

**UNC Workgroup 0613S Agenda
Revised UK Link Manual CDSP Data Services Document**

10:30 Wednesday 05 July 2017

at Xoserve Limited, Lansdowne Gate, 65 New Road, Solihull, B91 3DL

(Teleconference: 0207 950 1251 access code, 21870295#)

1. Introduction and Status Review

1.1. Approval of Minutes (05 June 2017)

2. Review Revised UK Link Manual Documentation

3. Consider Legal Text

4. Consider Workgroup Report

5. Any Other Business

6. Next Steps

7. Diary Planning

Action Table (as at 05 June 2017)

| Action Ref | Meeting Date | Minute Ref | Action | Owner | Status Update |
|-------------------|---------------------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|----------------------|
| 0601 | 05/06/17 | 2.0 | Xoserve (SG) to cross check the order and groupings of referenced documents within the UK Link Manual terms and conditions. | Xoserve (SG) | Pending |
| 0602 | 05/06/17 | 2.0 | Xoserve (SG/DA) to investigate if an email confirmation is an appropriate solution to replace a 'facsimile' reference, as stated in clause 9.1.2. | Xoserve (SG/DA) | Pending |
| 0603 | 05/06/17 | 2.0 | Xoserve (DA) to investigate how to define the 'Critical User' and 'Control Centre' references referred to in P2, P3 and P4 within the IS Service Definition Document. | Xoserve (DA) | Pending |
| 0604 | 05/06/17 | 2.0 | Xoserve (DA) to confirm the number of meter points creation per day and clarify if 645, is the correct figure. | Xoserve (DA) | Pending |
| 0605 | 05/06/17 | 2.0 | Xoserve (DA) to investigate how DES, CMS and SPAA are reported. | Xoserve (DA) | Pending |

Please contact the Joint Office if you wish to use teleconference facilities for this meeting

Contact Details: enquiries@gasgovernance.co.uk

Papers available at: www.gasgovernance.co.uk

Action Table (as at 05 June 2017)

| Action Ref | Meeting Date | Minute Ref | Action | Owner | Status Update |
|-------------------|---------------------|-------------------|------------------------------------------------------------------------------------------------|--------------|----------------------|
| 0606 | 05/06/17 | 2.0 | All to inform Xoserve (DA) of the appropriate length of time that data should be archived for. | ALL | Pending |

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