
UK LINK Committee Minutes
Thursday 14 August 2008
held at Elexon, 350, Euston Road, London¹

Attendees

Tim Davis	(JB)	Joint Office of Gas Transporters
Mike Berrisford	(MiB)	Joint Office of Gas Transporters
Danielle King*	(DK)	E.ON UK plc
Dave Addison	(DA)	xoserve
Joel Martin	(JM)	Scotia Gas Networks
Martin Brandt*	(MB)	SSE
Mitch Donnelly*	(MD)	British Gas
Neil Beckworth	(NB)	SPAA Observer
Nicola Rigby	(NR)	National Grid NTS
Simon Baker*	(SB)	StatoilHydro
Simon Trivella	(ST)	Wales & West Utilities
Stephanie Shepherd	(SS)	RWE Npower

Apologies

Ali Tayyar	(AT)	StatoilHydro
Caroline Watson	(CW)	xoserve
James Smith	(JS)	EDF Energy
John Bradley	(JB)	Joint Office of Gas Transporters

* Denotes teleconference link

1. Review of Minutes and Actions

1.1. Minutes

SSE (MB) pointed out a minor error in paragraph 6 which should be amended to read as:

“SSE (MB) suggested that liaison with Electralink in relation to the SPAA dates may prove beneficial.....”

Thereafter, the minutes of the July meeting were accepted.

1.2. Review of actions.

Appendix A contains a tabulated update on actions.

UKL 1131 – xoserve (DA) informed members that he will be providing an update at the September 08 meeting.

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

Action UKL1131: Carried forward

UKL 1136 – xoserve (DA) advised members that IAD requirements had been discussed at the recent UPUG (User Pays User Group) meeting on Monday 14 July 2008. A revised proposal has been issued seeking representations, no

¹ It was agreed that this meeting be conducted as a Teleconference. A number of people were at Elexon, however, to attend the following meeting.

responses were received within the representation timescales. DA agreed to issue this communication to the UKLink Committee for information.

In discussions regarding potential 'dual governance' DA reminded members that the four (4x) UP Contract Managers are the appropriate governance body with information being presented to the UKLink Committee members for information purposes only.

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

Action UKL1136: Closed

UKL 1139 – Chair (TD) opened by informing members that this is 'linked' to the DN Interruption Tender process.

xoserve (DA) then went on to advise members that consideration of what will happen in 2011 with regard to a firm nomination where a site has an accepted interruptible bid in place is still being considered. However, members can anticipate that any change in the flows will be incorporated within a later change request. Furthermore, members can expect to receive minimum notice period notifications prior to 2011. WWU (ST) supported this statement by pointing out that there is a lot of work associated with this matter and will seek to share likely impacts with Shippers as early as possible.

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

Action UKL1139: Closed

UKL 1140 – xoserve (DA) advised members that discussions with ST has confirmed that CR13885 is in fact 'linked' to UNC Modification 0210, and as a consequence, the Implementation Plan will be updated to reflect this in time for the September meeting.

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

Action UKL1140: Closed

UKL 1141 – xoserve (DA) informed members that communication EH/842/SK relating to the Gemini Enhanced System Security Project – Implementation Outage Postponement had been issued on 16 July 08. This NG IS implementation had been delayed due to a conflict with another NG project. In conjunction with NG the outage has been rescheduled for a non working day to try to reduce impacts on Users. This item will be discussed under item 7.0 later in the meeting.

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

Action UKL1141: Closed

UKL 1142 – xoserve (DA) informed members that the file format back-out related to Class Code (Std 217 rejection code) change request which was originally introduced for the 2008 AQ window. He went on to point out that the rejection code impact was 'limited' to two (2x) shippers only, and in response to J Smith's comments at the July meeting, he is able to advise members that both parties have been spoken to directly.

For the avoidance of doubt, a full back-out (complete retraction of rejection code 217) was not deemed necessary - the details surrounding this decision are available to view within communication MB/848/SN dated 25 July 2008.

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

Action UKL1142: Closed

2. Other Industry Fora

Chair (TD) provided members with a verbal update on all recently “closed” UNC modifications that 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/>

- 0157 “Review of IGT Settlement and Reconciliation Arrangements”. The Review Group presented their report at the July 08 Panel meeting;
- 0175 “Encouraging Participation in the elective Daily Metered Regime”. The Review Group presented their report at the July 08 Panel meeting, and
- 0204 “Amendment to the calculation of WCF”. Implemented with effect from 06:00hrs on 01/10/08;

TD 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 status changes since the previous meeting:

- 0192 “Introduction of DNO obligations to facilitate resolution of unresolved USRVs”. The Final Modification Report will be presented for consideration at the 21 August 08 panel meeting;
- 0217 “Gemini Code Contingency Arrangements”. The second meeting of this review group is scheduled to take place immediately following this UK Link Committee meeting, and
- 0221 “Review of Entry Capacity and the Appropriate Allocation of Financial Risk”. This new proposal will be presented for consideration at the 21 August 08 panel meeting.

TD informed members that a copy of the Gemini Update, as presented at the Operational Forum meeting on 13/08/08, is available to view or download from the National Grid web site.

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

xoserve (DA) opened this item by highlighting the inclusion of a new (bold text) change request definition in the ‘Glossary of Terms and References’ on page 2 of the plan. He explained that this has ‘originated’ from the potential impact of dual governance issues such as UPUG etc.

When asked, members indicated that they were happy with the new addition.

3.1 CR 0875.1 – IAD Application Changes: Phase 1 Single Concurrent User

xoserve (DA) informed members that following on from the UPUG meeting on 14 July 08, the proposed implementation date is now 11/10/08. DA asked members whether or not they would be happy to move the change request into the 11/10/08 window, to which members indicated that they would.

Please note: copies of the various UPUG meeting minutes are/will be available to view or download from the Joint Office of Gas Transporters web site at:

<http://www.gasgovernance.com/industryinfo/UPDocs/Meetings2008/>

3.2 CR 0875.2 – IAD Application Changes: Phase 2

Please refer to item 3.1 for details.

3.3 Enduring Transfer and Trade Arrangements

xoserve (DA) advised members that this is on the plan for 'visibility purposes only' and the change is currently in the analysis stage, with a proposed implementation date of April 2009.

When asked, DA indicated that this would not be a 'standard' release date as the change is aligned to an indicative date associated with the transfer and trading arrangements. National Grid NTS (NR) supported this by advising members that the change will enable replacement of the current manual process with a new automated one. SSE (MB) added that indications are that there should be little or no shipper system related impacts. DA agreed to take an action to investigate and provide more detail at the September UKLink Committee meeting.

Action UKL1143: xoserve (DA) to investigate and provide a more detailed description of what will be involved in the implementation of the Enduring Transfer and Trade Arrangements change request in April 2009 to the September 08 meeting.

3.4 CR13950 – Gemini Release Summer 2008

xoserve (DA) advised members that his colleagues at Solihull are currently in a go/no go decision meeting. However, DA believes that the outcome will be a go decision for implementation this weekend. Furthermore, this is currently in development and the change remains 'on track' for a 17/08/08 implementation.

3.5 CR13958 – Revised LDZ Shrinkage Arrangements

Please refer to item 3.4 for details.

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. A UNC modification reference will be added in time for the September meeting.

In closing this section, DA confirmed that there had been no implemented changes since the July meeting and there is no change pack scheduled for release on Friday 15/08/08. Additionally, DA advised members that the proposed 2009 release dates (aligned to SPAA dates) will be as follows:

1. 27 February;
2. 26 June, and
3. 06 November.

DA pointed out to members that the November date is a concern as issues with CAPCOM invoices being released over the same weekend may cause problems. xoserve will be undertaking an Impact Assessment in due course.

SSE (MB) suggested that the impact of project nexus may result in the implementation plan remaining 'light' for the foreseeable future.

RWE Npower (SS) enquired about the ongoing CRE file work and whether or not the J81 record will be visible. *Please note: that this is related to outstanding action item UKL 1131.* DA responded by advising that there are two (2x) possible solutions for which the costs are the same. Xoserve will be writing to the Transporters suggesting that both proposals are presented to the UKLink committee seeking a view. Of the two options, option one may reduce the impact on shippers as it greatly reduces the file sizes involved. In one of the proposals the J81 record will include the invoice number, but not the LM AQ and is therefore closely aligned to the original E.ON proposal. Members should note that the

networks may wish to delay a decision subject to progress of UNC modification 0213 "Introduction of User Pays Governance Arrangements into the UNC".

4. Review of Topics Status Report

4.1 Topic 009UKL Gemini Contingency Arrangements

Chair (TD) reminded members that Review Group 0217 "Gemini Code Contingency Arrangements" would be meeting immediately following the UK Link Committee meeting.

5. Performance Reporting

xoserve (CW) 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)

The report was then 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)

The report was then accepted.

7. Planned Outages (xoserve Report E)

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

- The second Gemini COR880 Outage date of 24/08/08 is a contingency date that will only be utilised if the implementation scheduled for 17/08/08 is postponed. It was not expected that this would be required, as there was high confidence in the the implementation going ahead as planned;
- The Gemini outage referred to previously (Action 1141) is scheduled a non working day and was utilising the housekeeping window to minimise impacts to Users;
- A contingency weekend outage may be required for IAD just in case any implementation issues are encountered. This will be planned for the weekend 17th-20th October and would appear on future Outage Reports;
- The Gemini Disaster Recovery Failover & Failback outages have been cancelled due to operational issues earlier in the month and xoserve are looking to reschedule these for the autumn period. However, should this prove unacceptable to impacted parties, spring 2009 is another option.

Thereafter this report was accepted.

8. AOB

xoserve (DA) informed members of the following items of interest:

- 2009 Non Business Days & Release Dates – a communication will be issued on Friday 15/08/08 (*post meeting note: please refer to EH/853/DA Parts 1 & 2 issued 15/08/08*);
- M2K (UKLink Data Centre move Wellingborough to Kettering) – a copy of the presentation is available to view or download from the Joint Office of Gas Transporter web site at:
<http://www.gasgovernance.com/Code/UNCCSubCommittees/UKLinkCommittee/2008Meetings/>

In running through the presentation DA highlighted the following:

- xoserve believe that there will be little or no impact on UKLink users, but contingency dates have been set aside just in case;
 - Current set up whereby fail-over is hosted at the same site provides for a speedy recovery – please note that the capability exists for fail-over to the alternative site;
 - Additional Resilience will be brought on line within Peterborough that can support UKLink Systems, and provide fail-over capability if required;
 - The hardware kit will be moved on 15/09/08 from Wellingborough to Kettering, and post 16/09/08 we will have the capability to fall-over to Kettering. In this short period, dual site failover will not be available, but increased resilience will be available at Peterborough during this time;
 - xoserve currently reviewing/defining which subset of OAT (operational acceptance testing) will be utilised.
- AQ Review Process 2008 - a copy of the presentation is available to view or download from the Joint Office of Gas Transporter web site at: <http://www.gasgovernance.com/Code/UNCCSubCommittees/UKLinkCommittee/2008Meetings/>

In running through the presentation DA highlighted the following:

- In previous years, AQ impacts have been highlighted to UKLink users;
- In parallel to the 2007 AQ process, xoserve implemented performance enhancements and post UKLink Technology Refresh, performance is even better;
- Considering the timeline slide, phase 1 - is well under way with no anticipated shipper impacts;
- Phase 2 – members can anticipate some minor user impacts. In respect of the TRF D-7 files there are no specific published performance figures, however, delays of up to 4 hours may be experienced;
- Phase 3 – no real issues;
- Phase 4 – this is traditionally where potential user impacts have been experienced, and
- Any additional shipper impacts that may come to light will be communicated to the UKLink email list along with operational contacts (utilising xoserve's standard communications listing)

In closing, DA advised members that he will be providing more detail (batch catch-up process) at the September meeting.

Action UKL1144: xoserve (DA) to provide a more detailed update on the AQ batch catch-up process at the September 08 meeting.

9. Next Meeting

The September UK Link Committee meeting will commence at 10:00 am on Thursday 11 September 2008 and be a teleconference. *Please note: the next meeting of Review Group 0217 is now scheduled to take place on 09 October 2008.*

APPENDIX A

ACTION LOG: UK Link Committee 14 August 08

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
UKL 1131	10/04/08	1.2 (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 September 08 meeting. Carried Forward
UKL 1136	12/06/08	1.2 (3.1)	Provide suitable IAD UPUG related update communications to UK Link members	xoserve (DA)	Update provided. Closed
UKL 1139	10/07/08	1.2 (1.2)	Investigate possible outcome of a firm nomination when the site has an accepted interruptible bid and what processes will be adopted to manage these and report back.	xoserve (DA)	Update provided. Closed
UKL 1140	10/07/08	1.2 (3.6)	Investigate the 'links' between CR 13885 and UNC Modification 0210 and report back.	xoserve (DA)	Update provided. Closed
UKL 1141	10/07/08	1.2 (7.0)	Issue a communication relating to the Gemini Go/No Go discussions on 14 July 08.	xoserve (DA)	Update provided. Closed
UKL 1142	10/07/08	1.2 (8.0)	Investigate why no communication relating to the file format back out had been issued and thereafter issue the appropriate comms.	xoserve (DA)	Update provided. Closed
UKL 1143	14/08/08	3.3	Provide a more detailed description of what will be involved in the implementation of the Enduring Transfer and Trade Arrangements change request in April 2009 to the September 08 meeting.	xoserve (DA)	Update due at September meeting.
UKL 1144	14/08/08	8.0	Provide a more detailed update on the AQ batch catch-up process at the September 08 meeting.	xoserve (DA)	Update due at September meeting.

* Key to action owners

DA Dave Addison, xoserve