

UNC DSC Credit Committee Minutes
Monday 22 January 2018
via teleconference

Attendees

Chris Shanley (Chair)	(CS)	Joint Office	Non-Voting
Kully Jones (Secretary)	(KJ)	Joint Office	Non-Voting
Adam Lane	(AL)	Shipper	Voting Member
Ian Clark	(IC)	Transporter	Voting Member
John Burke	(JB)	Transporter	Voting Member
Mark Cockayne	(MC)	CDSP	Non-Voting
Paul Whitton	(PW)	Transporter	Voting Member
Phil Lucas	(PL)	Transporter	Voting Member
Sallyann Blackett	(SB)	Shipper	Voting Member
Sandra Dworkin	(SDw)	CDSP	Non-Voting
Sue Davies	(SDa)	Transporter	Voting Member

Apologies

Pauline Babb	(PB)	Shipper	Voting Member
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Copies of all papers are available at <https://www.gasgovernance.co.uk/dsc-credit/220118>

1. Introduction and Status Review

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

1.1. Apologies for absence

See above table.

1.2. Note of Alternates

No alternates identified.

1.3. Approval of Minutes (27 November 2017)

The minutes from the previous meeting were accepted.

1.4. Review of outstanding actions

CRE 1101: SDw (Xoserve) to update the Operational Pack to include financial values.

Update: SDw confirmed that the Operational Pack had been updated and published on the Joint Office website, so this action was closed. **Closed**

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

SDw confirmed that 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
November 2017	99.43%	99.95%
December 2017	99.57%	100%

SDw explained that whilst the December figure for payment due date +3 was 100% this included one outstanding invoice for £9.

SDw confirmed that there were 11 Failure to Pay Invoice Notices in December, mainly associated with User administrative issues, for example setting up payments, timings, payment runs, wrong dates input. The total value was circa £25,209 and there is still one outstanding for £9 the DSC CC have agreed to defer until 23/1/18.

In November, there were 15 Failure to Pay Invoice Notices totalling £34,225, 2 escalated to the DSC CC now paid in full.

3.2. CDSP security management update

SDw provided a pie chart to illustrate the current exposure:

89% was unsecured, supported by a published credit rating by an approved rating agency;

8% 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.

Currently there are no customers who are supported with a Letter of Credit.

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

MC briefly introduced 3 additional items for information.

- Update on the Transform Us programme – MC explained that the move from the National Grid SAP system to an off the shelf product may require a review of processes in the billing area and credit teams.
- CICMQ Accreditation – MC reported that they had been successfully reaccredited by the Chartered Institute of Credit Management.
- MC was pleased to report that they had been shortlisted for the Commercial Credit Team of the Year and the award ceremony would take place on 8 February 2018.

5. Diary Planning

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

Workgroup meetings will take place as follows:

Time / Date	Venue	Workgroup Programme
14:00 Monday 19 February 2018	Teleconference	• Standard agenda items
14:00 Monday 19 March 2018	Teleconference	• Standard agenda items

Action Table (as at 22 January 2018)

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)	Closed