

UNC DSC Credit Committee Minutes
Monday 19 March 2018
via teleconference

Attendees

Chris Shanley (Chair)	(CS)	Joint Office	Non-Voting
Helen Cuin (Secretary)	(HCu)	Joint Office	Non-Voting
Adam Lane	(AL)	Shipper	Voting Member
John Burke	(JB)	Transporter	Voting Member
David Trevallion	(DT)	Shipper	Voting Member – Alternate
Mark Cockayne	(MC)	CDSP	Non-Voting
Paul Whitton	(PW)	Shipper	Voting Member
Phil Lucas	(PL)	Transporter	Voting Member
Sallyann Blackett	(SBI)	Shipper	Voting Member
Sandra Dworkin	(SDw)	CDSP	Non-Voting
Sue Davies	(SDa)	Transporter	Voting Member

Apologies

Pauline Babb	(PB)	Shipper	Voting Member
Thomas Butler	(TB)	Shipper	Voting Member

Copies of all papers are available at: <https://www.gasgovernance.co.uk/dsc-credit/190318>

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

David Trevallion for Pauline Babb.

1.3. Approval of Minutes (19 February 2018)

The minutes from the previous meeting were accepted.

1.4. Review of outstanding actions

None outstanding.

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
January 2018	99.51%	99.99%
February 2018	95.45%	99.81%

SDw confirmed that there were 26 Notice of Failure to Pay Invoices in February issued with a combined value of £258,360.15. All now paid in full, apart from one company who are currently in administration.

SDw explained the 3 main reasons for the late payments.

- 74% of the late payment values were related to one customer with an invoice of around £195k paid two dates late, due to an oversight.
- 10% related to a group invoice paid late.
- 8% related to one customer where an employee had left the company and two invoices had not been approved on time.

SDw explained all these instances had been escalated to the DSC Credit Committee and monitored until payment received. The longest period to pay was 4 days.

SDw reported two companies were in administration with a total debt of £5578.80.

SDw confirmed further analysis will be presented at the April face-to-face meeting for late payments.

3.2. CDSP security management update

SDw provided an update on customers security:

- 92% unsecured, supported by a published credit rating by an approved rating agency;
- 6% unsecured, but exposure was less than £150, not supported by a published credit rating; and
- 2% secured exposure underwritten by a third-party Letter of Credit or Parent Company Guarantee.

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

No breaches of DSC Credit limit. SDw confirmed further analysis will be provided next month regarding credit limits and exposure.

4. Update on Transform Us Programme

SDw provided an update on the Transform Us Programme confirming that Xoserve will be moving off National Grid systems to an off-the-shelf product, which is due to be implemented on 01 October 2018. Updates will continue to be provided.

5. Any Other Business

Review of 2017/18 to be discussed at the face-to-face meeting, to include analysis of indebtedness monitoring and recommendations for the next 12 months.

6. Diary Planning

Further details of planned meetings are available at:

<https://www.gasgovernance.co.uk/events-calendar/month>

Time / Date	Venue	Workgroup Programme
10:30 -11:30 Monday 23 April 2018	Face to Face meeting – Lansdowne Gate, Solihull	Standard agenda items: Review of last 12 months Consideration of future 12 months Update on the Transform Us Programme
14:00 Monday 21 May 2018	Teleconference	Standard agenda items

Action Table (as at 19 Mach 2018)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
			None outstanding.		