

Agenda

DSC Contract Management Committee

09:30 Wednesday 17 June 2020

via Teams: 0203 443 9666, Conference ID 507 056 837#

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Short notice items are in italics

** indicates where the material is expected to be provided late*

Item	Topic	Lead	Category
1. Introduction			
1.1.	Apologies for absence	Chair	Information
1.2.	Alternates		
1.3.	Confirm Voting rights		
1.4.	Approval of Minutes (20 May 2020)		
1.5.	Approval of Late Papers		
1.6.	Review of Outstanding Actions		
2.	Covid-19 Update	CDSP (AS)	Information
3. Approvals			
3.1.	DRR National Grid ESO access to Data Reporting	CDSP (DT)	Approval
4. Retail Energy Code Update			
4.1.	REC UNC Data Items	CDSP (DA/JMc)	Approval
5. Business Pan Updates			
5.1.	BP20 Centrica Appeal update (linked to item 14.3)	CDSP (JMc)	Information
5.2.	BP21 - Introduction	CDSP (PH)	Information
6.	Key Performance Measures review	CDSP (JM/LW)	Discussion
7. Monthly Contract Management Report (KPIs)			
7.1.	Contract Metrics including Invoicing	CDSP (MD)	Information
7.2.	Xoserve Incident Summary	CDSP (DR)	Information
7.3.	Issue Management Updates	CDSP (MD)	Information
7.3.1.	Issue Management Dashboard	CDSP (MD)	Information
7.3.2.	Amendment Invoice Taskforce Update	CDSP (DDo)	Information
7.3.3.	Enabling large scale utilisation of Class 3	CDSP (DA)	Information
7.3.4.	AQ Taskforce Update	CDSP (DR)	Information
7.4.	KVI Summary	CDSP (MD)	Information
7.4.1.	May KVI Summary	CDSP (MD)	Information
7.4.2.	May KVI Scorecard	CDSP (MD)	Information
7.4.3.	May KVI Customer Service	CDSP (MD)	Information

Contact Details: enquiries@gasgovernance.co.uk

Papers available at: www.gasgovernance.co.uk/DSC-Contract

8. CSS Update	CDSP (EL)	Information
9. Information Security Update	CDSP	Due July
10. Business Continuity Plan	CDSP	Due Aug
11. Contract Assurance Audit	CDSP	Due Aug
12. Financial Information	CDSP	Due July
13. Key Committee Updates		
13.1. DSC Change Management Committee *	CDSP (JR)	Information
14. Any Other Business		
14.1. Xoserve IX Refresh Update	CDSP (MP)	Information
14.2. DSC Debt Options	CDSP (BG)	Guidance
14.3. Data Lake Inception Overview (linked to item 5.1)	CDSP (JMCL)	Information
15. Diary Planning	Chair	Information

Action Table (as at 20 May 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0401	15/04/20	1.6	Xoserve (FC) to provide a paper on options how the industry can best use machine learning in NDM Allocation at the July meeting.	Xoserve (FC)	Carried Forward
0501	20/05/20	4.0	Xoserve (DA/JMc) to provide Steve Mulinganie (SM) with a list of questions for the RECCo board to ensure any considerations are addressed efficiently.	Xoserve (DA/JMc)	Pending
0502	20/05/20	4.0	Xoserve (DA) to arrange a Retail Energy Code (REC) Workshop for CDSP customers.	Xoserve (DA)	Pending