

# RIIO-T2/GD2/ED2/ESO2 NETWORK DATA ASSURANCE REPORT (NetDAR)

## Annual Report

<b>Company</b>	
<b>Sector</b>	
<b>Networks</b>	
<b>Report year</b>	
<b>Report submitted date</b>	

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## Version History

<b>Version No.</b>	<b>Changes</b>	<b>Purpose</b>	<b>Author</b>	<b>Release Date</b>
2.1		Decision document	Ofgem	31/05/2022

**General guidance on completing this report template:**

- *Boxes shaded in yellow should be completed.*
- *Each section and subsection should be completed.*
- *Licensees may add additional subheadings within sections or subsections.*
- *Additional sections should be added as appendices.*
- *Some sections may be combined, if in the Licensee’s opinion it is preferable to do so. The relevant pro forma sections should reference the area of the report where the information may be found.*

## **1 Overview of Organisational Data Assurance**

### **1.1 Organisational control and governance**

**Guidance on completing this section:**

*Explain the current corporate Risk management strategy, Risk appetite, internal control and governance of the organisation with the use of a high level organogram. The Licensee should explain how established Risk management, Data assurance, and Audit fit into its corporate structure. If the Licensee is part of a larger group, explain how group level control and governance links to the Licensee’s level of control and governance.*

**Supporting documentation**

i.

### **1.2 Organisational approach to regulatory submissions**

**Guidance on completing this section:**

*Explain current data management strategy. Explain how the Licensee ensures that the regulated parts of its business are managed to produce Data Submissions that are comprehensive, robust and accurately reflect the regulated business’s operations. A high level explanation of its IT strategy and how it supports data management would also be helpful.*

**Supporting documentation**

ii.

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### 1.3 Organisational data assurance process

**Guidance on completing this section:**

*Explain what each current Data Assurance Activity (Planning, Review and Sign-off) means to the Licensee in terms of processes and methodologies. On a day-to-day basis, explain how the Licensee ensures compliance with the DAG, and how it ensures that recommendations from Audits are acted upon and monitored. Explain the established internal Data Assurance Activities. Explanations should include Data accountabilities and an explanation of initiatives to ensure employee understanding of Data reporting, Data assurance and the importance of timely submissions.*

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**Supporting documentation**

iii.	
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## 2 Past Submissions Section

### 2.1 Data Architecture changes

**Guidance on completing this section:**

*For any initiatives that are in-flight or were completed in the Past Year, provide a brief summary (1 page max) of any material changes to the Data Architecture or organisational Data processes (relating to the organisational Data assurance processes highlighted in paragraph 1.3) for either individual business units, or the Licensee as a whole–.*

*Please include the following:*

*Narrative on changes and impacts of changes to data architecture that may include but is not limited to:*

- *Data pipelines*
- *Data storage*
- *Modelling*
- *Data streaming*
- *Automation processing*
- *Analytical functions*

*(We recognise that Data and organisational changes may occur beyond a single year. To avoid duplication of information, where the changes were included in a previous year’s NetDAR, please make reference to the relevant year’s NetDAR report).*

**Supporting documentation**

iv.	
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### 2.2 Data Assurance Activity done for Past Submissions

**Guidance on completing this section:**

*This is the main body of the document, containing a review of what was done to assure the Past Year’s data. This section must include the Risk Assessment Template, as set out below in section 4 (or as an appendix to this document). It should also include further commentary on the Risk Assessment summary table (section 4), with specific focus on the findings from the assurance activities:*

- *For high and critical Risks, details of the Data Assurance Activities, explaining the purpose, desired outcome, deadlines and completion date (completed or ongoing). This should provide further explanation of the activities and actions listed in the Risk Assessment summary table in section 4. (Licensees can direct to relevant narratives relating to Data Assurance Activities from paragraphs 1.1 to 1.3).*
- *Why the Data Assurance Activities were appropriate, and why they have been selected in preference to other available options.*

**Supporting documentation**

v.	
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## 2.3 Material Errors Identified in Past Submissions

### **Guidance on completing this section:**

*Include an explanation of any Material Errors identified up until the submission date of the NetDAR (not only in the previous 12 months period but any time in the current price control period). Please include the following:*

- *Which Data Submission the Material Error relates to*
- *A statement on incomplete, inaccurate or late submissions*
- *Material Error description*
- *Material Error identification date*
- *Material Error impact score and description of realised impact of the error*
- *Was the Material Error corrected? When was the Material Error corrected?*
- *What Data Assurance activity will be undertaken to prevent future occurrence?*

Supporting documentation

vi.

### 3 Future Submissions Section

#### 3.1 Risk Assessment for Future Submissions

**Guidance on completing this section:**

- *Include an explanation of any difficulties in carrying out Risk identification and Risk Assessment, or any necessary assumptions applied.*
- *Additional aggregation or disaggregation of Data Submissions for Risk Assessment purposes should also be provided.*
- *Include an explanation of any changes in the Risk ratings from the Past Year’s plan (including new Risk factors, effects of Error events and effects of Data Assurance Activities carried out).*
- *For high and critical Risk Submissions, briefly explain the main cause of high and critical Risks (impact and/or probability scores).*

**Supporting documentation**

vii.

#### 3.2 Data Assurance Plan

**Guidance on completing this section:**

*Explain the Licensee’s Data Assurance plan and rationale for each planned activity.*

*Licensees should:*

- *Provide details of Data Assurance Activities including subsequent actions (with purpose, deadlines, outcome) and Risk reduction measures for high and critical Risks.*
- *Explain why the planned Data Assurance activities are appropriate, and why they have been selected in preference to other available options.*

**Supporting documentation**

viii.

#### 3.3 Risk reduction initiatives

**Guidance on completing this section:**

*Explain the Licensee’s initiatives planned to reduce submission Risk by improving processes and procedures or the quality of the underlying Data. Any initiatives that have been planned or commenced since the preceding year’s NetDAR submission should be included here.*

*Licensees should explain:*

- *Identified drivers that have prompted the initiative*
- *Proposed improvements, and Risk reduction measures*
- *The expected (or actual if completed) outcome of the proposed initiatives.*
- *Changes to Data Architecture ....etc*

**Supporting documentation**

ix.

## 4 Summary Table: Risk Assessment results and associated planned Data Assurance Activities

**Guidance on completing this section:**

*This Summary Table must be completed in the Risk Assessment Template. The report is to be read in conjunction with the summary table contained in the completed Risk Assessment Template.*



## 5 Appendices

**Guidance on completing this section:**

*Appendices form part of the NetDAR and should be appended to the document and listed below. Appendix A.1 Supporting documents (Appendix A.1) must be completed listing all supporting documents that are referenced in the NetDAR. Supporting documents are standalone documents (separate from the NetDAR) are not required to be submitted alongside the NetDAR.*

A.1.	Supporting Documentation
A.2.	
A.3.	
A.4.	

## A. Supporting documents

**Guidance on completing this table:**

*Any supporting documents referenced in the body of the NetDAR should be listed in this table. Licensees may also list here other supporting documents not referenced in the document where, in the Licensees view, it would aid Ofgem’s understanding. Licensees are not required to submit the additional supporting documents alongside the NetDAR. However, Ofgem may request submission of any supporting document at a later date.*

Ref.	Document title	Version date/ number	Description	Submitted with NetDAR (Y/N)
i.				
ii.				
iii.				
iv.				
v.				
vi.				
vii.				
viii.				
ix.				