

WPD Low Carbon Networks Fund Project

Tier 2 Appendices

Appendix A	Full Submission Spreadsheet
Appendix B	Maps and network diagrams
Appendix C	Organogram
Appendix D	Project plan
Appendix E	Information sources referenced in Box 15
Summary	If DNOs include further information attached to this Pro-forma than that required by Ofgem then they must provide an executive summary of that information in less than 1000 words which should be attached to this pro-forma after Appendix D, and before the numbered appendices. All further details in the numbered appendices must be clearly referenced in the text in the pro-forma.
Appendix 1	University of Bath letter of engagement and support, and their data analysis methodology
Appendix 2	Memorandum of Understanding between WPD and npower
Appendix 3	Customer communications pack
Appendix 4	Installing monitoring in LV substations
Appendix 5	Support letters – University of Bristol / WAG
Appendix 6	Sample extract of Arbed data (anonymised)
Appendix 7	RFQ issued to meter installers re the installation of voltage sensors at end of feeders / Provisional design of end-of-feeder voltage monitors
Appendix 8	An overview on the concept of network templates

Appendix D: Project Plan

The project plan can be found by opening file 'WPD_project_plan.mpp', sent as part of this submission. There is also an image of this file supplied, 'WPD_project_plan.png'. In addition to the plan, please find the information below.

Supplement to Project Gantt

Milestones

Acknowledged as black diamonds on Gantt chart and tasks with 'zero days' on project plan.

Dependencies

Displayed via linkage lines on Gantt chart between deliverables/tasks.

Critical Path

Identified as red bars.

Responsibilities

Assigned under Resource column and can be seen in the Gantt.

Phases

As per the project plan:

1. Plan and Design
2. Implement
3. Data Collection/Analysis
4. Share Learnings
5. Project Close

Key decision points

- Suitable tenders gained for meter procurement?
 - Yes - continue with plan
 - No - issue another tender / seek functional alternative
- Suitable tenders gained for monitor installation?
 - Yes - continue with plan
 - No - issue another tender
- Reduced numbers of customers signed up
 - Within 25 % - continue with plan

- Lower % - review statistical coverage with Bath University and impact on the project
- Software changes successful?
 - Yes - continue with plan
 - No - review with provider and assess project timelines

Further information on the responsibilities and resources is given below:

WPD Project Manager: responsible for management and delivery of the installation and commissioning phases of project – i.e all aspects, save analysis and dissemination.

WPD Project Management Team (3): responsible for day-to-day programming, financial management, progress monitoring, contractor liaison, shutdown management and issue of shutdown cards.

WPD B2C Manager: responsible for management of relations with external customers, PR, customer communication, liaison with (existing) WPD Records team and call centre.

WPD B2B External Relation Manager: responsible for management of relations with external business customers, supplier liaison, the Records team and call centre, project partners (e.g. Arbed), Housing Associations and WAG.

WPD Planning Manager: responsible for taking the outputs of the project and applying them to WPD's planning policy.