# Licence Compliance Monitoring Course: Reporting Data, Dashboards and Supervision Priorities

27 September – 1 October 2027
London - Premier Inn Victorya

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## Programme Summary

Licence compliance monitoring, reporting data, dashboards and supervision priorities are the subject of this one-week training course for oversight, compliance and data leaders in energy organisations, ending in an oversight pack for one licence group. Monitoring that relies on scattered returns misses breaches and spreads effort evenly across licence holders. The programme moves from licence conditions to reporting data, dashboards, risk-ranked supervision and a documented pack, using prepared licensee records. Mars Training Centre UK delivers this programme on licence compliance monitoring to mixed-organisation cohorts.

## The Business Case

Bodies that supervise electricity, gas and fuel licence holders receive large volumes of returns, yet many cannot say which licensees pose the greatest exposure. When conditions, data fields and indicators are not aligned, breaches are found late and effort is spread thinly. Teams that link each condition to a reporting field and a ranked view act earlier and explain their choices.

- Breach Detection Time: Shortens when each licence condition has a defined reporting field and a threshold that raises an exception.
- Supervision Effort: Is directed to higher-risk licensees when a documented ranking replaces even coverage.
- Reporting Burden: Falls when data definitions are fixed and duplicate returns are removed.

## Principles and Evidence Base

- ISO 37301: The international standard for compliance management systems, applied in Sessions 1 and 3 to monitoring and evaluation of obligations.
- ISO 31000: Guidelines on risk management, applied in Session 4 to rate licensee risk and rank supervision effort.
- Risk-Based Supervision: An approach that scales oversight to assessed risk, applied in Sessions 4 and 5.

## Intended Participants

- Oversight managers who answer for monitoring licence holders in an energy market.
- Compliance leaders who track conditions, breaches and corrective action.
- Data and reporting leads who design returns and dashboards.
- Policy and enforcement managers who decide how to respond to breaches.

Typical settings include electricity, gas, fuel supply and renewable energy oversight.

## Learning Outcomes

1. Participants will be able to construct a licence condition register linked to measurable reporting fields.
2. Participants will be able to evaluate reporting templates and data definitions for clarity and quality.
3. Participants will be able to construct a dashboard layout with indicators, thresholds and exception views.
4. Participants will be able to prioritise licensees for supervision using a rated risk profile.
5. Participants will be able to justify a response to a breach using a stated ladder of actions.

## Programme Structure

## Day 1: Licence Compliance Monitoring Foundations

What must be monitored, and who is accountable for each condition?

- Licence Condition Register
- Monitoring Scope Statement
- Licensee Obligation Map
- ISO 37301 Monitoring Requirements Review
- Oversight Role Matrix

## Day 2: Reporting Data Design

Which data show whether a condition is met?

- Reporting Template Specification
- Data Definition Dictionary
- Submission Calendar
- Data Quality Check Rules
- Self-Report Verification Sample

## Day 3: Dashboards and Indicators

How are results shown so that leaders can act on them?

- Compliance Indicator Set
- Trend and Threshold Views
- Breach Register Layout
- Dashboard Wireframe
- Exception Report Format

## Day 4: Supervision Priorities

Where should limited oversight effort go first?

- ISO 31000 Risk Rating Matrix
- Licensee Risk Profile
- Supervision Priority Ranking
- Inspection and Audit Trigger Rules
- Response Ladder for Breaches

## Day 5: Oversight Pack for One Licence Group

Do the earlier tools join into a pack that a leader can act on?

- Applying the Session 2 Reporting Template
- Testing the Session 3 Indicator Set
- Reading the Session 4 Priority Ranking
- Preparing the Supervision Recommendation
- Completing the Oversight Pack

## Methodology

The programme is a data workshop built on prepared licensee records from two sectors, electricity supply and fuel distribution. Participants map conditions to data, build indicator views, rate risk and defend supervision choices to peers acting as an oversight committee.

- Suggested activity: Mapping ten licence conditions to reporting fields and flagging those that cannot be measured.
- Suggested activity: Sketching a dashboard and testing which exceptions it would raise from sample returns.
- Suggested activity: Ranking six licensees by risk and arguing which two receive inspection first.

## Capstone Output

Each participant completes an oversight pack for one licence group. It holds a licence condition register, a reporting template, a dashboard wireframe, a ranked risk profile and a response ladder. At work it is presented to the oversight committee and sets the monitoring routine for later reporting periods.

## Frequently Asked Questions

### Is licence compliance monitoring training suitable for leaders new to data work?

Yes. Licence compliance monitoring is taught through prepared records and templates. You need responsibility for oversight, compliance or reporting in an energy setting, but no data analysis background.

## Which standards does licence compliance monitoring rest on in this training?

Licence compliance monitoring rests on ISO 37301 for compliance management systems and ISO 31000 for risk management, with risk-based supervision used to rank effort.

## How is the pack from licence compliance monitoring training used at work?

You present the oversight pack to your committee, use its register and dashboard to track licensees, and keep its ranking as the routine for later periods.

## How does licence compliance monitoring differ from a programme on regulatory enforcement?

Licence compliance monitoring concentrates on data, indicators and ranking effort, while a programme on regulatory enforcement concentrates on investigations and sanctions.