

Agenda

DSC Contract Management Committee

09:30 Wednesday 18th November 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		Information
1.3.	Confirm Voting rights		Information
1.4.	Approval of Minutes (14 October 2020 and 21 October 2020)		Approval
1.5.	Approval of Late Papers		Approval
1.6.	Review of Outstanding Actions		Discussion
2.	Project Mercury	CDSP (AS)	Information
3.	Covid-19 Update	CDSP (AS/FC)	Information
4. Approvals			
4.1.	DRR Provision of additional data in DES for November release changes	CDSP (SH)	Approval
4.2.	DRR Price Comparison Websites (PCW /Third party intermediaries)	CDSP (SH)	Approval
4.3.	DRR Research Body Request (Coventry Council Council)	CDSP (DN)	Approval
4.4.	Research Body Request (ONS) – update request	CDSP(RR)	Approval
4.5.	XRN 5273 Changes to Service Description Table V.14	CDSP(AC)	Approval
5. Business Plan Updates			
5.1.	BP20 Centrica Appeal	CDSP (JM)	Information
5.2.	BP21 Update	CDSP (PH)	Information
	5.2.1 Exceptional Customer Experience Deep Dive	CDSP (AJ)	Discussion
6.	REC Update	CDSP (JM)	Information
7.	Mod 710 CDSP Provision of Class 1 read service	CDSP (DA)	Discussion
8. Monthly Contract Management Report			
8.1.	KPM Update*	CDSP (TU)	Discussion
8.2.	Contract Metrics	CDSP (MD)	Information
8.3.	Xoserve Incident Summary	CDSP (DR)	Discussion
8.4.	Issue Management Updates		
	8.4.1. Issue Management Dashboard	CDSP (MD)	Information

Contact Details: enquiries@gasgovernance.co.uk

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

8.4.2. Amendment Invoice Taskforce Update	CDSP (DD)	Information
8.4.3. AQ Taskforce update	CDSP (DR)	Discussion
8.5. KVI Summary		
8.5.1. October KVI Summary	CDSP (MD)	Information
8.5.2. October Interim KVI Scorecard	CDSP (MD)	Information
8.5.3. October KVI Customer Service	CDSP (MD)	Information
9. CSS Update	CDSP (EL)	Discussion
10. Information Security Update	CDSP (DD)	Due Dec
11. Financial Information	CDSP (NS)	Discussion
12. Business Continuity Plan	CDSP (DS)	Discussion
13. Contract Assurance Audit	CDSP (HH)	Discussion
14. Key Committee Updates		
14.1. DSC Change Management Committee *	CDSP	Information
15. Any Other Business		
15.1. Updated DPM following the implantation of Mod0697	CDSP (ER)	Discussion
15.2. IX Refresh Update	CDSP (MP)	Discussion
15.3. Change Managers Information Pack 20/21	CDSP (JG)	Discussion
15.4. CMS Replacement Update	CDSP (JW)	Discussion
15.5. Impact of Brexit	CDSP (JM)	Information
15.6. VAT early termination fees and compensation payments	CDSP (JM)	Information
15.7. Third Party Data Requests	CDSP (JM/DA)	Information
16. Diary Planning	Chair	Information

Action Table (as of 14 October 2020)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1001	14/10/20	1.6	<i>Policy paper on Revenue and Customs Brief 12 (2020):</i> CDSP (JMc) to regularly seek a view from VAT experts Group regarding the Policy paper on Revenue and Customs Brief 12 (2020): VAT early termination fees and compensation payments	CDSP (JMc)	Pending
1002	14/10/20	3.3	<i>DRR Price Comparison Websites (PCW/Third party Intermediaries):</i> CDSP (JMc/SH) to arrange extra meeting to discuss the data items changes to the DPM in relation to the Price Comparison Websites (PCW/Third party Intermediaries) DRR	CDSP (JMc/SH)	Pending
1003	14/10/20	6.3.3	<i>Quarterly Invoicing Update:</i>	CDSP (DD)	Pending

			CDSP (DD) to provide a draft Quarterly Invoice dashboard for the Committee to review ahead of the November meeting		
1004	14/10/20	6.3.3	<i>Quarterly Invoicing Update:</i> Committee members to consider what information would be required on a Quarterly Invoice dashboard and feedback to the November 2020 Committee.	All	Pending