

Agenda

DSC Contract Management Committee

09:30 Wednesday 15 December 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 (17 November 2021)		Approval
1.5.	Approval of Late Papers		Approval
1.6.	Review of Outstanding Actions		Discussion
2. Approvals			
2.1.	CMS Options	CDSP (LW)	Approval
2.2.	DRR To allow PAFA access to Data via the DDP	CDSP (CH)	Approval
2.3.	Short Code Re-allocation Request	CDSP (MO)	Approval
2.4.	XRN 5452 Change to SDT Table v20	CDSP (AC)	Approval
2.5.	XRN 5379 Procurement of Class 1 Read Service	CDSP (ER)	Approval
3. Business Plan Updates			
3.1.	BP22	CDSP (DT)	Information
4. Retail Energy Code (REC) Update			
		CDSP (JMc)	Discussion
5. Class 1 Read Service			
5.1.	Procurement Exercise - 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 (AJ/JMc)	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 Updates		
6.6.1.	Issue Management Dashboard	CDSP (MD)	Information
7. Central Switching Service (CSS) Update			
		CDSP (EL)	Information

8. Information Security Update	CDSP (NM/DG)	Information
9. Financial Information	CDSP (JM)	Due Feb
10. Business Continuity Plan	CDSP (TH)	Due Feb
11. Contract Assurance Audit	CDSP (HH)	Due Feb
12. Key Committee Updates		
12.1. DSC Change Management Committee	CDSP (JR)	Information
13. Any Other Business		Information
13.1 De-Carbonisation Update	CDSP (VM)	
14. Recap of decisions made during meeting	CDSP (AC)	Information
15. Diary Planning	Chair	Information

Action Table (as of 17 November 2021)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Target Date	Status Update
	17/11/21		No New Actions were raised			