

Agenda

DSC Contract Management Committee

09:30 Wednesday 17th February 2021

via Microsoft Teams

(Please refer to your Microsoft Teams invite for the Teleconference details for this meeting)

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 (20 January 2021)		Approval
1.5.	Approval of Late Papers		Approval
1.6.	Review of Outstanding Actions		Discussion
2.	Project Mercury Update	CDSP (NS/AS)	Information
3.	Covid-19 Update	CDSP (AS/FC)	Information
4.	Approvals		
4.1.	Updated Research Body Framework	CDSP (ER)	Approval
4.2.	RESO research Body Framework Request	CDSP (DN)	Approval
5.	Third Party Attendee (Meter Asset Provider)		Information
6.	Business Plan Updates		
6.1.	BP20 Centrica Appeal	CDSP (JMc)	Information
6.2.	BP21 Update	CDSP (JMc)	Information
7.	Retail Energy Code (REC) Update	CDSP (JM)	Guidance
8.	Modification 0710 - CDSP Provision of Class 1 read service	CDSP (ER)	Information
9. Monthly Contract Management Report			
9.1.	KPM Update*	CDSP (TBC)	Discussion
9.2.	Contract Metrics	CDSP (MD)	Information
9.3.	Xoserve Incident Summary	CDSP (NL/TP)	Discussion
9.4.	Issue Management Updates		
9.4.1.	Issue Management Dashboard	CDSP (MD)	Information
9.4.2.	Amendment Invoice Taskforce Update	CDSP (DD)	Discussion
9.4.3.	AQ Taskforce update	CDSP (DR)	Discussion
10.	Central Switching Service (CSS) Update	CDSP (EL)	Information

Contact Details: enquiries@gasgovernance.co.uk

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

11. Information Security Update	CDSP (NM)	Information
12. Financial Information	CDSP (NS)	Information
13. Business Continuity Plan	CDSP (DS)	Information
14. Contract Assurance Audit	CDSP (HH)	Information
15. Key Committee Updates		
15.1. DSC Change Management Committee *	CDSP (JR)	Information
16. Any Other Business		
16.1. CMS Rebuild Update	CDSP (JW)	Information
16.2. IX Refresh Update	CDSP (MP)	Information
16.3. Biomethane Update	CDSP(SH)	Information
16.4. VAT early termination fees and compensation payments	CDSP (JMc)	Information
16.5. Impact of Brexit	CDSP (JMc)	Information
16.6. Credit Committee Membership Changes	Chair (BF)	Information
17. Diary Planning	Chair	Information

Action Table (as of 20th January 2021)

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)	Carried Forward
1102	18/11/20	15.3	Xoserve (JG) to consider the availability of the DSC Shipper Class breakdown.	Xoserve (JG)	Carried Forward
1201	16/12/20	5.5	Xoserve (SH) to provide more justification for providing biomethane statistics to Shippers.	Xoserve (SH)	Carried Forward
0101	20/01/21	1.5	Xoserve (MD) to liaise with DNOs and prepare communications to clarify how the decision around financial adjustments resulting from AQ corrections was made and set out what the next steps should be.	Xoserve (MD)	Pending
0102	20/01/21	1.5	Xoserve (PO) to: a) outline how the CDSP intend to conclude the Retrospective updates project within a reasonable period and budget, b) explain why the project has taken so long to deliver.	Xoserve (PO)	Pending
0103	20/01/21	6	Xoserve (DA) to review how amendments could be made to the DSC to align it to the UNC so they are complaint with the REC.	Xoserve (DA)	Pending

0104	20/01/21	8.2	Xoserve (AJ) to produce a further slide for the next quarterly survey highlighting which areas need improvement and what actions are being taken to address them.	Xoserve (AJ)	Pending
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