

UNC Workgroup 0769S Minutes Adding Local Authorities as a new User type to the Data Permissions Matrix

Thursday 22 July 2021

via Microsoft Teams

Attendees		
Rebecca Hailes (Chair)	(RHa)	Joint Office
Helen Cuin (Secretary)	(HCu)	Joint Office
Alan Raper	(AR)	Joint Office (<i>Observer</i>)
Andy Clasper	(AC)	Cadent
Clare Manning	(CM)	E.ON Energy
Dave Mitchell	(DMi)	SGN
David Addison	(DA)	Xoserve
Ellie Rogers	(ER)	Xoserve
Fraser Mathieson	(FM)	SPAA/Electralink (<i>0769S and 0734S only</i>)
Guv Dosanjh	(GD)	Cadent
Jaimie LeResche	(JL)	Xoserve (<i>0769S only</i>)
Jenny Rawlinson	(JW)	BU UK
Kate Lancaster	(KL)	Xoserve
Mark Jones	(MJ)	SSE
Oorlagh Chapman	(OC)	British Gas
Richard Pomroy	(RP)	WWU
Steven Britton	(SB)	Cornwall Insight
Steve Mulinganie	(SM)	Gazprom Energy

Copies of all papers are available at: <https://www.gasgovernance.co.uk/0769/220721>

The Workgroup Report is due to be presented at the UNC Modification Panel by 16 September 2021.

1.0 Introduction and Status Review

Rebecca Hailes (RHa) welcomed everyone to the meeting.

1.1. Approval of Minutes (24 June 2021)

The minutes from the previous Workgroup were approved.

1.2. Approval of Late Papers

None to approve.

1.3. Review of Outstanding Actions

0601: Xoserve (DA) to confirm what assurances / controls will be in place around the use of data.

Update: David Addison (DA) confirmed where a service is provided under a third-party contract between Xoserve and the customer, the contract will specify the permitted purpose of access to data as well as the method of delivery and the duration. The contract will include robust data protection clauses that align with Data Protection (DP) legislation, which shall include a warranty from the customer that it has a lawful basis for the processing of that data. **Closed.**

0602: Cadent (AC) / Xoserve (DA) to confirm and provide additional articulation of the purpose and rationale for releasing data to a Local Authority (LA).

Update: Andy Clasper (AC) explained that the LAs are asking for identification of customers, the type of customer they are and annual usage. Local Authorities are requesting this data now and he confirmed that this Modification is not aligned to the CSS programme. The Terms of data release will be covered by DSC Governance.

Clare Manning (CM) wished to highlight that the Xoserve data privacy notice does not cover provision of data with Local Authorities and that individual data statements may need to be updated. This was noted by Xoserve. **Closed.**

0603: Xoserve (DA) / Cadent (AC): Data Access Schedule, and alignment with the DPM Conditionality Document, to be reviewed.

Update: DA reported that in the last Workgroup it was observed that the (REC) Data Access Schedule already appeared to be planning to grant access to Local Authorities, which was presumed to be on the strength of the electricity service affording parties this access. DA noted that the mark up against Version 3 of the REC reflects the Electricity Enquiry Service. DA clarified that the Electricity industry allows data access to LAs and he believed this was the direction of travel. DA clarified in terms of some changes within the CSS programme, some have been for Gas only and other instances Electricity only. **Closed.**

2.0 Review of Modifications Purpose and Rationale

Andy Clasper (AC) explained the purpose of Modification was to provide data provision to allow Local Authorities to engage with certain parties to assist with meeting decarbonisation and Net Zero targets.

3.0 Initial Discussion Consideration of Assurances and Controls

Further to last month's discussions and the action updates there was no further discussion,

4.0 Alignment with DPM Conditionally Document

DA explained that that DPM and DPM Conditionality Documents will need to be updated.

5.0 Development of Workgroup Report

The Workgroup considered the Workgroup Report

Clare Manning (CM) confirmed that the IGT had raised Modification IGT157. Jenny Rawlinson (JR) understood that the two Modifications were independent and do not rely on both being implemented at the same time. Ellie Rogers (ER) wished to note that if both Modifications are approved the implemented dates would be aligned.

Jenny Rawlinson (JR) wished to note the concerns expressed last month that Local Authorities could utilise the data provided to measure the performance of businesses and potentially penalising them if targets are not being met and if this was a consideration for this Modification or the next stage of the implementation process.

Steve Mulinganie (SM) believed there should be suitable indemnities in place for the protection of data, to allow unlimited liability if LAs misuse the information, and there is a route back if there is a breach, so they are liable for any misuse.

David Addison (DA) noted the concerns for these to be addressed within the Data Request Report (DRR).

The Workgroup finalised the Workgroup Report for submission to the UNC Modification Panel.

6.0 Next Steps

RHa confirmed that the Workgroup Report would be submitted to the UNC Modification Panel in August.

7.0 Any Other Business

None.

8.0 Diary Planning

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

No further meetings planned.

Action Table (as at 22 July 2021)

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0601	24/06/21	1.0	Xoserve (DA) to confirm what assurances / controls will be in place around the use of data.	Xoserve (DA)	Closed
0602	24/06/21	1.0	Cadent (AC) / Xoserve (DA) to confirm and provide additional articulation of the purpose and rationale for releasing data to a LA.	Cadent (AC) / Xoserve (DA)	Closed
0603	24/06/21	1.0	Xoserve (DA) / Cadent (AC): Data Access Schedule and alignment with the DPM Conditionality Document to be reviewed.	Cadent (AC) / Xoserve (DA)	Closed