

# Digitalisation & Data Governance Group

Meeting #2  
Summary

28.09.2020

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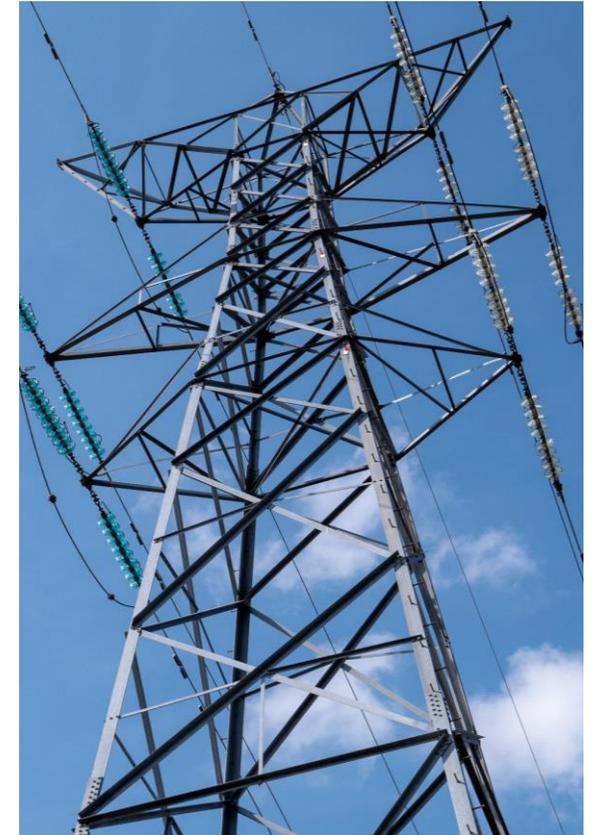
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## Introduction

This document provides a summary of the second Digitalisation & Data Governance Group meeting, established within Western Power Distribution (WPD). This Group's role is to ensure that digitalisation and data, directed through the Digitalisation Strategy and associated Action Plan, is delivered effectively and co-ordinated with other company strategies. Our evolving Data Governance is focussed on the development and utilisation of people, process and technology to leverage data as a valuable asset, enabled through appropriate data ownership, accessibility, security, quality and knowledge. The development, delivery and implementation of these key aspects must be managed centrally and this Group will facilitate and enable this.



## Meeting Detail

- Date: 28.09.2020
- Time: 10:30 – 12:00
- Location: Video Conference
- Chair: Graham Halladay, Operations Director
- Attendees: Nigel Turvey, DSO & Future Networks Manager  
Michael Keay, Information Resources Manager  
Jonathan Berry, DSO Digitalisation & Data Manager  
Mark Shaw, RIIO ED2 Business Plan Manager  
Ian Smith, Logistics Manager

## Agenda

- Previous minutes and actions
- Digitalisation Strategy and Action Plan release
- Delivery programme progress update
- Resourcing
- Strategy focus
- Group representation
- AOB
- Next meeting arrangements

## Minutes

- Previous minutes and actions

All actions were completed in the previous period and minutes agreed.

A key action was the creation and release of the terms of reference, which has been made publically available

- Digitalisation Strategy and Action Plan release

confirmed that the Digitalisation Strategy and Action Plan had be completed and released along with a consultation for customers and stakeholders until 30th October, via the Engagement Hub

Links:

Digitalisation Strategy - <https://www.westernpower.co.uk/downloads-view-reciteme/171166>

Digitalisation Action Plan - <https://www.westernpower.co.uk/downloads-view-reciteme/171160>

Engagement Hub - <https://engagementhub.westernpower.co.uk/a-digital-future>

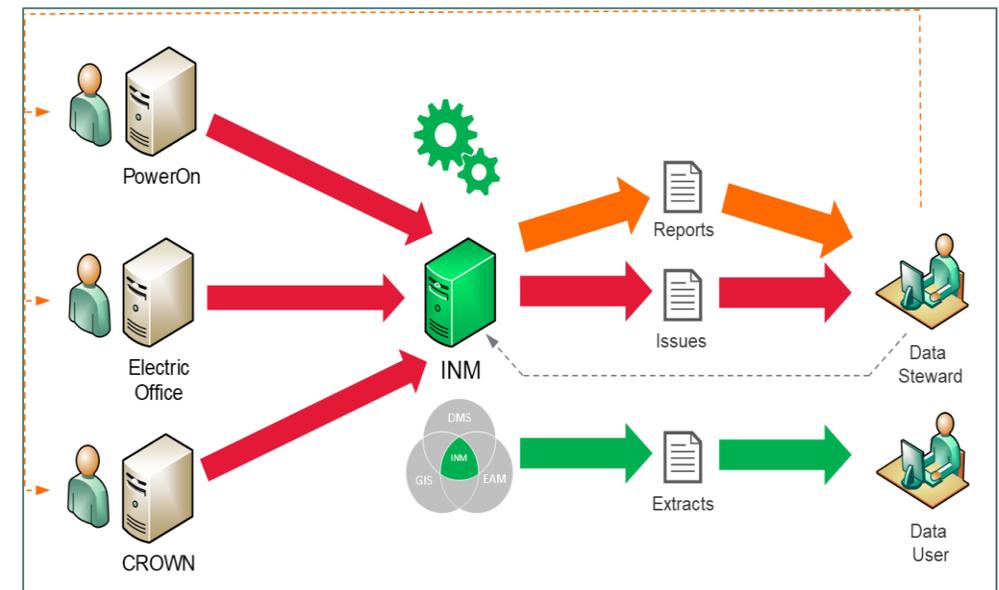
## Minutes

- Delivery programme progress updates

### Integrated Network Model (INM)

Overview provided on the progress of the INM in the four regions

- South INM delivered
  - Data being used to feed in to PowerON to provide electrical properties of assets to enable DPF and SVO to be trialled and operated
  - CIM files now released on the Energy Data Hub for open download and utilisation. CIM is the standard proposed by Ofgem in the LTDS reform as the mechanism to share data down to the 11kV network moving forwards
- East and West Midlands' INM
  - Currently undergoing factory acceptance testing to move to WPD user acceptance testing in Mid-October to be released by end November
- South Wales INM
  - In development and planned to be completed by end December



*INM data flow*

## Minutes

- Delivery programme progress updates

### 11kV Planner Tool

A replacement to the existing 11kV Planning Tool, DINIS, has been identified and is to be implemented by end April 2021

- This tool will use the Common Information Models (CIM) generated by INM to automated the network model creation
- Steering group and 11kV 'Super Users' have been identified to support the delivery of the tool

### Data Triage process

A process to assess data to be made open and available has been created through the Network Innovation Allowance (NIA) project, Presumed Open Data (POD) and is being trialled on existing open datasets.

- The work is being reviewed for business as usual applicability and trialling on currently closed datasets
- A policy for data triage and assessment is being developed and will be released for internal review in October

System and process to be developed to ensure it's suitable for implementation throughout WPD

## Minutes

- Delivery programme progress updates

### Data Catalogue

A data catalogue is a system that provides a single self-service environment to its users that help them to find, understand and trust the data and is a building block of a modern, digitalised energy system as defined in the Energy Data Taskforce report

- A resource has been secured to specify, procure and deliver an internal data catalogue
- This will be started in October 2020 and delivered no later than July 2021

### Real-time data access

Customers and stakeholders are clear that access to real-time network data will provide significant benefit in delivering their activity and developments

- Work is underway to enable demand, import and generation data to be made available in real-time via our website
- Delivery will be no later than mid-November 2020
- Trends and download will be functionality provided

## Minutes

- Delivery programme progress updates

### Policies

An initial plan of policies to be created and sit within the Digitalisation team have been developed, focussed on Data Governance and the delivery of that through specific policies and standard techniques. This will facilitate change management in respect of data, its handling and wider processes

- Data Governance is to be scoped for review in October 2020
- Further policies are to be driven by process implementation, such as Data Triage

## Minutes

- Resource

- Additional resource has been secured to facilitate the implementation of a Data Catalogue
- The need for additional resource to manage the Data Triage and wider data access request process was raised

- Strategy focus

The current Digitalisation Strategy, whilst focussing on the wider network and customer needs around asset management and new connections processing, there is a specific focus on the distribution system operator (DSO) element of the business

- The strategy needs to cover the complete business but there is the need for prioritisation and there is no issue seen with the current focus of the strategy and action plan. Policies and processes need to consider the wider business to ensure that the historic, fit for purpose, approach to working in silos doesn't continue

- Group representation

Discussed focussed on widening the representatives in this Group to ensure the business and wider is appropriately represented

- WPD's External Affairs Manager to join this group
- An external Digitalisation and Data Forum is to be considered to provide a more formal route for external input to the current and future programme

## Minutes

- AOB

None raised.

- Date of next meeting

Mid-November. Exact date to be confirmed



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