

## Agenda

### DSC Change Management Committee

**10:00 Wednesday 13 July 2022**

*Short notice items are in italics*

*\* indicates where the material is expected to be provided late*

Item	Topic	Lead	Category
<b>1. Introduction</b>	<ul style="list-style-type: none"> <li>• Apologies for absence</li> <li>• Alternates</li> <li>• Confirm Voting Rights</li> <li>• Approval of Late Papers</li> <li>• Approval of Minutes (08 June 2022)</li> <li>• Review of Outstanding Actions</li> </ul>	Chair	<p style="color: orange;">Approval</p> <p style="color: orange;">Approval</p>
<b>2. DSC Change Budget &amp; Horizon Planning</b>	<ul style="list-style-type: none"> <li>• Change Budget Update</li> <li>• Change Pipeline</li> </ul>	<p>CDSP (JR)</p> <p>CDSP (RT)</p>	<p style="color: teal;">Information</p> <p style="color: teal;">Information</p>
<b>3. Capture</b>	<ul style="list-style-type: none"> <li>• New Change Proposals – Initial Review - For Approval                             <ul style="list-style-type: none"> <li>○</li> </ul> </li> <li>• New Change Proposals – Initial Review - For Information                             <ul style="list-style-type: none"> <li>○</li> </ul> </li> </ul>	<p>CDSP</p> <p>CDSP</p>	<p style="color: orange;">Approval</p> <p style="color: teal;">Information</p>
<b>4. Design &amp; Delivery</b>	<ul style="list-style-type: none"> <li>• Detailed Design - For Approval                             <ul style="list-style-type: none"> <li>○</li> </ul> </li> <li>• Standalone Change Documents for Approval (BER, CCR, EQR)                             <ul style="list-style-type: none"> <li>○</li> <li>○</li> </ul> </li> <li>• Project Updates                             <ul style="list-style-type: none"> <li>○ Move to Cloud Programme Update (verbal update)</li> <li>○ December 2021 – April 2022 Changes in Design</li> <li>○ UK Link Major Release Scoping</li> <li>○ November 2021 Major Release</li> </ul> </li> </ul>	<p>CDSP</p> <p>CDSP</p> <p>CDSP</p> <p>CDSP</p> <p>CDSP</p> <p>CDSP</p> <p>CDSP</p> <p>CDSP</p>	<p style="color: orange;">Approval</p> <p style="color: orange;">Approval</p> <p style="color: orange;">Approval</p> <p style="color: teal;">Information</p> <p style="color: teal;">Information</p> <p style="color: teal;">Information</p> <p style="color: teal;">Information</p>

○ NG Horizon Plan	CDSP	Information
<b>5. Non-DSC Change Budget Impacting Programmes</b>		
• CSSC Programme Update	CDSP (EL)	Information
• CMS Rebuild Update	CDSP	Information
<b>6. Any Other Business</b>		
<b>7. Diary Planning</b>	Chair	Information

**Action Table (as of 08 June 2022)**

Action Ref	Meeting Date	Min Ref	Action	Owner	Status Update
0105	11/05/22	2.2	<b>Change Pipeline</b> - Xoserve (PO) to review how the Change Pipeline information is presented/delivered going forward	Xoserve (PO)	<b>Carried Forward</b>
0106	08/06/22	4.2.2	<b>BER for XRN5516 – November 22 Major Release Scope:</b> CDSP (PO) to put in place a process which ensures that DSC Change Management Team are kept fully informed of future communications and decisions that involve Change Proposals with the DDP Team and provide an overview of the governance process.	Xoserve (PO)	<b>Pending</b>
0206	08/06/22	4.2.2	<b>BER for XRN5516 – November 22 Major Release Scope:</b> Xoserve PH/PO to present the scope candidates for a February / June 2023 Release	Xoserve (PO)	<b>Pending</b>