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Operations Group Meeting 53_2607

26 July 2021, 12:20 – 16:30

Teleconference

Paper Overview

Item No.	Agenda Item	Paper Overview	Recommendation
	Welcome and Introductions		
Items for Business			
1.	Previous Meeting Minutes FOR DECISION	The draft minutes from the June 2021 reporting meeting (OPSG_51). The OPSG is requested to approve the minutes as final.	The OPSG is requested to APPROVE the minutes as final.
2.	Actions Outstanding FOR DECISION	An update on the outstanding actions from the previous meeting (OPSG_51).	The OPSG is requested to: NOTE the outstanding actions. AGREE to any revised due dates.
3.	SEC Panel Reports a) RDP Incidents b) DCC Certificate Signing Request Variance Report c) DCC Service Request Variance Report FOR DECISION	A summary of the regular DCC SEC Panel Reports that have been delegated to the OPSG to review, comment, and action as appropriate.	The OPSG is requested to: NOTE the contents of this paper. APPROVE the commentary in Annex 1 and raise any further issues to be provided to the SEC Panel.
4.	PMR Report – May 2021 FOR DECISION	A summary of the monthly DCC Performance Measurement Report (PMR) for May 2021. The OPSG is requested to consider whether the report reflects the service experienced during this period.	The OPSG is requested to: DISCUSS the contents of this paper and Appendices A-C. AGREE whether the report reflects the service experienced for the period of the report.

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			AGREE any identified issues to be escalated to the Panel.
5.	Forecasting Update - SRV and CSR Modifications FOR DISCUSSION	This presentation provides an update on two forecasting modifications; MP116 'Service Request Forecasting' and MP160 Certificate Signing Request forecasting	The OPSG is requested to: NOTE the update.
6.	Performance Indicator Summary Report – May 2021 FOR DISCUSSION	This provides a summary of the May 2021 reports and to allow OPSG members to raise any comments or areas to investigate.	The OPSG is requested to: NOTE the Performance Indicator Summary Report. PROVIDE feedback on items that require further analysis.
7.	Risk Register FOR DECISION	This paper provides an update on the status of actively managed entries on the (OPSG) Risk Register, together with any activities planned to take place during the following month.	The OPSG is requested to: NOTE the contents of this paper, PROVIDE any new candidate Risks for consideration; PROVIDE any comments on the wording, impact, and severity of each Risk; and ENDORSE the escalation of severity rating 15 or higher risks to the SEC Panel.
8.	DSP Market Engagement Options FOR DECISION	This presentation provides an overview of engagement approach for considering DSP services and requirements to form part of the DSP procurement programme	The OPSG is requested to: NOTE the engagement approach; and AGREE the business needs
9.	Major Incident Review FOR DECISION	This paper provides a summary of the DCC Major Incident Review Report relating to INC000000741238.	The OPSG is requested to: CONSIDER the contents of this paper and Appendix A. AGREE if the Review Report for Incident INC000000741238. should be published to all SEC Parties.
10.	Work Package Lookback Report - Q1 2021/22 (Apr - June) actuals FOR DISCUSSION	This paper provides the OPSG with a lookback report against the Q1 2021/22 (April – June) Work Package.	The OPSG is requested to: NOTE the lookback report against the Work Package for Q1 2021/22.
11.	Any Other Business (AOB)	Verbal	

