

## Agenda

### DSC Contract Management Committee

**09:30 Wednesday 15 September 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
<b>1. Introduction</b>			
1.1.	Apologies for absence	Chair	Information
1.2.	Alternates		Information
1.3.	Confirm Voting rights		Information
1.4.	Approval of Minutes (18 August 2021)		Approval
1.5.	Approval of Late Papers		Approval
1.6.	Review of Outstanding Actions		Discussion
<b>2.</b>	<b>Covid-19 Update</b>	CDSP (FC)	Information
<b>3. Approvals</b>			
3.1.	XXXX	CDSP ( )	Approval
3.2.	XXXX	CDSP ( )	Approval
3.3.	XXXX	CDSP ( )	Approval
<b>4. Business Plan Updates</b>			
4.1.	BP22	CDSP (DT)	Information
<b>5.</b>	<b>Retail Energy Code (REC) Update</b>	CDSP (JMc)	Discussion
<b>6. Class 1 Read Service</b>			
6.1.	Procurement Exercise - Modification 0710	CDSP (ER)	Information
<b>7. Monthly Contract Management Report</b>			
7.1.	KPM Update*	CDSP (AS)	Discussion
7.2.	KPM – Customer Relationship Survey Results (Q1)	CDSP (AJ/JMc)	Due November
7.3.	Contract Metrics	CDSP (AC)	Information
7.4.	Xoserve Incident Summary	CDSP (NL)	Information
7.5.	UK Link Flow PIR	CDSP (NL)	Information
7.6.	Issue Management Updates		
7.6.1.	Issue Management Dashboard	CDSP (MD)	Information
<b>8.</b>	<b>Central Switching Service (CSS) Update</b>	CDSP (EL)	Information
<b>9.</b>	<b>Information Security Update</b>	CDSP (NM/DG)	Information

<b>10. Financial Information</b>	CDSP (JM)	Information
<b>11. Business Continuity Plan</b>	CDSP (DS)	Information
<b>12. Contract Assurance Audit</b>	CDSP (HH)	Information
<b>13. Key Committee Updates</b>		
13.1. DSC Change Management Committee	CDSP (JR)	Information
<b>14. Any Other Business</b>		
14.1. Challenges relating to DCC Reporting	CDSP (PO)	Information
14.2. CMS Rebuild Update	CDSP (LW)	Information
14.3. Cloud Programme overview	CDSP (EL)	Information
14.4. HydePloy Project Update	Correla (VM)	Information
14.5.		
<b>15. Recap of decisions made during meeting</b>	CDSP (AC)	Information
<b>16. Diary Planning</b>	Chair	Information

**Action Table (as of 18 August 2021)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Target Date	Status Update
0801	18/08/21	14.4	CDSP (EL) to supply the security narrative for the Cloud Programme	CDSP (EL)		Pending
0802	18/08/21	14.7	CDSP (VM) to forward to the original HydePloy Project customer communication and link to AC for her to then circulate as applicable.	CDSP (VM)		Pending
0803	18/08/21	14.8	Xoserve (JMc/ER) to consider the potential impacts of the BEIS Maximising non-domestic smart meter consumer benefits, improving the data offer and enabling innovation consultation in relation to the granular level of data requirement and discuss with the DNOs the current and proposed future service stipulations.	Xoserve (JMc/ER)		Pending