

Change Proposal for Changes to DSC Service Documents (for changes that do not require funding or resources to implement)

Xoserve Requestor to fill in sections coloured ■

Xoserve Governance Team to fill out all of the information in the sections coloured ■

General Details

Change Reference:	XRN 5848	
Change Title:	Updates to the CDSP Service Description Table (v35) To add additional wording to the existing service line DS-NCS-SA9-01	
Date Raised:	29/10/2024	
Requestor Details:	Name:	Angela Clarke
	Email:	Angela.clarke@xoserve.com
	Telephone:	0121 229 5050
	Sponsor	Jayne McGlone
Change Requested	<input checked="" type="checkbox"/> Amendment to DSC Service Description Table	<input type="checkbox"/> Amendment to CDSP Service Document

Proposer Requirements

Amendment to DSC Service Description Table <input type="checkbox"/> Introduction of new lines <input type="checkbox"/> Deletion of existing lines <input type="checkbox"/> To merge existing lines <input checked="" type="checkbox"/> Cosmetic changes <input type="checkbox"/> Amendment to DSC Document	<p>This request is to support the outcome of the following Change Proposal which was approved into delivery at ChMC on 9th October 2024</p> <p>XRN5835 -Extending the scope of existing ring-fenced DSC Change Budget funds to cater for Performance Assurance committee discretionary activities</p> <p>The request was to extend the budget purposes described under service line DS-NCS-SA9-01 within the CDSP Service Description Table to reflect the evolving requirements of PAC to undertake discretionary activities. These would include industry workshops to review performance and gain additional market insight.</p>
---	---

The proposed amendments are highlighted in red below and full details can be found in the draft version of the Service Description Table which is published alongside this document

Service line Ref:- DS-NCS-SA9-01

Service Requirement Description	Service Requirement Trigger	Service Requirement Output
<p>The provision of reporting / information services to the UNCC Performance Assurance Committee to the value of £50,000 per annum, increasing to £125,000 . for financial year 2021/22</p>	<p>Request from UNCC Performance Assurance Committee</p>	<p>Provision of reporting/ information services to the UNCC Performance Assurance Committee to include though not limited to Reporting and Information Services as well as the Provision of training and Workshops when required</p>

This request is being taken for information to the ChMC meeting on 13th November 2024 and CoMC will be asked to approve the amendments at CoMC on 20th November. Once approved the CDSP Service Description Table will be updated to v36 and will be published on the JO website [Link](#).

Presented at ChMC for information

Date	13 th November 2024
------	--------------------------------

CoMC Voting Outcome

Voting Outcome:	<input type="checkbox"/> Amendment to CDSP Document
	<input checked="" type="checkbox"/> Amendment to CDSP Service Description Table
Comments	
Meeting Date:	Click here to enter a date.
Overall Outcome:	<input type="checkbox"/> No <input type="checkbox"/> Yes

Please send the completed forms to: box.xoserve.portfoliooffice@xoserve.com

Version Control

Document

Version	Status	Date	Author(s)	Remarks

Template

Version	Status	Date	Author	Remarks
0.1	Draft	13/05/2020	Angela Clarke	Template created based on DSC Change Proposal Document doc v7
0.2	Sent for review	15/06/2020	Angela Clarke	Amended to make it clear that any changes are presented at ChMC for information only
1	Approved	25/06/2020	Angela Clarke	Final version approved by Sam Lattimer
				-