**Disclosure Request Report**

**Allow PAFA access to the data via the Data Discovery Platform**

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| **Prepared by:** | James Rigby |
| **Submitted for:** | Approval |
| **Decision details:** | CoMC is requested to approve this request to allow PAFA to access to data via the Data Discovery Platform |
| **Date:** | 6th March 2020 |

1. **Introduction and background**

Following on from the successful implementation the Data discovery Platform (DDP), the Performance Assurance Committee have requested that PAFA, the service currently provided by GEMSERV, have access to their own instance of the DDP which will allow for them to monitor Shipper Performance using lower level data than received in the existing PARR reports and also using more up to date information to truly understand which Shippers are meeting their UNC obligations and pursue those who are not.

The proposed amendment to the Data Permission Matrix is therefore to expand on the data items approved by CoMC in December 2019 to include further data items that are used to create existing PARR reports.

1. **Data Items**

PAFA are contracted by Xoserve to create the PARR Reports which are used by the Performance Assurance Committee (PAC) to monitor Shippers performance in relation to their UNC obligations. The current process for providing the data to PAFA is a monthly data extract as per the existing report criteria which looks at the previous month’s performance – for example the November run will report on Shipper performance for October. This DRR is proposing to:

a) Provide meter point level data to PAFA in order that they can carry out detailed analysis on Shipper performance using near to real time data as opposed to data that is one or two months behind (dependent on class).

The table below outlines the proposed data items for PAFA to access (newly added since December 2020 highlighted in yellow):

|  |  |
| --- | --- |
| **DATA ITEM** | **Justification** |
| Meter Point Reference Number | Providing PAFA with access to data via the Data Discovery Platform will allow for them to carry out more accurate analysis on near real time data and ensure that they are working with those Shippers whose performance needs reviewing |
| Current Shipper |
| Current Shipper Short Code |
| Confirmation Reference Number |
| Confirmation Effective Date |
| Market Sector Code |
| Supply Meter Point Class |
| DM/NDM Indicator |
| Supply Meter Point AQ |
| Formula Year SMP AQ |
| Original SMP AQ |
| Formula Year SMP AQ |
| Opening Read |
| Opening Read Uncorrected |
| Opening Read Corrected |
| Opening Read Date |
| Closing Read |
| Closing Read Uncorrected |
| Closing Read Corrected |
| Closing Read Date |
| Meter Read Date |
| Meter Read Type |
| Meter Read |
| Prospective Formula Year SMP AQ |
| Meter Read Status |
| Meter Read Creation Date |
| Formula Year SMP AQ Effective Date |
| Supply Meter Point AQ Effective Date |
| Meter Read Reason |
| Meter Read Source |
| Meter Read Frequency |
| Read Rejection reason |
| Installation Type |  |
| EUC Band Type |  |
| Latest Measured Energy |  |
| AQ Band |  |
| EUC Band Type |  |
| RGMA Transaction Status |  |
| DRE Indicator |  |

1. **Privacy Impact Assessment**

Where the disclosure of information includes the processing of personal data a Privacy Impact Assessment may be required.

Xoserve has considered the various tests that may be applied and considers that none of these are met and so a Privacy Impact Assessment is not required.

The tests (and answers) applied in determining whether a Privacy Impact Assessment was required were:

a) Will the project involve the collection of new information about individuals?

**No, no data items are be added to the DPM. PAFA has signed a non- disclosure agreement with Xoserve as part as their contract and so can access this data, the request is to change the mechanism for which they receive and interrogate the data.**

b) Will the project compel individuals to provide information about themselves?

**No, the data to be included in the DDP does not relate back to an individual.**

c) Will information about individuals be disclosed to organisations or people who have not previously had routine access to the information?

**Yes**, **Whilst the PAFA do not currently receive MPRN level data they have signed a non-disclosure document and they are contractually allowed access to MPRN data in order to fulfil their contract.**

d) Are you using information about individuals for a purpose it is not currently used for, or in a way it is not currently used?

**No, the data is already in the Data Discovery Platform, we are providing access to PAFA to view the data.**

e) Does the project involve you using new technology that might be perceived as being privacy intrusive? For example, the use of biometrics or facial recognition.

**No, the Data Discovery Platform service is already in existence.**

f) Will the project result in you making decisions or taking action against individuals in ways that can have a significant impact on them?

**No, there is no impact to individuals as a result of implementing this change.**

g) Is the information about individuals of a kind particularly likely to raise privacy concerns or expectations? For example, health records, criminal records or other information that people would consider to be private.

**No, the data being viewed via the Data Discovery Platform is not personal or sensitive data.**

h) Will the project require you to contact individuals in ways that they may find intrusive?

**No, the data will be used by PAFA to monitor Shipper performance, but there will be no need to contact individuals.**

i) Will the disclosure of information utilise new technology for Xoserve?

**No, the DDP Service is already accessible to customer. This change will give access to PAFA to view the data in this format.**

j) Will the disclosure include information that identifies a vulnerable customer?

**No, the data included in the DDP does not include any information that is personal or sensitive.**

k) Will the disclosure release mass data to a party?

**No, whilst PAFA already receive data in order to create the dashboard for PAC they will be able to view the data via a different mechanism and at a lower level of granularity in order to support those Shippers who are regularly not meeting their performance targets.**

l) Will the disclosure include information that identifies an occurrence of theft of gas.

**No, the data is specific to performance monitoring.**

m) Will the disclosure require a fundamental change to Xoserve business

**No, the change is a to provide another customer with access to data via the DDP.**

1. **Commercial model**

The DDP is a method of delivery that is already included in the Data Permissions Matrix.

1. **Method of access to the dataset**

Access to the dataset will be provided via the Data Discovery Platform (DDP). The capability enables Xoserve to record each supply meter point accessed by each DDP user and to use this data to undertake audits where required to demonstrate compliance with the terms of the agreement.

1. **CoMC determinations**

CoMC is requested to approve this Disclosure Request Report.

**Appendix 1: Current Data Permissions Matrix with proposed changes as per this Disclosure Request Report**

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| **Data Permissions Matrix\* indicates conditionality reference in Data Permission Matrix Conditionality document published alongside this DPM** | DDP |
| PAFA |
| **DATA TYPE** | **DATA ITEM** | **Community** | **Portfolio** |
| Supply Meter Point Information | Meter Point Reference Number | Yes | Yes |
| Supply Meter Point Information | LSP | No | No |
| Supply Meter Point Information | Address | No | No |
| Supply Meter Point Information | Postcode | No | No |
| Supply Meter Point Information | Network Name | No | No |
| Supply Meter Point Information | Network Short Code | No | No |
| Supply Meter Point Information | SMP Status | No | No |
| Supply Meter Point Information | Current Shipper | Yes | Yes |
| Supply Meter Point Information | Current Shipper Short Code | Yes | Yes |
| Supply Meter Point Information | Current Supplier | No | No |
| Supply Meter Point Information | Current Supplier Short Code | No | No |
| Supply Meter Point Information | Previous Shipper | No | No |
| Supply Meter Point Information | Previous Shipper Short Code | No | No |
| Supply Meter Point Information | Incoming Shipper | No | No |
| Supply Meter Point Information | Incoming Shipper Short Code | No | No |
| Supply Meter Point Information | Incoming Supplier | No | No |
| Supply Meter Point Information | Incoming Supplier Short Code | No | No |
| Supply Meter Point Information | Previous Supplier Short Code | No | No |
| Supply Meter Point Information | Previous Supplier | No | No |
| Supply Meter Point Information | Logical Meter Number | No | No |
| Supply Meter Point Information | Confirmation Reference Number | Yes | Yes |
| Supply Meter Point Information | Confirmation Effective Date | Yes | Yes |
| Supply Meter Point Information | Withdrawal Status | No | No |
| Supply Meter Point Information | Withdrawal End Date | No | No |
| Supply Meter Point Information | Market Sector Code | Yes | Yes |
| Supply Meter Point Information | Meter Link Code | No | No |
| Supply Meter Point Information | Supply Meter Point Class | Yes | Yes |
| Supply Meter Point Information | Interruption Contract Exists | No | No |
| Supply Meter Point Information | LDZ ID | No | No |
| Supply Meter Point Information | Exit Zone | No | No |
| Supply Meter Point Information | Network Owner EFD | No | No |
| Supply Meter Point Information | Network Exit Agreement Indicator | No | No |
| Supply Meter Point Information | Priority Consumers Indicator | No | No |
| Supply Meter Point Information | Meter Read Batch Frequency | No | No |
| Supply Meter Point Information | Bypass Fitted | No | No |
| Supply Meter Point Information | Seasonal Large Supply Point Indicator | No | No |
| Supply Meter Point Information | Twin Stream Site Indicator | No | No |
| Supply Meter Point Information | UPRN | No | No |
| Supply Meter Point Information | CSEP ID | No | No |
| Supply Meter Point Information | Shared SMP Indicator | No | No |
| Supply Meter Point Information | Transitional Meter Point | No | No |
| Supply Meter Point Information | Last Inspection Date | No | No |
| Supply Meter Point Information | Special Needs Notes | No | No |
| Supply Meter Point Information | DM/NDM Indicator | Yes | Yes |
| Supply Meter Point Information | Confirmation Rejection Information | No | No |
| Supply Meter Point Information | Confirmation Objection Information | No | No |
| Supply Meter Point Quantities | Supply Meter Point AQ | Yes | Yes |
| Supply Meter Point Quantities | Formula Year SMP AQ | Yes | Yes |
| Supply Meter Point Quantities | CSEP Max AQ | No | No |
| Supply Meter Point Quantities | Original SMP AQ | Yes | Yes |
| Supply Meter Point Quantities | Current Year Minimum | No | No |
| Supply Meter Point Quantities | SMP SOQ | No | No |
| Supply Meter Point Quantities | Formula Year SMP SOQ | No | No |
| Supply Meter Point Quantities | CSEP SOQ | No | No |
| Supply Meter Point Information | MNEPOR | No | No |
| Supply Meter Point Quantities | SMP SHQ | No | No |
| Supply Meter Point Information | Related Meter Point Reference Number(s) | No | No |
| Related Meter Points | MSN | No | No |
| Emergency Contact | Title | No | No |
| Emergency Contact | Forename | No | No |
| Emergency Contact | Surname | No | No |
| Emergency Contact | Job Title | No | No |
| Emergency Contact | Contact Number | No | No |
| Emergency Contact | Type | No | No |
| Supply Meter Point History | Formula Year SMP AQ | Yes | Yes |
| Supply Meter Point History | Effective Date | No | No |
| Supply Meter Point History | SMP SHQ | No | No |
| Supply Meter Point History | Formula Year SMP SOQ | No | No |
| Supply Meter Point History | End User Category Code | No | No |
| Supply Meter Point History | EUC Effective Date | No | No |
| Interruption Results | Interruption Bid Number | No | No |
| Interruption Results | Contract Start Date | No | No |
| Interruption Results | Contract End Date | No | No |
| Interruption Results | Tranche Number | No | No |
| Interruption Results | Interruptible Capacity | No | No |
| Interruption Results | Interruptible Days | No | No |
| Interruption Results | Interruption Option Price | No | No |
| Interruption Results | Interruption Exercise Price | No | No |
| Interruption Results | Shipper Bid Reference | No | No |
| Interruption Results | Location ID | No | No |
| Meter Asset Data | Manufacturer | No | No |
| Meter Asset Data | Model | No | No |
| Meter Asset Data | Meter Type | No | No |
| Meter Asset Data | Year of Manufacture | No | No |
| Meter Asset Data | Installation Date | No | No |
| Meter Asset Data | Device Status | No | No |
| Meter Asset Data | Number of Dials | No | No |
| Meter Asset Data | Units | No | No |
| Meter Asset Data | Imperial Indicator | No | No |
| Meter Asset Data | Meter Mechanism | No | No |
| Meter Asset Data | Meter Capacity | No | No |
| Meter Asset Data | Location | No | No |
| Meter Asset Data | Correction Factor | No | No |
| Meter Asset Data | Gas Act Owner | No | No |
| Meter Asset Data | MAM Short Code | No | No |
| Meter Asset Data | MAM EFD | No | No |
| Meter Asset Data | SMSO ID | No | No |
| Meter Asset Data | SMS Operating Entity EFD | No | No |
| Meter Asset Data | DCC Service Flag | No | No |
| Meter Asset Data | DCC Service Flag EFD | No | No |
| Meter Asset Data | Installing Supplier | No | No |
| Meter Asset Data | Installing Supplier Short Code | No | No |
| Meter Asset Data | First SMETS Installation Date | No | No |
| Meter Asset Data | IHD Install Status | No | No |
| Meter Asset History | Meter Serial Number | No | No |
| Meter Asset History | Reason Code | No | No |
| Meter Asset History | Effective Date | No | No |
| Meter Asset History | Meter Type | No | No |
| Meter Asset History | Manufacturer | No | No |
| Meter Asset History | Model | No | No |
| Meter Asset History | Year of Manufacture | No | No |
| Meter Asset History | Number of Dials | No | No |
| Meter Asset History | Meter Capacity | No | No |
| Meter Asset History | Correction Factor | No | No |
| Meter Asset History | Meter Mechanism | No | No |
| Meter Asset History | Imperial Indicator | No | No |
| Meter Asset History | Units | No | No |
| Meter Asset History | Location | No | No |
| Meter Asset History | Opening Read | Yes | Yes |
| Meter Asset History | Opening Read Uncorrected | Yes | Yes |
| Meter Asset History | Opening Read Corrected | Yes | Yes |
| Meter Asset History | Opening Read Date | Yes | Yes |
| Meter Asset History | Closing Read | Yes | Yes |
| Meter Asset History | Closing Read Uncorrected | Yes | Yes |
| Meter Asset History | Closing Read Corrected | Yes | Yes |
| Meter Asset History | Closing Read Date | Yes | Yes |
| Meter Read History | Meter Read Date | Yes | Yes |
| Meter Read History | Meter Read Type | Yes | Yes |
| Meter Read History | Meter Read | Yes | Yes |
| Meter Read History | Meter Round the Clock | No | No |
| Meter Read History | Convertor Read | No | No |
| Meter Read History | Convertor Round the Clock | No | No |
| Daily Read Equipment Data | DRE Number | No | No |
| Daily Read Equipment Data | Installation Date | No | No |
| Daily Read Equipment Data | Device Status | No | No |
| Daily Read Equipment Data | Model | No | No |
| Daily Read Equipment Data | Manufacturer | No | No |
| Daily Read Equipment Data | Telemetered Site Indicator | No | No |
| Daily Read Equipment Data | AMR Indicator | No | No |
| Daily Read Equipment Data | AMR Effective Date | No | No |
| Convertor Asset Data | Correction Factor | No | No |
| Convertor Asset Data | Effective Date | No | No |
| Convertor Asset Data | Serial Number | No | No |
| Convertor Asset Data | Dials Corrected | No | No |
| Convertor Asset Data | Manufacturer | No | No |
| Convertor Asset Data | Year of Manufacture | No | No |
| Convertor Asset Data | Model | No | No |
| Convertor Asset Data | Device Status | No | No |
| Supply Meter Point Information | Isolation Status | No | No |
| Supply Meter Point Information | AMR Service Provider | No | No |
| Meter Read History | Latest Meter Read Date | No | No |
| Meter Read History | Latest Meter Read Type | No | No |
| Meter Read History | Latest Meter Read Value | No | No |
| Supply Meter Point Quantities | Prospective SMP SOQ | No | No |
| Supply Meter Point Quantities | Prospective Formula Year SMP AQ | Yes | Yes |
| Supply Meter Point Quantities | Prospective Formula Year Effective Date | No | No |
| Meter Asset Data | Meter Serial Number | No | No |
| Meter Read History | Meter Read Status | Yes | Yes |
| Meter Read History | Meter Read Creation Date | Yes | Yes |
| Supply Meter Point Information | IGT Transportation Charge Rate | No | No |
| Supply Meter Point Information | IGT Transportation Charge Rate Type | No | No |
| Supply Meter Point Information | IGT Charging Methodology | No | No |
| Supply Meter Point Quantities | CSEP Connection Max SOQ | No | No |
| Meter Asset Data | MAM Name | No | No |
| Supply Meter Point Quantities | Formula Year SMP AQ Effective Date | Yes | Yes |
| Supply Meter Point Quantities | Supply Meter Point AQ Effective Date | Yes | Yes |
| Supply Meter Point Information | EUC Identifier Code | No | No |
| Meter Read History | Meter Read Reason | Yes | Yes |
| Meter Read History | Meter Read Source | Yes | Yes |
| Meter Read History | Meter Read Frequency | Yes | Yes |
| Meter Asset Data | Gas Factor | No | No |
| Meter Read History | Read Rejection reason | Yes | Yes |
| Meter Asset Data | Asset Type | No | No |
| Supply Meter Point Information | DMSP | No | No |
| Meter Read information | Rejected Energy | No | No |
| Supply Point Information | Installation Type | Yes  |  Yes  |
| Supply Point Information | EUC Band Type |  Yes  |  Yes |
| Supply Point Information | Latest Measured Energy | Yes |  Yes |
| Supply Point Information | AQ Band |  Yes |  Yes |
| Supply Point Information | EUC Band Type |  Yes |  Yes |
| Meter Asset Data | RGMA Transaction Status |  Yes |  Yes |
| Meter Asset Data | DRE Indicator |  Yes |  Yes |

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*\* Italics indicates new data item to be added to the DPM*