

## Agenda

### DSC Contract Management Committee

**10:00 Wednesday 19 July 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 (14 June 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 ( )	Information
3.2.	Efficiency Review Update	CDSP ( )	Information
<b>4. Monthly Contract Management Report</b>			
4.1.	KPM Update*	CDSP ( )	Information
4.2.	KPM – Customer Relationship Survey Results	CDSP ( )	Information
4.3.	Monthly Contract Management Reports	CDSP ( )	Information
4.4.	Xoserve Incident Summary	CDSP ( )	Information
4.5.	Issue Management Dashboard	CDSP ( )	Information
4.6.	GRDA Reporting	CDSP ( )	Information
<b>5. Information Security Update</b>		CDSP ( )	August 2023
<b>6. Financial Information</b>		CDSP ( )	August 2023
<b>7. Business Continuity Plan</b>		CDSP ( )	August 2023
<b>8. Contract Assurance Audit</b>		CDSP ( )	August 2023
<b>9. Key Committee Updates</b>			
9.1.	DSC Change Management Committee	CDSP ( )	Information
9.2.	REC updates to DSC	CDSP ( )	Information

<b>10. Any Other Business</b>		
<b>10.1. CMS Update</b>	CDSP ( )	Information
<b>11. Recap of decisions made during meeting</b>	CDSP ( )	Information
<b>12. Diary Planning</b>	Chair	Information

**Action Table (as of 14 June 2023)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Target Date	Status Update
0601	14/06/23	3.1	CDSP (JRi) to feedback as to whether the proposed audit activities for the Charging Methodology are being conducted by an external third party or by Xoserve	CDSP (JRi)	July 2023	<b>Pending</b>
0602	14/06/23	4.7	CDSP (DA) to undertake a case study into the Governance between DSC Change Management and DSC Contract Management Committee interactions using recent Hydrogen Change XRN5531 and report back to DSC Contract Management Committee.	CDSP (DA)	July 2023	<b>Pending</b>
0603	14/06/23	10.1	CDSP (MD) to obtain DNO feedback regarding the implementation of the changes to AQs for new connections.	CDSP (MD)	July 2023	<b>Pending</b>