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| **Agenda** | | | |
| **DSC Contract Management Committee**  **09:30 Wednesday 20 October 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. Apologies for absence | | Chair | Information |
| * 1. Alternates | | Information |
| * 1. Confirm Voting rights | | Information |
| * 1. Approval of Minutes (15 September 2021) | | Approval |
| * 1. Approval of Late Papers | | Approval |
| * 1. Review of Outstanding Actions | | Discussion |
| 1. **Covid-19 Update** | | CDSP (FC) | Information |
| 1. **Approvals** | |  |  |
| * 1. MAP API Enhancement | | CDSP (MP) | Approval |
| * 1. MDD Changes | | CDSP ( VW/MO) | Approval |
| * 1. XRN 5419 Changes to SDT Table v19 to support REC | | CDSP (AC) | Approval |
| * 1. DRR – XRN 5352 Adding the RECCo as a new user type to the DPM | | CDSP (JL) | Approval |
| * 1. XRN 5235 – Request for access to SOQ data and capacity figures which influence transportation charges | | CDSP (JMc/PO) | Approval |
| 1. **Business Plan Updates** | |  |  |
| * 1. BP22 | | CDSP (DT) | Information |
| 1. **Retail Energy Code (REC) Update** | | CDSP (JMc) | Discussion |
| 1. **Class 1 Read Service** | |  |  |
| * 1. Procurement Exercise - Modification 0710 | | CDSP (ER) | Information |
| 1. **Monthly Contract Management Report** | | | |
| * 1. KPM Update\* | | CDSP (AS) | Discussion |
| * 1. KPM – Customer Relationship Survey Results (Q1) | | CDSP (DTh) | Discussion |
| * 1. Contract Metrics   2. Quarterly Invoice Update | | CDSP (AC)  CDSP (DD) | Information  Information |
| * 1. Xoserve Incident Summary   2. UK Link Flow PIR | | CDSP (NL)  CDSP (NL) | Information  Information |
| * 1. Issue Management Updates | |  |  |
| * + 1. Issue Management Dashboard | | CDSP (MP) | Information |
| 1. **Central Switching Service (CSS) Update** | | CDSP (EL) | Information |
| 1. **Information Security Update** | | CDSP (NM/DG) | Information |
| 1. **Financial Information** | | CDSP (JM) | Due Nov |
| 1. **Business Continuity Plan** | | CDSP ( ) | Due Nov |
| 1. **Contract Assurance Audit** | | CDSP (HH) | Due Nov |
| 1. **Key Committee Updates** | |  |  |
| * 1. DSC Change Management Committee | | CDSP (JR) | Information |
| 1. **Any Other Business**   **14.1**  Supplier DCC Charging Issue  **14.2** Update on the assessing pre-Covid AQ values change  **14.3** Cloud Programme Overview  **14.4** CMS Re-build  **14.5** Managing terminations update | | CDSP (PO)  CDSP (ER)  CDSP (EL)  CDSP (EL)  CDSP (MC) | Discussion  Information  Discussion  Discussion  Information |
| 1. **Recap of decisions made during meeting** | | CDSP (AC) | Information |
| 1. **Diary Planning** | | Chair | Information |

| **Action Table (as of 15 September 2021)** | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Action Ref** | **Meeting Date** | **Minute Ref** | **Action** | **Owner** | **Target Date** | **Status Update** |
| **0901** | 15/09/21 | 5.0 | *Re-assignment of Supplier Identity in the event of an appointment of a Supplier of Last Resort (SoLR)*  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. | Xoserve (DA) | **October 2021** | **Pending** |
| **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** | **Pending** |
| **0903** | 15/09/21 | 14.2 | *DCC Advanced Meters/exempt from DSC Service Charge Reporting -* CDSP (PO) to provide update to SM to support further engagement of issue and proposed resolution with ICOSS members. | CDSP (PO) | **October 2021** | **Pending** |