highlighting the following:

- 0116A, 0116BV, 0116CVV, 0116V & 0116VD “Reform of the NTS Offtake Arrangements”. The Authority has decided to reconsider this suite of modifications in detail together with any modifications that emerge from Review Group 0166. Of the suite, only 0116A would appear to have no system impacts, the remainder would possibly have major system impacts, depending upon which modification was implemented.

At the Review Group meeting Ofgem acknowledged that time is tight for a decision prior to 01/04/08. ST pointed out to members that in its conclusion, the Competition Commission did not instruct the Authority to retract its previous decision on 0116V;

- 0158 “Review of User Suppressed Reconciliation Values’ incentive arrangements”. MD advised members that the group has met twice and has a third meeting planned for next week and there are expected to be some system impacts;
- 0166 “Review of necessary reform of NTS Offtake Arrangements”. This review group is unlikely to ‘hit’ its December deadline. It is looking at the possibility of raising two (2) new modifications and the next meetings are scheduled for immediately following 15 November 07 and 06 December 07;
- 0168 “Individual Meter Point Reconciliation”. Review Group meeting immediately after this UK Link Committee meeting. Significant system impacts may be anticipated;
- 0171 “Amendment of “User SP Aggregate Reconciliation Proportion” to incorporate historical AQ Proportions”. Discussed within the Distribution Workstream and is currently with the proposer after being referred back by the UNC Panel as they believed that the information was not clear enough. SS advised that she believes the modification will be presented to the November Panel in its original form for consideration;
- 0177 “Rolling AQ Review”. Anticipate possible system impacts;
- 0178 “Reclassification of SSP to Domestic only”. This will require the creation of a new category, therefore some system impacts can be anticipated;
- 0179 “Requirement for Non-Effective Days for the Purposes of the UK Link Technology Refresh (UKLRT) Project”. No direct system impacts anticipated but relevant to UK Link Committee discussions.

JB then introduced the following items:

- Operations Forum

JB informed members that at the Operational Forum held on 07 November 2007, xoserve (R Griffiths) had provided a Gemini Update Presentation. Further details are provided by AG’s presentation in item 4.0.

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

3.1 CR 13760 – Shipper Agreed Reads Procedural Change

xoserve (DA) informed members that the original change documentation can be found at NR/632/DA issued on 17 May 2006 (also included in UK Link documentation for 8 June 2006 on www.gasgovernance.com/Code/UNCCSubCommittees/UKLinkCommittee/2006Meetings) and has been discussed at length in the SPAA group. DS added that this is to be included as part of the planned changes to the SPAA document to clarify the submission of Shipper Agreed Reads. Once this is complete the CR will be removed from the plan.

MB pointed out that this matter will also be impacted by the work currently being undertaken by the xoserve User Pays workgroup. DA asked, and members agreed to the removal of the change from the report.

Chair (JB) asked, and members agreed to close the action.

Action UKL1101: Closed

3.2 Minor Amendment to CALMS System

xoserve (DA) informed members that this change had been implemented earlier in the week and referred members to communication EH/791/DA dated 06/11/07 which provided a retrospective notification for this Class 1 change. The change will now be removed from the plan.

3.3 CR 13885 – Application of interruptible capacity discounts following a change in capacity/commodity split

xoserve (DA) informed members that this is expected to be an October 08 release and remains on the plan for information only.

3.4 Restriction of Invoice Billing Period

xoserve (DA) advised members that this will be included in the change pack due to be released on Friday 09/11/07 and is formally considered as a Class 2 change because it is 'directly' related to a UNC modification (0126 & 0152). However, for the purposes of the UK Link Committee, it is treated as a Class 1 as analysis has revealed that there are no file format changes involved.

3.5 CR13902 – Gemini MTI and MEI Class 1 Modification

xoserve (DA) pointed out that this is a Class 1 CR and is awaiting scheduling. However, it is dependant upon the Oracle Software Update proving to be stable and as a consequence should now be implemented sometime early 08.

3.6 CR13923 – Revision to the USRV Financial Incentives Arrangements

xoserve (DA) informed members that communication EH/773/DD dated 12/01/07 had been issued and no responses received. The communication had indicated a 21/05/08 implementation date. Again, as this is 'directly' related to a UNC Modification (0141) it will be formally considered as a Class 2 change, however for the purposes of the UK Link Committee, it is treated as a Class 1.

Chair (JB) asked, and members approved, the change request.

3.7 CR13910 – Gemini ECB Invoicing File

xoserve (DA) informed members that this is currently in development and the change remains 'on track'.

3.8 UK Link Tech Refresh

xoserve (DA) informed members that this is currently in development and the change remains 'on track'.

3.9 CR 13861 – Rejections associated with Shipper AQ Amendments

xoserve (DA) informed members that this is currently in development and the change remains 'on track'.

3.10 CR 13829 – DN Interruption Reform

xoserve (DA) informed members that this is currently in development and the change remains 'on track'. He then pointed out to members that a communication highlighting a minor administration change to the file (type value for Tranche Price amended to four (4) decimal places) format. Should any members have any comments, please submit them in the normal manner.

DA then asked, and members agreed to a 29/03/08 implementation.

3.11 CR13284 - Issue of Supporting Invoice documentation via IX

xoserve (DA) informed members that this minor change was implemented 04 October 2007 and remains on the plan for completeness.

3.12 CR 13839 – Gemini Oracle Software Upgrade

xoserve (DA) informed members that this change was implemented in two stages on 14 & 21 October 2007 and that AG would be providing an update under item 4.0.

3.13 CR 13818 – Invoice Numbers on CSEP Invoice File Formats

xoserve (DA) informed members that this change was implemented 02 November 2007 ahead of the formal release date. Please refer to communication EH/785/LG dated 31/10/07 for details.

3.14 CR 13862 – Customer Charge Structure for 0.73MWH Loadband: Full Solution from 01/10/07

xoserve (DA) informed members that this change was implemented 02 November 2007. Please refer to communication EH/789/LC dated 05/11/07 for details.

4. Review of Topics Status Report

4.1 Topic 008UKL UK Link Technology Refresh

xoserve (AG) opened the presentation by informing members that xoserve intend providing an update on the results of the test schedule and its execution at the December meeting. When asked, AG confirmed that the test files as submitted by Shippers, are being processed, and the appropriate system responses returned to the originator as per the production environment. Furthermore, the test data is a full size copy of the production data as at 1 October 2007. MB reminded members that all Shippers had been asked to take part in the testing, but to date only StatoilHydro, Npower and SSE are involved.

MB asked about the current status of Modification 0179 to which ST responded by stating that it is back with the proposer awaiting redrafting which will include legal text and that the intention is for the modification to be submitted to the December Panel with a request to go direct to consultation early in 2008. DA suggested that there may be an issue in sending the nominations and confirmation files with minimum timescales to which MB suggested that it may prove beneficial to include a table within the modification to highlight the key effective dates etc.

Several members enquired if xoserve believe that the IX system can cope with the sudden influx (volume) of submissions on 28/02/08 following the four (4) day relief period, to which AG and DA advised that they believe it can as the files will be 'temporarily held' at the IX gateway inbox and processed thereafter. Members remained concerned that there is likely to be a breach of the 'daily caps' and that this approach was not clearly stated within the modification proposal. AG advised members that xoserve are currently looking at the provisions and may ask the

Shippers to submit their files in controlled batches. She also reminded members that non-effective days can still qualify as 'D' days but not count towards the 'D minus' value.

Members then enquired if xoserve anticipate any problems with processing the submissions, citing problems with the 2006 AQ Review whereby their files were rejected causing major problems to Shippers. DA responded by informing members that lessons had been learnt following the 2006 AQ Review and hopefully this will not become a 'catch up' issue. AG added that the indicative performance figures were favourable at the moment but remains unsure whether xoserve would 'tailor' their systems to avoid a repeat of the problem, but agreed to discuss it with her operational contacts and report back on the proposed contingency arrangements covering this at the December meeting.

With regard to the 'Implementation Concerns & Mitigations' slides, MB asked what was included within the 'dress rehearsal'. AG responded by stating that the rehearsal was scheduled for Jan 08 and would adopt a 'sensible and balanced approach' utilising a full scale data migration from UK Link, which would not be entirely end-to-end, but would reflect what was within xoserve's boundary and would utilise cut off data from the point of migration and process this as if it is live data. With regard to 'System Performance', AG advised that this had been compared against the 'critical business processes' and showed a favourable result.

In summary, members remained concerned about what contingency arrangements are in place and whether or not these are at an appropriate level, especially in light of the recent Gemini problems. MB asked what is the 'point of no return', to which AG confirmed that the old system will remain, as at the last datalogger run on the Saturday and therefore system settings could be redirected back to this. AT asked, and AG confirmed that the disaster recovery elements would not be changed.

AG agreed to examine the contingency arrangements and report back her findings at the December meeting.

Action UKL1104: xoserve (AG) to examine the contingency arrangements and report back to the December meeting.

A copy of this presentation is available to view or download on the Joint Office web site at:

<http://www.gasgovernance.com/Code/UNCCSubCommittees/UKLinkCommittee/2007Meetings/>

4.2 Gemini OSU – UKLC Update

xoserve (AG) gave a brief presentation to update members on the recent issues associated with the Gemini Oracle System Update (OSU), highlighting the following points of interest:

- API errors identified late on Sunday 21/10/07;
- Shippers had confirmed that they could see other Shippers data, but not their own;
- External stack displayed errors on 24/10/07;
- Changes implemented to the full production stack 01/11/07;
- Various patches had been applied between 02 & 05/11/07;
- As of 05/11/07, some low level issues remain unresolved, and finally
- Separated on-line and API services to minimise User impacts.

Members indicated that they believe that the best way forward, would be to discuss the issues within a 'open forum' meeting. AG informed members that the issues had been discussed at Operations Forum on the previous day, where it was

suggested that a mail box should be set up to enable receipt and collation of Shipper views. Members felt that in the current climate of low confidence, this was not sufficient and reiterated their desire for an open forum approach.

NR acknowledged that this approach had merit and would report back to National Grid NTS for this to be considered as part of their post problem analysis. She will report back in due course.

Chair (JB) asked members what type of governance they would like in place to support the open forum approach. Consensus was that it could be covered as an additional agenda item on the December UK Link Committee meeting agenda.

DA suggested that care will need to be given to the Terms of Reference for this forum. In particular, he believed that it should not be an operational forum. The impacts upon shipper operational teams that interface with Gemini should not form part of UK Link Committee discussions. He would, however, support establishing an initial view of lessons learnt that could be applied against the UK Link Technology Refresh. The following action was therefore agreed.

Action UKL1105: xoserve and National Grid NTS (AG/NR) to draft the Terms of Reference for the Open Forum for issue on Thursday 15 November 07.

A copy of this presentation is available to view or download on the Joint Office web site at: www.gasgovernance.com/Code/UNCCSubCommittees/UKLinkCommittee/2007Meetings

5. Performance Reporting

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

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

This report was accepted.

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

This report was accepted.

5.3 Liabilities Report (xoserve Report C)

Chair (JB) pointed out that any Gemini liabilities will be shown on next month's report, thereafter this report was accepted.

5.4 Report on Performance Problems

This report was accepted.

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

This report was accepted.

7. Planned Outages (xoserve Report E)

This report was accepted.

8. AOB

xoserve (DA) advised members that the communication due to be issued on Friday 09/11/07 will contain:

- DN Interruption Change pack;
- 0152V communication, and a
- User Pays communication, including new charge types

DA advised members that the UP workgroup had discussed the utilisation of an Ad-Hoc Invoice type, however this is no longer expected, and it is likely that the UP charges will appear on the existing ADN Invoice Type.

MB reminded the Committee that UNC Proposal 0152V was yet to be approved. DA offered to hold back the issuing of the communication until after this Proposal was approved, however, MB suggested simply adding a caveat to the communication would suffice.

DA informed members that with regard to the charge types, members should consider this as being a one (1) month notice, the details of which would be covered in the communication.

Total Gas & Power (TV) asked where he could find a copy of the 2008 Non Business Days, to which DA advised that they are available on the xoserve web site and communication EH/762/DA date 10/08/07 was issued covering this.

StatoilHydro (AT) asked when the API testing environment would be made available again, to which AG agreed to take an action to investigate and report back.

Action UKL1106: xoserve (AG) to establish when the API testing environment would be returned and report back to the December meeting.

9. Next Meeting

10:00 am Thursday 13 December 2007 at Elexon, 350 Euston Road, London

APPENDIX A

ACTION LOG: UK Link Committee 08 November 07

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
UKL 1096	13/09/07	1.2 (4.1)	xoserve to establish UNC requirements in respect of change in invoice date and how datalogger files will be sent during catch-up and report back.	xoserve (AG)	Update due at December meeting Carried Forward
UKL 1098	13/09/07	1.2 (8.0)	xoserve to notify implementation date for Modification Proposal 0141 via UK Link distribution list	xoserve (DA)	Completed Closed
UKL 1099	11/10/07	1.2 (1.2)	BGT (MD) to circulate copies of the correspondence on UNC Proposal 0141 to UK Link Committee members via the Joint Office.	BGT (MD)	Completed Closed
UKL 1100	11/10/07	1.2 (2.0)	Joint Office to feedback members views on Governance to the UNC Panel meeting on 18 October 07 and record the details in the October UK Link UNCC Report.	Joint Office (JB)	Completed Closed
UKL 1101	11/10/07	3.1 (3.1)	xoserve to find the original change documentation for consideration at the November 07 UK Link Committee meeting.	xoserve (DA)	Information provided at November meeting Closed
UKL 1102	11/10/07	1.2 (8.0)	xoserve (DA) to consider improving the Change Pack Formats and report back at the November 07 UK Link Committee meeting.	xoserve (DA)	Format to be revised as requested Closed
UKL 1103	08/11/07	1.2	Joint Office (JB) to investigate and revise, if appropriate, the UK Link Committee Terms of Reference in time for the Jan 08 meeting.	Joint Office (JB)	Update due at January meeting
UKL 1104	08/11/07	4.1	xoserve (AG) to examine the contingency arrangements and report back to the December meeting.	xoserve (AG)	Update due at December meeting
UKL 1105	08/11/07	4.2	Action UKL1105: xoserve and National Grid NTS (AG/NR) to draft the Terms of Reference for the Open Forum for issue on 15/11/07.	xoserve & NG NTS (AG/NR)	Update due 15 November 2007

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
UKL 1106	08/11/07	8.0	xoserve (AG) to establish when the API testing environment would be returned and report back to the December meeting.	xoserve (AG)	Update due at December meeting

*** Key to action owners**

- DA Dave Addison, xoserve
- AG Annie Griffith, xoserve
- JB John Bradley, Joint Office of Gas Transporters
- MD Mitch Donnelly, British Gas Trading
- NR Nicola Rigby, National Grid NTS