

## Agenda

### DSC Contract Management Committee

**10:00 Wednesday 19 April 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
<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 (15 February 2023)		Approval
1.5.	Approval of Late Papers		Approval
1.6.	Review of Outstanding Actions		Discussion
<b>2. Approvals</b>			
2.1.	TBC	CSDP ( )	Approval
2.2.	TBC	CSDP ( )	Approval
2.3.	TBC	CSDP ( )	Approval
<b>3. Business Plan Updates</b>			
3.1.	BP updates	CDSP (DT)	Information
<b>4. Class 1 Read Service</b>			
4.1.	Procurement Exercise – Modification 0710	CDSP (DA)	Information
<b>5. Monthly Contract Management Report</b>			
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 (TP)	Information
5.5.	Issue Management Dashboard	CDSP (MD)	Information
5.6.	GRDA Reporting	CDSP (DA)	Information
<b>6. Information Security Update</b>		CDSP (LW)	May 2023
<b>7. Financial Information</b>		CDSP (JMa)	May 2023
<b>8. Business Continuity Plan</b>		CDSP (LW)	May 2023
<b>9. Contract Assurance Audit</b>		CDSP (HH)	May 2023
<b>10. Key Committee Updates</b>			
10.1.	DSC Change Management Committee	CDSP (JR)	Information
10.2.	REC updates to DSC	CDSP (DA)	Information

Contact Details: [enquiries@gasgovernance.co.uk](mailto:enquiries@gasgovernance.co.uk)

Papers available at: [www.gasgovernance.co.uk/DSC-Contract](http://www.gasgovernance.co.uk/DSC-Contract)

<b>10.3. Energy Scheme</b>	CDSP	Information
<b>11. Any Other Business</b>		
<b>11.1. CMS Update</b>	CDSP (JW)	Information
<b>12. Recap of decisions made during meeting</b>	CDSP (AC)	Information
<b>13. Diary Planning</b>	Chair	Information

**Action Table (as of 15 March 2023)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Target Date	Status Update
0101a	18/01/23	1.6	CDSP (DT) to provide confirmation of the plan for engagement with Stakeholders going forward.	CDSP (DT)	February 2023 April 2023	<b>Carried Forward</b>
0101b	18/01/23	1.6	CDSP (DT) to provide confirmation of the process for appointing a Shipper Nominated Director to the Committee.	CDSP (DT)	February 2023 April 2023	<b>Carried Forward</b>
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 April 2023	<b>Carried Forward</b>