

**UNC Workgroup 0613S Minutes**  
**Revised UK Link Manual CDSP Data Services Document**  
**Thursday 27 July 2017**  
**at Elexon, 350 Euston Road, London NW1 3AW**

**Attendees**

Andrew Margan	(AM)	British Gas
Bob Fletcher (Chair)	(BF)	Joint Office
Carl Whitehouse*	(CW)	First Utility
Sarah Gull*	(SG)	Xoserve
Colette Baldwin	(CB)	E.ON Energy
David Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Deborah Brace*	(DB)	National Grid NTS
Eleanor Laurence*	(EL)	EDF Energy
Gareth Evans	(GE)	Waters Wye
John Welch	(JW)	npower
Karen Visgarda (Secretary)	(KV)	Joint Office
Kathryn Turner*	(KT)	Good Energy
Lorna Lewin*	(LL)	DONG Energy
Mark Jones*	(MJ)	SSE
Rachel Bird	(RB)	Gemserv
Rachel Hinsley	(RH)	Xoserve
Richard Pomroy	(RP)	Wales & West Utilities
Sean Hayward	(SH)	Ofgem
Shanna Key*	(SK)	Northern Gas Networks
Shiv Singh	(SS)	Cadent
Steve Britton	(SB)	Cornwall Energy
Steve Mulingainie	(SM)	Gazprom

\* *via teleconference*

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0613/270717>

The Workgroup Report is due to be presented at the UNC Modification Panel by 17 August 2017.

**1.0 Introduction and Status Review**

BF welcomed parties to the meeting.

**1.1. Approval of Minutes (05 July 2017)**

The minutes of the previous meeting were approved.

**2.0 Completion of Workgroup Report**

DA said that a suite of documents had been published in relation the UK Link CDSP Data Services amendments and the majority of these had already been discussed, not only within the 0613S Workgroup, but also within the Change Management Committee, and that these had been sense checked for consistency on 19 July 2017. He said that there were some changes/cross checks being made in relation to the 'Glossary' of the consolidated documents

and SG said that the documents in question were all in their final form. She drew attention to the Legally Binding Provisions Table and this compassed the following areas:

#### Component Documents

##### Documents that **are** legally binding:

UKLAD2 – UK Link Required Equipment

UKLAD3 – UK Link File Transfer Definition UKLBD1 – UK Link Security Operating Framework

UKLBD2 – UK Link IS Service Definition

UKLCD1 – Code Communications Reference UKLCD2 – CDSP Retention Policy

UK Link Contingency Document

*Wording to be inserted - "UNC GT D5.2.3 applies in respect of the Document, and accordingly the provisions of this Document are binding on UK Link Users"*

##### Documents that **are not** legally binding:

Description Document

UKLBD3 – UK Link Standards Guide UKLBD4 – ANS Supplementary Document UKLCD3 –

UK Link Interface (status TBC) UKLCD4 – UK Link Gemini User Guide UKLMD1 – UK Link

Manual Glossary UKLMD2 – Other References to the UK Link Manual

*Wording to be inserted - "UNC GT D5.2.3 does not apply in respect of this Document, and accordingly the provisions of this Document are not binding on UK Link Users"*

A general discussion took place regarding the IS Service definitions and SM said he wanted an 'for the avoidance of doubt statement' to be added to give clarification of the consequential impacts of legally and not legally binding documents. SG said this would have to be discussed off line internally within Xoserve, prior to her adding a 'Consequential Impact Statement' in relation to the legally and not legally binding documents.

SG then explained that there might some impacts from a Cross Code aspect on the iGT's, as they used the same interfaces, although there would be no IGTAD impact.

BF then overviewed the content of the Workgroup Report and the Impact Assessment and made some minor alterations as directed by the Workgroup, and all were then in agreement that this was almost complete, and that the Legal Text would be supplied by Wales and West Utilities in readiness for the submission to the August Panel. BF then enquired how the suite of documents should be referenced within the Workgroup Report in readiness for the consultation process. It was agreed a separate page would be used as with Modification 0565 to list the UK Link documents for consultation.

#### **Review of Outstanding Actions**

**0601:** Xoserve (SG) to cross check the order and groupings of referenced documents within the UK Link Manual terms and conditions.

**Update:** DA said that some alterations had been made, to ensure the documents were referenced correctly with regards to the appropriate terminology and that this action could now be closed. **Closed.**

**0602:** 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.

**Update:** DA explained that the reference to the 'facsimile' still had to be incorporated at the present time as it was considered within Gemini and needed to be kept to ensure continuity for the present time. He said that this would be addressed at a later date, but that it had to remain for the moment from a 'reference' perspective. **Closed.**

### 3.0 Next Steps

BF confirmed that subject to the clarifications of UK Link documents detailed above, the Workgroup Report would be submitted to the August Panel with a recommendation it should be issued to consultation.

### 4.0 Any Other Business

None.

### 5.0 Diary Planning

No further meetings are scheduled for this Workgroup.

**Action Table (as at 27 July 2017)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0601	27/07/17	2.0	Xoserve (SG) to cross check the order and groupings of referenced documents within the UK Link Manual terms and conditions.	Xoserve (SG)	Closed
0602	27/07/17	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)	Closed