

Annex A - Schedule of Processing, Personal Data and Data Subjects

The Supplier shall only process in accordance with the instructions as advised below and comply with any further written instructions with respect to processing by the Contracting Authority. Any such further written processing instructions required by the Contracting Authority shall be incorporated into this Schedule and shall be a subject of a formal amendment to this Contract.

Description	Details
Subject matter of the processing	<p>Discovery</p> <p>Identify what information the following user groups would benefit from through innovation projects.</p> <ul style="list-style-type: none"> - Ofgem and Government - Non-funded innovators - Consumers and the general public - Investors and stakeholders involved in procurements - Identify how the data is currently captured within Innovate UK. <p>Review the current process used for capturing and processing evaluation and benefits data.</p>
Duration of the processing	Friday, 14 th January 2022 - Friday, 11 th March 2022
Nature and purposes of the processing	<p>Analysis</p> <p>Perform a SWOT and GAP analysis of these current data processes to make recommendations for future solution, including:</p> <ul style="list-style-type: none"> • Which metrics are captured during the application, monitoring and reporting of projects. Whether the format of how these are captured and whether any should be converted into alternative data formats (i.e., natural language, defined parameters etc.) • The KPIs and evaluation metrics captured. This includes formats, methods, and the systems used.

- The type of capabilities we need within the team, including recruitment and contracting. Outline the best way to deliver these services (i.e. within the Ofgem team, IUK data team etc.). Please note, a wider exercise is currently ongoing across Innovate UK to understand the requirements and capabilities needed within the core data team. This project should complement and support that work.

Design

Propose what data services would provide value to innovators, regulators, Government and investors. Outlining solutions that consider:

- How IUK can maximise the use of existing systems (rather than build further silos of data)
- Make recommendations for how we could create datasets through the application, reporting and monitoring processes.
- Consider, where existing systems may not be fit for purpose where new data systems may be beneficial. For instance, to reduce data siloes.

Outline an MVP delivery and least regrets options. These might include, but should not be limited to;

- A digital investor platform.
- A brokerage digital platform for people to find and start building proposals with.
- An interactive insight tool showing things like location, technical focus, maturity, stakeholders etc involved in all projects.

	<ul style="list-style-type: none"> • A mechanism for best sharing knowledge, learning, and datasets from funded projects.
Type of Personal Data	Business names, Names, address, NI number, telephone number, pay, images, Company information/data, Location data, Equality diversity data
Categories of Data Subject	Staff (including volunteers, agents, and temporary workers), Contracting Authority / clients, suppliers, patients, students / pupils, users of a particular website, Company information/data, Application data, financial data
Plan for return and destruction of the data once the processing is complete UNLESS requirement under union or member state law to preserve that type of data	Data will be owned by the data controllers and will not be owned by the supplier completing the required works. Any and all data/information collected for the purpose of the project will be returned to the controller come the end of the project.