

UK LINK Committee Minutes

Thursday 10 April 2008

via a teleconference link

Attendees

John Bradley	(JB)	Joint Office of Gas Transporters
Mike Berrisford	(MiB)	Joint Office of Gas Transporters
Dave Addison	(DA)	xoserve
Kate Potts	(KP)	E.ON UK plc
Mike Westcott	(MW)	StatoilHydro
Nicola Rigby	(NR)	National Grid NTS
Simon Trivella	(ST)	WWU
Stephanie Shepherd	(SS)	RWE Npower

Apologies

Martin Brandt	(MB)	SSE
---------------	------	-----

1. Review of Minutes and Actions

1.1. Minutes

xoserve (DA) pointed out two errors, the first relating to UKL1121 (under item 1.2), whereby this should read as 'Gemini Contingency Arrangements' and the second relating to CR13885 (under item 3.1), whereby DA suggested that the minutes should be expanded to note that whilst this is a Class 2 CR, it will be treated as a Class 1 CR.

Thereafter, the minutes of the March meeting were accepted.

1.2. Review of actions.

Appendix A contains a tabulated update on actions.

UKL 1121 – Chair (JB) advised members that in the absence of a representative from EDF Energy, he had nothing new to add. xoserve (DA) suggested that this action be closed.

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

Action UKL1121: Closed

UKL 1122 – National Grid (NR), informed members that a communication relating to the Gemini automated email contingency notices via a web subscription service, had been issued on 02/04/08.

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

Action UKL1122: Closed

UKL 1124 – xoserve (DA) suggested that this action would be covered under item 4.1 below.

UKL 1125 – Chair (JB) informed members that a new topic 009UKL – Gemini Contingency Arrangements had been raised and will be discussed later in the meeting under item 4.0 below.

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

Action UKL1125: Closed

UKL 1126 – xoserve (DA) informed members that ‘indicative’ details relating to the IAD Outage requirements are available to view under report E of the xoserve Report Pack for this meeting (covered under item 7.0 on the agenda).

Furthermore, of the two outages proposed, the 1st outage commencing 22:00hrs on Friday 16/05/08 and ending 06:00hrs on Monday 19/05/08 will undertake promotion and Production Acceptance Testing (PAT) to ensure that the production environment is not impacted by the code changes. The 2nd outage commencing at 22:00hrs on Friday 23/05/08 and ending 06:00hrs on Monday 26/05/08 is essentially there to enable a system ‘back out’ should the code change prove problematical. This approach has been adopted to provide a high degree of insurance that the system changes will be successful.

He then advised members that the actual outage details will be communicated to users once the full assessments have been completed.

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

Action UKL1126: Closed

UKL 1127 – xoserve (DA) informed members that the potential outage is now expected to take place over (approximately) a 2 hour period on a Business Day, possibly sometime in June 08. A communication relating to the matter will be issued in due course.

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

Action UKL1127: Carried Forward

UKL 1128 – xoserve (DA) informed members that after consideration, he could confirm that the RGMA (Conditionality and Treatment) documents do not fall under the scope of the governance of the UK Link Manual.

Furthermore, he advised members that any users experiencing extraordinary problems should raise a USD. KP responded by advising that she had previously raised concerns surrounding their rejection notices with a member of the xoserve Customer Engagement Team (CET), but as yet, had not received a satisfactory reply. She believes that users need to be able to understand xoserve’s validation processes to ensure that they are not doing something wrong which may well compound the problems. DA acknowledged the point and advised that he would investigate the matter with the xoserve Shipper Support team and report back to the May meeting.

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

Action UKL1128: Carried Forward

2. Other Industry Fora

Chair (JB) provided members with a verbal update on all recently “closed” UNC modifications, which would require a UK Link Change, and advised them that the modification report is available to view and download from the Joint Office of Gas Transporters web site at:

<http://www.gasgovernance.com/Code/UNCCSubCommittees/UKLinkCommittee/2008Meetings/>

JB then provided attendees with an update (by exception) 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. 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.

Chair (JB) advised members that modifications 0195/0195A "Introduction of Enduring NTS Exit Capacity Arrangements" is also considering the same area of work. Consultation closed 04/04/08 and the Final Modification Report(s) are due out shortly and will be considered at the April 08 Panel meeting;

- 0175 "Encouraging Participation in the elective Daily Metered Regime". The Review Group are scheduled to present their report at the June 08 Panel meeting;
- 0177 "Rolling AQ Review". The Review Group have now completed their work, which will culminate in a report to the April 08 Panel. E.ON UK plc have subsequently raised UNC Modification 0209 "Rolling AQ" to provide for a monthly AQ review, which will be presented to the April Panel for their consideration;
- 0178 "Reclassification of SSP to Domestic only". The Review Group have now completed their work, which will culminate in a report to the April 08 Panel. Due to the divergence of opinions of the review group members it is unlikely that at follow up UNC Modification will be raised;
- 0187/0187A "Alterations to the RMSEC Auction to Accommodate Transfer and Trade of Capacity Between ASEPs". Awaiting an Authority decision. Of the two, Panel members felt that implementation of 0187 was more likely to achieve the relevant objectives;
- 0194 "Correct Apportionment of NDM Error - Energy". Chair (JB) suggested to members that this is broadly similar in concept to UNC modification 0115. Proposer has assumed some system impacts. Development Work Group scheduled to report to the July 08 Panel meeting;
- 0195/0195A "Introduction of Enduring NTS Exit Capacity Arrangements". Please see 0116 above;
- 0200 "Introduction of a Date Tolerance to Facilitate the Processing of Individual Meter Point Reconciliation at LDZ CSEPs". Potential system impacts indicated by the Proposer Final Modification Report presented for consideration at the April 08 Panel meeting;
- 0201 "Small value invoice payment deferral". Anticipate some system impacts. Distribution Workstream scheduled to provide a report to the April 08 Panel meeting;
- 0202 "Improvement to More Frequent Readings Provisions to allow benefits of AMR". Potentially involving 'volume' related impacts. Distribution Workstream scheduled to provide a report to the May 08 Panel meeting
- 0203 "Revision to DN Shrinkage Regime". The Panel requested legal text so that the Draft Modification Report may be issued after the April Panel Meeting;
- 0205 "Interruptible Capacity Charges". Proposer is uncertain of system impacts, although these may become clearer in due course. Allocated to the Distribution Workstream who are scheduled to report to the June 08 Panel meeting;
- 0208 "Information relating to Unallocated Energy". Review Group are still considering and system impacts are yet to be decided. Review Group scheduled to report back to the September 08 Panel meeting;
- 0209 "Rolling AQ". Following on from RG0177, and will be presented to the April Panel for their consideration. Proposer has requested that this modification should be allocated to a Development Work Group;

- 0210 “Implementation of DNPC03 (LDZ System Charges – Capacity / Commodity Split and Interruptible Discounts), the Alignment of Failure to Interrupt Charges and the Alignment of the IFA Charge”. Raised by Wales & West Utilities for consideration at the April 08 Panel meeting. Extent of system impacts to be decided in due course, and

JB informed members that the Operational Forum met on Wednesday 09/03/08. xoserve updated members on the recent problems with the Gemini API's. DA added that the API problems experienced by users yesterday should have now been resolved following the application of a 'code patch'. Furthermore, a project team has been established to look more closely at Firewall changes to eradicate the API problems in future.

StatoilHydro (MW) suggested that communications on this matter could have been better, as it was unclear to users, who had been impacted by the problems. DA responded by acknowledging the point made, but suggested that the problems do not appear to have impacted every user. However, he will feedback the points made to the xoserve Application Support Team.

Chair (JB) informed members that at the forum meeting xoserve had provided a 'clipboard' for Shippers to volunteer for testing a subsequent Firewall solution. He suggested, and DA agreed to take an action to issue a communication to the UK Link distribution list to request volunteers for the tests.

Chair (JB) informed members that with regard to the new topic covering Gemini Contingency Arrangements (009UKL) he told the Forum that work is scheduled to commence in May 08.

He then went on to advise members that at the last UNCC meeting, EDF Energy expressed a view that further analysis (procedural aspects) is required for the UK Link Technology Refresh, a report on which will be prepared by WWU and issued by the Joint Office in due course.

Action UKL1129: xoserve (DA) to issue a communication to the UK Link distribution list to request volunteers for testing a future Firewall solution.

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

3.1 CR13958 – Revised LDZ Shrinkage Arrangements

xoserve (DA) informed members that this change is on the plan for information purposes only. The change is currently in the analysis stage and a communication relating to this matter is due for release on Friday 11/04/08.

DA then went on to provide some 'background' information explaining that within the Gas Distribution Price Control Review (GDPCR) for 2008-13, each DN will be given a fixed daily shrinkage allowance. The end result being that, following implementation of this change request, the 'Shrinkage Factor' field (provided on the Shrinkage Factor screen) will be populated by zeroes. However, other than the fact that it is a directly entered data item, the Shrinkage Quantity will be unchanged.

He went on to point out to members that whilst this change is a Class 2 change, relating to UNC Modification 0203, it is indicated as a Class 1 on the plan as xoserve anticipate little, if no, user impact. A communication relating to this change will be issued on Friday 11/04/08.

Chair (JB) pointed out, and DA acknowledged that, as the UNC modification to which this change relates has not yet gone through the UNC process, there will not be an opportunity for a 6 month notification in light of the proposed October implementation date.

Action UKL1130: xoserve (DA) to issue a communication regarding the shortened notification timescales in the forthcoming change pack.

3.2 CR13923 – Revision to the USRV Financial Incentives Arrangements

xoserve (DA) informed members that this is currently in development and the change remains 'on track' for a 21/05/08 implementation.

3.3 CR 13861 – Rejections associated with Shipper AQ Amendments

xoserve (DA) informed members that this is currently in development and the change remains 'on track' for an early May implementation. Whilst this is 'flagged' as a Class 2 change, this change is retained on the Implementation Plan for visibility only as the first issue of revised rejection codes would be June.

3.4 CR 13829 – DN Interruption Reform Phase 2

xoserve (DA) informed members that this is currently in development and the change remains 'on track' for an 17/05/08 implementation. A communication relating to Phase 2 was issued on 11/01/08 and although the original notice identified a 10/05/08 implementation date, this has now been put back to 17/05/08, as indicated on the plan. There are no anticipated user impacts associated with this date change.

3.5 CR13950 – Gemini Release Summer 2008

xoserve (DA) informed members that this is currently in development and the change remains 'on track' for a 17/08/08 implementation. Furthermore, the analysis and design stage is now complete and work is underway on coding and unit testing.

3.6 CR13885 – Application of interruptible capacity discounts following a change in capacity/commodity split

xoserve (DA) informed members that this is currently in development and the change remains 'on track' for a October 08 implementation. He reminded members that the change remains on the plan for information purposes only. Furthermore, whilst this is a Class 2 change (relating to a UNC Modification), it is considered that, as there are no changes to Shipper facing file formats, it is presented on the plan as a Class 1 CR.

3.7 CR 13829 – DN Interruption Reform

xoserve (DA) advised members that the change request was implemented on 29/03/08.

3.8 CR 13935 – Restriction of Invoice Billing Period

xoserve (DA) advised members that the change request was implemented on 01/04/08.

3.9 User Pays

xoserve (DA) advised members that the change request was implemented on 01/04/08, although the corresponding UNC Modification Proposal 0188 "Introduction into the UNC of the Agency Charging Statement ("User Pays")" was not signed off by the Authority until 07/04/08, becoming effective at 06:00hrs on 09/04/08.

3.10 CR13824.3 - Issue of Supporting Documentation via IX

xoserve (DA) advised members that the change request was implemented on 01/04/08. Furthermore, the first BCD file format issue is expected to be on 14/04/08.

4. Review of Topics Status Report

4.1 Topic 009UKL Gemini Contingency Arrangements

National Grid (NR) opened her update by apologising for missing the March meeting. She went on to inform members that, following discussions between National Grid NTS and xoserve, it is proposed that a new UNC Review Proposal is to be raised in time for consideration at the May 08 Panel meeting.

Currently work is underway looking at what processes may be required to support the establishment of the Review Proposal framework and Shipper feedback has been incorporated, where appropriate.

NR reminded members that following any review group's work, a UNC Modification may well be raised.

The members had no further questions at this time.

At this point, Chair (JB) reminded members of the basic route followed by a UNC Review Proposal (this is not intended as an exhaustive list, simply a guide), as follows:

- Review Proposal presented to the UNC Panel for consideration;
- Panel recommendation of proposal and any draft terms of reference presented;
- Communication inviting members to the group issued;
- Initial group meeting undertaken to establish Terms of Reference;
- Timetable agreed (normally 6 months, culminating in a Review Group Report to Panel), and
- Agreement of the content of the work.

Chair (JB) informed members that the Operational Forum members have indicated that they wish to see the Transporters move forward on this matter. He went on to suggest that one option for the review group meetings could be that they meet on the 2nd Thursday of the month, following on from the UK Link Committee meeting, if this was felt appropriate.

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

Action UKL1124: Closed

5. Performance Reporting

xoserve (DA) 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)

xoserve (DA) advised members that he expects that the issues (Reference Note 1) surrounding the 'missing' data will be resolved in time for the June 08 meeting. Thereafter, this report was accepted.

5.3 Liabilities Report (xoserve Report C)

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)

xoserve (DA) provided a brief review of the planned outages and thereafter this report was accepted.

Users were asked to note that additional outages are expected to enable self password reset on IAD accounts. This is scheduled for 21st/22nd June and 28/29th June, as it is proposed that the PAT testing approach (described in UKL1126 Action Update above) will be adopted for this implementation.

8. AOB

- xoserve (DA) advised members that with regards to the DN Interruption Reform Phase 2 change request (CR 13829), testing has revealed that there are three (3) additional rejection codes and a communication identifying these will be issued in on Friday 11/04/08. DA went on to add that, should the new codes prove to be a problem, the system could always revert back to utilising a 'generic' rejection code.

DA then asked members if they would consider a shortened consultation for this change request, as a 'normal' 10 day consultation would be extremely tight in light of the proposed implementation date. When asked by the Chair (JB), members indicated that they would be happy with a shortened 5 day consultation.

- E.ON UK (KP) highlighted recent problems that they (E.ON UK plc) have experienced with regard to the CSEP Reconciliation backing data formats, suggesting that one solution could be to 'mirror' the CSEP Invoice File. Furthermore, she asked if any other users had experienced a similar problem, to which the indication from members present was that they had not. Thereafter, KP asked that this should be minuted as being a Supplier problem.

In response, xoserve (DA) indicated that he believes that this may relate to the August 2007 CSEP (CEP) file change and agreed to take an action to discuss this matter with the Transporters and provide an update at the May meeting.

In closing, Chair (JB) added that if KP would like to prepare a communication on this matter, the Joint Office would issue this on her behalf.

Action UKL1131: xoserve (DA) to discuss potential change to the CSEP Reconciliation backing data format to 'mirror' the CSEP Invoice File format with the Transporters.

9. Next Meeting

Members briefly discussed and agreed that the May UK Link Committee meeting would commence at 10:00 am on Thursday 08 May 2008 and be held at Elexon, 350 Euston Road, London.

APPENDIX A

ACTION LOG: UK Link Committee 10 April 08

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
UKL 1121	14/02/08	1.2 (3.12)	xoserve (DA) to issue a file format communication to the standard UK Link distribution list, inviting Shippers to register to take part in a Gemini 2008 Release trial.	EDF Energy (AC/JS)	Update provided. Closed
UKL 1122	14/02/08	1.2 (3.14)	National Grid NTS (NR) to provide information relating to the Gemini automated email contingency notices via the web subscription service.	NG NTS (NR)	Update provided. Closed
UKL 1124	13/03/08	4.0 (3.10)	Provide information relating to the Gemini Contingency Arrangements to be discussed in May at the April UK Link Committee meeting.	NG NTS (NR)	Update provided. Closed
UKL 1125	13/03/08	4.0 (4.1)	Raise a new medium priority topic to 'cover' the Gemini Contingency Arrangements for the March UNC Committee	Joint Office (MiB)	Completed. Closed
UKL 1126	13/03/08	1.2 (7.0)	Investigate the IAD Outage requirements and report back to the April meeting with the indicative date(s) and timings of the outage.	xoserve (DA)	Update provided. Closed
UKL 1127	13/03/08	1.2 (7.0)	Investigate the Gemini Production System requirements for an outage and report back to the April meeting.	xoserve (DA)	Update due at May 08 meeting. Carried Forward
UKL 1128	13/03/08	1.2 (8.0)	Investigate the UPD and 'On Job' Rejection Notice content and report back at the April meeting.	xoserve (DA)	Update due at May 08 meeting. Carried Forward
UKL 1129	10/04/08	2.0	Issue a communication to the UK Link distribution list to request volunteers for testing a future Firewall solution.	xoserve (DA)	Update due at May 08 meeting.
UKL 1130	10/04/08	3.1	Issue a communication regarding the shortened notification timescales in the forthcoming change pack.	xoserve (DA)	Update due at May 08 meeting.

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
UKL 1131	10/04/08	8.0	Discuss potential change to the CSEP Reconciliation backing data format to 'mirror' the CSEP Invoice File with the Transporters.	xoserve (DA)	Update due at May 08 meeting.

*** Key to action owners**

DA Dave Addison, xoserve