

Agenda

DSC Contract Management Committee

09:30 Wednesday 27 October 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
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 September 2021)		Approval
1.5.	Approval of Late Papers		Approval
1.6.	Review of Outstanding Actions		Discussion
2.	Covid-19 Update	CDSP (FC)	Information
3. Approvals			
3.1.	XXXX	CDSP ()	Approval
3.2.	XXXX	CDSP ()	Approval
3.3.	XXXX	CDSP ()	Approval
4. Business Plan Updates			
4.1.	BP22	CDSP (DT)	Information
5. Retail Energy Code (REC) Update			
		CDSP (JMc)	Discussion
6. Class 1 Read Service			
6.1.	Procurement Exercise - Modification 0710	CDSP (ER)	Information
7. Monthly Contract Management Report			
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
8. Central Switching Service (CSS) Update			
		CDSP (EL)	Information
9. Information Security Update			
		CDSP (NM/DG)	Information

10. Financial Information	CDSP (JM)	Information
11. Business Continuity Plan	CDSP (DS)	Information
12. Contract Assurance Audit	CDSP (HH)	Information
13. Key Committee Updates		
13.1. DSC Change Management Committee	CDSP (JR)	Information
14. Any Other Business		
15. Recap of decisions made during meeting	CDSP (AC)	Information
16. Diary Planning	Chair	Information

Action Table (as of 15 September 2021)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Target Date	Status Update
0901	15/09/21	5.0	<i>Re-assignment of Supplier Identity in the event of an appointment of a Supplier of Last Resort (SoLR)</i> Xoserve (DA) to provide an update at the DSC Change Management Committee in October where he believes the consultation is at, based on the responses being received.	Xoserve (DA)	October 2021	Pending
0902	15/09/21		Xoserve (DA) to carry out an assessment on how to communicate and assess REC-Cross Code Modifications and implications on Central systems by producing a simple table to review at future DSC Change and Contract meetings	Xoserve (DA)	October 2021	Pending
0903	15/09/21	14.2	<i>DCC Advanced Meters/exempt from DSC Service Charge Reporting -</i> CDSP (PO) to provide update to SM to support further engagement of issue and proposed resolution with ICOSS members.	CDSP (PO)	October 2021	Pending