

UK LINK Committee Minutes
Thursday 13 April 2006
held at Elexon, 350, Euston Road, London

Attendees

Julian Majdanski	(JM)	Joint Office
Mike Berrisford	(MiB)	Joint Office
Annie Griffith	(AG)	xoserve
Dave Addison	(DA)	xoserve
David Mayne	(DM)	RWE npower
Colette Baldwin	(CB)	E.ON UK plc
Bryan Donnelly	(BD)	Scottish Power
Mick Curtis	(MC)	$e=mc^2$
Sarah Stevens	(SS)	Statoil
Martin Brandt	(MB)	SSE
Graham Wood	(GW)	Centrica

1. Review of Minutes and Actions**1.1. Minutes**

The minutes from the March meeting were accepted., however SSE (MB) reminded members that the March meeting had requested a new agenda item to cover reports from other industry fora. Chair (JM) confirmed that this will now be included as a standing agenda item. **Action UKL1035: Joint Office (MiB) to add new agenda item for 'Other Industry Fora'.**

1.2. Review of actions.

Appendix A contains a tabulated update on actions.

UKL1010 – xoserve (AG) advised members that National Grid are still considering and that there will hopefully be a report to the May 06 meeting.

Action: Carried Forward.

UKL1021 – Report due July 06.

UKL1025 – $E=MC^2$ on behalf of BP (MC) advised members that BP are still considering. **Action: Carried Forward.**

UKL1030 – xoserve (DA) advised members that communication has been issued and that no responses have been received. **Action: Closed.**

UKL1031 – xoserve (DA) advised members that communication NR/609/DA issued and approval for withdrawal received. **Action: Closed.**

UKL1032 – xoserve (DA) advised members that the iGTs' meter points will not be included on the M Number discs post SCOGES implementation. **Action: Closed.**

UKL1033 – xoserve (DA) advised members that this action will be covered under item 2.

UKL1034 – xoserve (AG) advised members that communication NR/611/DA has been issued. **Action Closed.**

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

2.1 CR 13694 IFA Contracts

xoserve (DA) advised members that a communication has been issued and that this change request has been withdrawn.

2.2 CR 13658 Replication of enhancement of Gemini API functionality

xoserve (DA) advised members that this item would be carried over. Please see item 1.0 above.

2.3 CR 13723 – Introduction of a New Rejection Code OJT00018

xoserve (DA) advised members that a communication had been issued and that three (3) acceptances received, with Centrica requesting a Nov 06 implementation date. The Committee then gave approval, by consensus, to the plan for November 2006 implementation

2.4 CR 13725 – Single Central Online Gas Enquiry Service

xoserve (DA) advised members that a communication had been issued and that four (4) acceptances have been received of which two (2) asked for clarification over how the iGTs' would be identified. xoserve (DA) advised that this would be via the 'LDZ i.d.' field. The Committee then gave qualified approval, by consensus, to the plan for November 2006 implementation, subject to delivery timescales being reviewed at a later date.

Action UKL1036: xoserve (DA) to check CR delivery timescales and report back to the May 06 meeting.

2.5 CR 13730 – Post Closeout Amendments functionality for Gemini

xoserve (DA) advised members that a communication NR/621/DA had been issued 31 March 06 and that two (2) responses and two (2) acceptances received, proposing a Nov 06 implementation date. The Committee then gave approval, by consensus, to the plan for November 2006 implementation.

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

xoserve (DA) advised members that a communication had been released seeking comments and that three (3) responses have been received indicating acceptance, with one (1) response indicating support for a Class 1 change. xoserve (DA) to schedule asap.

Action UKL1037: xoserve (DA) to issue a communication immediately following implementation.

2.7 CR 13664 – EU Directive VAT Compliance

xoserve (DA) advised members that a notice of non implementation was released on 24/03/06 and apologised for the lateness of this notification. xoserve (DA) explained that this was due to an emergency system problem, however, the CR was later implemented on 09/04/06. Centrica (GW) and SSE (MB) commented on their concerns at the short notice provided. xoserve (DA) acknowledged the problem and advised members that the systems involved had been 'de-linked' in the subsequent implementation and that xoserve were looking to adopt a similar approach in future. Several members (Centrica and E=MC²) suggested that xoserve should examine their internal governance processes.

Action: UKL1038 xoserve (DA) to examine internal governance procedures and raise a new Topic for the May-06 meeting.

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

xoserve (DA) advised members that this change request is on track.

2.9 CR 13715 – SPA File Rejection Reason Code List v13

xoserve (DA) advised members that this is just an administrative change and is on track. At the same time xoserve (DA) advised members that the June implementation will actually take place 01 July

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

xoserve (DA) advised members that this is on track. SSE (MB) suggested ‘bundling’ this change into the June implementation alongside CR13693 & 13715.

Action UKL1039: xoserve (DA) to ‘bundle’ CR13718 into June release.

2.11 CR 13629 – Datalogger Support File

xoserve (DA) advised members that this change request has been implemented.

2.12 CR 12494 – Addition of ‘Prevailing AQ’ and ‘Prevailing EUC’ to the info provided within the CSEP (CEP) Invoice

xoserve (DA) advised members that this change request has been implemented.

2.13 CR 13681 User Suppressed Reconciliation Values (USRV)

xoserve (DA) advised members that this change request has been implemented.

2.14 CR 13717 – Financial Incentive Performance Regime of Resolution of USRV’s (linked to UKL 13681)

xoserve (DA) advised members that this change request has been implemented.

2.15 CR 13701 – K13 (TRF) Description Amendment – Correction of Documentation

xoserve (DA) advised members that a communication would be issued today. See NR/622/NR dated 13/04/06.

SSE (MB) asked why the xoserve web site had not been updated, xoserve (DA) apologised for the delay explaining that this was impacted by the implementation problems of **CR 13664**..

3 Review of Topics Status Report**Topic 004UKL UK Link Testing Arrangements**

xoserve (DA) advised members that he had not received Authorisation from the Transporters nor any comments back from them, therefore will carry this item forward.

Action: UKL1040 xoserve (DA) to report back on progress at May-06 meeting.

Topic 006UKL Gemini Performance Monitoring

xoserve (AG) advised members that work is underway on the screen response times and she expects to be able to provide an update by Aug-06.

Action: UKL1041 xoserve (AG) to report back item at the Aug-06 meeting.

4. Performance Reporting**4.1 IS Faults logged by Shippers (xoserve Report A).**

The report was accepted.

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

The report was accepted.

4.3 Liabilities Report (xoserve Report C)

The report was accepted. However, xoserve (AG) pointed out an error in TSL12b, whereby 'The relevant liability' is incorrectly stated 0, but should read as 1.

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

The report was accepted, however, Centrica (GW) enquired why there is no NR614 showing on the list. xoserve (DA) was unsure but agreed to investigate.

Action: UKL1042 xoserve (DA) to report back on missing NR614 at May-06 meeting.

There were two (2) Urgent Communications issued during March-06.

6. Planned Outages (xoserve Report E)

xoserve (DA) advised members of a forthcoming outage for CONQUEST scheduled to commence 5:00pm on 21/04/06 until 08:00am on 24/04/06, a notification for which has been issued to operational contacts on 12/04/06.

RWE (DM) enquired about HEMP and was it still going ahead. xoserve (AG) advised that it is still under investigation by the disaster recovery team.

Action: UKL1043 xoserve (AG) to investigate report back to the May-06 meeting.

7. AOB

xoserve (DA) advised members that a communication covering CR13664 and web site updates would be issued today. See NR/622/NR.

xoserve (DA) advised members that the S15 & M03 file formats contained errors in the 'Requested DM SHQ' field & pdf file respectively and that references to Transco would be removed in both by the updates. Additionally, a hierarchical diagram for M03 will also be provided. See NR/614/DA & MR/623/DA issued 13/04/06. xoserve (DA) pointed out that members and shippers have been advised that the 'max occurrence of 1' will be removed.

Action: UKL1044 xoserve (DA) to ensure communications are issued today.

xoserve (AG) updated members on the March-06 Gemini Workgroup & Forum meetings. As attendees for both these meetings are almost identical, it had been agreed by the workgroup that the continuation of the forum meetings were no longer needed, but that the Workgroup would continue to meet. Xoserve have been invited to attend the O&T Operational Forum to ensure that wider coverage of any Gemini matters continues. The Gemini Workgroup discussed the change management governance process and concluded that existing UK Link governance is sufficient. Chair (JM) pointed out that any future updates to the UK Link Committee would be 'covered' under the new 'Other Industry Reports' agenda item.

There then followed a brief around the table discussion on UNC Modification 0080 "Acceptance of AMR reads at supply points with correctors" after RWE (DM) asked if this was a Class 1 change. Consensus was that further examination of the modification and associated reports should be conducted before making that decision. Chair (JM) advised members that a revised modification proposal 0080 would be presented to the 20 April 06 UNC Modification Panel for their consideration.

Schedule of Future meetings

11:00am Thursday 11-May-06 at Elexon, 350 Euston Road, London

11:00am Thursday 08-Jun-06 at Elexon, 350 Euston Road, London

APPENDIX A. ACTION LOG UK Link Committee 13-Apr-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 1025	09/02/06	2.2 CR13658	Provide update on progress of potential UNC Modification Proposal	BP & e=mc ² (MC)	Due May-06
UKL 1030	09/02/06	7	Investigate provision of RGMA information on the xoserve extranet	xoserve (DA)	Due March-06 Action Closed
UKL 1031	09/03/06	2.1 CR13694	IFA Contracts	xoserve (DA)	Due March-06 Action Closed
UKL 1032	09/03/06	2.4 CR13725	Confirm whether the iGTs' meter points will be included on the M Number discs after SCOGES implementation	xoserve (DA)	Due March-06 Action Closed
UKL 1033	09/03/06	2.4 CR13725	Issue communication, soliciting input on implementation date and UK Link Classification	xoserve (DA)	Due March-06 Carried Forward
UKL 1034	09/03/06	6	Send notice to Users that CONQUEST outage no longer required	xoserve (AG)	Due March-06 Action Closed
UKL 1035	13/04/06	1.1	Addition of a new agenda item for 'Other Industry Reports'	Joint Office (MiB)	Due May-06
UKL 1036	13/04/06	2.4	Check delivery timescales	xoserve (DA)	Due May-06

Action Ref	Meeting Date	Minute Ref	Action	Owner*	Status Update
UKL 1037	13/04/06	2.6	Issue communication following implementation of CR13731.	xoserve (DA)	Due asap
UKL 1038	13/04/06	2.7	Examine xoserve internal governance arrangements, raise new Topic and report back.	xoserve (DA)	Due May-06
UKL 1039	13/04/06	2.10	'Bundle' CR13718 into June release alongside 13693 & 13715.	xoserve (DA)	Due May-06
UKL 1040	13/04/06	3.0	Report back on progress of Topic 004UKL.	xoserve (DA)	Due May-06
UKL 1041	13/04/06	3.0	Report back on progress of Topic 006UKL.	xoserve (DA)	Due Aug-06
UKL 1042	13/04/06	5.0	Report back on 'missing' NR614 communication.	xoserve (DA)	Due May-06
UKL 1043	13/04/06	6.0	Report back on HEMP progress.	xoserve (AG)	Due May-06
UKL 1044	13/04/06	AOB	Issue communications 'covering' S15 & M03 file formats on 13 April 06.	xoserve (AG)	Due 13 April 06.

*** Key to action owners**

DA Dave Addison, xoserve

AG Annie Griffith, xoserve

JB John Bradley, Joint Office

MC Mick Curtis, e=mc²