

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

**Attendees**

John Bradley	(JM)	Joint Office
Mike Berrisford	(MiB)	Joint Office
Dave Addison	(DA)	xoserve
Caroline Purcell	(CP)	xoserve
Martin Brandt	(MB)	SSE
Mick Curtis	(MC)	E=mc <sup>2</sup>
Gareth Evans	(GE)	Total Gas & Power
Colette Baldwin	(CB)	E.ON UK plc
David Heys	(DH)	Generis Technology Ltd
Mark Pitchford	(MP)	SAIC Europe Ltd
David Mayne	(DM)	RWE Npower
Graham Wood	(GW)	Centrica
Nicola Rigby	(NR)	National Grid
Sarah Stevens	(SS)	Statoil UK Ltd

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

The minutes of the June meeting were accepted. However, (DA) xoserve highlighted an error in item 1.2 for UKL1010 statement whereby it should have read as:

*“National Grid Transmission had given their view and were therefore awaiting the views of the other Transporters”.*

JB also advised members of a typographical error where ‘MBA’ should read as ‘MRA’ in item 2 and its associated action point, UKL1056.

**1.2. Review of actions.**

Appendix A contains a tabulated update on actions.

UKL1010 – xoserve (DA) advised members that views have now been received from the other Transporters and xoserve legal and National Grid NTS were considering their position.

Members expressed concern over the continued delay and questioned what was the appropriate code communication contingency.

xoserve (DA) responded by stating that whilst the Gemini’s preferred communication medium was email, the Code identifies the appropriate contingency as facsimilie and that the debate surrounds how this should / is reflected in Code. He advised members that National Grid NTS were working in the background to resolve this matter.

**Action: Carried Forward.**

UKL1021 – please see item 3.0 below.

UKL1036 – please see item 3.0 below.

UKL1041 – please see item 4.0 below.

UKL1045 – xoserve (CP) advised members that they are awaiting a response and plan from CSC and would provide a progress report to the next UK Link Committee meeting.

**Action: Carried Forward.**

UKL1048 – xoserve (DA) advised members that communication NR/638/DA had been issued, however, please refer to Topic 007UKL for further details.

**Action: Carried Forward.**

UKL1055 – xoserve (DA) advised members that the matter has been discussed within the Billing Ops Forum and that Shippers had put forward a potential solution that xoserve were considering. He, therefore, suggested carrying forward this action.

**Action: Carried Forward.**

UKL1056 – xoserve (DA) advised members that this was related to the implementation of UNC Modification 0079 “Removal of obligation to Notify Meter Reader during Nomination or Confirmation activity as defined in paragraphs G2.3.2 and G2.6.1”, on 10 July 2006. Furthermore, he informed members that there were no file format changes involved and therefore the action could now be closed.

**Action: Closed.**

UKL1057 – xoserve (DA) advised members that communication NR/637/DA had been issued, and no responses received, therefore the action could now be closed.

**Action: Closed.**

UKL1058 – xoserve (DA) advised members that he had no new information on this item and therefore suggested that this action be carried forward.

**Action: Carried Forward.**

UKL1059 – please see item 8.0 below.

UKL1060 – please see item 8.0 below.

UKL1061 – JB reminded members that no formal update was due at this meeting.

However, xoserve (CP) advised members that they would definitely not know what the contingency arrangements would be, in time for a September/October update, but intended to provide a ‘global’ progress update. The action should therefore be carried forward.

**Action: Carried Forward.**

## 2. Other Industry Fora

Under UNC business matters, JB updated members on the current batch of UNC modifications that have a potential impact on, or are of interest to, the UK Link Committee members, as follows:

- 0080 “Acceptance of AMR reads at supply points with correctors” which has previously been discussed by members, is now with Ofgem awaiting their decision
- 0086 “Introduction of Gas Demand Management Reserve Arrangements” which would have a small impact on Gemini, is with Ofgem awaiting their decision, which is due today
- 0088 “Extension of DM service to enable Consumer Demand Side Management” for which the development work group is sitting after the UK Link Committee meeting.

- 0090 “Revised DN Interruption Arrangements” raised to consider and develop a new Exit Arrangement Agreement is most likely to be discussed and developed within a specific work group. There are expected to be system impacts associated with this modification.
- 0091 “Extending Uniform Network Code to allow Users to raise Class 3 UK Link modification proposals” has been raised by TGP and will be considered at the forthcoming UNC Modification Panel meeting on 20 July 2006.
- New modifications 0092 through to 0099 do not currently indicate that any major system impacts are involved.

JB then advised members that the Operations Forum met yesterday and that xoserve provided a Gemini presentation at the meeting, and that this will be available on the National Grid web site should any members desire a copy.

The main points of interest being:

- Outages are reducing
- A small outage affecting a Gas Control Centre had occurred
- One Demand Attribution File transfer was initially unsuccessful
- A high number of API logins/day had resulted in ten shippers being contacted and advised of potential improvements to their processes. This advice had been followed with the exception of one shipper

xoserve (DA) advised members of a small change to the maintenance screen

xoserve (CP) advised members of an OID outage scheduled to take place this coming Sunday 16 July 2006 between 06:00 and 10:00hrs.

**Action UKL1062: xoserve (DA) to issue a communication regarding the small change to the maintenance screen.**

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

#### **3.1 CR 13725 – Single Central Online Gas Enquiry Service**

JB advised members that Ofgem has approved implementation of the associated SPAA amendment. The consensus amongst members was agreement that this Class 1 Modification to be scheduled for a November release. xoserve (DA) confirmed that this will now be included within the November 2006 release.

**Action UKL1036: Closed.**

#### **3.2 CR 13760 – Shipper Agreed Reads Procedural Change**

xoserve (DA) advised members that he did not have an update and therefore suggested leaving this CR on the plan.

A discussion amongst members acknowledged that this particular change request was unusual, as it was primarily an operational system change only, and remains visible on the plan for information purposes. Members deferred taking a view on a classification for this CR.

#### **3.3 CR 13723 – Objection Deadline SPA Rejection Code – OJT00018**

xoserve (DA) advised members that implementation was still scheduled for November 2006.

#### **3.4 CR 13730 – Post Closeout Amendments functionality for Gemini**

xoserve (DA) advised members that implementation was still scheduled for November 2006.

**3.5 CR 13758 – Removal of Meter Asset at Dead Meter Points**

A member pointed out that this change request should be a Class 1, xoserve (DA) agreed.

**Action UKL1057: Closed.** (Please refer to item 1.2 above).

**3.6 CR 13715 – SPA File Rejection Reason Code List v13**

xoserve (DA) advised members that this change request was implemented on 02 July 2006.

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

xoserve (DA) advised members that this change request was implemented on 01 July 2006.

**3.8 Revert to 10 day Cyclic Meter Reading Validation Routine**

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

**3.9 CR 13693 On-line Optional Tariff Invoicing and Entry Commodity Invoicing**

xoserve (DA) advised members that this change request was implemented 02 July 2006.

JB then enquired if members were generally happy with the June 2006 release to which their response was that they were.

xoserve (DA) advised members that, of the three changes in the June release, two (2x) were administration changes only with no UK Link system impacts involved. He then recommended that any review of the bundled release scenario should be conducted after the November release, possibly at the December UK Link Committee meeting.

**Action UKL 1021: Carried Forward.**

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

JB advised members that the UNC Governance Workstream has shown an interest in this matter and had asked the Joint Office to investigate a possible way forward. JB identified the following main points of interest:

- Work had been undertaken
- Costs have been identified circa £100k testing environment set up costs
- Transporters believe that any potential UNC Modification Proposal would be better served coming from a User rather than a Transporter
- TGP's modification 0091 should be allowed to run its course, and if approved, a User could then raise a UNC modification to address cost apportionment issues

General discussion around the table concentrated on whether or not members felt that this matter still had sufficient support to be continued. JB suggested that similar discussions within the UNC Transmission Workstream have come up with the idea of a 'Club Approach' and that members might like to consider this approach to apportioning testing costs as a way forward.

xoserve (DA) pointed out to members that this topic focuses on 'minor' release based changes and that any testing for 'major' release based changes would be reviewed on an individual basis. JB and DA advised members that Transporters would not finance the one off set up costs. JB then informed members that Ofgem have no objection to a system change being financed only by the parties who would benefit

from the change as long as other parties were free to join at any time during the lifecycle.

Members enquired how costs would be apportioned in the event that a User only wanted to test part, and not all, of a change, or alternatively, only certain Users wished to carry out testing. JB responded by stating that Transporters would not be interested in engaging with Users on this matter and expect that they would resolve this amongst themselves. xoserve (DA) added that there would be marginal costs associated with these changes.

JB then asked members if they had a view, whether they wished to pursue this change. Members acknowledged that they did not have any real concerns, but were unsure on whether to pursue the matter. They did not, however, have any specific objections to the topic going forward.

In summary, JB asked Scottish Power (MP) if he/they would support a 'Club' approach. MP agreed to discuss the matter with colleagues and report back.

**Action UKL1058: Carried Forward.**

**Action UKL1063: Scottish Power (MP) to consider whether they wish to pursue the matter further, or whether to close the item.**

#### **Topic 006UKL Gemini Performance Monitoring**

xoserve (CP) advised members that they do not believe that they will be able to report back on the API performance reporting or the on-line performance reporting at the August meeting as they now believe that these dates are unrealistic and would investigate more meaningful dates and report back to the August 2006 meeting.

**Action UKL1041: Carry Forward.**

#### **Topic 007UKL Release governance procedures**

xoserve (DA) advised members that communication NR/638/DA has been issued and that the responses received to date, support continued utilisation of a telephone contact list as a temporary measure, whilst investigation into a viable SMS solution continues, and therefore suggested carrying the action forward.

**Action UKL1048: Carry Forward.**

### **5. Performance Reporting**

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

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

The report was accepted.

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

The report was accepted.

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

The report was accepted. However, JB pointed out that item TSL12b was incorrect and should show zero (0) occurrence in the month of May 2006.

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

The report was accepted.

### **7. Planned Outages (xoserve Report E)**

The report was accepted. However, xoserve (CP) reminded members of the OID outage scheduled for 16 July 2006, between 06:00 and 10:00hrs.

## 8. Terms of Reference Document

JB asked members if they had any further suggested changes to the 'UK Link Proposed Terms of Reference' document version 0.2, as circulated to members in advance of this meeting.

JB summarised the various changes made after consideration at the June 2006 meeting, as follows:

- Renamed section 1 as Introduction
- Addition of timeline as appendix 2
- Addition of a new paragraph in section 1, covering when the committee meets
- Amendments to section 2, covering the scope of the committee (in accordance with UNC Section U requirements)

Members followed this up by suggesting the following additional changes:

- Remove the first sentence '*The following scope.....in Section U:*' in section 2.
- Move the fourth (4<sup>th</sup>) paragraph in section 5, referring to 'alternates' into section 3.

Members enquired how future changes to the UK Link Committee Terms of Reference would be made. JB responded by advising members that they would agree any changes before they were presented to the Uniform Network Code Committee for final approval. He will add a statement into the terms of reference introduction to accommodate this.

JB summarised this item by asking members if, subject to the suggested changes being made, they would sanction the terms of reference with a view to them being formally presented to the UNCC on 20 July 2006. The consensus amongst members was that they were happy with this approach.

**Action UKL1059: Closed.**

**Action UKL1060: Closed.**

**Action UKL1064: xoserve (DA) to issue 0613 timetable.**

**Action UKL1065: xoserve (DA) to provide the 2007 UK Link Release Dates for inclusion in the August 2006 UK Link Committee Agenda pack.**

## 9. AOB

JB then went on to discuss the 'UK Link Committee Modification Processes' document with members, advising them that this is an informal document only.

Members asked for this to be made available on the Joint Office of Gas Transporters web site as a reference document. This was agreed.

Members then went on to suggest the following amendments to the document:

- Paragraph 2.1.2, last sentence '*Decisions on which changes may be financed are taken by the Transporters as a whole.*' – remove '*as a whole*' and add '*Relevant*' before Transporters
- Paragraph 2.1.4, add reference to UNC TPD Section U paragraph 8.1.2(b)
- Paragraph 2.1.5, add reference to UNC TPD Section U paragraph 8.1.2(c)
- Paragraph 2.1.5, replace '*to*' immediately before Users with '*by*' in the sentence '*Changes required to.....User System Modifications*'

- Paragraph 2.2.1, in the new statement '*will include in the change pack issued for comment*' change '*comment*' to '*assessment*' – reached by a consensus amongst members after discussion
- Paragraph 3.2.2, remove the word '*there*' positioned between the words '*where*' and '*a*'
- Paragraph 3.2.2, remove the brackets around the words '*whether Class 2 or Class 3*'
- Step 5 – Checklist for Class 2 (U8.2.5) diagram, in the process box for '*Not Class 2*' is misleading, change to '*Class 3*'
- Diagram for paragraph 4.2 Class 2 UK Link Modifications (U8.4), lacks consideration of the need for rescheduling implementation therefore, add a return loop/link from the '*Not proceed to implement*' process box to the '*Transporters submit Plan*' process box
- Final paragraph on page 11, remove the word '*theoretically*'

**Action UKL1066: Joint Office (JB) to publish a copy of the UK Link Modification Processes document on the Joint Office of Gas Transporters Internet site asap.**

xoserve (DA) advised members that a notification for the CALMS (LNG Nominations) – Proposed Class 1 change will be issued tomorrow, asking for comments.

**Action UKL1067: xoserve (DA) to issue a CALMS (LNG Nominations) – Proposed Class 1 change communication.**

Scottish Power (MP) raised SPAA Change Proposal **05/041** with regards to potential UK Link implementation dates and when UK Link Committee meeting would be notified of the change. DA outlined the solution proposed that would limit the addition of new models where the pulse value alone warranted a new entry to the Meter Model table. The change had yet to be scheduled, as approval to do so was yet to be gained from the Transporters. Once approval had been provided, it is proposed to seek comments from the Committee for implementation of this as a Class 1 UK Link Modification as the change is only expected to impact the administrative notification of new models to the relevant SPAA group.

**Action UKL1068: xoserve (DA) to report back to the August UK Link Committee meeting.**

### **Schedule of Future meetings**

10:00am Thursday 10-Aug-06 at Elexon, 350 Euston Road, London

## APPENDIX A.

## ACTION LOG UK Link Committee 08-June-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. <b>Carried forward</b>
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. <b>Carried forward</b>
UKL 1036	13/04/06	2.4 CR13725	Check change request delivery timescales and report back to committee	xoserve (DA)	Due May-06. <b>Closed</b>
UKL 1041	13/04/06	3.0 Topic 006UKL	Report back on progress of Topic 006UKL.	xoserve (DA/AG)	Due Aug-06. <b>Carried Forward</b>
UKL 1045	11/05/06	2.0	xoserve to ascertain why the Gemini Disaster Recovery test was cancelled and when a likely test is to take place.	xoserve (DA)	Due 08 June 06. <b>Carried Forward</b>
UKL 1048	11/05/06	4.0 Topic 007UKL	xoserve to issue communication by end of week commencing Monday 15 May 2006, soliciting Users views on contact Information.	xoserve (DA)	Due end of week commencing Monday 15 May 06. <b>Carried Forward</b>
UKL 1055	08/06/06	2.0	xoserve to provide an update on a new change request for CSEP's Invoices.	xoserve (DA)	Due 13 July 06. <b>Carried Forward</b>
UKL 1056	08/06/06	2.0	xoserve to provide an update on the MBA field changes.	xoserve (DA)	Due 13 July 06. <b>Closed</b>
UKL 1057	08/06/06	3.2	xoserve to issue a notification relating to the existing workaround for rejection code O for asset removal seeking responses by 26 June 2006.	xoserve (DA)	Due asap. <b>Closed</b>
UKL 1058	08/06/06	4.0	NGN to highlight the potential UNC 'generic super' modification covering UK Link testing Arrangements under AOB at the	NGN (RCH)	Due 13 July 06. <b>Carried Forward</b>



Action Ref	Meeting Date	Minute Ref	Action	Owner*	Status Update
			Arrangements under AOB at the next available Distribution & Transmission Workstream meetings and report back to the July 2006 UK Link Committee meeting.		
UKL 1059	08/06/06	AOB	Joint Office to cross check UK Link draft terms of reference and UNC Section U.	Joint Office (JB)	Due 13 July 2006. <b>Closed</b>
UKL 1060	08/06/06	AOB	Joint Office to issue a revised modification process at least one (1) week prior to the July 2006 UK Link Committee meeting.	Joint Office (JB)	Due no later than 06 July 2006. <b>Closed</b>
UKL 1061	08/06/06	AOB	xoserve to examine the UK Link Technology Refresh contingency arrangements and provide an update on progress to the September &/or October UK Link Committee meetings.	xoserve (AG)	Due September/October 2006. <b>Carried Forward</b>
UKL 1062	13/07/06	2.0	xoserve to issue a communication regarding the small change to the maintenance screen	xoserve (DA)	asap.
UKL 1063	13/07/06	4.0	Scottish Power to consider whether they wish to pursue the UK Link Testing Arrangements matter further, or whether to close the item.	Scottish Power (MP)	10 August 2006.
UKL 1064	13/07/06	8.0	xoserve to issue the Network Code modification 0613 timetable.	xoserve (DA)	asap.
UKL 1065	13/07/06	8.0	xoserve to provide the 2007 UK Link Release Dates for inclusion in the August 2006 UK Link Committee Agenda pack.	xoserve (DA)	Due no later than 03 August 2006.
UKL 1066	13/07/06	AOB	Joint Office to publish a copy of the UK Link Modification Processes document on the Joint Office of Gas Transporters Internet site.	Joint Office (JB)	asap.
UKL 1067	13/07/06	AOB	xoserve to issue a CALMS (LNG Nominations) – Proposed Class 1 change communication.	xoserve (DA)	14 July 2006.

---

<b>Action Ref</b>	<b>Meeting Date</b>	<b>Minute Ref</b>	<b>Action</b>	<b>Owner*</b>	<b>Status Update</b>
UKL 1068	13/07/06	AOB	xoserve to report back on progress of the SPAA Change Proposal 05/041 to the August UK Link Committee meeting.	xoserve (DA)	10 August 2006.

**\* Key to action owners**

DA Dave Addison, xoserve

AG Annie Griffith, xoserve

JB John Bradley, Joint Office

RCH Robert Cameron-Higgs, Northern Gas Networks

MP Mark Pitchford