

**SPAA Schedule 25 – Management of Prepayment Activities – CDSP reporting to Siemens Ltd as the Prepayment Meter Infrastructure Provider (PPMIP)**

1. **Proposal**
	1. At the DSC Contract Management Committee (CoMC) meeting in March 2018, a paper detailing a proposal for the CDSP to provide a report to Siemens Ltd as the Prepayment Meter Infrastructure Provider (PPMIP) was presented.
	2. The CoMC agreed that a formal proposal should be presented to the CoMC meeting in April in order for the Committee to discuss and approve the arrangements to be established between Xoserve as the CDSP, SPAA Ltd and Siemens Ltd as the PPMIP in order for Siemens to release unallocated payments to gas Suppliers where Prepayment Metering arrangements were in place.
	3. The PPMIP requires access to data held by the CDSP and provided to the CDSP by Shippers under the terms of the UNC. In order for the CDSP to provide this information to the PPMIP, the necessary permissions are required.

There are three options available in order to grant the necessary permissions:

**Option 1 - Contract Management Committee Approval by Shippers**

*Shipper Contract Managers approve the CDSP contracting with SPAA Ltd to release the data to Siemens Ltd*

**Option 2 - Individual Disclosure Agreements**

*Each individual Shipper and associated Supplier(s) will sign a disclosure agreement between them and Xoserve to grant the permissions for their data to be shared with Siemens Ltd*

**Option 3 - UNC modification**

*A modification is raised to grant the permissions to release this data to Siemens Ltd within the UNC*

* 1. From discussions within the CoMC meeting in March, it was suggested that **Option 1 – Contract Management Committee Approval by Shippers** is the most appropriate way to grant the permission in this circumstance whereby the data is aggregated at percentage level only. This option is being proposed to grant the permissions for this information to be shared with Siemens. If MPRN level data were being requested it is likely a modification to the UNC or a disclosure agreement would be required.
	2. The report provided to the PPMIP 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):



1. **Background**
	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. 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.
	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.
	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.
2. **Contracting and delivery model**
	1. Xoserve will contract with SPAA Ltd as the administrator of the SPAA Schedule for the provision of this service. It was discussed within the CoMC in March that the Market Share figures will be sent directly to Siemens as the PPMIP and will not be sent to SPAA or provided to any other party.
	2. This is a different approach specified within SPAA Schedule 25 which stipulates that the CDSP will provide the data to SPAA Ltd to pass onto Siemens.
	3. Xoserve acknowledges that there will need to be a form of agreement between Xoserve and Siemens to ensure the protection of the information that is shared with Siemens. This can be in the form of wording that must be read and accepted by Siemens before they are able to open the report sent by the CDSP.
	4. The deliverables within the SPAA Ltd contract will be the confirmation that Xoserve have provided the information to the PPMIP and that the PPMIP has received it. SPAA Ltd will be charged for the provision of the services.

**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.

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