



Dear Customer,

Please find below a pre-meeting brief ahead of the Contract Management Committee on the 18th November. This brief focuses on required approvals and gives a brief overview of the key agenda items that we will be sharing with you on the day. For a full view of the agenda, meeting content and attendees, please visit the Joint Office of Gas Transporters dedicated webpage

<https://www.gasgovernance.co.uk/DSC-Contract>

Who has this communication been sent to?	All CoMC reps
Agenda Item Reference	Brief Summary of Agenda Items
2. Project Mercury	A verbal update to give clarity as to the current state of the project and an opportunity to raise any questions
3. Covid -19	A verbal update on how Xoserve is supporting the industry and the latest information on the Covid 19 modifications
4. Approvals	<p>4.1 - DRR Provision of additional data in DES for November release changes Approval is sought to request the exposure of additional data items held within the Data Enquiry Service following changes implemented as part of the November 2020 release (XRN5110) and detailed in the following Change Proposals: -</p> <p>XRN 5014- Facilitating HyDeploy2 Live Pilot XRN4871b - Modification 0665 - Changes to Ratchet Regime XRN4801-Additional information to be made viewable in the Data Enquiry Service (DES) portal</p> <p>4.2 DRR Price Comparison Websites (PCW /Third party intermediaries) This DRR is looking at enhancing the data items that are currently provided to PCW/TPIs with a view to improving end consumer switching, quoting and reduce failed switches. Approval is sought to amend the Data Permissions Document for both PCW Community and TPI Community views. Please be aware, that this request, if approved, will only come into force once Modification 0697VS has been implemented. <i>(Approval deferred from October CoMC to allow time to arrange a meeting with CoMC reps to discuss the proposed data item changes to the DPM in relation to this proposal)</i></p>

	<p>4.3 DRR Research Body Request (Coventry Council Council) The paper is in relation to a research body request on behalf of Coventry City Council and confirms the background and activities undertaken in support of the request</p> <p>4.4 Research Body Request (ONS) – update request The request to share information with the ONS was approved at the October CoMC and this approval is to acknowledge and approve the request from the ONS to make a minor revision to the Retention Period outlined in the document</p> <p>4.5 XRN 5273 Changes to Service Description Table V.14 To seek approval for the introduction of new service line to support the following Change Proposals: -</p> <p>XRN 4850 -Notification of Customer Contact Details to Transporters</p> <p>XRN 4932 Improvements to the quality of the Conversion Factor values held on the Supply Point Register (MOD0681S)</p>
<p>5. Business Plan updates</p>	<p>5.1 BP20 Centrica Appeal update 5.2 Progress update for BP21 - verbal update 5.2.1 Exceptional Customer Experience Deep Dive</p> <p>Alison Jennings (Head of Customer Experience) will provide a deep dive overview of the new approach for BP21</p>
<p>6.REC Update</p>	<p>Jayne McGlone (DSC Compliance Manager) will talk through a presentation to give an overview of the latest developments</p>
<p>7. Mod 710 CDSP Provision of Class 1 read service</p>	<p>Dave Addison (Service Development Manager) will give a progress update</p>
<p>8.Monthly Management Reports</p>	<p>This month we will be focusing on the following reports: - 8.1 KPM update 8.3 – Xoserve Incident Summary 8.4.3 – Amendment Invoice Taskforce update</p>
<p>9.CSS Update</p>	<p>To take the CoMC through the programme dashboard and to provide a status update for the supporting workstreams. There will also be an update following a meeting with Customers due to be held on 17th November to discuss the CSSC timeline and BP21 update</p>
<p>11. Financial Update</p>	<p>Nick Stace (Strategic Business Planning Manager) will talk through the Quarter 2 update paper which summarises the key themes arising from the quarter 2 (Q2) 2020/21 forecast, projects status and an initial indication of any material rebates and deferrals. In addition, the forecast timetable for the remainder of the year is also set out</p>

12. Business Continuity Plan	David Stowe (Risk, Resilience and Compliance Lead) will talk through the Plan and will answer any questions in relation to it
13. Contract Assurance Audit	Hannah Hassanjee (Head of Risk and Assurance) will talk through the schedule and answer any questions relating to it
15.1 Updated DPM following the implantation of Mod0697	The DPM updated post the implementation of the Mod will be presented the CoMC for information and awareness
15.2 IX Refresh Update	To discuss progress and talk through the Project Roadmap
15.3 Change Managers Information Pack 20/21	To talk through the key messages and discussion points
15.4 CMS Replacement Update	An update on the key themes and findings following the CMS questionnaire which was issued in October 2020
15.7 Third Party Data Requests	A verbal update to raise awareness of various third-party requests that Xoserve are receiving for access to data.

If you have any queries regarding these key messages, please contact Jayne McGlone – Jayne.Mcglone@xoserve.com or Angela Clarke - Angela.Clarke@xoserve.com

Kind Regards

Ange

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