

SPAA Schedule 25 – Management of Prepayment Activities – CDSP reporting to the SPAA Secretariat

1. Proposal

- 1.1 At the DSC Contract Management Committee (CoMC) meeting in April 2018, a paper detailing a proposal for the CDSP to provide a report to the SPAA Secretariat was presented.
- 1.2 Siemens Ltd as the Prepayment Meter Infrastructure Provider (PPMIP) requires access to data held by the CDSP and provided to the CDSP by Shippers under the terms of the UNC. This data is required in order to release unallocated payments to gas Suppliers where Prepayment Metering arrangements were in place. The data required and the procedure to release the unallocated funds has been set out within SPAA Schedule 25.
- 1.3 The latest version of Schedule 25 was updated under **SPAA Change Proposal 436 – Clarificatory Updates to Schedule 25 Regarding unallocated payment process**, which was approved by SPAA parties on 09 October 2018.
- 1.4 In order for the CDSP to provide the data, the necessary permissions are required. Since being discussed in April 2018, updates on this have been provided under an ongoing action (0402), however, following the approval of the Schedule, we are now in a position to ask Contract Managers to approve the release of data in line with the Schedule.
- 1.5 To confirm, the report provided to the SPAA Secretariat for the PPMIP to utilise will be as follows and as can be seen, the data is being provided as percentage only. Please note - the Supplier name will be provided (not a pseudonym):

Supplier	
Supplier G	67.72
Supplier I	8.44
Supplier Z	23.85
Total	100.00

2. Background

- 2.1 The PPMIP holds unallocated payments where Prepayment Metering arrangements were in place. In certain cases, the PPMIP is unable to identify the relevant Supplier to allocate, and consequently return the payments to.
- 2.2 Within ¹SPAA Schedule 25 – Management of Prepayment Activities, a mechanism has been agreed for the unallocated payments to be shared back to Suppliers. This will be supported through a report provided by the CDSP that reflects the market share (as a percentage) of Prepayment Meters a Supplier has in its portfolio during a specified reporting period.
- 2.3 The Market Share for each Supplier will be calculated by the number of days in which they had Prepayment Metering arrangements in place (as shown on UK Link), divided by the total number of days that all Suppliers had such metering arrangements in place for the reporting period.

¹Link to [SCP 436](#). To access the latest version of Schedule 25

2.4 The Market Share will be provided in a single percentage figure and will always total 100 as detailed within the example report within section 1.5.

3. Contracting and delivery model

3.1 Xoserve will contract with SPAA Ltd as the administrator of the SPAA Schedule for the provision of this service.

3.2 This service is provided by the CDSP to SPAA Ltd pursuant to the CDSP Service Document Third Party and Additional Services Policy. The conditions for providing this service are set out in the DSC Service Document – Third Party and Additional Service Policy. Any timescales within Schedule 25 are undertaken on a reasonable endeavours basis as the policy dictates that the CDSP must not prioritise services under these contracts above services to its Core Customers.

3.3 The intended approach reflects that specified within the updated SPAA Schedule 25 which stipulates that the CDSP will provide the data to the SPAA Secretariat to pass onto Siemens Ltd as the PPMIP to release unallocated funds.

4. Next Steps

4.1 The DSC Contract Management Committee is requested to **approve the proposal** and following such approval Xoserve will commence the development of the commercial and delivery arrangements for the service.

4.1.1 As per the DSC Contract Management Arrangement clause 6.3 – Information Disclosure, the CDSP will provide the information requested by a third party only as and to the extent approved by the Committee. Please note that the approval received within the CoMC and documented within the meeting minutes will be used as the formal permissions to release this data.

4.1.2 If the proposal is not approved by the Contract Management Committee, Xoserve will not be able to provide this service to Siemens until suitable permissions are established.

4.2 The SPAA Change Proposal has a proposed implementation date of 02 November 2018. The first standard run for this process was intended for July 2018 however due to governance changes to the Schedule, this did not occur. Providing the necessary approval is granted by Contract Managers, the next standard run is July 2019 but we are looking to schedule an interim run prior to this which will be agreed between the SPAA Executive Committee and the CDSP.

¹Link to [SCP 436](#). To access the latest version of Schedule 25