

## UNC Workgroup 0668S Minutes

### Enabling permissions for the provision of information to Alt Han Company to support smart metering roll-out (including IGT Modification 116 - Enabling permissions for the provision of information to Alt Han Company to support smart metering roll-out)

Thursday 25 October 2018

at Elexon, 350 Euston Road, London, NW1 3AW

#### Attendees

Bob Fletcher (Chair)	(BF)	Joint Office
Karen Visgarda (Secretary)	(KV)	Joint Office
Alexander Mann	(AMa)	Gazprom
Andy Clasper	(AC)	Cadent
Carl Whitehouse*	(CW)	First Utility
Chris Warner	(CW)	Cadent
Dave Addison	(DA)	Xoserve
David Mitchell	(DM)	SGN
Edward Fyfe	(EF)	SGN
Ellie Rogers	(ER)	Xoserve
John Cooper*	(JC)	BUUK
John Welch*	(JD)	npower
Kirsty Dudley*	(KD)	E.ON UK
Lorna Lewin	(LL)	Orsted
Mark Jones	(MJ)	SSE
Megan Coventry*	(MC)	SSE
Michelle Whittington*	(MW)	EDF Energy
Oorlagh Chapman*	(OC)	Centrica
Richard Johnson	(RJ)	Xoserve
Richard Pomroy	(RP)	Wales & West Utilities
Shaheeni Vekaria*	(SV)	Utility Warehouse
Shanna Key*	(SK)	Northern Gas Networks
Shardul Pandit*	(SP)	Wales & West Utilities
Steve Britton*	(SB)	Cornwall Insight

\*via teleconference

Copies of all papers are available at: <http://www.gasgovernance.co.uk/0668/251018>

#### 1. Introduction and Status Review

##### 1.1. Approval of Minutes (27 September 2018)

The minutes from the previous meeting were approved.

#### 2. Consideration of Amended Modification

Kirsty Dudley (KD) explained that the Modification had been amended in-line with the previous discussions within the Workgroup. Shanna Key (SK) enquired about the Privacy Impact Assessment (PIA) document as she felt more information should be included in relation to the data items and the justification for their inclusion. KD said this information was replicated within the 'why change' section of the modification and the PIA itself and she agreed to add in the detail about each data item.

**New Action 1001: E.ON (KD) to replicate the reasons for each data item within the Privacy Impact Assessment (PIA) Document.**

**3. Consideration of the AlthAn Co Relationship Model 3 Option**

Richard Johnson (RJ) presented the '*Options for the provision of Supply Meter Point Data to AlthANCo*' document and explained this subject had first been discussed in the September meeting.

Please use the link to view the complete document:

<http://www.gasgovernance.co.uk/0668/251018>

He said following that meeting, Xoserve had been asked to consider different options for the provision of data to AlthANCo or their service provider, these are detailed below:

1. Xoserve filter out the Supply Meter Points AlthANCo don't require, and send what remains;
2. Xoserve send the full portfolio in each occurrence;
3. Xoserve send the full portfolio in the first occurrence; for each subsequent occurrence, AlthANCo will inform Xoserve of what to exclude.

RJ then overviewed the considerations as detailed below:

- Xoserve will send the data to AlthANCo or their service provider on a quarterly basis;
- The service is expected to last two years by when the analysis and system updates by AlthANCo is expected to be completed;
- The data will be transferred electronically using Huddle or a Shared Area;
- The dataset will either be provided to AlthANCo or directly to their service provider;
- 'Full portfolio' refers to the approx 24 million Supply Meter Points.

RJ went on explained the differences between the 3 Options and he said Xoserve's view was that Option 3 seemed to be the most viable, providing the unneeded data was deleted and evidence was available, to confirm this had been actioned appropriately.

A lengthy general discussion then took place and the general consensus was that data for all 24million Supply Meter Points should not be supplied with a reliance on the AlthANCo to delete that which was not needed. RJ agreed with this and also confirmed that Option 3 seemed to be the most favourable. David Addison (DA) said that he thought a 'right of order' would be needed to delete the unwanted data and that this would need a more detailed discussion within the Workgroup, as to what could be shared and would need to be filtered appropriately.

KD said she would re-visit the Business Rules regarding this area to make them more robust and tailored to incorporate the options. She added she would further amend the Modification to reflect these changes and also add any changes to the PIA document.

Lorna Lewin (LL) proposed the options themselves needed to be more clearly defined within the modification itself. Edward Fyfe (ED) said that this all seemed somewhat late in the day to complete the meter installations, and queried if there was any other way of getting the data? KD said she understood his concerns but that this was an enduring solution and the modification was attempting to strike a balance on what was required, within the timeframe available.

**New Action 1002: E.ON (KD) to amend the Modification and the Business Rules in relation to the sharing categories.**

#### 4. Consideration of Update PIA

RJ presented the '*Privacy Impact Assessment Document*' and explained that this had been presented at the previous meeting and that 1 new risk had now been added to this document since the last meeting. The risk is as below:

- *AlthANCo has requested data for all 24m supply meter points. Should those supply meter points that Xoserve could determine will not need an AlthAN be excluded from the extract?*

KD said that the Business Rules would be more comprehensive in relation to this risk and DA said that a mitigation section would also need to be included.

EF said from a compliance perspective the right of access and right of erasure needed to be added as a risk. He also queried if someone asked for a restriction on certain data areas, how would this be managed and addressed. KD said in those circumstances then this would be considered and addressed by the DSC Change Management Committee. EF still said that this posed a risk especially in relation to the number of GDPR related queries that would need to be resolved.

KD said that the Permissions Matrix would help address some of these queries and that this was due to be implemented via *Modification 0649 - Update to UNC to formalise the Data Permissions Matrix* on 08 November 2018, and that she felt this would become clearer. EF said that he would still have queries on this topic even after the implementation.

It was then agreed that any queries/questions should be put in writing to the DSC Change Management Committee.

**New Action 1003: All to put all queries in writing to the DSC Change Management Committee any specific questions relating to the AlthANCo data/risks/PIA etc. These to be sent to Richard Johnson in the first instance: <http://Richard.johnson@xoserve.com>**

#### 5. Development of Workgroup Report

No discussed in this meeting, deferred until the November meeting.

#### 6. Review of Outstanding Actions

**Action 0901: Reference Commercial Model Options - Xoserve (AM) and Gemserv (RC) to consider a model 3 option based around a Smart Energy Code (SEC) provision obligation (including the possibility of a SEC contract)**

**Update:** Both RJ and KD said there had been little support from the Smart Energy Code (SEC) and that, that area was not the right arena for this subject and both agreed this action could now be closed. **Closed.**

**7. Next Steps**

BF said that the Amended Modification would be reviewed at the next meeting following the implementation of Modification 0649, together with any questions that had been sent to the DSC Change Management Committee.

**8. Any Other Business**

None.

**9. Diary Planning**

Further details of planned meetings are available at:

<https://www.gasgovernance.co.uk/events-calendar/month>

Time / Date	Venue	Workgroup Programme
11.00, Thursday 22 November 2018	Radcliffe House, Blenheim Court, Warwick Road, Solihull B91 2AA	Standard Agenda <ul style="list-style-type: none"> <li>Review of Amended Modification</li> <li>Review of questions/queries sent to the DSC Change Management Committee</li> <li>Development of the Workgroup Report</li> </ul>
10.00, Tuesday 17 December 2018	Elexon, 350 Euston Road, London NW1 3AW	Standard Agenda

**Action Table (as at 25 October 2018)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
0901	27/09/18	1.1	<i>Reference Commercial Model Options - Xoserve (AM) and Gemserve (RC) to consider a model 3 option based around a Smart Energy Code (SEC) provision obligation (including the possibility of a SEC contract).</i>	Xoserve (AM) and Gemserve (RC)	<b>Closed</b>
1001	25/10/18	2.0	E.ON (KD) to replicate the reasons for each data item within the Privacy Impact Assessment (PIA) Document.	E.ON (KD)	<b>Pending</b>
1002	25/10/18	3.0	E.ON (KD) to amend the Modification and the Business Rules in relation to the sharing categories.	E.ON (KD)	<b>Pending</b>
1003	25/10/18	4.0	All to put all queries in writing to the DSC Change Management Committee any specific questions relating to the AlTHANCo data/risks/PIA etc. These to be sent to Richard Johnson in the first instance:	ALL	<b>Pending</b>

**Action Table (as at 25 October 2018)**

Action Ref	Meeting Date	Minute Ref	Action	Owner	Status Update
			<a href="mailto:Richard.johnson@xoserve.com">http://Richard.johnson@xoserve.com</a>		