

**Extraordinary UK LINK Committee Meeting Minutes**  
**Wednesday 23 November 2011**  
 via Teleconference

**Attendees**

Mike Berrisford Chair)	(MiB)	Joint Office of Gas Transporters
Helen Cuin (Secretary)	(HC)	Joint Office of Gas Transporters
Ashley Collins	(AC)	EDF Energy
Danielle Fynney	(DF)	E.ON UK
Dave Ackers	(DAc)	Xoserve
David Addison	(DA)	Xoserve
Debbie Jones	(DJ)	Xoserve
Graham Wood	(GW)	British Gas
Jane Rocky	(JR)	Xoserve
Lorraine Cave	(LC)	Xoserve
Martin Brandt	(MB)	SSE
Max Pemberton	(MP)	Xoserve
Stephanie Shepherd	(SS)	RWE npower

Please refer to: [www.gasgovernance.co.uk/uklc/231111](http://www.gasgovernance.co.uk/uklc/231111) for supporting papers.

**1. Introduction.**

MiB provided a brief introduction and rationale behind this extraordinary UKLC meeting.

*Please note: the following two agenda items were taken in reverse order.*

**2. Further Consideration of CRN1721 Extension to EUC Numeric Code**

DA confirmed that Xoserve had issued a summary note for the options considered. He believed from the Shippers contacted offline option one appeared to be the better solution and he wished to seek approval for the extension option. It was anticipated that the longer number of digits should last approximately 17 years.

DA confirmed that Scottish Power had provided written support for option one. The members present provided unanimous support for option one. The change was therefore approved.

MP confirmed iGTs have been made aware of the change and will be discussing the change on 28 November at an iGT forum.

Some concern was expressed at the lack of Shipper engagement on this change. It was requested if future changes could be notified to Shippers earlier. DA highlighted that the consideration of the change had been highlighted late 2010 to the UK Link committee however the topic had fallen off the radar. Xoserve assured members that internal processes have been put in place to ensure the UK Link committee is informed on potential changes.

**3. File Changes for Phase 1 Implementation of the Contact Management Service**

JR provided an update on the QEX and QCL file changes. She confirmed following a conference with CEUG the revised format has been agreed and Xoserve were looking for approval of the file format changes and transitional transmission arrangements.

JR confirmed the planned implementation phase one would start 05 May 2012, with external testing due to start 05 March 2012.

DA also highlighted the QEX proposal included a change to reduce the number of records to show only the latest case event description change.

All elements of the change communicated were approved.

**4. Any Other Business**

None.

**5. Diary Planning**

*Details of all meetings can be found at: [www.gasgovernance.co.uk/Diary](http://www.gasgovernance.co.uk/Diary)*

**Meetings (via teleconference unless otherwise stated)**

10:00 – 12:00, 08 December 2011, Teleconference