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Paper Reference:	**SECCB_54_2605_02**
Action:	**For Decision**

Actions Outstanding

Outlined below are the actions outstanding from previous meetings and their current status. The Action Reference identifies the meeting number followed by the action number.

Action Reference	Action	Responsibility	Date Raised	Target Completion Date	Update	Status
52/01	SECAS to provide an update on how and where written clarity that Low Impact Planned Maintenance will not impact on system availability will be provided.	SECAS	24/03/21	26/05/21	The DCC has previously stated that it believes that the clarity is in the approved legal text. The DCC has further confirmed that the three instances cited are the only areas that impact end to end communication. Should a low impact Planned Maintenance event trigger a System outage the outage would be managed via the standard major Incident Management Process.	Propose to Close

Action Reference	Action	Responsibility	Date Raised	Target Completion Date	Update	Status
52/02	The DCC to provide an update on what it is doing to manage and challenge the differences in CSP costs.	DCC	24/03/21	26/05/21	An update will be provided at the May 2021 Change Board meeting.	Open
53/01	SECAS (HB) to grant access to all Change Board members to the new Microsoft Teams channel and issue to issue guidance in the week commencing 26 April 2021. Change Board members are requested to raise any problems to sec.change@gemserv.com in order for it to assist further.	SECAS (HB)	21/04/21	26/05/21	The Microsoft Teams channel has now been set up where members were granted access on 23 April 2021. An 'Introduction to Teams' can be found under the 'files' tab within the channel. Two members raised access issues which have since been resolved. Papers for the May meeting will be uploaded to this channel.	Propose to Close

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