

Agenda

DSC Contract Management Committee

09:30 Wednesday 17 November 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 October 2021)		Approval
1.5.	Approval of Late Papers		Approval
1.6.	Review of Outstanding Actions		Discussion
2. Approvals			
2.1.	CMS Rebuild Options	CDSP (LW/JW)	Approval
3. Business Plan Updates			
3.1	BP22 Update Xoserve Business Plan 2022 Second Draft	CDSP (DT)	Information
4. Retail Energy Code (REC) Update			
		CDSP (JMc)	Discussion
5. Class 1 Read Service			
5.1.	Procurement Exercise - XRN5379 (Modification 0710)	CDSP (ER)	Information
6. Monthly Contract Management Report			
6.1.	KPM Update*	CDSP (AS)	Information
6.2.	KPM – Customer Relationship Survey Results (Q3)	CDSP ()	Due January
6.3.	Contract Metrics	CDSP (AC)	Information
6.4.	Xoserve Incident Summary	CDSP (NL)	Information
6.5.	UK Link Flow PIR	CDSP (NL)	Due December
6.6.	Issue Management Dashboard	CDSP (MPe)	Information
7. Central Switching Service (CSS) Update			
		CDSP (EL)	Information
8. Information Security Update			
		CDSP (DG)	Information
9. Financial Information			
		CDSP (JMa)	Information
10. Business Continuity Plan			
		CDSP (TH)	Information
11. Contract Assurance Audit			
		CDSP (HH)	Information

12. Key Committee Updates 12.1. DSC Change Management Committee	CDSP (JR)	Information
13. Any Other Business 13.1 Ofgem Green Levy API	CDSP(MPo)	Information
14. Recap of decisions made during meeting	CDSP (AC)	Information
15. Diary Planning	Chair	Information

Action Table (as of 20 October 2021)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Target Date	Status Update
0901	15/09/21	5.0	<p><i>Re-assignment of Supplier Identity in the event of an appointment of a Supplier of Last Resort (SoLR)</i></p> <p>Xoserve (DA) to provide an update at the DSC Change Management Committee in October where he believes the consultation is at, based on the responses being received.</p>	Xoserve (DA)	October 2021	Closed
0902	15/09/21		Xoserve (DA) to carry out an assessment on how to communicate and assess REC-Cross Code Modifications and implications on Central systems by producing a simple table to review at future DSC Change and Contract meetings	Xoserve (DA)	October 2021	Closed
0903	15/09/21	14.2	<p><i>DCC Advanced Meters/exempt from DSC Service Charge Reporting -</i></p> <p>CDSP (PO) to provide update to SM to support further engagement of issue and proposed resolution with ICOSS members.</p>	CDSP (PO)	October 2021	Closed