

Agenda

DSC Contract Management Committee

10:00 Wednesday 15 March 2023

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 (15 February 2023)		Approval
1.5.	Approval of Late Papers		Approval
1.6.	Review of Outstanding Actions		Discussion
2. Approvals			
2.1.	XRN 5622 Amendments to DSC Service Description Table v28	CSDP (AC)	Approval
2.2.	DSC Class 1 Read Service Supporting Document	CSDP (ER)	Approval
2.3.	Update to the CDSP DSC Annual Charging Statement for the period of 01 April 2023 – 31 March 2024	CSDP (ER)	Approval
2.4.	XRN5379 – DRR to update the DPM Conditionality Document	CSDP (ER)	Approval
2.5.	DPM Update (as per Action 0102) – pre-Covid AQ removal	CSDP (DA)	Approval
3. Business Plan Updates			
3.1.	BP updates	CDSP (JR)	Information
3.2.	Efficiency Review	CDSP (JR)	Discussion
4. Class 1 Read Service			
4.1.	Procurement Exercise – Modification 0710	CDSP (ER)	Information
5. Monthly Contract Management Report			
5.1.	KPM Update*	CDSP (AS)	Information
5.2.	KPM – Customer Relationship Survey Results	CDSP (DTh)	Due April
5.3.	Monthly Contract Management Reports	CDSP (AC)	Information
5.4.	Xoserve Incident Summary	CDSP (AC)	Information
5.5.	Issue Management Dashboard	CDSP (MD)	Information
5.6.	GRDA Reporting	CDSP (DA)	Information
6. Information Security Update		CDSP (LW)	Due May
7. Financial Information		CDSP (JMa)	Due May
8. Business Continuity Plan		CDSP (LW)	Due May

Contact Details: enquiries@gasgovernance.co.uk

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

9. Contract Assurance Audit	CDSP (HH)	Due May
10. Key Committee Updates		
10.1. DSC Change Management Committee	CDSP (RT)	Information
10.2. REC updates to DSC	CDSP (DA)	Information
10.3. Energy Scheme	CDSP	Information
10.4. ODCC (Open Data and Consumer Consent)	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 15 February 2023)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Target Date	Status Update
0101	18/01/23	1.6	<i>Outstanding Action 1202:</i> a) express the Committees concern at the lack of industry engagement by Shipper nominated board directors b) confirm the process for appointing Shipper nominated director membership of the Xoserve board.	CDSP (DT)	February 2023	Carried Forward
0102	18/01/23	2.4	<i>DPM v22</i> CDSP (ER/DA) will provide a revised view of the DPM and provide options of how best to present changes to the DPM going forward.	CDSP (ER/DA)	February 2023	Carried Forward
0201	14/02/23		<i>Dispute - Charging Statement for the period 1st April 2022 – 31st March 2023 (Version 2)</i> Xoserve (JMc/DT) to review the Budget and Charging Methodology rules (4.9.1 and 4.9.2) and bring back draft wording to the Committee to review	Xoserve (JMc/DT)	March 2023	Pending