

## UK LINK Committee Minutes

### Thursday 09 April 2009

### Teleconference

#### Attendees

Mike Berrisford (Chair)	(MiB) Joint Office of Gas Transporters
Lorna Dupont (Secretary)	(LD) Joint Office of Gas Transporters
Danielle King	(DK) E.ON UK
Dave Addison	(DA) xoserve
James Smith	(JS) EDF Energy
Lewis Plummer	(LP) xoserve
Neil Beckwith	(NB) Electralink
Pete Halliwell	(PH) RWE npower
Sean McGoldrick	(SM) National Grid NTS
Stephanie Shepherd	(SS) RWE Npower

#### Apologies

John Bradley	Joint Office of Gas Transporters
Mark Cockayne	xoserve
Martin Brandt	SSE
Mitch Donnelly	Centrica

#### 1. Review of Minutes and Actions

Chair (MiB) opened by informing members that Danielle King is nominated as the alternate for Mitch Donnelly, and Dave Addison for Mark Cockayne, on behalf of the Transporters.

##### 1.1. Minutes

The minutes of the previous meeting were accepted.

##### 1.2. Review of actions.

Appendix A contains a tabulated update on actions.

UKL 1152 – xoserve (DA) informed members that a prototype fault report format was now available to view &/or download from the Joint Office web site at:

<http://www.gasgovernance.com/Code/UNCCSubCommittees/UKLinkCommittee/2009Meetings/>

The report will be issued for review shortly.

##### **Action UKL 1152: Carried Forward**

UKL 1153 – xoserve (DA) provided an update on the proposed Gemini Exit Reform changes informing members that his colleagues within xoserve are still undertaking analysis and working on a delivery plan. A further update would be provided to the June meeting which would include any identified impacts on Shippers and also indicative timescales.

##### **Action UKL 1153: Carried Forward**

## 2. Other Industry Fora

MiB provided members with a verbal update on the recently “closed” UNC modifications and advised them that the modification reports are available to view and download from the Joint Office of Gas Transporters web site.

- 0213V “Introduction of User Pays Governance Arrangements into the UNC”. Implemented with effect from 06:00hrs on 17/04/09.

MiB then provided an update (by exception) on the “live” UNC Modifications with a potential impact upon UK Link systems, specifically highlighting the following status changes since the previous meeting:

- 0248 “Meter Reading Replacement”. Raised on 03 April 2009 and due to be considered at the 16/04/09 UNC Panel meeting. Some system impacts anticipated.
- 0250 “Introduction of the Code Contingency Guidelines Document”. Due to be considered at the 16/04/09 UNC Panel meeting.

National Grid (SM) gave a brief presentation outlining the background and intent of this Modification Proposal, pointing out that it may involve changes to the current governance arrangements of the UK Link Manual and a change to the publication location of this and any associated documents. DA observed that this may involve fundamental changes to the UK Link Manual and it may be necessary to raise a formal change and add this to the Implementation Plan in due course. Additionally, there may also be a requirement for approvals to be obtained in different areas. SM noted these observations.

A copy of the presentation is available to view &/or download from the Joint Office web site at:

<http://www.gasgovernance.com/Code/UNCCSubCommittees/UKLinkCommittee/2009Meetings/>

MiB advised members that the next meeting of the Operational Forum is due to take place on Wednesday 15/04/09.

Moving on, xoserve provided a Gemini Update on disaster recovery testing. DA advised Members that where previously there had been service outages of 6 hours’ duration, the durations would be extended on Saturday 18 and Sunday 19 April 2009.

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

DA apologised for the lateness of the publication of the Plan.

### 3.1 COR 1133 – Facilitating the use of AMR in a DM Elective Regime

xoserve (DA) informed members that this would be covered in greater detail later in the meeting.

One response had been received regarding the proposed file formats, accepting the file formats, but which questioned the introduction of the change. This would be dealt with through the UNC process, and approval of the file formats would be sought later in this meeting. These will then be shown as Awaiting Scheduling within the Implementation Plan.

### 3.2 COR 1353 – DNO Failure to Supply Gas Process – Facilitating Compensation Payments to End Users on iGt & DNO Networks

xoserve (DA) briefly explained the process, and advised that this would slip to the May Change Pack. The implementation date of August was looking to be maintained. It was hoped that the Committee would allow an early implementation.

DA then referred to Change MP891DA Part 2 Introduction of a new Rejection Code. One response had been received accepting the change and the reduced

implementation timescale (at the start of June). DA asked that the change be approved and shown as scheduled; this was agreed by the Members and will show on the next Implementation Plan.

### **3.3 COR 1072 – Enduring Transfer and Trade Arrangements**

xoserve (DA) gave a brief presentation. UAT should be completed by 24 April 2009 and implementation was scheduled for 17 May 2009. The Committee was asked to note that Contingency Implementation was planned for 31 May 2009 and that a notification will be issued to the community on 18 May 2009 if contingency date is to be used. An extended Gemini outage from 04:00 – 09:00 with a contingency of 11:00 was now confirmed.

## **4. Review of Topics Status Report**

No current business for discussion.

## **5. Performance Reporting**

DA reported that xoserve had been previously asked to provide a 'dummy report' which would show outstanding USDs; this would be circulated with the Change Pack later today. It should be noted that this would also include a number of changes/calls that were of internal significance only and that had no effect on Shippers; figures relating to outstanding calls may therefore give a skewed perception in an external reader.

DA also pointed out that following the rescheduling of the UK Link Committee, to the second Thursday from the third Thursday of the month, xoserve had undertaken to provide these reports to these timescales. Reduced opportunities to carry out checks before publication had culminated in issues of quality. DA proposed that the timing of publication of certain reports was altered so that some elements could be provided one month in arrears – as is current practice on some elements of the report. The Committee had no objection to this, but asked that this be included within a wider communication to solicit views.

### **Action UKL1155 – xoserve (DA) to issue a communication seeking views on revision of the timing for certain elements of the report pack.**

xoserve (DA) then reviewed the xoserve Report Pack by exception only.

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

This will change going forward; it will stay 'as is' next month but will reflect new format if accepted.

Thereafter, the report was accepted.

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

This will report a month in arrears. The first 5 elements are of concern and may be produced 10 working days after the start of the month. DA proposed that all content in this report be published a month in arrears. JS confirmed there should be no problem with that and Members acquiesced with this view. DA would send out a communication with the Report issued today.

Thereafter, this report was accepted.

#### **5.3 Liabilities Report (xoserve Report C)**

This was already issued a month in arrears. There were no questions relating to this.

Thereafter, the 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)

xoserve (DA) pointed out that items 1 and 2 gave confirmation of the extended Gemini outages; confirmation was still awaited in respect of item 5.

Thereafter, the report was accepted.

## 8. AOB

xoserve (DA) provided members with an update on the following items of interest:

- Gemini Re- Platforming

xoserve was undertaking strategic upgrade of the systems and a short statement was to be made available within the pack, which DA then read out to the meeting.

DA reported that the Project was very keen to point out that a key driver was to minimise any impacts to Users. An invitation to tender, for a Design Partner, would be issued later this month. Regular progress updates would be shared with the UK Link Committee and at other fora. An appropriate User consultation would be taken through the UK Link Committee. DA added that this was really an 'early warning' as implementation was unlikely to take place before 2011. Communications would be included in the Communications pack. Any queries should be directed to Lee Foster (xoserve) who was the lead contact for this change.

- Strategic Change

xoserve is undertaking a replacement programme for the existing reporting solution. Currently Business Objects was used and it was planned to upgrade and move to a data warehousing solution as this had been determined to be the most contemporary and efficient way of reporting. Data will be sourced directly from UK Link.

A phased implementation was planned. The first iteration is planned for September 2009. Some invoice supporting data is sourced from the existing arrangements, and the Compression (.CMP) and Own Use Gas (.OUG) file formats will be produced from the new system following the first implementation. These were currently issued by email, but through automation would be issued via the IX. DA reported that changes to content were not anticipated, but headings and footers may need to be reconfigured to conform to IX formats. xoserve was going through the final stages of assessment of delivery. Members agreed to DA's suggestion that a communication be issued to promote awareness.

**Action UKL1156 – xoserve (DA) to issue a communication to promote awareness of the progress of the Strategic Changes, including a delivery assessment.**

- Formal Change Pack

DA reported that there had been an administrative change (in communication EH873DA issued on 02 October 2008) whereby a negative sign had been omitted within the description. This had been subject to a 10 day consultation in October, and accepted by the Committee, however, the corrected file format had not been updated on the Extranet. The revised format would now be published and a communication issued to promote awareness of this administrative change.

- Modification Proposal 0224: Facilitating the use of AMR in the Daily Metered Elective Regime

DA introduced a presentation which explained the background and the aims of the Proposal and attempted to identify any impacts for parties who did not wish to

participate in this proposed regime. Areas identified that will be impacted were SPA and Transfer Reads. The development costs would be recovered via User Pays arrangements and this would be dealt with at the Distribution Workstream.

When questioned if there was any move to go lower than MPAQ 732,000kWh DA responded that there was not; the view from the Distribution workstream discussions being was that larger sites would benefit more in view of there being a cap on the number of meter points.

Currently Daily Metered Service Providers (DMSP) use screens to update data directly on UK Link. It was not proposed to make screens available to external Users. As a consequence, file formats had been developed so that data could be updated by Shippers, if the 'Base + Additional' development option was selected.

The proposal was to utilise existing invoicing processes to settle DM elective sites; it should be noted that Offline Consumption Adjustments must be completed manually.

JS sought clarification on the nomination status. On the day the site is nominated it is then moved into this category; if it is later decided to remove the site from the category and then at some point re-nominate it back into this category the AQ will be rechecked.

Continuing, xoserve (LP) then gave a high level overview of the Supply Point Administration (SPA) process and described and explained the impacts on specific files. The DME Dummy Datalogger process was described and the potential risks outlined. JS sought clarification on the process in relation to the existing DM (Mandatory) service. DA explained that currently when a shipper wishes for a meter point to become DM, they would contact the DMSP directly, and that a DM nomination would only be accepted once the DMSP confirms that DM read equipment is installed. By removing this validation for DME to DM sites would increase potential for failed readings, in such circumstances it was expected that these would be excluded from liabilities. JS requested that this be clearly noted within the procedure going forward.

LP then gave a high level overview of the DME Read Submission process and how this would affect files. PH questioned why the DME was a clone of the MDR and asked what the driver for both files was. LP answered that processing timescales had a bearing and it was easier to work out liabilities with different file extensions; there needed to be a clear differentiation between DM Elective and DM Mandatory. DA added that, given the magnitude of liability payments, xoserve was keen to keep the two processes as separate as possible.

DM Activity process flows were described and PH questioned whether a faulty logger generated a charge. It was confirmed that where a reading was not received in the DME regime it would be subject to the incentive charge.

LP then explained that the development of a couple of other reports was being considered: an Annual Check Visit Report and a Meter Inspection Report.

Invoicing would be governed by the User Pays arrangements and any further discussions were likely to take place under the Distribution Workstream.

The presentation and discussions then moved on to Transfer Reads. At a previous meeting Martin Brandt (SSE) had been keen that the UK Link Committee understand the potential impacts on Transfer Read scenarios.

DA outlined the principles and three different scenarios. DA responded to questions raised regarding the DME – NDM Transfer Reads scenario. In order to close out the outgoing Shipper a read is required by D+5 and this will be provided to the outgoing and the incoming Shippers. If the incoming Shipper provides a read that will be accepted, that will be part of the close out. If a reading is not received prior to D+5

the DME Shipper will be closed out and any changes will be made via consumption adjustment.

With the DME regime commerciality is being introduced so the likelihood of switching between NDM and DM was increased. As such it was required that the DM and NDM reading tables are linked together. The design is seeking to reduce impacts to the SPA formats, but the receipt of the transfer reading on D will be the first time that the incoming Shipper is aware that it has picked up meter point that was previously DME, and this may be of concern especially if the Shipper has no plans to participate in the DME regime; Shippers may need to review their systems accordingly. JS suggested that some sort of flagging mechanism should be in place so that a Shipper is able to recognise such a site and then understand what commitment may be involved. DA thought perhaps this might require a different file. JS requested that DA should raise this as a concern and consider this within the design. This was noted.

PH was concerned that an out of sequence read had the potential to incur a ratchet charge and asked if there was any intention to apply ratchet charges to DMEs. DA answered that normal ratchet functionality applies after the first twelve months. Ratchet notification files will be issued as per current functionality and rate charges will be 0. The 'soft landing' will not apply in certain circumstances and it was suggested that parties read the Modification Report to ascertain the details.

The effect upon the pool of loggers used for Demand Estimation was a further point on which PH sought clarity. DA responded that this had been referred to the Demand Estimation Sub Committee (DESC), where the proposal was to use the logger outputs for DME and NDM purposes. DESC will continue to monitor the position as there may be an effect on EUC profiles. It was suggested that parties may wish to refer to their DESC representatives for further details.

It was reiterated that the change is intended to have minimal impacts on Shippers not wishing to participate in the DM Elective regime.

xoserve then sought approval/confirmation from the UK Link Committee that the file formats were acceptable. Members gave their approval, and DA confirmed that the report will be prepared and discussed at the Distribution Workstream (23 April 2009).

Assuming Ofgem approval of Modification Proposal 0224 was received then implementation was intended to take place approximately 12 months later. However there may be potential opportunity for implementation outside of the release schedule. DA said that xoserve was aiming for the June scheduled release, but this was dependant upon an Ofgem decision. DA observed that it would be more advantageous to implement prior to the winter period. After a short discussion it was agreed to defer a decision until after the UNC Modification Panel's determination, at which point it could be brought back to this Committee.

## **9. Next Meeting**

The May 2009 UK Link Committee meeting will be via teleconference and is scheduled to commence at 10:00 am on Thursday 14 May 2009.

## APPENDIX A

## ACTION LOG: UK Link Committee 09 April 2009

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
UKL 1152	12/02/09	1.2 (5.1)	Investigate what changes could be made to the format of the fault reports and report back to the March 09 meeting.	xoserve (DA)	Update due at May meeting. <b>Carried Forward</b>
UKL 1153	12/02/09	1.2 (7)	Provide an update on the Gemini Exit changes at the March 09 meeting.	xoserve (DA)	Update due at June meeting. <b>Carried Forward</b>
UKL 1154	13/03/09	8	Arrange the April 09 UKLink Committee meeting at a suitable London Venue and issue a notification to the UKLink email listing asap.	Joint Office (MiB)	<b>Completed</b>
UKL 1155	09/04/09	5	Issue a communication seeking views on revision of the timing for certain elements of the report pack.	xoserve (DA)	Update due at May meeting.
UKL 1156	09/04/09	8	Issue a communication to promote awareness of the progress of the Strategic Changes, including a delivery assessment.	xoserve (DA)	Update due at May meeting.

## \* Key to action owner

DA David Addison, xoserve