**Disclosure Request Report**

**Increasing MAP access to data**

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| **Prepared by:** | Simon Harris |
| **Submitted for:** | Approval |
| **Decision details:** | CoMC is requested to approve this request to amended Data Permission Matrix and permit the release of additional data to Meter Asset Providers via API and Portfolio Reporting |
| **Date:** | 15th July 2020 |

1. **Introduction and background**

Following June 2020 Major Release (XRN4780-B) Meter Asset Provider Identification (MAP Id) will be populated in large quantities within UK Link. The enduring solution to maintain this data item will be delivered in a subsequent release as part of change XRN4780-C (provisionally proposed for implementation within June-2021 Major Release, but subject to DSC Change Management Committee ratification). Following the recording of the MAP identity in UK Link we are proposing to provide enhanced information to MAPs to support the ongoing cleansing of data in readiness for migration to CSS and maintenance of this information. This DRR is also looking at facilitating potential portfolio services to Meter Asset Providers as well as enhancing the existing Meter Asset enquiry API that MAPs have access to assist in effectively tracking assets across Supplier & Meter Asset Manager entities.

The proposed amendments to the Data Permission Matrix are therefore:

1. Add Meter Asset Providers to the “Portfolio Reporting” section of the DPM
2. Allow access to data already available to Meter Asset Provider (via “API”) into the “Portfolio Reporting” section
3. Allow access to additional data to be made available via both “API” and “Reporting” mechanisms
4. Addition of Meter Asset Provider Short Code (MAP Id) and associated stakeholder information to the DPM as a new data items
5. **Data Items**

Meter Asset Providers already have access to data via API in Community view for a range of data items. This DRR is proposing to:

**a)** Add Meter Asset Providers to the “Portfolio Reporting” section of the DPM *(this involves no such changes to specific data items)*

**b)** Allow access to data already available to Meter Asset Providers into the “Portfolio Reporting” section of the DPM, the below outlines the data items involved in this request.

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| --- | --- | --- |
| Data Item | DPM Data Item | Justification |
| Meter Manufacturer | Manufacturer | Allowing Meter Asset Providers access to already allowable data but via “Portfolio Reporting” will assist them in tracking their assets in UK Link, with a view to increase accuracy of data held on the Supply Point Register |
| Meter Model | Model |
| Meter Type | Meter Type |
| Meter Installation Date | Installation Date |
| Meter Mechanism | Meter Mechanism |
| Meter Capacity | Meter Capacity |
| Current Meter Asset Manager Short Code | MAM Short Code |
| Current Meter Asset Manager Effective From Date | MAM EFD |
| Current Meter Asset Manager Name | MAM Name |
| Meter Point Reference Number | Meter Point Reference Number |
| Current Supplier | Current Supplier |
| Meter Serial Number | Meter Serial Number |
| Current Supplier Short Code | Current Supplier Short Code |
| Current Supplier Effective Date | Current Supplier Effective Date |

**c)** Extend the number of data items to Meter Asset Providers contained within the “API” and “Portfolio Reporting” Sections of the DPM.

Below outlines the data items we are looking to expose to Meter Asset Providers as part of this request.

|  |  |  |
| --- | --- | --- |
| Data Item | DPM Data Item | Justification |
| DCC Service Flag | DCC Service Flag | Extending the data items allowed to be exposed to Meter Asset Providers via API & Portfolio Reporting will assist them in tracking their assets in UK Link, with a view to increase accuracy of data held on the Supply Point Register. Providing stakeholder information is looking to reduce erroneous billing for Suppliers in relation to Meter Asset Rental Charges. |
| DCC Service Flag Effective From Date | DCC Service Flag EFD |
| Previous Supplier Short Code | Previous Supplier Short Code |
| Previous Supplier Name | Previous Supplier |
| Incoming Supplier Name | Incoming Supplier |
| Incoming Supplier Short Code | Incoming Supplier Short Code |

**d)** Addition of Meter Asset Provider Identification (MAP Id) details to the DPM as a new data item

Below outlines the new data items to the DPM we are looking to expose to Meter Asset Providers within the “API” and “Portfolio Reporting” sections as part of this request.

|  |  |  |
| --- | --- | --- |
| Data Item | DPM Data Item | Justification |
| Meter Removal Date | Removal Date | Extending the data items allowed to be exposed to Meter Asset Providers via API & Portfolio Reporting will assist them in tracking their assets in UK Link, with a view to increase accuracy of data held on the Supply Point Register. Providing stakeholder information is looking to reduce erroneous billing for Suppliers in relation to Meter Asset Rental Charges. |
| Current Meter Asset Provider Short Code | Current MAP Short Code |
| Current Meter Asset Provider Identification Effective From Date | Current MAP EFD |
| Current Meter Asset Provider Identification Effective To Date | Current MAP ETD |
| Previous Meter Asset Provider Short Code | Previous MAP Short Code |
| Previous Meter Asset Provider Identification Effective From Date | Previous MAP EFD |
| Previous Meter Asset Provider Identification Effective To Date | Previous MAP ETD |
| Incoming Meter Asset Provider Short Code | Incoming MAP Short Code |
| Incoming Meter Asset Provider Identification Effective From Date | Incoming MAP EFD |
| Previous Supplier Effective From Date | Previous Supplier EFD |
| Previous Supplier Effective To Date | Previous Supplier ETD |
| Incoming Supplier Effective From Date | Incoming Supplier EFD |
| Previous Meter Asset Manager Short Code | Previous MAM Short Code |
| Previous Meter Asset Manager Name | Previous MAM |
| Previous Meter Asset Manager Effective From Date | Previous MAM EFD |
| Previous Meter Asset Manager Effective To Date | Previous MAM ETD |

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, the data items pertaining to individuals that are being requested for exposure to MAPs are not new to the DPM, nor are they new to the recipient – i.e. the MAPs already receive Meter Point Reference information**

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

**No.**

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

**No**, **Meter Asset Providers already have access to a number of data items relating to Supply Point information. This change will provide historic views of specific data items to the MAP where they were the appointed MAP at the time that this data was effective. E.g. Previous / Incoming Supplier identity. The extended data set does not relate to individuals.**

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.**

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 API/Reporting services to come out of this proposal for data access 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 intended impact to individuals as a result of implementing this change to the DPM or from its resulting solutions.**

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.

**The data request DOES include release of the Meter Point Reference but this data is already available to MAPs via API or portfolio reporting.**

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

**No, the data will be issued to assist in cleansing activities for the Meter Asset Providers, there will be no need to contact individual end consumers personally.**

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

**No, the API and reporting services looking to be developed are already accessible to CDSP customers.**

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

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

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

**Yes, however in this scenario the data being requested for exposure on mass would be in relation to their own portfolio as per the MAP Id held within UK Link systems.**

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

**No, the data is specific to Meter Asset and Stakeholder details, no occurrence of theft can be identified.**

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

**No, the change is looking to stand up data enquiry and portfolio reporting for Meter Asset Providers to assist in data cleansing activities, things that are readily available to other customers of the CDSP.**

1. **Commercial model**

The API service is already available within the Data Services Contract, Service Description Table, and Service Lines. This service is a Specific Service (Service Area 22) with charges set out in the Annual Charging Statement.

Within the Service Line, the “Corresponding obligation needed for delivery (Customer Responsibilities)” column will include words to the effect:

* Where the API call is made by a Proposing User, the Proposing User warrants that it has obtained the consumer’s consent to access this data. The Proposing User also acknowledges that the CDSP may audit the Proposing Users use of the API Shipper Service.

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

Access to the dataset will be provided via an existing API (Meter Asset Enquiries) or by portfolio report.

The API capability enables Xoserve to record each supply meter point accessed by each API user and to use this data to undertake audits where required. Portfolio reporting is currently provided to Meter Asset Providers under Modification 0422 reporting – where the MAP has to demonstrate that their asset is in situ before the report is released. This report will release data to MAPs where they have been recorded as the appointed MAP by the authorised industry party.

For the avoidance of doubt Xoserve will not provide access to the new data items (those in section 2) to Meter Asset Providers by any other means not outlined within this DRR e.g. Telephone services etc.

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