

UNC DSC Credit Committee Minutes
Monday 29 July 2019
via teleconference

Attendees

Chris Shanley (Chair)	(CS)	Joint Office	Non-Voting
Kully Jones (Secretary)	(KJ)	Joint Office	Non-Voting
Ian Clark	(IC)	Northern Gas Networks	Transporter Voting Member
Lorette Turner	(LT)	Cadent	Non-Voting
Phil Cushen	(PC)	Cadent	Transporter Voting Member
Pin Sandhu	(PSa)	Xoserve	Non-Voting
Stephen Cross	(SC)	SGN	Transporter Voting Member
Sue Davies	(SDa)	WWU	Transporter Voting Member

Apologies

Brendan Gill	(BG)	CDSP	Non-Voting
Sallyann Blackett	(SB)	E.ON	Voting Member

Copies of all papers are available at: <http://www.gasgovernance.co.uk/dsc-credit/290719>

1. Introduction and Status Review

Chris Shanley (CS) welcomed everyone to the meeting.

1.1. Apologies for absence

See above table.

1.2. Note of Alternates

None.

1.3. Approval of Minutes (20 May 2019)

The minutes were approved subject to Ian Clark being recorded correctly as a Transporter member and not representing E.ON.

1.4. Review of outstanding actions

Action 1201: CDSP to provide a verbal Key Messages update to the DSC Contract Management Committee (including the actions taken with regards to UPB).

Update: Pin Sandhu (PS) provided an update confirming that Brendan Gill is continuing to work with Xoserve's Legal team and specifically Angela Clark who co-ordinates the DSC Contract Management Committee on the issue of UPB debt and debt recovery. It is proposed that:

- DSC debt should be added to the annual General Service Charge and recovered in line with the market share principles.
- Charging methodology is updated to capture debt recovery.
- Draft proposed legal wording changes to the Deed of Undertaking are being developed to capture DSC in addition to Transportation and Energy charges in the event of a Shipper Failure.

Following completion of these actions the revisions will be presented to the DSC Credit and Contract Committee for discussion and approval. An update will be provided at the September meeting, so this action was carried forward. **Carried Forward**

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

PSa provided an update confirming that this work is on-going and is now 40% complete. An update will be provided at the September meeting.

3. CDSP Operational Report

3.1. CDSP cash collection update for June.

PSa reported that the cash due to be collected in June was £8,593,994.28. She reminded members that cash collection on payment due date + 3 business days for all debt above £1000 over 3 days, is escalated to the DSC Credit Committee but debt under £1000 ex VAT is only discussed at the next operational meeting.

The following performance was reported for cash collected:

Month	Payment Due Date	Payment Due Date +3
June 2019	98.07%	99.23%
May 2019	94.83%	99.96%

3.2. CDSP security management update

This agenda item was not covered.

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

PSa said there were 25 Failure to Pay Notices issued in June with a total value of £118,476.79. These have since reduced to 2 Failure to Pay Notices.

4. CDSP to confirm how the UPB debt will be shared across the Community.

PSa confirmed that CDSP will be using normal market shares to smear out any costs arising from UPB debt.

5. Update of DSC Credit Rules Review

Discussion of this item was deferred until the September meeting.

6. Operational Pack – Format/Style/Content

PSa reiterated that work is continuing to progress on presenting the data analysis in a data dashboard format which will reduce the amount of time taken by CDSP to produce the results from 4 hours to approximately one hour a month. The current statistics will be presented on a single page making it visually easier to see all the information. She added that when mock-ups of the dashboard are available these will be shared with committee members. Any other suggestions of data items to be included on the dashboard report should be sent directly to Brendan Gill or Palminder Sandhu.

7. Key Messages

No key messages were noted for escalation to the DSC Contract Management Committee.

8. Any Other Business

8.1. Frequency of DSC Credit Committee Meetings

PSa proposed moving from monthly to quarterly meetings of the DSC Credit Committee. CS confirmed that the DSC Credit rules state that a monthly operational summary is required, and the frequency of meetings should be at least quarterly.

PSa confirmed that monthly updates would continue to be provide and suggested that one or two of the quarterly meetings should be face to face to maintain engagement.

The next quarterly meeting is scheduled for 23 September 2019 with the next operational update being provided in August.

DSC Credit Committee members supported the change to quarterly meetings. It was agreed that any members not present for the meeting who do not agree with this change should contact the CDSP in the first instance.

8.2. DSC Credit Committee Membership

CS reported that the overall Shipper membership has reduced to 2. He also provided an update from the UNC Election process stating that there are currently 2 nominations for 2019/20. Increased Shipper representation would be welcomed, and CS indicated that he intends to raise awareness at a future DSC Contract Management meeting.

9. Diary Planning

CS confirmed that the August meeting is to be cancelled.

The next meeting will be the first quarterly meeting which will be in September 2019.

Provisional dates for future quarterly meetings are provided below for information.

Provisional Quarterly Meeting Dates

2019 Meetings	
Q3 2019	23 September 2019
Q4 2019	25 November 2019
2020 Meetings	
Q1 2020	24 February 2020
Q2 2020	18 May 2020
Q3 2020	17 August 2020
Q4 2020	24 November 2020

New Action 0701: Members to review the provisional quarterly meeting dates for 2019 and 2020 and contact Joint Office if there are any issues with any of the proposed dates.

Further details of planned meetings are available at: <https://www.gasgovernance.co.uk/events-calendar/month>

Time / Date	Venue	Workgroup Programme
13:30 -14:30 23 September 2019	Teleconference	Standard agenda items

Action Table (as at 29 July 2019)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
1201	18/12/18	4.0	CDSP to provide a verbal Key Messages update to the DSC Contract Management Committee (including the actions taken with regards to UPB).	CDSP (BG)	Carried Forward
0701	29/07/19	9.0	Members to review the provisional quarterly meeting dates for 2019 and 2020 and contact Joint Office if there are any issues with any of the dates.	ALL	Pending