



DSC Delivery Sub Group Meeting

Lansdowne Gate, 65 New Road, Solihull, B91 3DL

Monday 16th December – 10:30am – Room G.01

Agenda

Item	Title	Document Ref	Lead	Action Required From DSG
1.	General Meeting Administration			
1a.	Welcome and Introductions	Verbal	Chair	Introduce yourself
1b.	Previous DSG Meeting Minutes and Action Updates	Verbal	Chair	Approval of the meeting minutes for the previous meeting
2.	Issue Management	Verbal	Megan Laki/ Eamonn Darcy	Standing agenda item – for information
2a.	AQ Defects	Verbal	Michelle Downes	For information and discussion
2b.	B149 Exceptions	Verbal	Michelle Downes	For information and discussion
3.	Changes in Capture			
3a.	Change Proposal Initial View Representations / Ratification of the Prioritisation Scores			
3a.i.	XRN5038 – Convert Class 2, 3 or 4 meter points to Class 1 when G1.6.15 criteria are met (MOD0691)	Verbal	David Addison	For information and discussion
3a.ii.	XRN5036 – Updates to must read process	Slides	Ellie Rogers	For information and discussion
3a.iii.	XRN4990 – Transfer of Sites with Low Read Submission Performance from Class 2 and 3 into Class 4 (MOD0664)	Slides	David Addison	For information and discussion
3a.iv.	Supplier details not accurately presented within primary billing supporting information files	Slides	Simon Harris	For information and discussion
3b.	Undergoing Solution Options Impact Assessment Review – None for this meeting			
3c.	Solution Options Impact Assessment Review Completed – None for this meeting			
4.	Changes in Detailed Design – None for this meeting			

4a.	Design Considerations – None for this meeting			
4b.	Requirements Clarification – None for this meeting			
5.	Major Release Update			
5a.	June 2020	Slides	Surfaraz Tambe	Standing agenda item – for information (if there is an update)
5b.	XRN4914 – MOD 0651- Retrospective Data Update Provision	Slides	Tracy O'Connor/ Paul Orsler	Standing agenda item – for information (if there is an update)
5c.	Minor Release Drop 6	Slides	Edward Healy	Standing agenda item – for information (if there is an update)
Annex – For Information				
6.	Defect Summary	Slides	Mark Tullett	Standing agenda item – for information (if there is an update)
7.	Portfolio Delivery			
7a.	Portfolio Delivery Overview POAP	POAP published on Xoserve.com		Standing agenda item – for information (if there is an update)
7b.	Retail and Network Delivery Overview	Slides	Richard Hadfield/Julie Bretherton	Standing agenda item – for information (if there is an update)

Lunch will be provided (*please notify us if you require any special dietary requirements*)

If you have any questions relating to the above agenda, please email uklink@xoserve.com

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DSG Owned Actions

18/11/2019	In regard to agenda item 3a.iii. - Supplier details not accurately presented within primary billing supporting information files - DSG reps to feed in whether this is the correct approach for this change. DSG to be prepared to ratify the at next DSG	DSG
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Next DSG Meeting: TBC