

Agenda

DSC Contract Management Committee

09:30 Wednesday 14 December 2022

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 (16 November 2022)		Approval
1.5.	Approval of Late Papers		Approval
1.6.	Review of Outstanding Actions		Discussion
2. Approvals			
2.1.	XRN5597 Changes to SDT v27	CSDP (AC)	Approval
2.2.	Change Pack 31104 – Amendments to DSC Documents	CSDP (AC)	Approval
2.3.	DRR Primes and Subs	CSDP (DA)	Approval
3. Business Plan Updates			
3.1.	BP updates	CDSP (DT)	Information
4. Class 1 Read Service			
4.1.	Procurement Exercise – Modification 0710	CDSP (DA)	Information
5. Monthly Contract Management Report			
5.1.	KPM Update*	CDSP (AS)	Information
5.2.	KPM – Customer Relationship Survey Results	CDSP (DTh)	Due Jan
5.3.	Monthly Contract Management Reports	CDSP (AC)	Information
5.4.	Xoserve Incident Summary	CDSP (TP)	Information
5.5.	Issue Management Dashboard	CDSP (MD)	Information
5.6.	GRDA Reporting	CDSP (DA)	Information
6. Information Security Update		CDSP (LW)	Information
7. Financial Information		CDSP (JMa)	Due Feb
8. Business Continuity Plan		CDSP (LW)	Information
9. Contract Assurance Audit		CDSP (HH)	Due Feb
10. Key Committee Updates			
10.1.	DSC Change Management Committee	CDSP (JR)	Information

Contact Details: enquiries@gasgovernance.co.uk

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

10.2. REC updates to DSC	CDSP (DA)	Information
10.3. Energy Scheme	CDSP	Information
11. Any Other Business		
11.1. CMS Update	CDSP (JW)	Information
12. Recap of decisions made during meeting	CDSP (AC)	Information
13. Diary Planning	Chair	Information

Action Table (as of 16 November 2022)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Target Date	Status Update
0802	17/08/22	3.1	Xoserve (AC/DT) to discuss including the Efficiency Review Document within the BP23 prior to publication in September.	Xoserve (AC/DT)	September 2022 October 2022	Carried forward
0903	14/09/22	1.7	<i>Bank Holiday Recognition</i> CDSP (DA) to consider a Modification for certain processes to be put in place for Short Notice Bank Holiday announcements.	CDSP (DA)	October 2022	Carried forward
1002	19/10/22	1.6	Xoserve (DD) to provide a timescale of when the invoicing will be included in the DDP Platform and what it will look like.	Xoserve (DD)	November 2022	Carried forward
1003	19/10/22	1.6	Xoserve (AC) to confirm how to access the DDP Priority List and what are the core deliverables,	Xoserve (AC)	November 2022	Carried forward
1005	19/10/22	4.1	Xoserve (DA) to issue a further communication to help clarify the expected resolution to the cancelled Registration issue so that Shippers could further communicate this within their teams internally.	Xoserve (DA)	November 2022	Carried forward
1008	19/10/22	4.1	Xoserve (DG) to update the Customer Feedback slide with bullet points against each negative issue to confirm the resolution plan.	Xoserve (DG)	November 2022	Carried forward
1009	19/10/22	12.2	Xoserve (DA) to provide a Case Study using arrangements for the Gamma Contract pack as to how to review the process landscape (Procurement and SLA's) and how this could apply to other procurement contracts in future	Xoserve (DA)	November 2022	Carried forward
1010	19/10/22	12.3	All Committee members to provide feedback on the 4 options provided in relation to the Hydrogen Project by 02 December 2022 to Xoserve. box.xoserve.decarbonisation@xoserve.com	ALL	November 2022	Carried forward
1101	16/11/22	1.6	Xoserve (AC) to create and share a log of changes made to CDSP Documents to include changes to the Charging Statement	Xoserve (AC)	December 2022	Pending

			and advise the CoMC when a new version has been sent to the Joint Office for publishing on their website.			
1102	16/11/22	1.6	Xoserve (DA) to produce a monthly bulletin of the REC changes and how these are linked to the XRN/Change Proposals.	Xoserve (DA)	December 2022	Pending
1103	16/11/22	8.0	Xoserve (LW) to produce a document to summarise the potential issues/mitigations against the rolling Black outs risk.	Xoserve (LW)	December 2022	Pending
1104	16/11/22	10.2	Xoserve (DA) to include a link into the GRDS items to provide detail of the consultations of what has been highlighted regarding the REC Change Pipeline.	Xoserve (DA)	December 2022	Pending
1105	16/11/22	11.3	Xoserve to provide communications as reminders of DSc Committee members to DSC Core Customers.	Xoserve	December 2022	Pending
1106	16/11/22	11.3	Joint Office (BF) to investigate making amendments to the Joint Office website to allow for the contact of DSC Committee members.	Joint Office (BF)	December 2022	Pending
1107	16/11/22	11.4	Xoserve (MD) to explain what is Xoserve's involvement when an emergency is called from a process and providing emergency data perspective and the potential actions for Shippers and Suppliers.	Xoserve (MD)	December 2022	Pending