**Disclosure Request Report**

**Provision of Data to the holder of the “smart communications license” to support adoption of SMETS 1 Meters**

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| **Prepared by:** | David Addison |
| **Submitted for:** | Approval |
| **Decision details:** | CoMC is requested to approve the request to release data to the holder of the “smart meter communications licence” to provide information to support the adoption of S1 Supply Meters by the DCC. **This proposal is in advance of this party being included within the Data Permissions Matrix.** |
| **Date:** | 5 December 2019 |

1. **Introduction and background**

The DCC is seeking to migrate existing SMETS 1 Supply Meters into the DCC Solution from existing Smart Metering System Operators. The CDSP have been approached to provide information to support the migration and identify potential exceptions for a migration of approximately 1.3 million Supply Meters from one Smart Metering System Operator.

A pilot has been conducted and exceptions have been identified that will prevent such meters migrating without further investigations. One significant reason for the exception is where the meter that interfaces with the Smart Meter System Operator has been removed.

Provision of limited metering detail by the CDSP will enable the DCC to identify these exceptions and take the necessary remedial action or remove the gas meter from the take on.

**The DCC are not currently listed in the Data Permissions Matrix** but are currently listed in Section V5 of the UNC as being entitled to specific data items as listed in Annex V-1. This report is not intended to circumvent the UNC processes, but use a format with which DSC Contract Managers are familiar in order to request the release of data.

UNC Modification 0697 will, subject to its approval, add the holder of the “smart meter communications licence” as defined by Statutory Instrument 2012 No.2400: The Electricity and Gas (Smart Meters Licensable Activity) Order 2012 to the Data Permissions Matrix. This modification is not due to report until March 2020, but the DCC will begin this exercise in advance of this , so the CDSP would propose to provide the data in as soon as reasonably practical following approval of this request.

This paper seeks approval to release the relevant report due to the need for the data in advance of the DCC being recorded on the DPM. It is not proposed to amend the DPM at this time, and a subsequent request shall be made to the DSC Contract Management Committee for this to be reflected in the DPM. A draft of the potential DPM is provided in Appendix 1 for information.

This request proposes to release the following Meter Asset Data items (and will be added to the Data Permissions Matrix accordingly):

1. Meter Serial Number
2. Device Status
3. Effective Date
4. **Data Items**

It is proposed that the DCC will provide a list of Supply Meter Points and the serial number of Supply Meter that they consider that is installed.

This DRR is proposing that:

1. where the serial number of the Supply Meter accords with the current Asset Detail held on the UK Link system, the confirmation that the Meter Serial Number matches and latest Meter Asset Detail Effective Date, and the Status of the Supply Meter shall be released;
2. where a meter is recorded as installed in UK Link systems but the serial number of the Supply Meter does not accord with the current Asset Detail held on the UK Link system only the Meter Asset Detail Effective Date and the Status of the Supply Meter shall be released. For clarity where the serial number of the Supply Meter does not accord with the current Asset Detail the Meter Serial Number recorded on UK Link systems will not be released; and,
3. Where a meter is not recorded as installed in UK Link systems, an indication that an asset is NOT recorded as being in situ by provision of the Status of the Supply Meter;, and Meter Asset Detail Effective Date (i.e. the removal date).

The information shall only be released where the meter is recorded as a Smart meter on the UK Link system, having a Meter Mechanism Code recorded as NS, S1 or S2. Where such a meter is not recorded then the response will indicate that no Smart Meter is recorded. This will limit the risk that information will be disclosed that might indicate whether a meter is a prepayment device.

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 approach proposed means that personal information shall not be disclosed.**

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

**No, the data is already held within UK Link systems.**

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

**No**, **the proposed approach means that information pertaining to an individual will not be disclosed.**

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 approach proposed means that personal information shall not be disclosed.**

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.**

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 approach proposed means that personal information shall not be disclosed.**

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

**No, the provision of this date will not impact whether a consumer is more likely to be contacted.**

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

**No.**

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

**No.**

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

**Yes. We will only respond on data items that the recipient party will have provided relevant to the Supply Meter Point details. For clarity we will not be providing any detail on Supply Meter Points that are not included in the recipient's request.**

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

**No.**

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

**No.**

1. **Commercial model**

There are no third party costs involved in the provision of this data. This is proposed to be provided without a specific charge to assist in the migration of data to the DCC Service and help facilitate the objectives of the Smart Metering Programme.

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

The data will be provided by password protected email by and to the DCC.

1. **CoMC determinations**

CoMC is requested to **approve** this Disclosure Request Report, noting that the holder of the “smart meter communications licence” is not currently a party on the Data Permissions Matrix.

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

Please note: this is shown for information only. The DPM will not be amended until such time as the holder of the ‘smart meter communications licence’ is recorded in the DPM.

|  |  |  |
| --- | --- | --- |
| **Data Permissions Matrix**\* indicates conditionality reference in Data Permission Matrix Conditionality document published alongside this DPM |  | **Portfolio reporting by various means e.g. email, shared area etc** |
|  | **holder of the “smart meter communications licence”**  |
| **DATA TYPE** | **DATA ITEM** |  | **N/A** |
| Supply Meter Point Information | Meter Point Reference Number |  | **Yes** |
| Supply Meter Point Information | LSP |  |   |
| Supply Meter Point Information | Address |  |   |
| Supply Meter Point Information | Postcode |  |   |
| Supply Meter Point Information | Network Name |  |   |
| Supply Meter Point Information | Network Short Code |  |   |
| Supply Meter Point Information | SMP Status |  |   |
| Supply Meter Point Information | Current Shipper |  |   |
| Supply Meter Point Information | Current Shipper Short Code |  |   |
| Supply Meter Point Information | Current Supplier |  |   |
| Supply Meter Point Information | Current Supplier Short Code |  |   |
| Supply Meter Point Information | Previous Shipper |  |   |
| Supply Meter Point Information | Previous Shipper Short Code |  |   |
| Supply Meter Point Information | Incoming Shipper |  |   |
| Supply Meter Point Information | Incoming Shipper Short Code |  |   |
| Supply Meter Point Information | Incoming Supplier |  |   |
| Supply Meter Point Information | Incoming Supplier Short Code |  |   |
| Supply Meter Point Information | Previous Supplier Short Code |  |   |
| Supply Meter Point Information | Previous Supplier |  |   |
| Supply Meter Point Information | Logical Meter Number |  |   |
| Supply Meter Point Information | Confirmation Reference Number |  |   |
| Supply Meter Point Information | Confirmation Effective Date |  |   |
| Supply Meter Point Information | Withdrawal Status |  |   |
| Supply Meter Point Information | Withdrawal End Date |  |   |
| Supply Meter Point Information | Market Sector Code |  |   |
| Supply Meter Point Information | Meter Link Code |  |   |
| Supply Meter Point Information | Supply Meter Point Class |  |   |
| Supply Meter Point Information | Interruption Contract Exists |  |   |
| Supply Meter Point Information | LDZ ID |  |   |
| Supply Meter Point Information | Exit Zone |  |   |
| Supply Meter Point Information | Network Owner EFD |  |   |
| Supply Meter Point Information | Network Exit Agreement Indicator |  |   |
| Supply Meter Point Information | Priority Consumers Indicator |  |   |
| Supply Meter Point Information | Meter Read Batch Frequency |  |   |
| Supply Meter Point Information | Bypass Fitted |  |   |
| Supply Meter Point Information | Seasonal Large Supply Point Indicator |  |   |
| Supply Meter Point Information | Twin Stream Site Indicator |  |   |
| Supply Meter Point Information | UPRN |  |   |
| Supply Meter Point Information | CSEP ID |  |   |
| Supply Meter Point Information | Shared SMP Indicator |  |   |
| Supply Meter Point Information | Transistional Meter Point |  |   |
| Supply Meter Point Information | Last Inspection Date |  |   |
| Supply Meter Point Information | Special Needs Notes |  |   |
| Supply Meter Point Information | DM/NDM Indicator |  |   |
| Supply Meter Point Information | Confirmation Rejection Information |  |   |
| Supply Meter Point Information | Confirmation Objection Information |  |   |
| Supply Meter Point Quantities | Supply Meter Point AQ |  |   |
| Supply Meter Point Quantities | Formula Year SMP AQ |  |   |
| Supply Meter Point Quantities | CSEP Max AQ |  |   |
| Supply Meter Point Quantities | Original SMP AQ |  |   |
| Supply Meter Point Quantities | Current Year Minimum |  |   |
| Supply Meter Point Quantities | SMP SOQ |  |   |
| Supply Meter Point Quantities | Formula Year SMP SOQ |  |   |
| Supply Meter Point Quantities | CSEP SOQ |  |   |
| Supply Meter Point Information | MNEPOR |  |   |
| Supply Meter Point Quantities | SMP SHQ |  |   |
| Supply Meter Point Information | Related Meter Point Reference Number(s) |  |   |
| Related Meter Points | MSN |  |   |
| Emergency Contact | Title |  |   |
| Emergency Contact | Forename |  |   |
| Emergency Contact | Surname |  |   |
| Emergency Contact | Job Title |  |   |
| Emergency Contact | Contact Number |  |   |
| Emergency Contact | Type |  |   |
| Supply Meter Point History | Formula Year SMP AQ |  |   |
| Supply Meter Point History | Effective Date |  |   |
| Supply Meter Point History | SMP SHQ |  |   |
| Supply Meter Point History | Formula Year SMP SOQ |  |   |
| Supply Meter Point History | End User Category Code |  |   |
| Supply Meter Point History | EUC Effective Date |  |   |
| Interruption Results | Interruption Bid Number |  |   |
| Interruption Results | Contract Start Date |  |   |
| Interruption Results | Contract End Date |  |   |
| Interruption Results | Tranche Number |  |   |
| Interruption Results | Interruptible Capacity |  |   |
| Interruption Results | Interruptible Days |  |   |
| Interruption Results | Interruption Option Price |  |   |
| Interruption Results | Interruption Exercise Price |  |   |
| Interruption Results | Shipper Bid Reference |  |   |
| Interruption Results | Location ID |  |   |
| Meter Asset Data | Manufacturer |  |   |
| Meter Asset Data | Model |  |   |
| Meter Asset Data | Meter Type |  |   |
| Meter Asset Data | Year of Manufacture |  |   |
| Meter Asset Data | Installation Date |  | **Yes** |
| Meter Asset Data | Device Status |  | **Yes** |
| Meter Asset Data | Number of Dials |  |   |
| Meter Asset Data | Units |  |   |
| Meter Asset Data | Imperial Indicator |  |   |
| Meter Asset Data | Meter Mechanism |  |   |
| Meter Asset Data | Meter Capacity |  |   |
| Meter Asset Data | Location |  |   |
| Meter Asset Data | Correction Factor |  |   |
| Meter Asset Data | Gas Act Owner |  |   |
| Meter Asset Data | MAM Short Code |  |   |
| Meter Asset Data | MAM EFD |  |   |
| Meter Asset Data | SMSO ID |  |   |
| Meter Asset Data | SMS Operating Entity EFD |  |   |
| Meter Asset Data | DCC Service Flag |  |   |
| Meter Asset Data | DCC Service Flag EFD |  |   |
| Meter Asset Data | Installing Supplier |  |   |
| Meter Asset Data | Installing Supplier Short Code |  |   |
| Meter Asset Data | First SMETS Installation Date |  |   |
| Meter Asset Data | IHD Install Status |  |   |
| Meter Asset History | Meter Serial Number |  |   |
| Meter Asset History | Reason Code |  |   |
| Meter Asset History | Effective Date |  | **Yes** |
| Meter Asset History | Meter Type |  |   |
| Meter Asset History | Manufacturer |  |   |
| Meter Asset History | Model |  |   |
| Meter Asset History | Year of Manufacture |  |   |
| Meter Asset History | Number of Dials |  |   |
| Meter Asset History | Meter Capacity |  |   |
| Meter Asset History | Correction Factor |  |   |
| Meter Asset History | Meter Mechanism |  |   |
| Meter Asset History | Imperial Indicator |  |   |
| Meter Asset History | Units |  |   |
| Meter Asset History | Location |  |   |
| Meter Asset History | Opening Read |  |   |
| Meter Asset History | Opening Read Uncorrected |  |   |
| Meter Asset History | Opening Read Corrected |  |   |
| Meter Asset History | Opening Read Date |  |   |
| Meter Asset History | Closing Read |  |   |
| Meter Asset History | Closing Read Uncorrected |  |   |
| Meter Asset History | Closing Read Corrected |  |   |
| Meter Asset History | Closing Read Date |  |   |
| Meter Read History | Meter Read Date |  |   |
| Meter Read History | Meter Read Type |  |   |
| Meter Read History | Meter Read |  |   |
| Meter Read History | Meter Round the Clock |  |   |
| Meter Read History | Convertor Read |  |   |
| Meter Read History | Convertor Round the Clock |  |   |
| Daily Read Equipment Data | DRE Number |  |   |
| Daily Read Equipment Data | Installation Date |  |   |
| Daily Read Equipment Data | Device Status |  |   |
| Daily Read Equipment Data | Model |  |   |
| Daily Read Equipment Data | Manufacturer |  |   |
| Daily Read Equipment Data | Telemetered Site Indicator |  |   |
| Daily Read Equipment Data | AMR Indicator |  |   |
| Daily Read Equipment Data | AMR Effective Date |  |   |
| Convertor Asset Data | Correction Factor |  |   |
| Convertor Asset Data | Effective Date |  |   |
| Convertor Asset Data | Serial Number |  |   |
| Convertor Asset Data | Dials Corrected |  |   |
| Convertor Asset Data | Manufacturer |  |   |
| Convertor Asset Data | Year of Manufacture |  |   |
| Convertor Asset Data | Model |  |   |
| Convertor Asset Data | Device Status |  |   |
| Supply Meter Point Information | Isolation Status |  |   |
| Supply Meter Point Information | AMR Service Provider |  |   |
| Meter Read History | Latest Meter Read Date |  |   |
| Meter Read History | Latest Meter Read Type |  |   |
| Meter Read History | Latest Meter Read Value |  |   |
| Supply Meter Point Quantities | Prospective SMP SOQ |  |   |
| Supply Meter Point Quantities | Prospective Formula Year SMP AQ |  |   |
| Supply Meter Point Quantities | Prospective Formula Year Effective Date |  |   |
| Meter Asset Data | Meter Serial Number |  | **Yes** |
| Meter Read History | Meter Read Status |  |   |
| Meter Read History | Meter Read Creation Date |  |   |
| Supply Meter Point Information | IGT Transportation Charge Rate |  |   |
| Supply Meter Point Information | IGT Transportation Charge Rate Type |  |   |
| Supply Meter Point Information | IGT Charging Methodology |  |   |
| Supply Meter Point Quantities | CSEP Connection Max SOQ |  |   |