

UNC DSC Contract Management Committee Minutes
Wednesday 19 May 2021
via Teleconference

Attendees			
Bob Fletcher (Chair)	(BF)	Joint Office	Non-Voting
Helen Cuin (Secretary)	(HCu)	Joint Office	Non-Voting
Shipper User Representatives (Voting)			
Claire Louise Roberts (Alternate for Stephanie Clements)	(CLR)	Scottish Power	Class A Voting
Oorlagh Chapman	(OC)	Centrica	Class A Voting
Steve Mulinganie (+ Alternate for Andrew Green)	(SM)	Gazprom Energy	Class B&C Voting
Transporter Representatives (Voting)			
Helen Chandler (from 10:30)	(HC)	Northern Gas Networks	DNO Voting
Sally Hardman (Alternate for Helen Chandler until 10:30)	(SHa)	SGN	DNO Voting
Angharad Williams (Alternate for Richard Loukes & Teresa Thompson)	(AW)	National Grid	NTS Voting
Kundai Matiringe (+Alternate for Brandon Rodrigues)	(RC)	IGT Representative	IGT Voting
CDSP Contract Management Representatives (Non-Voting)			
Jayne McGlone	(JMc)	Xoserve	
Dave Addison	(DA)	Xoserve	
Observers/Presenters (Non-Voting)			
Alex Stuart	(AS)	Correla	
Andrew Szabo	(ASz)	Correla	
Angela Clarke	(AC)	Xoserve	
Clare Manning	(CM)	E.ON	
Dave Turpin	(DT)	Xoserve	
David Grisdale	(DGr)	Correla	
Dionne Thompson	(DTh)	Correla	
Ellie Rogers	(ER)	Xoserve	
Emma Lyndon	(EL)	Corella	
Fiona Cottam	(FC)	Correla	
Guv Dosanjh	(GD)	Cadent	
James Madge	(JM)	Xoserve	
James Verdon	(JV)	Correla	
Joanne Williams	(JW)	Correla	
Linda Whitcroft	(LW)	Correla	
Mark Cockayne	(MC)	Xoserve	
Neil Laird	(NL)	Correla	
Nick Stace	(NS)	Correla	
Paul Orsler	(PO)	Xoserve	
Rebecca Roden	(RR)	Correla	

Vicky Mustard	(VM)	Correla
Copies of all papers are available at: https://www.gasgovernance.co.uk/dsc-contract/190521		

1. Introduction

Bob Fletcher (BF) welcomed all to the meeting, confirming the meeting to be quorate.

1.1. Apologies for absence

Stephanie Clements, Shipper Class A Representative
 Andrew Green, Shipper Class B Representative
 Richard Loukes, National Grid Representative
 Teresa Thompson, National Grid Representative
 Brandon Rodrigues, IGT Representative

1.2. Alternates

Claire Louise Roberts for Stephanie Clements
 Steve Mulinganie for Andrew Green
 Sally Hardman for Helen Chandler (for 1st hour)
 Angharad Williams for Richard Loukes and Teresa Thompson
 Kundai Matiringe for Brandon Rodrigues

1.3. Confirm Voting rights

Representative	Classification	Vote Count
Shipper		
Claire Louise Roberts (Alternate for Stephanie Clements)	Shipper Class A	1 vote
Oorlagh Chapman	Shipper Class A	1 vote
Steve Mulinganie (Alternate for Andrew Green)	Shipper Class B	2 votes
Steve Mulinganie	Shipper Class C	2 votes
Transporter		
Helen Chandler	DNO	1 vote
Sally Hardman (2 votes until 10:30)	DNO	1 vote
Angharad Williams (Alternate for Richard Loukes and Teresa Thompson)	NTS	2 votes
Kundai Matiringe (Alternate for Brandon Rodrigues)	IGT	2 votes

1.4. Approval of Minutes (21 April 2021)

Ellie Rogers (ER) wished to highlight that a Post Meeting note had been added to the 21 April 2021 minutes to provide additional information from the Detailed Design Change Pack for XRN5218 (Modification 0710S - CDSP provision of Class 1 read service).

The minutes from the previous meeting were approved.

1.5. Approval of Late Papers

A number of papers had been provided/updated after the publication deadline. These were for agenda items 3.1, 3.2, 7.1, and 13.1). Some of these had been pre-advised and agreed. The Committee accepted all the provided papers.

1.6. Closed Meeting Discussions with Xoserve

Jayne McGlone (JMc) wished to discuss with the Committee the management of closed meeting discussions without Correla present and whether in the future Committee members wished to hold this at the beginning or end of the meeting.

JMc asked the Committee if there were any particular agenda items members would wish to discuss at today’s meeting without Correla present. Steve Mulinganie (SM) suggested matters pertaining to finance should not include Correla representatives as this should be a Committee

and Xoserve discussion, members should not need to discuss financial information with another party's service provider.

David Turpin (DT) recognised SMs concerns regarding updates to DSC customers, noting that investment information will be provided to Xoserve by Correla and the Correla project teams will have the detailed information/background relating to investment questions such as quotes for changes.

However, SM questioned the validity of Correla as a service provider fielding questions at meetings. SM expected Xoserve to be able to field questions particularly with investments, where there should be a rigorous review and challenge when justifying costs. SM wished to note that the service contract is between Xoserve and Correla, with Customers having no contractual relationship with Correla. SM believed Correla should be justifying the costs of investments to Xoserve, not directly to DSC parties. SM expressed that he had some concerns about the arrangements for bringing forward business plans.

DT acknowledged the concerns being raised and confirmed going forward Finance information would be led by the Xoserve Finance Manager for DSC funding.

Oorlagh Chapman (OC) enquired about how the budget updates will be structured, anticipating changes in the structure of investments. Sally Hardman (SH) also expressed the expectation that Xoserve would be challenging costs presented by Correla for investments and DSC Customers would challenge Xoserve directly.

DT explained the process/role Xoserve would be undertaking to allow an independent assessment for investments, to ensure these are the right options, fit for purpose and provide value for money.

OC suggested it would be worthwhile Xoserve outlining which services are directly managed by Xoserve as CDSP services and those serviced by Correla on behalf of Xoserve. JMc confirmed this is one of the changes that will be made following the notification provided by Ofgem concerning the review of the withdrawn budget appeal.

1.7. Review of Outstanding Actions (deferred until end)

0201: PO to produce an options paper for the Retrospective and Proof of Concept project to be reviewed at the March DSC Change Management and Contract Management Committees.

Update: See item 14.2. **Carried Forward.**

0204: Re: CDSP provision of Class 1 read service, ER to review how service charge information can be included in the Annual Charging Statement.

Update: Ellie Rogers (ER) confirmed a post meeting note was added to the April minutes to explain how the charges will be set out, this was also detailed within the change pack. **Closed.**

0401: *P2 UK Link File Processing incident* – Xoserve/Correla (NL) to provide a response on why processes allowed system files/transactions to be deleted.

Update: See item 7.3. A detailed update will be provided in a separate meeting following the DSC Contract meeting on 16 June. **Carried Forward.**

0402: *Central Switching Service (CSS)* - Xoserve / Correla (EL) to provide an update on CR75 and the obligations for Adaptor Providers from a Retail Energy Code (REC) perspective

Update: See item 8.0. Emma Lyndon (EL) confirmed an update for this action will be provided in June. **Carried Forward**

2. Covid-19 Update

Andy Szarbo (ASz) provided an update focussing on the Indian Covid variant outbreak and any concerns parties may have with the risks to the off-shore service providers. ASz confirmed that business continuity plans are in effect, with established protocols around protecting employees and maintaining the contractual service. ASz reassured the Committee that services can be maintained with anything up to 25% reduction in resources without a material impact to contract delivery obligations. ASz reported that currently between 3 and 4% of resources are not available due to indirect/direct Covid related reasons.

Currently there is no material impacts, however this is being monitored very closely, to ensure the risks are being well managed and maintained. Planning is being undertaken for contingency scenarios and how this may affect operational capability.

In terms of Xoserve and Correla's operational capability, ASz advised that the organisations are robust, with no significant impacts as a result of the pandemic. A watching brief continues, and staff will start to return to office working, in line with Government guidelines.

Fiona Cottam (FC) confirmed in relation to the Covid related Modifications there was little to report, except that having reached stage 3 of the lockdown lifting, more businesses are now opening. FC therefore encouraged Shippers to review the isolation status of sites and for sites where estimated reads had been submitted encouraged the provision of actual reads.

FC reported that Unidentified Gas (UIG) levels have been volatile, particularly with the recent cold weather and that this had been more difficult to quantify due to the effects of shoulder months. FC noted the use of the demand estimation holiday factors for the 1st Bank Holiday in May and that based on historical behaviour it would be normal to see some downturn but with businesses re-opening up this had resulted in an upturn in UIG.

FC confirmed that Xoserve plan to change from weekly Covid website updates to fortnightly updates.

SM enquired if there were any risks to the switch-stream programme and sought re-assurances from Xoserve. ASz assured parties that no material impact is expected to switch-stream, planning will be based on protecting switch-stream delivery.

David Addison (DA) wished to add that a set of reports had been sent out to parties to assist with the re-establishment process under Modification 0723 - Use of the Isolation Flag to identify sites with abnormal load reduction during COVID-19 period. These reports were issued last week for sites that met the 0723 criteria.

3. Approvals

3.1. XRN5362 Changes to Service Description table v17

Angela Clarke (AC) advised of two new service lines to the Service description Table: DS-CS SA2 001 and SS SA22 088, both introduced as a result of Modification 0691S - CDSP to convert Class 2, 3 or 4 Supply Meter Points to Class 1 when G1.6.15 criteria are met.

The Committee unanimously approved the proposed changes to the table as follows:

Voting Outcome:		
Shipper Representatives	Voting Count	For/Against
Claire Louise Roberts (Alternate for Stephanie Clements)	1	For
Oorlagh Chapman	1	For
Steve Mulinganie (+Alternate for Andrew Green)	4	For
Total	6	For
Transporter Representatives	Voting Count	For/Against
Sally Hardman (Alternate for Helen Chandler)	2	For

Angharad Williams (Alternate for Richard Loukes and Teresa Thompson)	2	For
Kundai Matiringe (+Alternate for Brandon Rodrigues)	2	For
Total	6	For

3.2. DSC Class 1 Supporting Document

Ellie Rogers (ER) confirmed that following the provision of the proposed supporting documents to the Contract Managers some feedback had been provided. Based on the comments received ER wished to brief the Committee on the arrangements before seeking approval at next month's meeting.

Kundai Matiringe (KM) asked Xoserve to add some further clarity within the relevant documents to make it clear there is an impact to IGTs and suggested Xoserve refer to the related IGT Modification.

ER provided a presentation summarising the key elements of the supporting document. The key elements were Performance, Liabilities, Shipper Dependencies, Within-Day Service and an overview of Modification 0691S - CDSP to convert Class 2, 3 or 4 Supply Meter Points to Class 1 when G1.6.15 criteria are met.

ER explained that Section 2, details how the document can be amended and wished to highlight that Xoserve will need to add some clarity and asked for views on whether parties were satisfied this document will be governed by the DSC Contract Management Committee (DSC CoMC).

ER advised that the document is proposed to be governed under the DSC CoMC but no specific amendments to the Terms of Reference (ToR) or the DSC Contract Management arrangements have been proposed. No objections were expressed in terms of the governance. It was also highlighted that if CoMC believed the document needed to be added to the UK Link Manual, that a Modification would be required. DSC CoMC expressed no issues with the proposed governance route and did not suggest a Modification was required to add the document to the UK Link Manual.

Ellie Rogers (ER) explained the escalation process and that DCS is an autonomous Committee and therefore the escalation route would not be to the UNCC. Bob Fletcher (BF) explained that the UNCC can be used to seek a view if required, however this does not bind the DSC Contract Committee.

The Committee deferred approval to the June meeting.

David Addison (DA) wished to note in relation to Item 6.0 Class 1 Read Service on the agenda that Modification 0710S - CDSP provision of Class 1 read service, implementation had been deferred until August 2021. At the moment there was no clear resolution, however this continued to be worked on in relation to the novation of the changes.

SM noted that the current status was Amber and asked for reassurance that service problems will not impact delivery. DA reassure the impact of this delay will not affect the user service, and from the date of implementation parties will start to see DSC charges rather than Transportation charges.

3.3. Customer Relationship Survey

Jayne McGlone (JMc) explained that based on feedback from the proposed survey questions issued in March, Xoserve have reviewed the questions and provided a mockup customer survey with revised questions for approval. JMc welcomed views from Shippers if they would like to see any further questions on the survey.

Dionne Thompson (DT) provided an online illustration of the survey and the questions formulated.

Helen Chandler (HCh) confirmed some feedback had been provided, in addition to the Shipper feedback, from the Distribution Networks (DNs). HCh was pleased to see that her feedback previously provided had been taken into account as there is now a response option for customers who are not yet in a position to answer.

SM suggested this question could be followed up with a further question relating to the co-operation between Correla and Xoserve, to allow insights on the measure of confidence. SM explained this would be a key indicator to the success of service delivery. Sally Hardman (SH) was in support of this and concurred this would be a useful measure as it is intrinsically key to the contract.

JMc agreed to take the suggestions away, revise the questions to take into account feedback received and re-circulate the proposed survey for formal approval at the June meeting.

4. Business Plan Updates.

4.1. BP22

Jayne McGlone (JMc) reported that the process has started for BP22 and a more detailed update with a progress plan will be provided next month.

5. Retail Energy Code (REC) Update

JMc provided an overview of the planned meetings and key milestones, confirming the key dates for the Ofgem Consultation, responses provided, progress to date on the Faster switching schedules and a summary of the SCR. JMc confirmed the intention to bring a draft DRR to the June meeting that will highlight the data that the RPA is interested in. Approval of this DRR will not be sought until the relevant mods to add RECCo to the DPM are agreed.

David Addison (DA) provided a further update relating to data Xoserve are being asked to provide. He explained that the REC Performance Assurance (RPA) are seeking meter point level data and provided a snapshot of the level of detail. DA explained the areas which are being discussed with RPA in particular requests for MEM (previously referred to as MAM) reporting and portfolio data.

Committee agreed with DA's proposal to share a small sample of anonymised data with the RPA to demonstrate the type of data and report formatting that Xoserve will be able to provide once RECCo are added to the DPM and the relevant DRR is approved.

DA ran through the next steps and confirmed a Change Proposal (CP) had been raised to allow analysis, to verify accessibility of data and to generate some sample reports.

DA explained the REC Version 3 consequential changes is expected to be published shortly and discussions are being held with RECCo to agree the scope of the Gas Enquiry Service (GES) and agree the access route for DSC parties.

DA confirmed engagement is ongoing with the Technical Assurance Code Manager for the provision of metadata for EMAR population and the need to define the process for managing ongoing change.

DA concluded the presentation providing an overview of the other CM engagements for awareness, to understand what products are expected and at what stage.

The Committee considered the consequential impacts and the alignment of system change releases to the electricity industry which are expected February, June and November and the impacts of undertaking major changes on Thursday evenings. DA explained this will be considered further. SM challenged whether Xoserve should be planning to comply with the releases being proposed by REC rather than continue with the current release scheduling and falling in line or opposing the REC release schedule as it is assessed – this seems to create a conflicting strategy with no gain.

6. Class 1 Read Service

6.1. Modification 0710S - CDSP provision of Class 1 read service

No further discussions further to the update provided under item 3.2.

7. Monthly Contract Management Report

7.1. KPM Update

Alex Stuart (AS) provided an overview of the Key Performance Measures for March 2021 relating to both DSC and DSC+ performance measures, noting the items highlighted in red impacted by the P2 file processing incident. Detailed commentary was provided on pages 6 and 7.

AS went on to provide the DSC KPM Performance measures against the energy balancing KPMs all measuring green and an overview of the outstanding KPM summary under review.

For the fully detailed update, please refer to the published slides on the meeting page.

7.2. Contract Metrics

Paper published for information. No discussions held.

7.3. Xoserve Incident Summary

Neil Laird (NL) confirmed that the vast majority of issues following the P2 UK Link File Processing incident have now been addressed and the intention is to provide a more detailed Post Incident Report in June. NL then went on to provide a high-level summary of two P1/2 incidents for April 2021.

For the fully detailed update, please refer to the published slides on the meeting page.

Following the overview of the April incidents NL explained that the June P2 File Process Post Incident report is likely to require at least 90 minutes discussion time, he therefore proposed a separate meeting is organised so that all customer representatives would have the opportunity to attend.

The Committee supported a separate meeting following after the DSC Contract Committee Meeting in June to cater for the differing appetites for detail and to allow broader participation from stakeholders.

The Committee requested that Xoserve provide a draft report at least 5 Days ahead of the meeting.

Post meeting update: *a placeholder invite has been issued to all DSC contract managers for P2 update and review of the PIR on 16 June 2021.*

DT confirmed that a report will also be provided to Ofgem on the incident.

SM asked for clarity on what information would be provided to Ofgem and if this would include switching statistics, noting that some customer's switching may have been impacted by the incident. DT confirmed there was not a plan to report the switching statistics at a customer level to Ofgem but to highlight there had been an incident and its outcomes.

7.4. Issue Management Updates

7.4.1. Issue Management Dashboard

Paper published for information. No discussions held.

8. Central Switching Service (CSS) Update

Emma Lyndon (EL) presented the May CSSC Programme Dashboard confirming that the project is currently tracking at a Green status. EL reported that the Smoke Testing activities had concluded, with a couple of multiparty defects seen, which have been fixed and the project was now in the 2nd week of UEPT and End-to-End testing. The next stage will be Transition with testing planned for November 2021. Final tests are targeted to be completed by the end of November.

SM highlighted that discussions are taking place with Ofgem on the impact to non-domestics. He confirmed that draft licence conditions have been provided and debates are ongoing on the scope. SM wished to note to the Committee that there are some significant and costly impacts in relation the CR-D071. EL confirmed the DB4 consultation is considering SoLR events and discussions continue with Ofgem.

EL confirmed in relation to the adaptor services into REC that feedback has been provided on the CR and the security elements. EL reported that there are a number of schedules in part of the Version 2 consultation that may need to be revisited following the introduction of the role of Adaptor

Service Provider under the REC. Dialogue continues and an update on CR75 and the obligations for Adaptor Providers from a Retail Energy Code (REC) perspective (Action 0402) will be provided in due course.

9. Information Security Update

Confidential paper circulated for information.

Steve Mulinganie (SM), noted that there were a number of Amber items and he wanted to discuss the consequences of the Amber status and the update packages, the timing of the conclusions and if these were dependent on addressing the items with 12 days to go when these risks will be timed out.

David Grisdale (DGr) confirmed the time estimate is when these items will be turn from Amber to green within the dates provided, and that there are no interdependencies on these items.

10. Financial Information

Nick Stace (NS) introduced the Financial Controller from Xoserve, James Madge (JM) who provided an update on the 2020/21 Initial Year end position.

JM provided a confidential paper summarising the variances between Xoserve's year end noting the unaudited totex outturn position, the charging implications, rebates and deferrals.

SM reiterated his views expressed earlier about financial reporting going forward and having these discussions lead by Xoserve and not Correla.

SM enquired about project deferrals and releasing unspent revenue, releasing cash in a prudent manner. DT acknowledged the concerns with the separation of arrangements and confirmed Xoserve will be looking how funding will be released going forward.

11. Business Continuity Plan

Item not discussed.

12. Contract Assurance Audit

Item not discussed.

13. Key Committee Updates

13.1. DSC Change Management Committee

Updated Paper published for information. No discussions held.

14. Any Other Business

14.1. Contact Management System (CMS) Rebuild Update

Linda Whitcroft (LW) and Joanne Williams (JW) provided a summary of progress on the CMS project. JW confirmed that five options had been short listed to two Solutions with focus groups looking at the processes and improvements. A Workshop has been planned for 10 June to take parties through the options.

JW reported that the end of capture key milestone for the end of June is tracking at Amber and hoped to provide more insight next month.

LW explained that Xoserve are being cautious with the status and if everything goes to plan the key milestone can still be met but wanted to highlight there are some risks to the capture exit.

For a full detailed update, please refer to the published slides on the meeting page. More information will be provided on the high-level solution options next month.

14.2. Retrospective and Proof of Concept Options

Paul Orsler (PO) provided a presentation on the proof-of-concept options.

PO confirmed Xoserve have reviewed the business rules and requirements outlined in Modification 0651 - Changes to the Retrospective Data Update provisions, along with the asset data cleansing exercise and the rules around migration. PO explained that the Option A Solution review had identified the need for significant changes to UK Link systems which would need to be undertaken in a major release, with a development and delivery cycle between 18-24 months. The cost of these changes was estimated to be between £1.797m and £2.398m.

PO went on to provide the key features of Option B – Corella Data Comparison Product, the potential future enhancements and the timeline and approach which could be brought to market more swiftly. However, PO wished to note that this was a product to compare data and would not align the delivery requirements of Modification 0651. This would be an ancillary product which works around the limitations of central systems. It was noted that Modification 0651 had been directed for implementation by the Authority and the Committee considered whether it would be necessary to raise a further modification to adjust the requirements in light of the costs to change systems. The Committee discussed that the implementations costs were not known at the time of the direction to implement and whether this Modification was still deemed to meet the relevant objectives now the costs are known. The costs for Option B had yet to be costed but were expected to be less than Option A.

SM enquired about the remaining investment balance for RASSP. DT confirmed there was a £1.2m remaining investment in the RASSP investment line.

PO confirmed a cost range will be provided for Option B to allow a comparison, Guv Dosanjh (GD) also asked for an outline for timescales and the pro and cons for each option, to allow assessment of the two options.

PO anticipated issuing an Options paper by 24 May, allowing for a 20 working day consultation for Xoserve to provide responses with the intention of providing update at the June Committee.

The Committee considered the delivery of Modification 0651 and Corella's Data Comparison Product as an alternative option for the Modification implementation design.

SM expressed concern about the non-delivery of the solution for Modification 0651 that has been directed for implementation by Ofgem. He enquired if it was possible to offer Option B as an alternative solution for delivery if it did not deliver the intent of Modification 0651.

DT explained that the industry could chose not to implement the solution for Modification 0651. However, SM challenged this when the Modification was deemed to better achieve the relevant objectives. It was noted that the Modification had been approved with no implementation date. In light of the costs of implementing Modification 0651 it was suggested that the costs and benefits of the delivery should be re-considered.

SM asked about the next steps following the Xoserve Solution Consultation, and if clarity can be provided within the consultation papers of the funding route, to allow an informed decision on how to proceed.

14.3. VAT early termination fees and compensation payments

No further update.

14.4. Impact of Brexit

No further update.

14.5. User Representative Appointment Process

BF wished to note that the User Representative Appointment Process had been initiated with a reminder for organisations to update their Single Points of Contacts (SPoCs) by 11 June 2021. He confirmed that by 01 July an invitation will be issued to the registered SPoCs for the Nomination of User Representatives for the various Committees including the Panel and UNCC.

14.6. Xoserve DCC Pricing Arrangement Changes

SM raised an issue relating to the DCC pricing arrangements which changed on 01 April 2021, in relation to smart metering, operational numbers of meters installed and smart meter installation.

SM advised that the DCC invoice had fundamental changes to charges and scope for charges. The 1st invoice reflecting these arrangements was significantly different to what was expected. SM explained that the data to support the charges is provided by Xoserve and questioned the information provided especially in terms of market sector codes and the presence of an AMR device that would satisfy the conditions for an advanced meter specification to support the charging arrangements,

SM challenged the counts of AMR sites not correlating and the determination or identification of a micro business.

DT confirmed that Xoserve will review the data that has been requested, the information that is flowing and the gaps, to check the processes and report back. DT will circulate some information and provide an update next month.

Requires a new action for Xoserve to provide a report on the information provided to DCC to support billing functions.

14.7. June Late Papers

AC noted the expected late papers for the Contract Management Committee for June's meeting which included the DSC Change Committee update and the KPM update.

14.8. Change Review Process Review of De-prioritised changes

SM enquired about the drifting of outstanding changes and if there was a log/list of the outstanding items which need to be reviewed if they have been de-prioritised.

New Action 0501: Xoserve (AC) to provide a list of outstanding changes in the change pipeline to enable a review of de-prioritised changes.

14.9. Closed Committee Discussions

It was agreed that future ordering of agenda items will be considered to manage closed discussions without the presence of Correla.

15. Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/events-calendar/month

Time/Date	Venue	Programme
09:30 Wednesday 16 June 2021	Microsoft Teams	Standard Agenda
14:00 Wednesday 16 June 2021	Microsoft Teams - Xoserve	Xoserve P2 Incident Review
09:30 Wednesday 21 July 2021	Microsoft Teams	Standard Agenda

Action Table (as of 14 May 2021)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0201	17/02/21	1.6	PO to produce an options paper for the Retrospective and Proof of Concept project to be reviewed at the March DSC Change Management and Contract Management Committees. Update Post Meeting – an e-mail was sent to the CoMC on 19 March to conform that the Options Paper would be circulated no later than the 04 May and would be on the agenda at the CoMC in May	Xoserve (PO)	Carried Forward
0204	17/02/21	8	ER to review how service charge information can be included in the Annual Charging Statement.	Xoserve (ER)	Closed
0401	21/04/21	1.7	<i>P2 UK Link File Processing incident</i> - Xoserve/Correla (NL) to provide a response on why processes allowed system files/transactions to be deleted	Xoserve / Correla (NL)	Carried Forward
0402	21/04/21	9.0	<i>Central Switching Service (CSS)</i> - Xoserve / Correla (EL) to provide an update on CR75 and the obligations for Adaptor Providers from a Retail Energy Code (REC) perspective	Xoserve / Correla (EL)	Carried Forward
0501	14/05/21	14.8	Xoserve (AC) to provide a list of outstanding changes to enable a review of de-prioritised changes.	Xoserve (AC)	Pending