

UNC DSC Credit Committee Minutes
Monday 27 November 2017
Via Teleconference

Attendees

| | | | |
|------------------------|-------|--------------|-------------------------|
| Bob Fletcher (Chair) | (BF) | Joint Office | Non-Voting |
| Helen Cuin (Secretary) | (HCu) | Joint Office | Non-Voting |
| Adam Lane | (AL) | Shipper | Voting Member |
| Debbie Brace | (DB) | Transporter | Observer |
| Ian Clark | (IC) | Transporter | Voting Member |
| John Burke | (JB) | Transporter | Voting Member |
| Gavin Anderson | (GA) | Transporter | Voting Member Alternate |
| Mark Cockayne | (MC) | CDSP | Non-Voting |
| Paul Whitton | (PW) | Transporter | Voting Member |
| Phil Lucas | (PL) | Transporter | Voting Member |
| Sandra Dworkin | (SDw) | CDSP | Non-Voting |
| Robert Wigginton | (SDa) | Transporter | Voting Member Alternate |

Apologies

| | | | |
|-------------------|-------|-------------|---------------|
| Pauline Babb | (PB) | Shipper | Voting Member |
| James Hill | (JH) | Shipper | Voting Member |
| Sallyann Blackett | (SB) | Shipper | Voting Member |
| Sue Davies | (SDa) | Transporter | Voting Member |
| Thomas Butler | (TB) | Transporter | Voting Member |

Copies of all papers are available at: <https://www.gasgovernance.co.uk/dsc-credit/271117>

1. Introduction and Status Review

BF welcomed the members to the meeting, which was quorate.

1.1. Apologies for absence

See above table.

1.2. Note of Alternates

Gavin Anderson for James Hill; and

Robert Wigginton for Sue Davies.

1.3. Approval of Minutes (30 October 2017)

The minutes were approved.

1.4. Review of Outstanding Actions

None outstanding.

2. Approve changes to the DSC Credit Rules / DSC Security

SD confirmed that this was a standing item to keep a watching brief. There were no changes to consider this month.

3. CDSP Operational Report

3.1. CDSP Cash Collection Update

The following performance was reported for cash collected:

| Month | Payment Due Date | Payment Due Date +3 |
|----------------|------------------|---------------------|
| September 2017 | 99.46% | 99.58% |
| October 2017 | 98.96% | 99.90% |

SDw confirmed there were 17 Failure to Pay Invoice Notices this month, with a value of £79,616.86. These were associated with User administrative issues, for example setting up payments, timings, payment runs, wrong dates input. All invoices were paid in full.

RW enquired if the cash values could be reported along with the percentages for future reports. He believed this would add value to the reports produced. The Committee agreed to this change.

Action 1101: Xoserve to update the Operational Pack to include financial values.

3.2. Security Management Update

SDw provided a pie chart to illustrate the current exposure:

87% was unsecured, supported by a published credit rating;

10% was unsecured, but exposure was less than £150, not supported by a published credit rating;

2% was secured exposure underwritten by a third-party Letter of Credit of Parent Company Guarantee; and

1% was unsecured with payments upfront.

No issues with security.

3.3. Breach of a DSC Credit Limit, late or non-payment of CDSP Charges

No additional update.

3.4. Further Actions following failure notices

None.

4. Any Other Business

None raised.

5. Diary Planning

Further details of planned meetings are available at: www.gasgovernance.co.uk/Diary

It was agreed to defer the content of the 18 December meeting until 22 January 2018 meeting, with an operational report by email only for December. If any issues arise a meeting would be convened.

| Time/Date | Venue |
|-------------------------------|-------------------------|
| 14:00 Monday 18 December 2017 | Teleconference Deferred |
| 14:00 Monday 22 January 2017 | Teleconference |

Action Table (as at 27 November 2017)

| Action Ref | Meeting Date | Minute Ref | Action | Owner | Status Update |
|-----------------|--------------|------------|---|---------------|----------------|
| CRE 1101 | 27/11/17 | 3.1 | Xoserve to update the Operational Pack to include financial values. | Xoserve (SDw) | Pending |