

UK LINK Committee Minutes
Thursday 13 March 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 |
| Annie Griffith | (AG) | xoserve |
| Ashley Collins | (AC) | EDF Energy |
| Caroline Purcell | (CP) | xoserve |
| Dave Addison* | (DA) | xoserve |
| Dawn Stephens | (DS) | SSE |
| 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 |
| Simon Trivella | (ST) | WWU |
| Stephanie Shepherd | (SS) | RWE Npower |

* *via teleconference link*

Apologies

| | | |
|--------------|------|-------------------|
| James Smith | (JS) | EDF Energy |
| Nicola Rigby | (NR) | National Grid NTS |

1. Review of Minutes and Actions

1.1. Minutes

The minutes of the February meeting were accepted after two typographical errors in paragraph 3.2 were highlighted.

1.2. Review of actions.

Appendix A contains a tabulated update on actions.

UKL 1110 – Chair (JB) informed members that the xoserve had provided the requested information via a communication issued on Monday 18/02/08.

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

Action UKL1110: Closed

UKL 1118 – Chair (JB) informed members that their concerns surrounding a potential Code breach had been discussed at both the UNCC & Governance Workstream meetings.

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

Action UKL1118: Closed

UKL 1119 – xoserve (DA) acknowledged the problems encountered with their file format procedures and informed members that xoserve have considered these and can now ensure that the UK Link Field Standards are being applied correctly. Furthermore, in future before any formats are issued an administration check will

be undertaken and thereafter the issue will be monitored against the appropriate standards.

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

Action UKL1119: Closed

UKL 1120 – xoserve (DA) informed members that a communication (EH/809/AS) was issued on 18/02/08.

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

Action UKL1120: Closed

UKL 1121 – xoserve (DA) informed members that a communication (EH/809/AS) was issued on 18/02/08, and no Shipper registered to take part in a Gemini 2008 Release trial.

EDF (AC) informed members that his colleague J Smith was intending to approach xoserve to discuss participating in the trial. DA advised that as no Shippers had indicated their intention to participate in the trial, the project timetable had been re-planned to reflect this. As a consequence, the opportunity to undertake a full shipper testing has passed, although there is possibly a one (1) week window available to undertake a Shipper Confidence Test.

AC acknowledged the point and advised that his colleague (JS) would contact xoserve in due course. He agreed that the outstanding action should be placed against his name.

Chair (JB) asked, and members agreed to carry forward the action in its revised form.

Action UKL1121: Carried Forward

UKL 1122 – In the absence of N Rigby, National Grid, Chair (JB) asked, and members agreed to carry forward the action.

Action UKL1122: Carried Forward

UKL 1123 – xoserve (CP) informed members that a notification regarding the change to the User Pays (UP) Access Form had been issued by National Grid. Furthermore, ALL Shippers had received a notification relating to UP and this has been supported by independent one-to-one discussions with Shippers by A Miller of xoserve. Following these discussions many redundant IAD Accounts have already been removed.

MC asked when the 'final' date for submitting accounts required for introduction of User Pays, and deletion requests. DA advised that the absolute final date for submission of IAD account deletion requests is 26/03/08. DA also reminded members that a notification advising of this fact was issued early in March. DA also reminded members that this communication indicated that due to the volume of IAD account administration expected in the forthcoming weeks, any requests submitted at this time could not be guaranteed to be actioned before 1st April.

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

Action UKL1123: Closed

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. The Authority is expected to issue a Cost Proforma within the next two to three weeks with a view to ‘tracking’ Shipper/Supplier costs. This will then be followed by the issue of a Impact Assessment in May or June 08. Finally, a decision is expected in or around November 2008 and as a consequence could have modification 0010 timing issues;

- 0177 “Rolling AQ Review”. Takes over where 0168 left off and members should anticipate possible ‘use of systems’ impacts. Review Group work is ongoing and is moving towards recommendation of a Monthly Review cycle. Work has commenced on the draft panel report with a view to submitting this to the April Panel;
- 0178 “Reclassification of SSP to Domestic only”. Three options are being discussed of which two involve a move of Small non domestic Supply Points out of RbD. This would result in around three times as many Supply Points being individually reconciled. Even if this change were incorporated in the new UK Link system the costs would be substantial. The third option limits the change to the profiles themselves, which would be a cheaper solution. Work has commenced on the draft panel report with a view to submitting this to the April Panel;
- 0187/0187A “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;
- 0188/0188A “Introduction into the UNC of the Agency Charging Statement (“User Pays”)”. A Class 1 CR involving minor system impacts which are restricted to the invoice charge types. A revised report has been issued and this matter is currently undergoing as re-consultation. However, it should be noted that the content of the second round of user representations has not changed significantly. Main difference between these two modifications is that under 0188A, the Agency Charging Statement (ACS) would become a Code document;
- 0189 “Amendment to the QSEC Auction Timetable”. The Authority believe it is preferable to have a March auction. It is now too late to implement this modification in 2008;
- 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;
- 0195/0195A “Introduction of Enduring NTS Exit Capacity Arrangements”. Follows on from the 0166 workgroup, includes potentially significant User & Transporter system impacts. Currently out for a six week consultation, which closes 04/04/08;
- 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;

- 0203 “Revision to DN Shrinkage Regime”. To be considered at 20/03/08 Panel meeting;
- 0205 “Interruptible Capacity Charges”. Proposer is uncertain of system impacts, although these may become clearer in due course. To be considered at 20/03/08 Panel meeting, and
- 0208 “Information relating to Unallocated Energy”. A Review Proposal raised by Corona Energy as an alternative to UNC Modification 0194.

JB informed members that the Operational Forum met on Wednesday 05/03/08, and discussed the Gemini Standby I.P Address Requirements along with the Firewall problems experienced at the Hinckley Data Centre – xoserve have issued a presentation to the UK Link members on this matter (EH/817/RG).

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

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

xoserve (DA) reminded members that remains on the plan for information purposes only. There are no changes to Shipper facing file formats, and as a consequence, this confirms this as a Class 1 CR. He went on to propose, and members agreed to move this into the implemented classification.

3.2 CR13824.3 - Issue of Supporting Documentation via IX

xoserve (DA) informed members that a communication relating to this CR was issued on 06/03/08. The change involves minor xoserve administration changes within the file formats to align xoserve’s systems to the documentation.

DA asked, and members agreed to an April implementation, with the actual implementation taking place in the April release towards the end of the month.

3.3 CR13950 – Gemini Release Summer 2008

xoserve (DA) advised members that the change had been issued for representation last month, and one representation had been received from E.ON UK plc supporting the change. DA proposed, and members agreed, to a 17/08/08 implementation and approval of amended File Formats.

Chair (JB) added that National Grid NTS had previously explained that there is no Code requirements associated with one component of the change, as it is an existing discretionary provision. However, in response to Shipper requests they are more than happy to do this.

3.4 CR 13829 – DN Interruption Reform

xoserve (DA) informed members that this is currently in development and the change remains ‘on track’ for an 29/03/08 implementation.

3.5 CR 13935 – Restriction of Invoice Billing Period

xoserve (DA) informed members that this is currently in development and the change remains ‘on track’ for an 01/04/08 implementation, although it will actually be implemented alongside CR13829 on 29/03/08.

3.6 User Pays

xoserve (DA) informed members that this is currently in development and the change remains ‘on track’ for an 01/04/08 implementation. DA reminded members that this change involves ‘limited’ Shipper system changes and xoserve had previously confirmed the revised invoice charge type impacts in their notification issued after the February meeting.

DA asked if any members had any concerns relating to the implementation of this CR.

MB wondered what would happen with regard to the new invoice codes in the event that the Authority do not make their decision in time for the 01/04/08 implementation. DA responded by stating that he does not believe that a delayed decision would impact upon the proposed UK Link system changes and furthermore he considers that xoserve will have time to take the appropriate action (i.e. not utilise the new codes). MB suggested that in the event of a delayed decision, the invoices would continue to 'flow', minus the codes.

ST pointed out to members that the Shipper Agreed Reads aspects are interesting, especially when the timing of the licence condition changes and the subsequent approval of the ACS will be extremely tight. However, considering all these factors, the Authority are expected to make a timely decision.

ST reminded members that the Licence Condition Consultation closes on 20/03/08 on the same day as the UNC Panel members have agreed to make a decision on the associated User Pays Modification Proposal 0188/0188A.

3.7 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.

3.8 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 a 05/08 implementation.

3.9 UK Link Tech Refresh

xoserve (DA) advised members that the change request was implemented on 23/02/08.

3.10 Gemini Contingency Arrangements Update

Chair (JB) advised members that following discussion with National Grid NTS it has been agreed that a meeting will be arranged for some time in May 08. A confirmation of the meeting details will be provided at the April UK Link Committee meeting.

Action UKL1124: National Grid NTS (NR) to provide information relating to the Gemini Contingency Arrangements to be discussed in May at the April UK Link Committee meeting.

4. Review of Topics Status Report

4.1 Topic 008UKL UK Link Technology Refresh

xoserve (AG) opened the presentation and highlighted the following points of interest:

- UKLTR Cutover
 - exceeded the original target of 09:00hrs on 26/02/08, by releasing the files at 15:00hrs on 25/02/08;
- Snags & Issues
 - IAD Refresh minor problems with the tables – in-line by Friday midday, rather than end of the day on Thursday;
 - Shipper file transfer failure – 47 shipper files failed to transfer between 11:40 & 13:00hrs on 23/02/08, the majority of which were UMR files;

- Pre verification delays – initial release of first files delayed slightly from 11:00 to 13:30hrs;
- Observations
 - Reconciliation outstanding – due for issue 28/03/08;
- Overall Summary
 - AQ Calculation processing will need to be carefully monitored, and
 - Issue & snags requirements review is ongoing.

When asked, members confirmed that in their view (apart from AC's comments at the February meeting), the UK Technical Refresh had gone well and SS supported this view further, by stating that xoserve communications had been especially helpful. Chair (JB) suggested that the Transporters have learnt from their experiences with the Gemini issues and applied themselves accordingly. However, he remains concerned about the UNC modification timings.

When asked, members agreed to close Topic 008UKL.

Members then went on to discuss the merits of opening a new medium topic item to 'cover' Gemini implementation issues. In light of the discussions, it was agreed that the Joint Office should raise a new topic.

Action UKL1125: Joint Office (MiB) to raise a new medium priority topic to 'cover' the Gemini 2008 Release issues for the March UNC Committee.

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:

- The 'spring clock change' affects ALL systems, not just Gemini;
- IAD outage timing is unclear – more detail will be provided a couple of weeks prior to the actual outage;

Members indicated that they would prefer a clearer steer on this as it has a direct impact upon their Shipper call centre weekend resource requirements. xoserve (DA) agreed to take an action to investigate and report back to the April meeting with the indicative date(s) and timings of the outage.

- Gemini Production System, access to FOF and TTD Environments
 - FOF = Fix on Fail;

- TTD = Training, Test & Development;
- This is a mid week outage which will extend beyond the 'Housekeeping Window', and
- GSN CNI = Gas Secure Network Critical National Infrastructure.

This involves changes to the Security Gateway and fits in with the IGNS timeline.

xoserve (AG) agreed to take an action to investigate and confirm the details at the April meeting.

- Gemini COR880 Outage – remains on track.

Action UKL1126: xoserve (DA) investigate the IAD Outage requirements and report back to the April meeting with the indicative date(s) and timings of the outage.

Action UKL1127: xoserve (AG) investigate the Gemini Production System requirements for an outage and report back to the April meeting.

8. AOB

- IAD Site Flags

Members asked if there are any site flags proposed for the IAD Interruption change, to which ST confirmed that provision of these flags is included in the May change, but they are not expected to show up on the system until August. DA added that in fact, these may become 'visible' to users by the end of July, for 2011 onwards (the flags will only show if a contract is in place).

- UK Link Replacement 2012 Consultation

Members enquired about whether or not the consultation will take place in April, to which AG & CP responded by stating that it may now be scheduled for May as xoserve are currently working on the consultation paper.

- Change Pack Issuing

Members asked if there were any change packs due for release, to which DA indicated that at present there were not any indicated, however, he would be issuing an IAD communication in due course.

Members then asked xoserve to consider issuing a notification, for information purposes only, in cases where NO change packs are scheduled to be issued

- UK Link Email Distribution List Revision

SSE (MB) asked both xoserve and the Joint Office to remove Cher Harris from the email listings and replace her with Dawn Stephens.

- RGMA (Conditionality & Treatment) Documentation Status

MB informed members that at a recent SPAA meeting, it was asked whether or not these documents 'fall under' governance of the UK Link Manual, and wonder how changes to them are to be undertaken. DA responded by stating that he believes that these were originally prepared for RGMA 2004 and does not think these are part of UK Link and are most likely already out of date.

MB is concerned that UPD and 'On Job' rejection rates are presently at a high level and during discussions undertaken at several industry meetings, A Miller of xoserve has quoted these documents. MB believes that the 'flows' are governed by the SPAA, but the rules behind them are not. Furthermore, at the last SPAA Expert Group meeting, members concluded that individual parties will need to engage with xoserve on a one-to-one basis on this matter. KP pointed out that E.ON UK plc has already tried this route, but to no avail. MB added that SSE had also been in discussion with xoserve, but have as yet, not received a formal response. xoserve

(CP) agreed to take an action to investigate what information is provided within the rejection notices and report back at the April meeting.

Action UKL1128: xoserve (CP) investigate the UPD and 'On Job' Rejection Notice content and report back at the April meeting.

9. Next Meeting

Members briefly discussed and agreed to undertake a teleconference for the April UK Link Committee meeting, commencing at 10:00 am on Thursday 10 April 2008, unless something major is to be discussed.

APPENDIX A

ACTION LOG: UK Link Committee 13 March 08

| Action Ref | Meeting Date | Minute Ref (original ref) | Action | Owner* | Status Update |
|------------|--------------|------------------------------|---|--------------------|--|
| 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. | xoserve (DA) | Update provided. Closed |
| UKL 1118 | 14/02/08 | 1.2 (2.0) | Joint Office (MiB) to ensure that the UK Link UNCC February Report highlights members concerns surrounding a potential breach of Code. | Joint Office (MiB) | Completed 18/02/08. Closed |
| UKL 1119 | 14/02/08 | 1.2 (3.6) | xoserve (DA) to examine and review if appropriate, their file format procedures and report back at the next meeting. | xoserve (DA) | Update provided. Closed |
| UKL 1120 | 14/02/08 | 1.2 (3.6) | xoserve (DA) to issue a communication indicating that the two file format changes have been accepted. | xoserve (DA) | Completed 18/02/08. Closed |
| 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 & action transferred to EDF. Carried Forward |
| 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. Carried Forward |
| UKL 1123 | 14/02/08 | 1.2 (AOB) | xoserve (CP) to investigate their security (LSO/DLSO) documentation and issue any supporting communications deemed necessary before reporting back at the next meeting. | xoserve (CP) | Update provided. Closed |
| UKL 1124 | 13/03/08 | 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 due at 10 April 08 meeting. |

| Action Ref | Meeting Date | Minute Ref (original ref) | Action | Owner* | Status Update |
|-------------------|---------------------|-------------------------------------|---|--------------------|------------------------------------|
| UKL 1125 | 13/03/08 | 4.1 | Raise a new medium priority topic to 'cover' the Gemini 2008 Release issues for the March UNC Committee | Joint Office (MiB) | Update due at 10 April 08 meeting. |
| UKL 1126 | 13/03/08 | 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 due at 10 April 08 meeting. |
| UKL 1127 | 13/03/08 | 7.0 | Investigate the Gemini Production System requirements for an outage and report back to the April meeting. | xoserve (AG) | Update due at 10 April 08 meeting. |
| UKL 1128 | 13/03/08 | 8.0 | Investigate the UPD and 'On Job' Rejection Notice content and report back at the April meeting. | xoserve (CP) | Update due at 10 April 08 meeting. |

*** Key to action owners**

NR Nicola Rigby, National Grid NTS
AC Ashley Collins, EDF Energy
JS James Smith, EDF Energy