

UK LINK Committee Minutes
Thursday 10 January 2008
held at Elexon, 350, Euston Road, London

Attendees

John Bradley	(JB)	Joint Office of Gas Transporters
Mike Berrisford	(MiB)	Joint Office of Gas Transporters
Alan Raper	(AR)	National Grid Distribution
Annie Griffith	(AG)	xoserve
Caroline Purcell	(CP)	xoserve
Chris Logue	(CL)	National Grid Transmission
Kate Potts	(KP)	E.ON UK plc
Mark Slater	(MS)	Total Gas & Power
Martin Brandt	(MB)	SSE
Mick Curtis	(MC)	E=MC ² for Shell
Mitch Donnelly	(MD)	BGT
Neil Beckworth	(NB)	SPAA Observer
Nicola Rigby	(NR)	National Grid NTS
Stephanie Shepherd	(SS)	RWE Npower

Apologies

Simon Trivella	(ST)	Wales & West Utilities
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1. Review of Minutes and Actions

1.1. Minutes

The minutes of the December meeting were accepted.

1.2. Review of actions.

Appendix A contains a tabulated update on actions.

UKL 1103 – please refer to item 9.0.

Action UKL1103:

UKL 1107 – Chair (JB) informed members that an updated version of the Operational Rules document (v3.1) has been published on the Joint Office web site at: <http://www.gasgovernance.com/Code/UNCRel/>

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

Action UKL1107: Closed

UKL 1108 – please refer to item 3.4.

UKL 1109 – xoserve (AG) informed members that they (xoserve) have planned for the 'worst case volume' scenarios during the catch up period.

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

Action UKL1109: Closed

UKL 1110 – In the absence of S Trivella, WWU, members discussed whether or not this action had been undertaken to which the consensus view was that it had only been completed in part.

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

Action UKL1110: Carried Forward

UKL 1111 – xoserve (AG) advised members that they had looked at utilising parallel running during the UKLTR but have discounted the idea for the following reasons:

1. security issues;
2. control difficulties, and
3. potential problems associated with replicating on-line transactions on 2 systems

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

Action UKL1111: Closed

UKL 1112 – xoserve (CP) advised members that following consideration xoserve have no plans to change the current communication mechanisms. This will continue to ensure that Shippers avoid being ‘bombarded’ with unnecessary communications and only receive those that are important to them.

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

Action UKL1112: Closed

UKL 1113 – please refer to item 4.0

2. Other Industry Fora

Chair (JB) 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;
- 0141 “Revision to the ‘User Suppressed Reconciliation Values’ Financial Incentives arrangements”. Approved and awaiting implementation at 06:00hrs on 21/05/08;
- 0152V “Limitation on Retrospective Invoicing and Invoice Correction”. Approved and awaiting implementation at 06:00hrs on 01/04/08. DA also reminded members that this is also included on the Implementation Plan;

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. 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 Ofgem had written to the Gas Forum indicating that a decision on the timetable would be taken in March 2008. This made an implementation date of April 2009 more likely;

- 0158 “Review of User Suppressed Reconciliation Values’ incentive arrangements”. Expected to be some system impacts and the Review Group are

expected to report to the January 08 panel meeting. MD confirmed that the group have completed their work and a Final Review Group Report has been produced. He suggested that members should consider this alongside UNC modification 0192 as well, which is expected to have some minor system impacts;

- 0166 “Review of necessary reform of NTS Offtake Arrangements”. The Authority has indicated that it would be willing to consider the modification alongside the 0116 suite of modifications;
- 0168 “Individual Meter Point Reconciliation”. The proposer is expected to withdraw the Review Proposal at some point in the future;
- 0171/0171A “Amendment of “User SP Aggregate Reconciliation Proportion” to incorporate historical AQ Proportions”. Currently out for consultation which closes 23/01/08;
- 0175 “Encouraging Participation in the elective Daily Metered Regime”. Review Group work is ongoing and should culminate in a report to the March Panel. MD advised members that this is expected to have some system impacts;
- 0177 “Rolling AQ Review”. Anticipate possible ‘use of systems’ impacts. Review Group work is ongoing and should culminate in a report to the April Panel;
- 0178 “Reclassification of SSP to Domestic only”. Involves a massive move of AQ’s into RbD, requiring the creation of a new category, therefore some system impacts can be anticipated. Review Group work is ongoing and should culminate in a report to the April Panel,

Chair (JB) confirmed that both 0177 & 0178 are looking towards the next build of the UK Link system;

- 0184 “Requirement for Partial Non-Business Days for the Purposes of the UK Link Technology Refresh (UKLTR) Project”. Currently out for consultation which closes 15/01/08;
- 0187 “Alterations to the RMSEC Auction to Accommodate Transfer and Trade of Capacity Between ASEPs”. Designed to firm up current interim arrangements and will involve system impacts and has a proposed implementation date of 01/06/08. Will be presented at the January panel meeting for consideration;
- 0188 “Introduction into the UNC of the Agency Charging Statement (“User Pays”)”. Due to be considered at the January panel;
- 0189 “Amendment to the QSEC Auction Timetable”. Currently out for consultation which closes 15/01/08. The modification itself suggests some system impacts can be expected although these will need to be clarified in due course;
- 0192 “Introduction of DNO obligations to facilitate resolution of unresolved URSVs”. Chair (JB) advised members to expect some minor system impacts, and
- 0194 “Correct Apportionment of NDM Error - Energy”. Chair (JB) suggested to members that this is broadly similar in concept to UNC modification 0115. MD informed members that the proposal will be presented to the January 08 UNC Panel with the recommendation that it is developed within the Distribution Workstream.

Chair (JB) provided members with an update on the previous days Operational Forum meeting where xoserve gave a presentation on the ‘Gemini 2008 Release (Summer)’, which will be provided later in this meeting.

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

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

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

3.2 CR13902 – Gemini MTI and MEI Class 1 Modification

xoserve (CP) advised members that this Class 1 CR is now scheduled for implementation on 27/01/08.

3.3 CR13824.3 - Issue of Supporting Documentation via IX

xoserve (CP) advised members that this Class 1 CR is now scheduled for implementation in April 08.

SSE (MB) informed CP that following problems in receiving files, they have found discrepancies in the documentation. SSE have logged the problem with the xoserve Helpdesk and he agreed to supply CP with details of what errors have been found.

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

Action UKL1108: Carried Forward

3.4 Gemini Release Summer 2008

xoserve (CP) will be providing an update later in this meeting. Please refer to the presentation at the end of this section.

3.5 CR13943 – ECB File – FBB Contract Type

xoserve (CP) informed members that 1x response accepting the change had been received and this CR will now be implemented on Friday 11/01/08.

3.6 UK Link Tech Refresh

xoserve (CP) will be providing an update later in this meeting. Please refer to item 4.0.

3.7 CR 13861 – Rejections associated with Shipper AQ Amendments

xoserve (CP) informed members that this on the implementation plan for visibility only, as requested by Shippers.

3.8 CR 13829 – DN Interruption Reform

xoserve (CP) informed members that the DN's have accepted a two stage implementation approach. The 1st stage will commence 29/03/08 and will contain functionality relating to files .EPS and .PIR, whilst the 2nd stage commencing 10/05/08 (tbc) will include functionality relating to files .SBF, .RFS, .BIS, .SRL and .SRZ.

CP informed members of two (2x) additional minor file format errors (RFS & EPS files). A communication is expected to be issued on Friday 11/01/08.

Post meeting note: Please refer to communication EH/802/AE dated 11/01/08 for details.

3.9 CR 13935 – Restriction of Invoice Billing Period

xoserve (CP) informed members that this is currently in development and the change remains 'on track' for an 01/04/08 implementation.

3.10 User Pays

xoserve (CP) informed members that this is currently in development and the change remains 'on track' for an 01/04/08 implementation.

3.11 CR13923 – Revision to the USRV Financial Incentives Arrangements

xoserve (CP) informed members that this is currently in development and the change remains 'on track' for a May 2008 implementation in support of UNC modification 0141 which is due to be implemented at 06:00hrs on 21/05/2008.

MB suggested that xoserve might like to consider their change pack notifications and specifically the utilisation of subsequent reminder messages. In his view, the reminders are redundant and add little or no value to the process. CP asked, and members supported MB's view. Thereafter xoserve (CP) agreed to cease the issue of reminders.

3.12 Gemini 2008 Release (Summer) Presentation

xoserve (CP) provided an overview presentation on the Gemini 2008 Release (similar to the xoserve presentation the previous day to the Operational Forum), a copy of which is available to view &/or download from the Joint Office of Gas Transporters web site at:

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

Considering the 'Planned Implementation Date', CP pointed out to members that with regard to the approval requirement, this will 'fall outside' the timescales as defined by UNC modification 0010, as ongoing analysis will not be completed before the Feb 08 UK Link Committee meeting. MB asked, and CP agreed, that this is effectively a five (5) month notification period.

Chair (JB) reminded members that there already exists one bi-directional Interconnector, namely Interconnector UK and, therefore, the change might be minor.

CP pointed out to members that the Entry Capacity Licence Baseline Review is anticipated to be complete by June 08.

Considering the 'Amending the Scaleback Calculation' slide and specifically the dependencies, Chair (JB) advised members that this matter had been discussed within the Transmission Workstream. To date, no formal UNC modification has been raised.

Moving on to the impacts on the 'TO Commodity Charge Rebate' slide, CP informed members that the anticipated new charge types within the Entry Commodity Invoice would not actually 'go-live', following an August implementation, until March/April 09. A communication clarifying the position will be issued in due course.

In closing, MB reminded xoserve about the current level of sensitivity surrounding the testing and contingency planning approach, believing that it would be prudent of xoserve to provide an update on their proposed approach at the Feb 08 UK Link Committee meeting. CP agreed to take an action to report back at the Feb 08 meeting.

Action UKL1114: xoserve (CP) to provide an update on the proposed approach to Gemini 2008 Release, testing and contingency arrangements at the Feb 08 meeting.

4. Review of Topics Status Report

4.1 Topic 008UKL UK Link Technology Refresh

xoserve (AG) opened the presentation by informing members that:

- 3rd full scale migration had been undertaken and included cut over weekend activities (business verification requirements);
- the independent review by IBM of the Testing 7 Migration approach has been positive;
- dress rehearsal commenced with a 'bulk migration' on 03/01/08 which will be followed by cut over trials on 24 - 26/01/08.

When asked about 'queries', AG confirmed that the "non-business" days will be applied to the D+ days via ConQuest (Standards of Service). MC stated that he believes that this has not been clearly stated within UNC modification 0184, to which AG responded by advising that this is 'covered' by references to the various UNC sections;

- batch catch-up will be conducted on an 'each day in turn' basis;
- the G9 date should read as Tues 26th Feb 09:00 and not Mon;
- xoserve will be sending out more specific communications in the lead up to the actual UKLTR cut-over by email to the standard UKLC distribution list and the normal Operational contacts list. General updates via the xoserve web site will include copies of email communications. However, recipients should expect minor delays (the SLA is five (5) business days, although the 'normal' lead times are less than this);
- With regard to any urgent communications, xoserve Shipper teams will telephone their 'normal' contact personnel. MB asked, and AG agreed to verify the current operational contact list with each organisation prior to the cutover;
- The 'Example Failure Scenarios' is only an indicative list;

MB thought that timing delays associated with the back out points should also be considered, to which AG agreed whilst pointing out that the figures are based upon 'worst case volumes';

- xoserve acknowledge that users may not be completely happy with the possibility of invoking a Network Code Contingency, but pointed out the recent testing has been positive.

In discussion, MB asked what would happen with the catch up timings in the event of the system running slowly during back out. AG responded by stating that testing has demonstrated that the new system performance is superior and 'time driven' tests have been included. Furthermore, monitoring of delivery against schedules will be taking place.

MB then asked how processing of a delayed site nomination file would take place during catch up. AG pointed out that the figures provided take into account Code obligations for processing of files. MB expressed concern that the business rules may impact upon the delay in processing the nomination files believing that Shippers will receive a rejection notice as a consequence. Similarly, he is concerned as to what will happen in the event that 'flows' are delayed (Consequential Rejection Delays). MB added that with regard to consequential rejections, if xoserve could issue a notice requesting Shippers to try and submit transactions within timeframes which were NOT the barest minimum required, this could assist in reducing the potential scale of the problem. AG agreed to take an action to investigate and report back at the February meeting;

- dress rehearsal conclusion will contain post cut over considerations and include worst case volume elements.

MD pointed out that he believes that the pre notification of PRN and ratchet files will be impacted as well and AG agreed to take an action to look into this and report back at the February meeting.

In considering the 'Finalise Implementation Planning' aspects, MC asked if ConQuest was restricted to covering just invoice queries, to which AG confirmed that this was not the case. MC added that he is of the view that this matter is not sufficiently 'covered' within modification 0184. AG pointed out that as ConQuest was not a UK Link system any outage requirement would not be included within the Modification.

In closing, AG provided a brief overview of the addendum.

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

Action UKL1113: Closed

Action UKL1115: xoserve (AG) agreed to verify the current operational contact list with each organisation prior to the cutover.

Action UKL1116: xoserve (AG) to investigate contingency arrangements for delayed nomination files and consequential rejections and report back to the February meeting.

Action UKL1117: xoserve (AG) to investigate and clarify the PRN file requirements and report back to the February meeting.

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)

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 (CP) provided a brief review of the planned outages as follows:

- 'Remote Services' – no impact to Shippers as this is an internal xoserve roll-out only;
- 'Novell Servers' – again no impact to Shippers as this is an internal xoserve roll-out only;
- 'Conquest' – presented for information only.

AG supported this by informing members that this sits outside 'normal operational hours'. However, users need to appreciate that they will not be able to log on during the outage.

Additionally, this service will not be available during cut over, but xoserve will endeavour to make it available on late Monday, early Tuesday. AG will confirm the actual timings at the Feb 08 meeting, and finally

- Chair (JB) highlighted the correct dates for the UK Link outage (final item) as being 23/02/2008 & 26/02/2008 respectively and not the 22nd & 24th as indicated.

National Grid (NR) advised members that an update on Gemini Contingency arrangements will be provided by the Transporters at the Feb 08 meeting.

8. Proposed Changes to NCORM

National Grid (CL) opened the presentation by advising members that the latest version of the NCORM document is a major change to previous versions. He pointed out that MIPI refers to the 'Market Information Publication Initiative' and that the principles adopted are reflected within the data dictionary.

CL then provided members with a quick 'walk through' of the NG web site, highlighting the following points of interest:

- active (browser) pop-up blockers prevent screens displaying correctly;
- 3 new sub channels within 'Operational Data' providing for the:
 - Prevailing view;
 - Data Item Explorer, and
 - Report Explorer.
- broadly speaking, forecast information is presented in the left hand pane(s) and actual data within the right hand pane(s);
- items displayed in blue normally open to reveal additional data/menus/views;
- information currently being presented is part of Phase 1 and monthly reports etc. will be part of Phase 2, scheduled for late 2008;
- data can be selected either as a single or multiple request and selecting the 'parent' displays all its associated 'children';
- all data available is API (Application Programme Interface) enabled;
- 2 years historical data is provided, and
- old style reports still available via the 'Report Explorer' suite of views.

CL then previewed a copy of the NCORM document informing members that the old report formats have been removed and replaced by a link to the Data Dictionary (DD). He suggested that the definitions contained within the DD should assist users to understand exactly what the data constitutes. He advised members that this version of NCORM will be presented to the Uniform Network Code Committee (UNCC) for approval on 17 February 08.

In future, any changes made to the data dictionary will be communicated to the UK Link Committee out of courtesy and for information purposes only. Chair (JB) pointed out that UK Link members will be able to feedback any thoughts to CL and CL could attend future meetings to provide updates/responses as required.

In closing, CL informed members that the system has been live since the end of November 2007, and users are successfully utilising the API functionality.

9. Change to Terms of Reference

Chair (JB) provided a presentation on the proposed changes to the UK Link Terms of Reference including those associated with the NCORM change.

Following a brief review of the document, JB asked the committee members present if they were happy with the proposed amendments. E.ON (KP) voiced her concern at the utilisation of the term 'consensus'. In response, JB pointed out that this is consistent with the requirements as specified within the 'Chairman's Guidelines'. Furthermore, the use of the term 'Majority' is restricted to the UNC Panel & UNCC whereas all other decisions within Code are by consensus. Where a 'consensus' is not reached, the decision is/will be referred to the UNCC for a decision. JB suggested that any changes to the current 'status quo' would require a formal change to the Chairman's Guidelines. JB reminded members that the UK Link Committee only make formal decisions on Class 2 and 3 UK Link Modifications. MB supported this view.

In closing, members agreed the changes to the Terms of Reference as presented, and thereafter agreed their submission to the UNCC for formal approval.

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

Action UKL1103: Closed

10. AOB

None.

11. Next Meeting

10:00 am Thursday 14 February 2008 at Elexon, 350 Euston Road, London

APPENDIX A

ACTION LOG: UK Link Committee 10 January 08

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
UKL 1103	08/11/07	9.0 (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 Closed
UKL 1107	13/12/07	1.2 (3.4)	Joint Office (MiB) to ascertain if the Operational Rules document has been updated and published on their web site.	Joint Office (MiB)	Update provided Closed
UKL 1108	13/12/07	3.4 (3.5)	xoserve (DA) to assess the implementation date for option 2, issuing a communication prior to, and reporting back, at the January 08 meeting.	xoserve (DA)	Update due at February meeting Carried Forward
UKL 1109	13/12/07	1.2 (4.1)	xoserve (AG) to assess potential volume impacts during the catch up period and report back to the January 08 meeting.	xoserve (AG)	Update provided Closed
UKL 1110	13/12/07	1.2 (4.1)	WWU (ST) to expand the modification 0184 appendix table to include D-15 and to prepare a separate supporting document to identify the various activities and scenarios.	WWU (ST)	Update due at February meeting Carried Forward
UKL 1111	13/12/07	1.2 (9.0)	xoserve to report back on UKLTR parallel running at the January 08 UK Link Committee meeting.	xoserve (AG/CF)	Update provided Closed
UKL 1112	13/12/07	1.2 (9.0)	xoserve (DA) to discuss the concept of USD's and their associated communications with Transporters and report back to the January 08 meeting.	xoserve (DA)	Update provided Closed
UKL 1113	13/12/07	4.0 (9.0)	xoserve (AG/CF/DA) to consider developing a UKLTR contingency plan, including various 'test' scenarios and report back at the January 08 meeting.	xoserve (AG/CF/DA)	Update provided Closed

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
UKL 1114	10/01/08	3.12	xoserve (CP) to provide an update on the proposed approach to Gemini 2008 Release, testing and contingency arrangements at the Feb 08 meeting.	xoserve (CP)	Update due at February meeting
UKL 1115	10/01/08	4.0	xoserve (AG) agreed to verify the current operational contact list with each organisation prior to the cutover	xoserve (AG)	Update due at February meeting
UKL 1116	10/01/08	4.0	xoserve (AG) to investigate contingency arrangements for delayed nomination files and consequential rejections and report back to the February meeting.	xoserve (AG)	Update due at February meeting
UKL 1117	10/01/08	4.0	xoserve (AG) to investigate and clarify the PRN file requirements and report back to the February meeting.	xoserve (AG)	Update due at February meeting

*** Key to action owners**

- DA Dave Addison, xoserve
AG Annie Griffith, xoserve
CP Caroline Purcell, xoserve
ST Simon Trivella, WWU