

UK LINK Committee Minutes
Thursday 13 December 2007
held at Elexon, 350, Euston Road, London

Attendees

John Bradley	(JB)	Joint Office of Gas Transporters
Mike Berrisford	(MiB)	Joint Office of Gas Transporters
Alan Raper	(AR)	National Grid Distribution
Ali Tayyar	(AT)	StatoilHydro
Annie Griffith	(AG)	xoserve
Brian Andrews	(BA)	Elexon
Chris Fears	(CF)	xoserve
Claire Temperley	(CT)	Gas Forum
Dave Addison	(DA)	xoserve
David Simpson*	(DS)	Scotia Gas Networks
Fergus Healy	(FH)	National Grid NTS
James Smith	(JS)	EDF Energy
Liz Spierling	(LS)	Wales & West Utilities
Mark Maurice-Smith	(MM)	Engage Consulting Ltd
Mark Slater	(MS)	Total Gas & Power
Martin Brandt	(MB)	SSE
Michael Doherty	(MD)	Centrica
Mick Curtis	(MC)	E=MC ² for Shell
Mukesh Patel	(MP)	Total Gas & Power
Neil Beckworth	(NB)	SPAA Observer
Nicola Rigby	(NR)	National Grid NTS
Patrick Duffy*	(PD)	StatoilHydro
Peter Hugman	(PH)	E.ON UK
Rachel Eyres	(RE)	Engage Consulting Ltd
Richard Hewitt	(RH)	National Grid NTS
Sat Kalsi	(SK)	xoserve
Simon Trivella	(ST)	Wales & West Utilities
Stephanie Shepherd	(SS)	RWE Npower
Stuart Wing	(SW)	Shell
Tiago Vasconcelos	(TV)	Total Gas & Power
Tony Brandi	(TB)	StatoilHydro
Yvonne Walsh	(YW)	Elexon

* *via teleconference*

1. Review of Minutes and Actions**1.1. Minutes**

SSE (MB) questioned the content of the penultimate paragraph in item 4.1. After discussion, AG confirmed that she is happy with the paragraph as originally minuted as being representative of what was stated. Thereafter, the minutes of the November meeting were accepted.

1.2. Review of actions.

Appendix A contains a tabulated update on actions.

UKL 1096 – xoserve (AG) informed members that the change of invoice date will be managed in accordance with existing custom and practice. Datalogger files will be covered later in the meeting.

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

Action UKL1096: Closed

UKL 1103 – Chair (JB) informed members that no work has been undertaken as yet and an update will be provided at the January 08 meeting.

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

Action UKL1103: Carry Forward

UKL 1104 – please refer to item 9.0.

UKL 1105 – Chair (JB) informed members that the Terms of Reference for the Open Forum had been published.

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

Action UKL1105: Closed

UKL 1106 – xoserve (AG) informed members that the API testing environment is available and anyone wishing to utilise the facility should raise a request via the xoserve commercial team.

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

Action UKL1106: Closed

2. Other Industry Fora

Chair (JB) provided members with an update on all recently “closed” UNC modifications, which would require a UK Link Change, specifically highlighting the following:

- 0090 “Revised DN Interruption Arrangements”. Approved and awaiting implementation at 06:00hrs on 01/04/08;
- 0141 “Revision to the ‘User Suppressed Reconciliation Values’ Financial Incentives arrangements”. Approved and awaiting implementation at 06:00hrs on 21/05/08;
- 0152V “Limitation on Retrospective Invoicing and Invoice Correction”. Approved and awaiting implementation at 06:00hrs on 01/04/08. DA also reminded members that this is also included on the Implementation Plan, and
- 0179 “Requirement for Non-Effective Days for the Purposes of the UK Link Technology Refresh (UKLRT) Project”. WWU (ST) advised members that this had been withdrawn and replaced with modification 0184 “Requirement for Partial Non-Business Days for the Purposes of the UK Link Technology Refresh (UKLTR) Project”, on which he will provide an update later in the meeting.

JB provided attendees with an update on the “live” UNC modifications with a potential impact upon UK Link systems, specifically highlighting the following:

- 0116V “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. National Grid NTS (RH) informed members that the Authority has formally removed

(withdrawn) their previous decision to direct implementation of 0116V. JB supported this by pointing out that implementation of any of the 0116 modifications would be extremely tight for auctions in July 08.

- 0158 “Review of User Suppressed Reconciliation Values’ incentive arrangements”. Expected to be some system impacts and the Review Group are expected to report to the January 08 panel meeting;
- 0166 “Review of necessary reform of NTS Offtake Arrangements”. Should a UNC modification result from the work undertaken by this review group, the Authority has indicated that it would be willing to consider the modification alongside the 0116 suite of modifications;
- 0168 “Individual Meter Point Reconciliation”. At the last review group meeting, the view was that the proposer is expected to withdraw the modification at some point in the future;
- 0171 “Amendment of “User SP Aggregate Reconciliation Proportion” to incorporate historical AQ Proportions”. This modification is to be considered at the December Panel;
- 0175 “Encouraging Participation in the elective Daily Metered Regime”. Review Group work is ongoing;
- 0177 “Rolling AQ Review”. Anticipate possible ‘use of systems’ impacts;
- 0178 “Reclassification of SSP to Domestic only”. Involves a massive move of AQ’s into RbD, requiring the creation of a new category, therefore some system impacts can be anticipated;
- 0184 “Requirement for Partial Non-Business Days for the Purposes of the UK Link Technology Refresh (UKLTR) Project”. WWU (ST) then provided an update on modification 0184 (replacement for 0179) advising members that WWU withdrew 0179 because the significant changes required would be better facilitated by a completely new modification proposal, hence 0184. He pointed out that the term ‘Partial Non-Business Days’ is not intended to become a Code defined term. ST highlighted the following items of interest:
 - Main text of modification is broadly similar to 0179;
 - Legal text (involving changes to the Transition Document only) will be provided in time for consideration at the December panel;
 - Modification proposes that Code Communications will sit in the IX inbox and be processed during ‘catch-up’ to minimise User impact;
 - No responses received following discussion within the Distribution workstream;
 - WWU keen to receive feedback from UK Link Committee members and any comments will be incorporated into the modification before presentation to the December panel;
 - UNC panel will be asked to send the modification direct to consultation, with a standard 15 Business Day consultation period;
 - The Authority have already been pre-warned about the aggressing timescales involved and have indicated that they will try to accommodate matters.

Members enquired if the DRF file would be provided to Users as per normal if D falls on Monday/Tuesday. CF advised that this will be ‘covered’ in his presentation under item 4.1.

SSE (MB) asked if Suppliers would have fewer days in which to submit their SPA Objections. AG confirmed that this will be unaffected and DA added that an extension will be provided for any submissions that cross over the implementation date.

MB enquired as to whether or not Meter Readings would be treated the same and would the system allow for an extension. DA confirmed that the meter read window will be between D-5 and D+5 although he is unsure if the system cut-over window will be able to cater for this.

When asked, CF confirmed that the expectation is that submissions will be as per 'normal' and the system will run sequentially and he expects to be back on a 'normal' schedule by the 28th. AG supported this statement by adding that under Code, xoserve have two (2) days to process the files and she does not think that it is any different to instances such as New Years Day etc.

Chair (JB) suggested, and ST agreed, that further clarity may be required within the proposal.

- 0187 "Alterations to the RMSEC Auction to Accommodate Transfer and Trade of Capacity Between ASEPs". New proposal which has been discussed within the Transmission Workstream. Designed to firm up current interim arrangements. RH advised that this will involve system impacts and has a proposed implementation date of 01/06/08. Will be presented at the December panel meeting for consideration, and
- 0188 "Introduction into the UNC of the Agency Charging Statement ("User Pays")". New proposal for consideration at the December panel. DA informed members that it is included on the Implementation Plan.

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

3.1 CR 13885 – Application of interruptible capacity discounts following a change in capacity/commodity split

xoserve (DA) informed members that this is expected to be an October 08 release and remains on the plan for information only.

3.2 CR 13935 – Restriction of Invoice Billing Period

xoserve (DA) reminded members that the communication issued in November identified the proposed route this change request will follow. Implementation is scheduled for 01/04/08 whereupon the 'backstop' date will be set to 01/0404. Thereafter, on 01/0409 the 'backstop' date will be set to 01/0405. DA informed members that one (1x) response had been received supporting the approach. Furthermore whilst this change is formally considered as a Class 2 change because it is 'directly' related to a UNC modification (0152V), for the purposes of the UK Link Committee, it is treated as a Class 1 as analysis has revealed that there are no file format changes involved.

DA asked, and committee members indicated that they were happy with the CR as proposed, the date as presented, and to consider this as a Class 1 change. Therefore, the change was approved.

3.3 CR13902 – Gemini MTI and MEI Class 1 Modification

xoserve (DA) advised members that he did not have a further update on this CR except to state that the implementation date is yet to be confirmed and once a date is available he will inform members as soon as possible. He went on to remind members that this was previously agreed to be a Class 1 CR.

3.4 User Pays

xoserve (DA) informed members that xoserve wrote out to parties last month providing details of the changes to the Ad-hoc Invoice process – Code ACS service (Type 1 – Shipper Agreed Reads, Must Reads etc.) which will see the introduction of a new charge type.

To date, two responses had been received, both of which rejected the proposed solution. MB informed members that SSE had received xoserve's response to their comments and would now be happy to support implementation of the CR. The second rejection was associated with the provision of clearer information surrounding User Pays. DA advised members that he expects further details associated with the charge types to become available approximately one month prior to implementation. Chair (JB) supported this view, pointing out that the second response was more aligned to formal consultation on the actual UNC modification itself.

MC asked if the Operational Rules Document had been updated and released, to which ST advised that it had recently been updated to version 3.1 and should be available on the Joint Office of Gas Transporters web site. MiB agreed to check if the updated document was available.

DA asked committee members to approve a 01/04/08 implementation of the CR. Acknowledging the Operational Guidelines Governing the Supply of Invoice Charges via the Ad-Hoc Process, that would be followed, one (1) months notice would be provided to the Committee prior to the issue of invoices. This will be treated as a Class 1 despite being a Class 2 CR. Chair (JB) pointed out to members that their approval for this CR needs a caveat stating that UK Link approval is subject to the Authority approval of the UNC modification.

On this basis, members approved implementation of the CR.

Action UKL1107: Joint Office (MiB) to ascertain if the Operational Rules document has been updated and published on their web site.

3.5 CR13824.3 - Issue of Supporting Documentation via IX

xoserve (DA) informed members that two responses had been received, one of which was 'confidential', whilst the second response was in support of option 2. He pointed out that option 1 proposed a change to the administration of the VCD & OOA files – amendment of the date format.

MB informed members that their (SSE's) response was seeking to bring the system in-line with the documentation. In response DA pointed out that the documentation associated with option 1 had been in circulation for six (6) months with no adverse User responses. However, he acknowledges SSE's views on option 2, but remains concerned that changing the system runs the risk of impacting more Users given that only one User had identified this issue. MB indicated that SSE had not identified the issue as they had not received a file of this nature. DA pointed out that the confidential response was broadly supportive of xoserve's approach. The Committee were asked for their opinion, the conclusion being supportive of the Option 2 change.

MB pointed out that the ad-hoc invoices have only been issued for a few months and SSE believe that they have built their systems to 'match' what xoserve originally issued, and do not think that they should now have to change them again, which is why SSE support option 2.

DA acknowledged these comments and agreed that xoserve would now have to assess the implementation dates associated with option 2 and will report back to a later meeting seeking approval. He suggested that xoserve would look to issue a

communication on this matter five (5) business days (on or around 04/01/08) prior to the January 08 meeting.

Action UKL1108: xoserve (DA) to assess the implementation date for option 2, issuing a communication prior to, and reporting back, at the January 08 meeting.

3.6 UK Link Tech Refresh

xoserve (DA) informed members that this is currently in development and the change remains 'on track' and will be discussed in more detail later in the meeting.

3.7 CR 13861 – Rejections associated with Shipper AQ Amendments

xoserve (DA) informed members that this is currently in development and the change remains 'on track' and remains on the implementation plan for visibility only.

3.8 CR 13829 – DN Interruption Reform

xoserve (DA) pointed out to members that a communication highlighting a minor administration change to the file (type value for Tranche Price amended to four (4) decimal places) format was issued last month.

DA then went on to advise members of a further change to the file formats (field name & file format changes), a communication for which will be issued on Friday 14/12/08.

Additionally, xoserve are analysing a further change affecting the SPF and FVS file formats. ST added that the additional field will allow Users and DN's to identify mutually exclusive bids associated with the actual auction files. As this will be beneficial to all parties the DN's have asked xoserve to include the change now, but xoserve is as yet, unable to confirm whether this can be implemented within the timescales. xoserve and Transporters issue files now to give notice to Shippers. DA advised members that the details will be clearly identified within the communication which will also include an invitation for Users to participate in User Acceptance Testing. Furthermore, the UAT is expected to be in two tranches and will 'tie-in' with the DN's seminars scheduled for early 2008.

3.9 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 May 2008 implementation.

3.10 CR13910 – Gemini ECB Invoicing File

xoserve (DA) informed members that this change was implemented 06/12/07.

3.11 Minor Amendment to CALMS System

xoserve (DA) informed members that this change was implemented 05/11/07 and is included on the plan for clarity.

4. Review of Topics Status Report

4.1 Topic 008UKL UK Link Technology Refresh

xoserve (CF) opened the presentation by informing members that internal penetration testing had been conducted on the OAT phase 2 and this will be followed by a further 3rd party (Corsair – a specialist I.T. security firm) test in due course. A low level of UAT defects has been experienced. He pointed out that the 3rd full scale trial migration is a new addition.

Moving on to the Shipper Trials Update, CF thanked all participants and when asked, he confirmed that the trial had utilised the production system. The one error encountered was the result of a configuration problem at xoserve's end.

CF suggested that on-line performance gains will be difficult to assess, however, 'back office' processing performance has improved. UAT performance testing is running some of the high load items in an attempt to assess any potential impacts. MB enquired if xoserve had given due consideration to the anticipated system volumes during the four (4) day outage period and whether or not these will impact upon the 'roll-over'. CF responded by stating that the anticipated volumes 'match' current levels. MB suggested that one option would be for xoserve to look back over the last twelve months, select the busiest day and apply that to the four day outage to assess what could possibly happen. AG added that she is confident that the systems can cope with the anticipated workload volumes during the 'catch-up' window, but agreed to double check and report back.

Moving on to 'cut-over and implementation' issues, ST informed members that with regard to UNC modification 0184, the approval date is likely to be early February 08, depending upon other events, but will certainly not be 10/01/08. When asked, CF confirmed that with regards to 'system impacts', Monday and Tuesday are the start of the 'catch-up' period and Shippers can expect to start to see the processed files sometime on the Tuesday, subject to no other impacts.

CF informed members that IBM have already started their 'health check' and are looking at xoserve's implementation planning. He added that from xoserve's point of view, the general back-out steps are relatively easy to accommodate. However, he did confirm that 'backing out' after Tuesday's file transfers would be more difficult. AG reminded members that the dress rehearsals are scheduled for 24 to 27 January 08. MC asked what kind of delay can be expected if the system was to be 'backed-out' prior to the file transfers on the Tuesday, to which CF suggested that these should be available on the Wednesday, a delay of around one day.

When asked members indicated that they would be happy to receive updates via the web site.

Considering the 'Next Steps' slide, CF informed members that UAT is expected to be completed by the end of January 2008. CF confirmed that contingency issues would be covered later in the meeting under item 9.0, the Open Forum.

To close, ST asked members if they would be happy that UNC modification 0184 was presented to the December panel with the recommendation that it goes direct to consultation. MC indicated that he would like to see the appendix table expanded to include D-15, to which ST indicated that this could be accommodated. MB asked whether or not various activities and scenarios could also be identified within the modification. ST disagreed with this suggestion on the grounds that this would be far too much detail for inclusion within the modification, although he would be happy to prepare a separate document to support the modification. On this basis, members indicated that they would support the modification going direct to consultation.

Action UKL1109: xoserve (AG) to assess potential volume impacts during the catch up period and report back to the January 08 meeting.

Action UKL1110: 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.

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 (DA) confirmed that there were no outages planned, thereafter this report was accepted.

8. AOB

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

- Change Pack for DN Interruption will be issued Friday 14/12/08;
- Communication to be issued via UK Link for the ECB File Format change resulting in a new allowance value – this will impact four (4) Shippers, and
- 0613 timetable will be shortened around Christmas and the New Year with readjusted dates.

9. Open Forum discussions on UK Link Technology Refresh Project

Chair (JB) opened the open forum discussions by pointing out that no comments had been received as requested in the Terms of Reference as published, which outlined the basic principles of the forum.

xoserve (AG) then provided a brief presentation on the Gemini OSU – UKLC Update informing members that the system has been relatively stable post the 05/11/07 problems. Furthermore, the API memory leakage is no longer impacting over the 23 hour window between the daily housekeeping activities.

Looking at testing lessons learnt, AG informed members that xoserve has found it extremely difficult to replicate the 'production' memory leakage within the test environment and this took several days to establish.

AG informed parties that there was a lot more behind the scenes core coding changes involved and acknowledged that planning for this size of the failure had not been thought through sufficiently.

With regards to the UKLTR – Lessons to be applied, AG pointed out that the fallback to the old UK Link system is fairly straight forward but catch up impacts grow the longer into the four day cut over window you progress. Chair (JB) reminded members that 3rd party security testing by both IBM and Corsair will be undertaken to minimise the risks involved.

EDF Energy (JS) thanked AG for the presentation and made the following observations:

- The Operations Forum had highlighted potential Shipper Trial problems;
- The scale of the change was massively underestimated;

- Communications throughout the period was poor and introducing the email account box was not beneficial, and
- Questioned the 'roll-back' timing as an earlier decision would have been easier to manage for Users.

Members then added that, in their view, undertaking both hardware and software upgrades simultaneously was extremely risky. In response, xoserve (AG & SK) advised members that no actual hardware replacement upgrade had been undertaken, it was simply a software compatibility upgrade. SSE (MB) suggested that more consideration at the planning stage should have been given to known problems associated with upgrading Oracle 9 to 10, including engagement with other parties which have conducted a similar exercise, would have been beneficial. AG responded by stating that xoserve had not been 'blind' to the issues and had considered the potential impacts at the proof of concept stage and had been in constant discussions with Oracle who supported the change. Furthermore, post problem assessments conclude that Oracle have not currently had another similar reported problem identified to them worldwide for the API problem and investigations are ongoing – it's a very difficult problem to resolve.

When asked, members suggested that in future, regular updates on how well and how far through the process the implementation had progressed (including any problems encountered) would be extremely beneficial.

Examining the contingency arrangements, members enquired why it was not possible to submit their nominations after midnight to which RH advised that this was subject to resource constraints. Chair (JB) asked if the resource arrangements for managing problems would be improved for UKLTR, to which AG confirmed that they would and added that recognising the scale of the problem sooner would assist in managing resources more effectively.

JS asked, with regards to the Gemini contingency arrangements, what steps are being undertaken, as discussing the purpose of the arrangements and having a system in place that is 'fit for purpose' is of paramount importance. RH responded by informing members that the Transporters will be working together to review the contingency arrangements, but has no indication of the timeline at this moment. He added that whilst he would be more than happy to discuss this at the next Operational Forum, he believed that there maybe better forums in which to discuss these matters, as it is not just an NTS operational issue – perhaps the Distribution and Transmission workstream meetings would be more appropriate venues.

Moving on, members wondered if having a permanent full size environment, similar to the production environment would be better than having specific test environments. AG informed members that UKLTR has in fact, several full size environments that are a 'close' match to the production environment, at its disposal. Additionally, 'fail-over' resilience is provided for over several synchronous geographical locations. She also confirmed that UKLTR is aligned to the specific CPI aspects of UK Link. She also added that with regard to the Gemini problem, as this was an application code issue, switching over would not have helped resolve the problem.

MB suggested that selecting realistic historical volume figures for UKLTR testing would be beneficial.

Total Gas & Power (MP) enquired if xoserve had considered utilising parallel running, to which CF indicated that they had and that this will be adopted for UKLTR. TV asked if xoserve could provide an update on potential UKLTR parallel running at the next UK Link Committee meeting. AG and CF agreed to investigate the matter.

In response to a question from MB, xoserve (AG) indicated that by the time the files have been processed, validated and prepared for issue, they (xoserve) will be confident that the system is working. CF confirmed that the new files will be stored for utilisation in the

event of a system failure. MB pointed out that this approach will need to be supported with the provision of improved communications. Members remained concerned that given the problems experienced with Gemini, xoserve will need to improve their roll back planning. TV also asked if xoserve could provide evidence of what their validation criteria includes. MB informed members that, in his view, there should be a contingency plan in place in advance of UKLTR, rather than reacting to a problem when it occurs. He added that he believes that value can be gained by working through several 'test' scenarios, such as:

- o what to do if xoserve are unable to send flows out;
- o what to do if xoserve are unable to receive flows;
- o what to do if files are received by the wrong Shipper, and
- o what to do if data in flows is incorrect/corrupted.

MC asked, what consideration had been given to this change which is expected to take place during a period of peak load, and what is the anticipated impact on Interruption likely to be, especially for sites that will change ownership over the period. AG confirmed that this has been considered and catered for in the plans.

With regard to IAD/SCOGES, AG confirmed that old data will be utilised until after catch up and the point at which the data 'switches' to new data will be clearly identified within the appropriate communications.

TV asked how long it would be between the point when a Shipper identifies a problem and the problem is communicated to other Shippers, as this is of paramount importance. AG and CF agreed to look into this matter and CF suggested that they (xoserve) would look to utilise standard procedures wherever possible. DA suggested that understanding the concept of USD's may impact upon a particular communication's audience. TV did not necessarily support this view and suggested that applying timescales (i.e. reporting back after a specified amount of time) to the USD Service would be beneficial. DA agreed to discuss this with the Transporters and report back at the January 08 meeting.

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

Action UKL1104: Closed

Action UKL1111: xoserve (AG/CF) to report back on UKLTR parallel running at the January 08 UK Link Committee meeting.

Action UKL1112: xoserve (DA) to discuss the concept of USD's and their associated communications with Transporters and report back to the January 08 meeting.

Action UKL1113: xoserve (AG/CF/DA) to consider developing a UKLTR contingency plan, including various 'test' scenarios and report back at the January 08 meeting.

10. Next Meeting

10:00 am Thursday 10 January 2008 at Elexon, 350 Euston Road, London

APPENDIX A

ACTION LOG: UK Link Committee 13 December 07

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
UKL 1096	13/09/07	1.2 (4.1)	xoserve to establish UNC requirements in respect of change in invoice date and how datalogger files will be sent during catch-up and report back.	xoserve (AG)	Update provided Closed
UKL 1103	08/11/07	1.2	Joint Office (JB) to investigate and revise, if appropriate, the UK Link Committee Terms of Reference in time for the Jan 08 meeting.	Joint Office (JB)	Update due at January meeting Carried Forward
UKL 1104	08/11/07	4.1	xoserve (AG) to examine the contingency arrangements and report back to the December meeting.	xoserve (AG)	Completed Closed
UKL 1105	08/11/07	1.2 (4.2)	Action UKL1105: xoserve and National Grid NTS (AG/NR) to draft the Terms of Reference for the Open Forum for issue on 15/11/07.	xoserve & NG NTS (AG/NR)	Completed Closed
UKL 1106	08/11/07	1.2 (8.0)	xoserve (AG) to establish when the API testing environment would be returned and report back to the December meeting.	xoserve (AG)	Completed Closed
UKL 1107	13/12/07	3.4	Joint Office (MiB) to ascertain if the Operational Rules document has been updated and published on their web site.	Joint Office (MiB)	Update due at January meeting
UKL 1108	13/12/07	3.5	xoserve (DA) to assess the implementation date for option 2, issuing a communication prior to, and reporting back, at the January 08 meeting.	xoserve (DA)	Update due at January meeting
UKL 1109	13/12/07	4.1	xoserve (AG) to assess potential volume impacts during the catch up period and report back to the January 08 meeting.	xoserve (AG)	Update due at January meeting
UKL 1110	13/12/07	4.1	WWU (ST) to expand the modification 0184 appendix table to include D-15 and to prepare a separate supporting document to	WWU (ST)	Update due at January meeting

Action Ref	Meeting Date	Minute Ref (original ref)	Action	Owner*	Status Update
			identify the various activities and scenarios.		
UKL 1111	13/12/07	9.0	xoserve to report back on UKLTR parallel running at the January 08 UK Link Committee meeting.	xoserve (AG/CF)	Update due at January meeting
UKL 1112	13/12/07	9.0	xoserve (DA) to discuss the concept of USD's and their associated communications with Transporters and report back to the January 08 meeting.	xoserve (DA)	Update due at January meeting
UKL 1113	13/12/07	9.0	xoserve (AG/CF/DA) to consider developing a UKLTR contingency plan, including various 'test' scenarios and report back at the January 08 meeting.	xoserve (AG/CF/DA)	Update due at January meeting

*** Key to action owners**

- DA Dave Addison, xoserve
- AG Annie Griffith, xoserve
- JB John Bradley, Joint Office of Gas Transporters
- NR Nicola Rigby, National Grid NTS