

Agenda

DSC Contract Management Committee

09:30 Wednesday 21 July 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 (16 June 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.	TBC	CDSP	Approval
3.2.	TBC	CDSP	Approval
4. Business Plan Updates			
4.1.	BP22	CDSP (JMc)	Information
5. Retail Energy Code (REC) Update			
		CDSP (JMc)	Information
6. Class 1 Read Service			
6.1.	Modification 0710 Update	CDSP (ER/DA)	Information
7. Monthly Contract Management Report			
7.1.	KPM Update*	CDSP (TBC)	Information
7.2.	Contract Metrics	CDSP (AC/NL)	Information
7.3.	Xoserve Incident Summary	CDSP (NL)	Information
7.4.	Issue Management Updates	CDSP (MD)	Information
7.4.1.	Issue Management Dashboard	CDSP (MD)	Information
8. Central Switching Service (CSS) Update			
		CDSP (EL)	Information
9. Information Security Update			
		CDSP (NM)	Information
10. Financial Information			
		CDSP	Due August
11. Business Continuity Plan			
		CDSP	Due August
12. Contract Assurance Audit			
		CDSP	Due August
13. Any Other Business			

Contact Details: enquiries@gasgovernance.co.uk

Papers available at: www.gasgovernance.co.uk/DSC-Contract

13.1. Retrospective and Proof of Options Consultation Update	CDSP (PO)	Information
13.2. VAT early termination fees and compensation payments	CDSP (JMc)	Information
13.3. Impact of Brexit	CDSP (JMc)	Information
13.4. DSC Credit Committee User Nominations	Chair	Approval
14. Key Committee Updates		
14.1. DSC Change Management Committee*	CDSP (JR)	Information
14.2. DSC Contract Management Committee Key Messages	CDSP (JMc)	Information
15. Diary Planning	Chair	Information

Action Table (as of 16 June 2021)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0401	21/04/21	1.7	<i>P2 UK Link File Processing incident</i> - Xoserve/Correla (NL) to provide a response on why processes allowed system files/transactions to be deleted	Xoserve / Correla (NL)	Carried Forward
0402	21/04/21	9.0	<i>Central Switching Service (CSS)</i> - Xoserve / Correla (EL) to provide an update on CR75 and the obligations for Adaptor Providers from a Retail Energy Code (REC) perspective	Xoserve / Correla (EL)	Carried Forward
0501	14/05/21	14.8	Xoserve (AC) to provide a list of outstanding changes to enable a review of de-prioritised changes.	Xoserve (AC)	Pending
0601	16/06/21	3.6	CMS Rebuild Design Subgroup - Correla (JW) to provide a CMS Rebuild Design Subgroup Terms of Reference for onward circulation, covering planned interactions with DSC Committees.	Correla (JW)	Pending
0602	16/06/21	14.7	Joint Office (BF/LOS) to provide an update regarding the Joint Office Website refreshing issue.	Joint Office (BF/LOS)	Pending