

Agenda

DSC Contract Management Committee

09:30 Wednesday 18 January 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 (14 December 2022)		Approval
1.5.	Approval of Late Papers		Approval
1.6.	Review of Outstanding Actions		Discussion
2. Approvals			
2.1.	DRR Additional Prime and Sub Reporting and Latest Read	CSDP (DA)	Approval
2.2.	Change Pack 31104-Ammendments to DSC Documents	CDSP (DA/AC)	Approval
2.3.	DRR – Update to DPM Conditionality Document to reflect the release of data to a User who is recorded as a Registered User on CSS	CSDP (DA)	Approval
2.4.	DPM v22	CSDP (ER)	Approval
2.5.	XRN5610 New Service Lines to support the FWACV Service	CSDP (AC)	Approval
3. Business Plan Updates			
3.1.	BP updates	CDSP (DT)	Information
4. Class 1 Read Service			
4.1.	Indicative Class 1 Read Service rates from 01 April 2023	CDSP (ER)	Information
4.2.	DSC Class 1 Read Service Supporting documents (for awareness)	CDSP (ER)	Information
5. Monthly Contract Management Report			
5.1.	KPM Update*	CDSP (AS)	Information
5.2.	KPM – Customer Relationship Survey Results	CDSP (DTh)	Information
5.3.	Monthly Contract Management Reports	CDSP (AC)	Information
5.4.	Xoserve Incident Summary	CDSP (PW)	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 (JG)	Information
10.2. REC updates to DSC	CDSP (DA)	Information
10.3. REC IA Report – R0067	CDSP (DA)	Information
10.4. Energy Scheme	CDSP	Information
11. Any Other Business		
11.1. CMS Update	CDSP (JW)	Information
11.2. Modification 0813 - Revision of Virtual Last Resort User and Contingent Procurement of Supplier Demand Event Triggers	CDSP (ER/KA)	Information
11.3. Dispute - Charging Statement for the period 1st April 2022 – 31st March 2023 (Version 2)	Centrica (OC)	Discussion
12. Recap of decisions made during meeting	CDSP (AC)	Information
13. Diary Planning	Chair	Information

Action Table (as of 14 December 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 January 2023	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)	January 2023	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)	January 2023	Carried forward
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)	January 2023	Carried forward
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)	January 2023	Carried forward
1201	16/12/22	1.6	Xoserve (AC) to update the table provided as part of action 1101 to ensure that it includes the publication dates of all versions of the Annual Charging Statements	Xoserve (AC)	January 2023	Pending

Action Table (as of 14 December 2022)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Target Date	Status Update
1202	16/12/22	3.1	Xoserve (DT) to investigate reinstating the customers consultations responses and Xoserve's responses into a consolidated table as per the process used for 2021.	Xoserve (DT)	January 2023	Pending
1203	16/12/22	6.0	Xoserve (LW) to carry out a Bench Marking exercise against other external parties (similar market organisations), specifically in relation to the target of level 4 and report back at the January CoMC	Xoserve (LW)	January 2023	Pending