

**Data Permissions Notification**

**SPAA Schedule 22 – SPAA Metering Schedule – CDSP providing reports to SPAA Ltd**

1. **Proposal**
   1. The DSC Contract Management Committee is requested to approve the CDSP providing the reports specified within SPAA Schedule 22 – SPAA Metering Schedule to SPAA Ltd via the Secretariat (Electralink).
   2. SPAA Ltd requires the CDSP to report upon Supplier Performance of Metering and MAM updates and undertake a Meter Asset Manager (MAM) Reconciliation exercise.
   3. Attributable reports on individual Supplier performance will be provided to the SPAA Secretariat and used by the SPAA Expert Group (SEG) during the closed sessions. Until performance has been reported, next steps on what is done with the information are unknown, but the SEG has discussed the creation of performance measures following the post implementation review of the approved reporting to ensure it is robust. Historically, where the SEG reported on performance issues, the SPAA Executive Committee (SPAA EC) have directly addressed the involved party and requested remedial action plans. The data is based on Retail Gas Metering Arrangements (RGMA) and MAM flows and will report on the total volumes, percentage of accepted and rejected transactions. This is similar to the data provided to Shippers within the monthly Operational Packs however at Supplier level.
   4. Outputs from the MAM Reconciliation exercise will be provided to the Supplier where they are registered for the Meter Point within the Supply Point Register. This data is currently included within the Data Enquiry Service (DES) in portfolio view for the registered Supplier; therefore the permissions to access this data are present.
   5. Any data provided to MAMs as part of the exercise will align with the permissions already granted within Uniform Network Code (UNC) set out within TPD Section V Annex V-5 following the implementation of Modifications 0297 and 0386. Contract Managers are asked to note that the data we are releasing to MAMs is in line with the current permissions.

1. **Reporting Requirements**
   1. To summarise, CP 17/4111 (approved in Feb 2018 for Nov 2018 implementation) proposes the following reports are provided by the CDSP to demonstrate timeliness and accuracy of metering updates by Suppliers:

* Monthly Supplier Performance
  + JOB
    - Total count, percentage of accepted/rejected
  + UPD
    - Total count, percentage of accepted/rejected
  + K08
    - Total count, percentage of accepted/rejected and timeliness of transactions

* Annual MAM Reconciliation
  + Comparison between MAM provided dataset and the Supply Point Register held by the CDSP
  + Number and type of discrepancies in relation to each Supplier provided
  1. Please note that the reports provided by the CDSP will align to the requirements specified within the approve CP17/411 version of SPAA Schedule 22.

1. **Background**
   1. Currently Suppliers who are party to SPAA are required to report on their performance against RGMA obligations specified within SPAA Schedule 22 – SPAA Metering Schedule. The reporting is not fit for purpose and doesn’t provide relevant insight. The SEG developed the reporting requirements over many months to ensure it was both transparent and robust.

* 1. SPAA Parties expressed their concern with the accuracy of the self-reporting process. This was discussed by the SEG; the group agreed that a new process should be considered to report on individual Supplier performance with the data provided by CDSP, as the Supply Point Register is the best placed central dataset to utilise.
  2. The SPAA Secretariat is responsible for compiling the individual Supplier reports in order for the SPAA EC to assess Suppliers collective performance against these reporting obligations.

* 1. CP 17/411 introduces a new annual reconciliation where Suppliers are mandated to ensure their MAMs provide data to the CDSP to complete a comparison exercise, this is designed to identify asset mismatches within a Suppliers portfolio, where the JOB, UPD and K08 identifies accuracy and timeliness issues at Change of Supply. This is to act as a preventative measure and to encourage Suppliers monitoring and updating their portfolios.
  2. CP 17/411 was approved by the SPAA Change Board in February 2018 and is due to be implemented on 02 November 2018 with the first annual reconciliation exercise to be completed in April 2019.

1. **Contracting and delivery model**
   1. Xoserve will contract with SPAA Ltd as the administrator of the SPAA Schedule for the provision of this service.
2. **Summary**
   1. The DSC Contract Management Committee is requested to note and approve the following:
3. The CDSP providing Supplier performance reports to SPAA Ltd
4. The data requested for these reports is already available to Suppliers via DES
5. The data already available to MAMs through Modifications 0297 and 0386 reports but provided in a different format
   1. Upon such approval, Xoserve Ltd will contract with SPAA Ltd in order to deliver the service as per Schedule 22.

* 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.
  2. If the proposal is not approved by the Contract Management Committee, Xoserve will not be able to provide this service to SPAA Ltd.

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