**Disclosure Request Report**

**To allow Xoserve to provide monthly aggregated AMR information per Supplier to DCC**

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| **Prepared by:** | Dave Turvey |
| **Submitted for:** | For Approval |
| **Decision details:** | CoMC is requested to note the obligation on the CDSP to provide the DCC monthly AMR information broken down per supplier and approve the release of the aggregate data requested |
| **Date:** | 4th September 2020 |

1. **Introduction and background**

In November 2019 Xoserve advised Contract Management Committee (CoMC) that the Department for Business Energy and Industrial Strategy (BEIS) had made contact regarding the delivery of Advanced Meter information to the holder of the “smart meter communications licence” which is currently the Data Communications Company (DCC). At CoMC it was raised by our Shipper community that this information was already provided to DCC and that this should be fed back to BEIS to avoid duplication of effort.

As directed, Xoserve fed this back to BEIS and were subsequently advised that the purpose of the data provision would be to support the change in [DCC’s charging methodology](https://www.gov.uk/government/consultations/smart-meter-policy-framework-post-2020) which is a different purpose than the data already provided to the DCC and that was raised at CoMC.

During January 2020 BEIS published a [consultation](https://smartenergycodecompany.co.uk/latest-news/consultation-on-changes-to-standard-conditions-of-gas-and-electricity-supply-licenses-conditions-of-the-dcc-licence-the-sec-the-unc-and-the-mra/) seeking stakeholder views on proposed amendments to the standard conditions of gas and electricity supply licences, the DCC licence, the Smart Energy Code (SEC), the Uniform Network Code (UNC) and the Master Registration Agreement (MRA). The changes to the UNC proposed additional clauses within TPD Section V5.17 to obligate the release of data to the holder of the “smart meter communications licence”. As part of this consultation Xoserve provided a response and raised awareness of [UNC Modification 0697](https://www.gasgovernance.co.uk/0697) which proposes that Users and the data items they can have access to are removed from UNC TPD Section V5 and held within the DPM.

BEIS have since published the [consultation response](https://smartenergycodecompany.co.uk/latest-news/beis-government-response-to-consultation-on-code-and-licence-changes/) and the update to the UNC to include these additional clauses went live in June 2020. *Please note, under Modification 0697, the UNC Panel will be made aware of the links between the BEIS consultation text which has been inserted within UNC V5.17 and the proposal to remove such clauses from Code as proposed by the Modification.*

Xoserve have discussed the data required with the DCC and drafted a statement of requirements for delivery of the information that BEIS has mandated.

1. **Data Items**

This DRR proposes that on a monthly basis Xoserve provides to the DCC an aggregate count of Advanced Meters (AMR), which must reflect the portfolio sizes as at 15th calendar day of the month

For the purposes of this request, total count of AMR has been defined as sites which;

a) Have a Non-Domestic Market Sector Code and;

b) Have a gas consumption of 732,000 kWh or less; and/or;

c) Have a distinct indicator recorded in UK Link Systems confirming the presence of an AMR Device

Supplier details will be determined by the unique Organisation ID and Organisation Name, as recorded in UK Link Systems

The Data Items which need to be disclosed to DCC are outlined in Appendix 1. Please note as the request is for aggregate data its release is not covered under the DPM. Xoserve is submitting this information to CoMC for the purpose of visibility.

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:

1. Will the project involve the collection of new information about individuals?

**No, as this is aggregate data, there is no individual data proposed to be submitted to the DCC as part of this request**

1. Will the project compel individuals to provide information about themselves?

**No, this a request for the monthly delivery of AMR information to the DCC**

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

**No, as this is aggregate data and not relating to an individual**

1. 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 this is aggregate data and not relating to an individual**

1. 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, the information will be delivered as a report to the DCC**

1. Will the project result in you making decisions or taking action against individuals in ways that can have a significant impact on them?

**No, the report is created to support the DCC’s charging methodology**

1. 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, this DRR is only to disclose information to the DCC to support implementation of their updated charging methodology**

1. Will the project require you to contact individuals in ways that they may find intrusive? **No, this information will be delivered to the DCC in line with the current process that Xoserve provides information to them.**
2. Will the disclosure of information utilise new technology for Xoserve?
**No, this information will be delivered to the DCC in line with the current process that Xoserve provides information to them.**
3. Will the disclosure include information that identifies a vulnerable customer?

**No, this report relates to aggregate supplier data, there is no vulnerable customer information within it.**

1. Will the disclosure release mass data to a party?

**No, this is a request to provide to the DCC aggregate information. There is no personal information disclosed as part of this DRR.**

1. Will the disclosure include information that identifies an occurrence of theft of gas?

**No, this report relates to aggregate supplier data, there is no mechanism for it to be used to identify theft of gas**

1. Will the disclosure require a fundamental change to Xoserve business?

**No, the information will be provided to the DCC as either additional information added to the information, they receive from Xoserve or as an additional report to the same destination.**

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 the CDSP to the DCC.

1. **CoMC determinations**
CoMC is requested to approve this Disclosure Request Report, whilst noting that that at present the DPM doesn’t specifically cover the provision of aggregate data so there won’t be a specific need to update the DPM as a result of the approval and also to note that Xoserve are now mandated to deliver the information requested by Uniform Network Code – Transportation Principal Document (Section V).

# Appendix 1: Data Items that Xoserve intend to share with DCC

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| **Data Permissions Matrix** |
| **DATA TYPE** | **DATA ITEM** | **REASON** |
| Supply Meter Point Information | Current Supplier | Supplier Organisation Name |
| Supply Meter Point Information | Supplier Short Code | Supplier Short Code |
| Supply Meter Point Information | Market Sector Code | To determine that the Meter is Non-Domestic |
| Daily Read Equipment Data | AMR Indicator | To determine there is an AMR present |
| Supply Meter Point Quantities  | Supply Meter Point AQ | To determine only those sites where annual gas consumption of 732,000 kWh or less |