

Disclosure Request Report

DRR To Request the Provision of Four New Data Attributes to Shippers, IGTs and PAFA via DDP (XRN5605 – IGT159V)

Prepared by:	Richard Johnson, DDP Delivery Lead at Correla
Submitted for:	Contract Management Committee (CoMC) on Wednesday 15 th November 2023
Decision details:	Request to make four new data attributes available to Shippers and IGTs at a portfolio level, and PAFA at a community level
Date:	CoMC on Wednesday 15 th November 2023
DRR Reference:	DRR – Nov23-01

1. Introduction and background

UNC Modification IGT159V 'Amendments to the Must Read process' – as described within the final modification report within Section 7 'Appendixes' – seeks to make the following improvements to the IGT Must Read (MUR) process: -

- Rules for IGTs to provide Meter Readings within an agreed window which allows validation of the read into Settlement.
- A specific process for SMART and AMR meters with an active DCC flag.
- A specific process for sites gained via the SoLR (Supplier of Last Resort) process to allow the new shipper the opportunity to obtain a read.
- A specific process for excluding sites with known Metering issues preventing a read from being obtained; and
- Provision of data to the Performance Assurance Committee (PAC) for oversight of sites suspended from the Must-Read process [as a result of the *Must Read Exclusion Metering Issue Flag*].

XRN5605 is the technical project associated with IGT159V; XRN5605 is scheduled for the February 2024 release. As part of this project, the UK Link team will make a set of changes in UK Link which will enable the DDP project team to give new dashboard reporting to PAFA, IGTs and Shippers, enabling all three customer groups to monitor sites being excluded from the IGT MUR process at present and with a rolling 12-month historic view.

- **The data attributes that are the subject of this DRR: -**
 - **Must Read Exclusion Metering Issue Flag**
 - Definition: This flag is populated because a Metering Issue prevents a Valid Meter Reading to be obtained therefore the Supply Meter Point should be temporarily excluded from the Must-Read process. This flag may only be populated for Supply Meter Points on IGT Networks.
 - **Must Read Exclusion Metering Issue Flag Effective from Date**
 - Definition: The date that the Must-Read Exclusion Metering Issue Flag was recorded in UK Link systems.
 - **Must Read Exclusion Metering Issue Flag Effective to Date**
 - Definition: The date that the Must-Read Exclusion Metering Issue Flag was reversed in UK Link systems to indicate that the Metering Issue has now been resolved.
 - **Must Read Exclusion Metering Issue Flag Instructing Party Identity**
 - Definition: The Market Participant identity who notified the change to the Must-Read Exclusion Metering Issue Flag.

One of the changes to be implemented by the UK Link project team will be the introduction of the four data attributes highlighted in bold within the above list.

As to the other data attributes we'll share with the relevant customer groups within the new dashboards (that don't require a DRR): -

Data Item	PAFA	IGTs	Shipper	Notes
MPRN	Yes	Yes	Yes	None
Age Bucket	Yes	Yes	Yes	None
Meter Read Frequency	Yes	Yes	Yes	None
Meter Read Date	Yes	Yes	Yes	None
Class	Yes	Yes	Yes	None
Supplier Short Code	Yes	Yes	Yes	None
Supplier Name	Yes	Yes	Yes	None
IGT Short Code	No	Yes	Yes	Shippers will only access this for sites in their ownership.
IGT Name	No	Yes	Yes	Shippers will only access this for sites in their ownership.
Shipper Short Code	Yes	Yes	Yes	None
Shipper Name	Yes	Yes	Yes	None

2. Data Items

CoMC is requested to provide permission, via the DPM, to enable Correla to provide the following data attributes to PAFA in a community view, and Shippers and IGTs in a portfolio view via the DDP product. None of the four data attributes exist as a data attribute on UK Link and the DPM; therefore, this DRR also includes a request to recognise these data items as new entries on the DPM.

This DRR will supersede the DRR, and the appended DPM version, approved in September to request permission to share 'Known Meter Issue Flag' to the same parties on the same terms. 'Known Meter Issue Flag' is now a redundant data attribute title and has since been replaced by 'Must Read Exclusion Metering Issue Flag'. In addition, further design assessments have shown a need to request permission to share the other three described data attributes.

- **Request One: recognise 'Must Read Exclusion Metering Issue Flag'; 'Must Read Exclusion Metering Issue Flag Effective from Date'; 'Must Read Exclusion Metering Issue Flag Effective to Date'; 'Must Read Exclusion Metering Issue Flag Instructing Party Identity' as new data attributes on the DPM.**
- **Request Two: give PAFA community level access to all four data attributes.**
 - Community view will enable PAFA, in their role as a monitoring body for read performance, to track sites being excluded from the IGT MUR process across the industry.

- **Clarification (not a request): Shipper's would have portfolio level access to all four data attributes.**
 - This will enable Shippers the ability to monitor sites in their own portfolio that are excluded from the IGT MUR process.
- **Clarification (not a request): IGTs would have portfolio level access to all four data attributes.**
 - This will enable IGTs the ability to monitor sites in their own portfolio that are excluded from the IGT MUR process.

3. 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 attributes are not related to individuals. These attributes will exist to indicate whether a site has been excluded from a business process, the duration of the exclusion and the requesting organisation for the exclusion.
- b) Will the project compel individuals to provide information about themselves?

No, the population of these data attributes will not require individuals to provide information; they will be populated using existing industry data flows from DSC parties.
- c) Will information about individuals be disclosed to organisations or people who have not previously had routine access to the information?

No, as per the answer to question A.
- 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, as per the answer to question B.
- 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, this request has nothing to do with technology that could be perceived as privacy intrusive. The data attributes will be shared via the DDP product, based on an Infor-Birst platform.

- 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, as per the answer to question B.

- 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, as per the answer to question B.

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

No, as per the answer to question B.

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

No, processing, data storage and the presentation of this data item will utilise existing technology namely UK Link, Azure and InforBirst.

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

No, these data attributes cannot be used to identify a vulnerable customer.

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

Yes, the data items will be available to the DSC parties (at the moment this is only envisaged to be the Portfolio Shippers and the Portfolio IGTs) via DDP. This will include the ability to download the data from DDP. Meter Point Level data will be accessible by the PAFA through DDP.

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

No, this request has nothing to do with the theft of gas.

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

No, the exposure of the mentioned data item will not cause any process or structural change to the Xoserve business.

4. Commercial model

There is no new commercial model associated with this request. Reporting to PAC is covered as part of the DSC Service Lines.

5. Method of access to the Dataset

Shippers, PAFA and IGT would be permitted to access the data attributes via DDP. To access DDP, a user would need an Infor-Birst account with a username and an appropriate log in password.

6. CoMC Determinations

CoMC are requested to approve this DRR as per the requests under section 2 of this document.

7. Appendixes

- [Final Modification Report for IGT159V 'Amendments to the Must Read process'](#)

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

This copy of the DPM was taken by Richard Johnson on 30th October 2023. The change to DPM is on rows 100 to 103 in the spreadsheet.



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trix-v22%20DDP%20c

Appendix 2: Current DPM – Conditionality Document with proposed changes as per this Disclosure Request Report

The DPM – Conditionality Document will be updated following approval by Contract Management Committee. Please see attached proposed DPM – Conditionality Document for review.

There are no changes to the DPM Conditionality Document because of this DRR.