

# ***STCP 04-4 Version 004 Provision of Asset Operational Information***

## ***STC Procedure Document Authorisation***

| <b>Party</b>                               | <b>Name of Party Representative</b> | <b>Signature</b> | <b>Date</b> |
|--|-------------------------------------|------------------|-------------|
| National Grid Electricity Transmission plc |                                     |                  |             |
| SP Transmission Ltd                        |                                     |                  |             |
| Scottish Hydro-Electric Transmission Ltd   |                                     |                  |             |
| Offshore Transmission Owners               |                                     |                  |             |

## ***STC Procedure Change Control History***

|           |            |   |
|-----------|------------|---|
| Issue 001 | 23/12/2004 | BETTA Go-Live Version                                     |
| Issue 002 | 20/04/2005 | Issue 002 incorporating STCAP001                          |
| Issue 003 | 25/10/2005 | Issue 003 incorporating PA034 & PA037                     |
| Issue 004 | 24/06/2009 | Issue 004 incorporating changes for Offshore Transmission |

## **1 Introduction**

### **1.1 Scope**

1.1.1 This procedure covers the Parties' responsibilities with respect to the provision of Plant and/or Apparatus operational information where there is any issue or changes to Operational Capability Limits (OCLs) including:

- Any Services Reduction to a TO's Transmission Services, which includes:
  - a) any change to the ratings associated with a TO's Transmission System; and
  - b) any technical limitations on Plant and/or Apparatus that could affect the operation of a TO's Plant and/or Apparatus.
- Any enhancements to the OCLs made available by the TO or requested by NGET.

1.1.2 For the avoidance of doubt, this procedure specifically excludes the obligations and processes associated with the provision of standing data, control telephony and of real time data.

1.1.3 This procedure specifically excludes the obligations and processes covered by the information exchange associated with STCP 11-1(Outage Planning).

1.1.4 This procedure specifically excludes the obligations and processes covered by the information exchange, associated with STCP 9-2 (Site and Public Safety) and STCP 3-1 (Post Event Analysis).

1.1.5 Operational information covered by this procedure is:

- OCLs which apply to Services Reductions or enhancements to Normal Capability Limits (NCL), including ratings and technical limitations;
- miscellaneous operational information that may impact on the operation of the TO's network; and,
- operational safety bulletins.

1.1.6 This document applies to NGET and TOs. For the purposes of this document, the TOs are:

- SPT ;
- SHETL; and
- All Offshore Transmission Licence holders as appointed by OFGEM

In the event that specific conditions or exceptions are made in the document relating to an Onshore TO or Offshore TO these will be prefixed appropriately

### **1.2 Objectives**

1.2.1 The process specifies the following:

- the responsibilities of NGET and the TOs in relation to the provision of asset operational information that may impact on the operation of the TOs' Transmission System;
- the requirements for the provision of other operational information; and,
- the means of communication to be used in the provision of operational information.

### **1.3 Background**

1.3.1 Where NGET agrees an Outage, the relevant Transmission Services are deemed to be wholly withdrawn, where not otherwise specified. Any further specification of OCLs for outages is covered in STCP 11-1 (Outage Planning).

- 1.3.2 A TO is responsible for notifying NGET of any Services Reduction associated with its Transmission System. Initially the TO will inform NGET of the Service Reduction and then use the Operational Capability Limit Record (OCLR, as per Appendix B) to confirm all Services Reductions to NGET.
- 1.3.3 The TO is responsible for notifying NGET of any issue or any change to an OCL associated with that TO's Transmission System.
- 1.3.4 NGET is responsible for notifying the TO of any change to the operational integrity of Plant and/or Apparatus of which NGET is aware that could affect the operation of the TO's Plant and/or Apparatus. This includes any Event or circumstance that could affect the TO's ability to provide Transmission Services.
- 1.3.5 A TO may notify NGET of OCLs that may exceed the NCLs, and of any conditions that apply to the use of such OCLs.

## 2 Key Definitions

### 2.1 *For the purposes of STCP 4-4:*

- 2.1.1 **Enhanced OCL.** means the temporary assignment of a higher OCL to a specific item of Plant and/or Apparatus.
- 2.1.2 **Event** is as defined in the Grid Code as at the Code Effective Date and for purposes of this STCP only, not as defined in the STC.
- 2.1.3 **OCLR** is the document produced by the TO as per Appendix B.
- 2.1.4 **Operational Effect** is as defined in the Grid Code as at the Code Effective Date and for purposes of this STCP only, not as defined in the STC.

## 3 Procedure

### 3.1 *Rating Limitations and Plant & Equipment Technical Limitations pertaining to Operational Capability Limit Records*

- 3.1.1 Where the TO becomes aware of the need to issue, modify or cancel an OCL on any item of Plant and/or Apparatus that may affect the operation of its Transmission System the TO shall:
- verbally inform NGET of the OCL and, if deemed appropriate by the TO, any other TO;
  - provide NGET with a Service Restoration Proposal unless otherwise agreed;
  - confirm as soon as practicable to NGET (and if deemed appropriate by the TO, any other TO) any enduring changes to an OCL through an OCLR. The OCLR of the issued, modified or cancelled OCL will include any limitations or conditions that apply; and,
  - along with NGET make a record of the issue, modification or cancellation of the OCL in accordance with internal procedures.
- 3.1.2 When informed of a change to an OCL, NGET shall immediately take such action as necessary to return the TO's Plant and/or Apparatus to the new OCL.
- 3.1.3 When NGET becomes aware of any Event or circumstance that could affect the TO's ability to provide Transmission Services, they shall inform the relevant TO(s).
- 3.1.4 Where NGET has exceeded an OCL, they shall inform the TO as soon as practicable. Where appropriate, NGET and the TO shall issue a report as described in STCP3-1 (Post Event Analysis). If the TO becomes aware that NGET has exceeded an OCL, that TO shall inform NGET.

### 3.2 *General Conditions with respect to OCLR*

- 3.2.1 For the avoidance of doubt, there may be more than one OCLR in respect of any piece of Plant or Apparatus.
- 3.2.2 The TO shall use all reasonable endeavours to ensure that two or more OCLRs in place simultaneously on the same piece of Plant or Apparatus contain consistent information. If two or more such OCLRs are in place all conditions shall apply simultaneously, i.e. the most restrictive condition shall apply.
- 3.2.3 If either a TO or NGET becomes aware that either any information in an OCLR is unclear, or that apparently inconsistent OCLRs for the same Plant or Apparatus are in place, they shall promptly inform the other Party. The TO shall, as soon as reasonably practicable, clarify the relevant OCLRs and remove any apparent inconsistencies. This may include, as appropriate, issuing new OCLRs and cancelling existing OCLRs.

### **3.3 Assessment of an Enhanced OCL**

- 3.3.1 An Enhanced OCL is issued where the TO considers it is acceptable to operate Plant and /or Apparatus above its NCL ( which may include limitations and restrictions). In such cases, the TO shall also assign a default OCL, which shall become effective if the Enhanced OCL is suspended because those limitations and restrictions can no longer be maintained.
- 3.3.2 An Enhanced OCL may be advised by the TO or requested by NGET.
- 3.3.3 NGET may request a temporary enhancement to the NCL (or current OCL) that requires the TO to assign a higher OCL to a specific item of Plant and/or Apparatus. This shall be achieved by the TO in its discretion assigning an Enhanced OCL, which may contain conditions and limitations as detailed in the relevant OCLR. Where NGET considers it necessary to have an Enhanced OCL, NGET shall request permission from the TO using the proforma in Appendix C.
- 3.3.4 On receipt of a request for an Enhanced OCL, the TO shall carry out an initial assessment and inform NGET of its intention or otherwise to proceed with a formal assessment.
- 3.3.5 NGET shall support the TO by providing information and data, where necessary, to complete the formal assessment. The TO shall be responsible for all aspects of the formal assessment and shall ensure that it is carried out in line with Good Industry Practice.
- 3.3.6 On completion of the formal assessment, the TO shall advise NGET, and other TO if appropriate, of their decision, confirming or otherwise, acceptance of the request for an Enhanced OCL, and complete section 2 of the proforma in Appendix C.
- 3.3.7 In the case of acceptance, the TO shall complete an OCLR as described in section 3.4.
- 3.3.8 NGET shall inform the relevant TO of any User's permission to operate their Plant and/or Apparatus in excess of its capability, in line with User specified ratings either permanently or temporarily and any restrictions applied.

### **3.4 Creation of an Enhanced OCL**

- 3.4.1 To create an Enhanced OCL, the TO shall complete an OCLR which will include, any limitations and restrictions that may apply to the relevant Plant or Apparatus, and the applicable default OCL that will apply on suspension of the Enhanced OCL upon notice from the TO. Consideration should be given to cancelling any outstanding OCLRs on the Plant or Apparatus if it improves the clarity of the new enhanced OCLR.

- 3.4.2 As a condition of an Enhanced OCL, the TO may stipulate that on each and every occasion the Enhanced OCL is to be used, it must first be confirmed by the TO.
- 3.4.3 The TO shall manage all site issues including, but not limited to, access restrictions and technical restrictions arising from the TO formal assessment, associated with operation at the Enhanced OCL.
- 3.4.4 The TO can require that the use of the Enhanced OCL be withdrawn, either temporarily or permanently.
- 3.4.5 The TO can specify in the conditions and/or limitations of the OCLR a duration for the enhanced OCLR to be effective for. Once this time limit has been reached NGET shall take such action as necessary to return Plant and/or Apparatus to the NCL, or default OCL stated on the OCLR.

### **3.5 Temporary Suspension of Enhanced OCLs**

- 3.5.1 Where temporary suspension of the Enhanced OCL is required by the TO, the TO shall notify NGET and if appropriate the other TO. NGET shall immediately take such action as necessary to return the operation of the Plant and/or Apparatus to its default OCL.
- 3.5.2 During temporary suspension of an Enhanced OCL, the form in Appendix B and/or Appendix C shall not be cancelled. Temporary suspension should only be used where the duration is not expected to exceed 12 hours.
- 3.5.3 As soon as the operation of the Plant and/or Apparatus has been returned to its default OCL or below, NGET shall inform the TO and the temporary suspension will be deemed to have taken place.
- 3.5.4 Both NGET and the TO shall agree and record the cancellation of any temporary suspension once the TO has advised NGET that operation can resume, in line with the Enhanced OCL as detailed on the form in Appendix B and/or Appendix C, as appropriate.

### **3.6 Permanent Cancellation of Enhanced OCLs**

- 3.6.1 Where permanent cancellation of an Enhanced OCL is required by a TO, that TO shall notify NGET and other TO if appropriate. A new OCLR should be issued before or simultaneously with the cancellation of the enhanced OCLR detailing any continuing OCL on the Plant and Apparatus or confirming that the Plant and Apparatus is returning to its NCL. NGET shall take such action as necessary to return Plant and Apparatus to the level stated in the new OCLR prior to cancellation of the enhanced OCLR.
- 3.6.2 Where NGET has taken action in line with 3.6.1 and the relevant TO has issued any appropriate continuing OCL both Parties shall agree and confirm the cancellation of the enhanced OCL. NGET and the relevant TO shall cancel the OCLR that contained the enhanced OCL by completing the cancellation section of the form in Appendix B, specifying a return to the NCL or continuing OCL. Section 3 of the form in Appendix C shall then be completed by both Parties. Both NGET and the relevant TO shall record the cancellation of any enhanced OCL.

### **3.7 Management of Outstanding Operational Capability Limitations**

- 3.7.1 Where NGET is in receipt of an OCLR that has been issued for a period of 24 hours or more, extending beyond the Control Phase, NGET may:
- Discuss with the TO, the provision of a revised rating schedule, in addition to the OCLR, that would take into account the change for the duration of the limits where appropriate.
  - Discuss with the TO the OCL change, the current Service Restoration Proposal and if appropriate, the need for an Outage or other actions to clear the limitations.
- 3.7.2 Where NGET is in receipt of an OCL that has been outstanding for a period longer than indicated on the Service Restoration Proposal, NGET may discuss the OCL, the Service Restoration Proposal, and if appropriate the need for an Outage or other actions to clear the OCL.
- 3.7.3 When an OCL is permanent, the NCL and Services Capability Specification shall be revised by the relevant TO.

### **3.8 Operational Safety Bulletins**

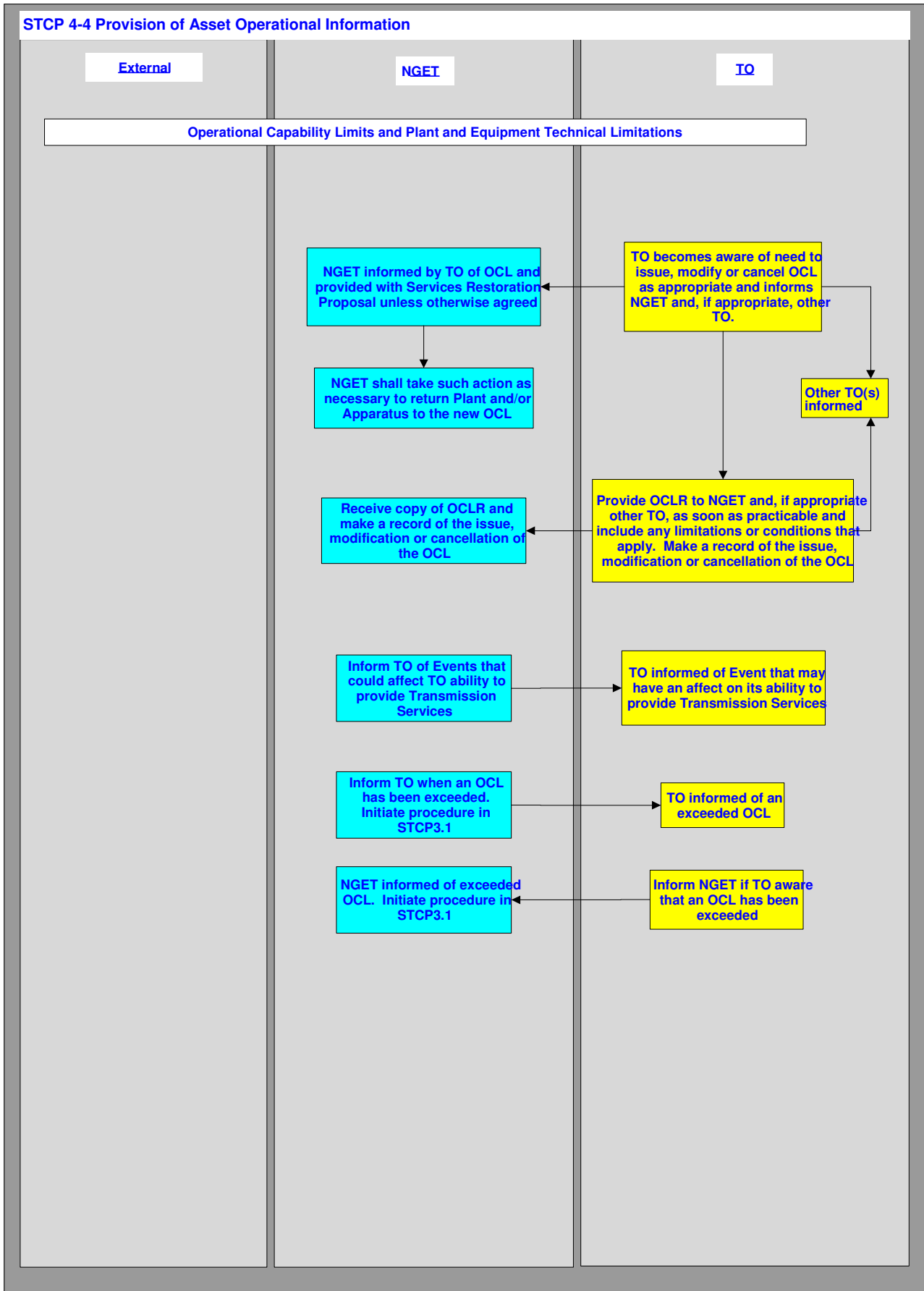
- 3.8.1 When the TO is in receipt of an operational safety bulletin, that may have an Operational Effect on a TO's Transmission System, the TO shall:
- inform NGET and, if deemed appropriate by the TO, any other TO;
  - where agreed, fax a copy of the operational safety bulletin to NGET and, if appropriate, to the other TO; and
  - act on the information provided in the operational safety bulletin and STCP9-2 (Site and Public Safety).
- 3.8.2 Where NGET is in receipt of an operational safety bulletin that may have an Operational Effect on the TOs' Transmission System, NGET shall:
- inform the relevant TO(s);
  - where agreed, fax a copy of the operational safety bulletin to the TO(s); and
  - act on the information provided in the operational safety bulletin and in accordance with STCP9-2 (Site and Public Safety).

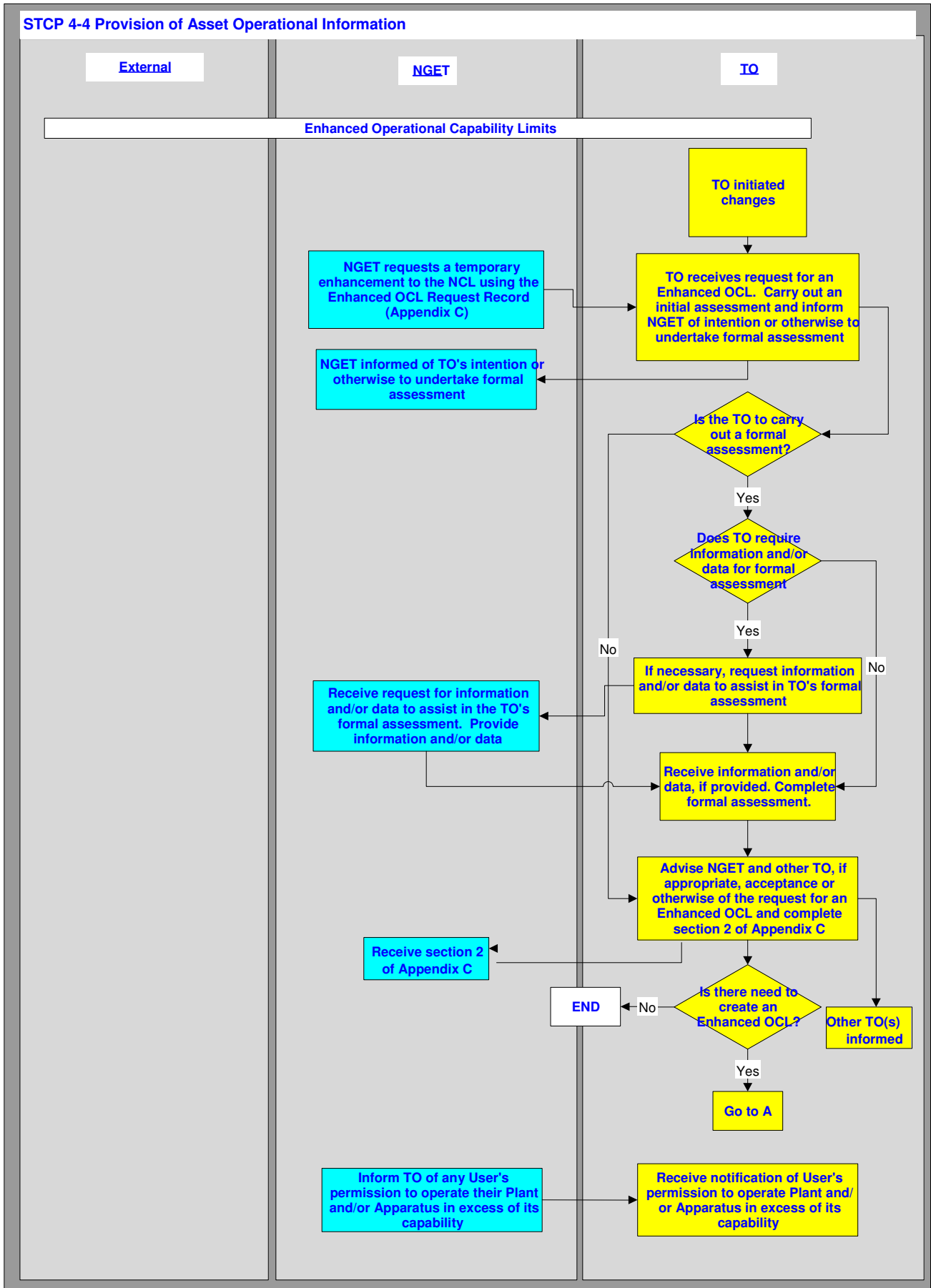
### **3.9 Miscellaneous information**

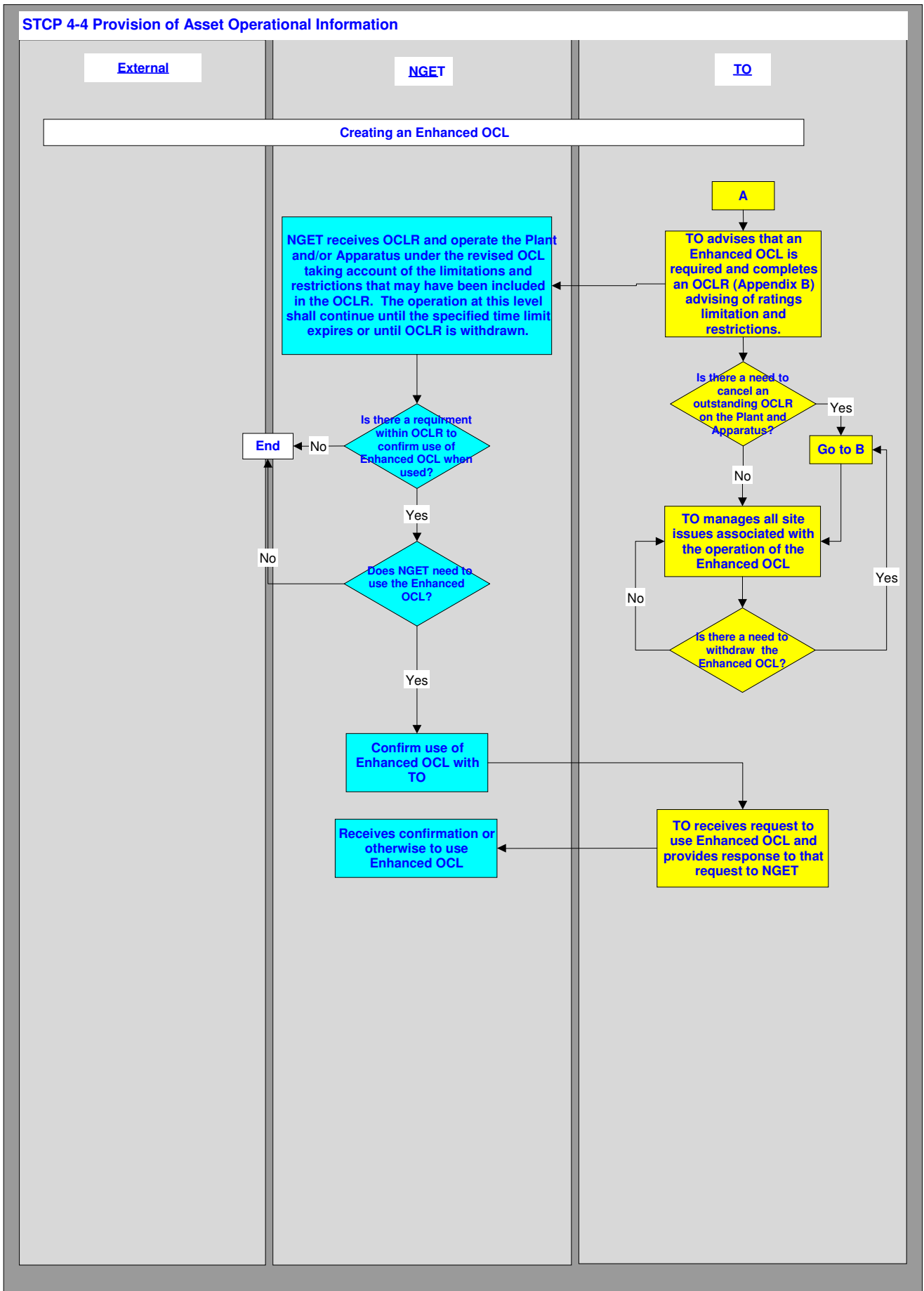
- 3.9.1 Where a TO is in receipt of any information, that it reasonably believes may have an Operational Effect on the TOs' Transmission System, the TO shall discuss the effect of the information with NGET and, if deemed appropriate, the other TO.
- 3.9.2 Where NGET is in receipt of miscellaneous information, that may have an Operational Effect on the TOs' Transmission System, NGET shall discuss the effect of the information with the relevant TO(s).

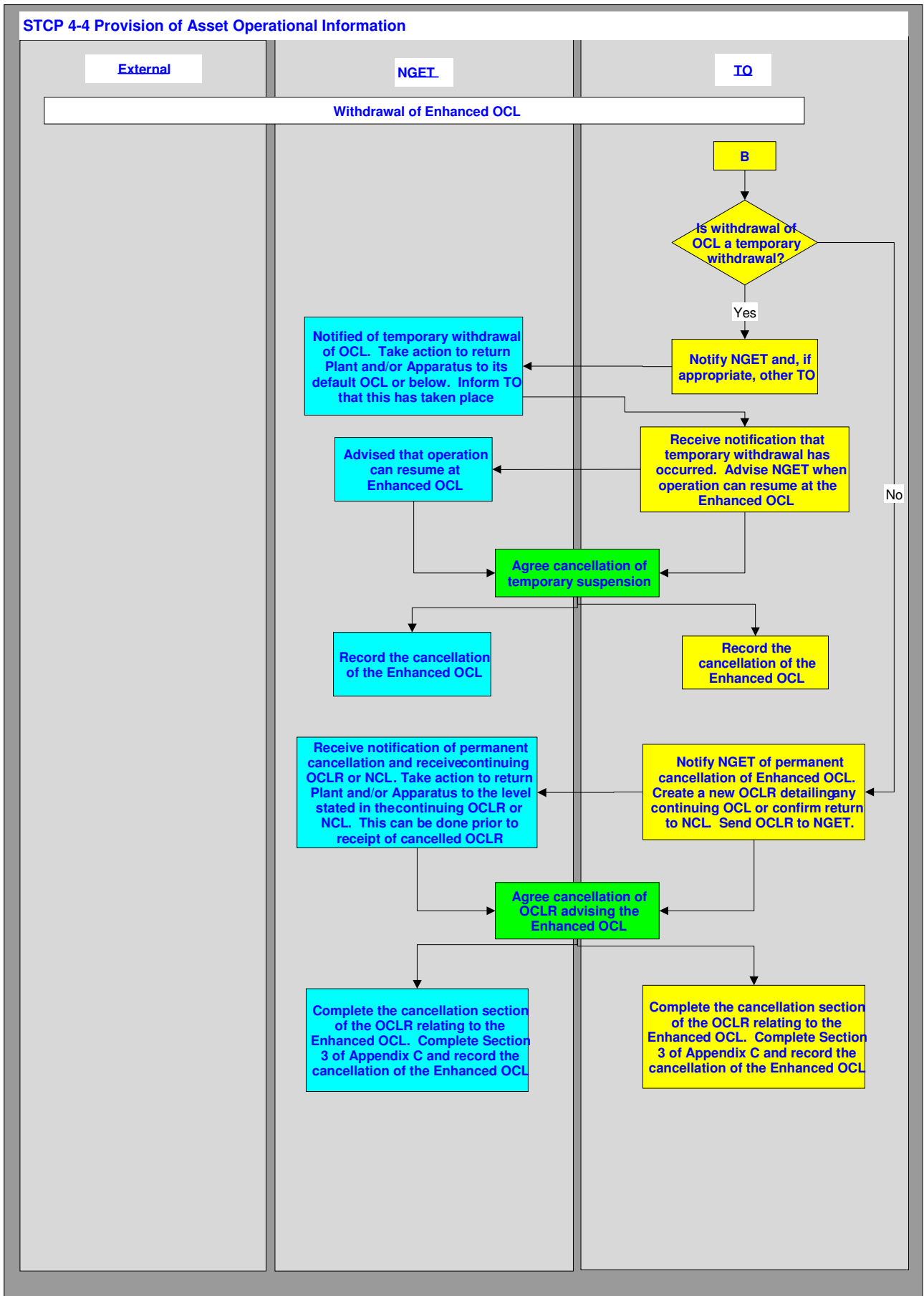
**Appendix A: Flow Diagram**

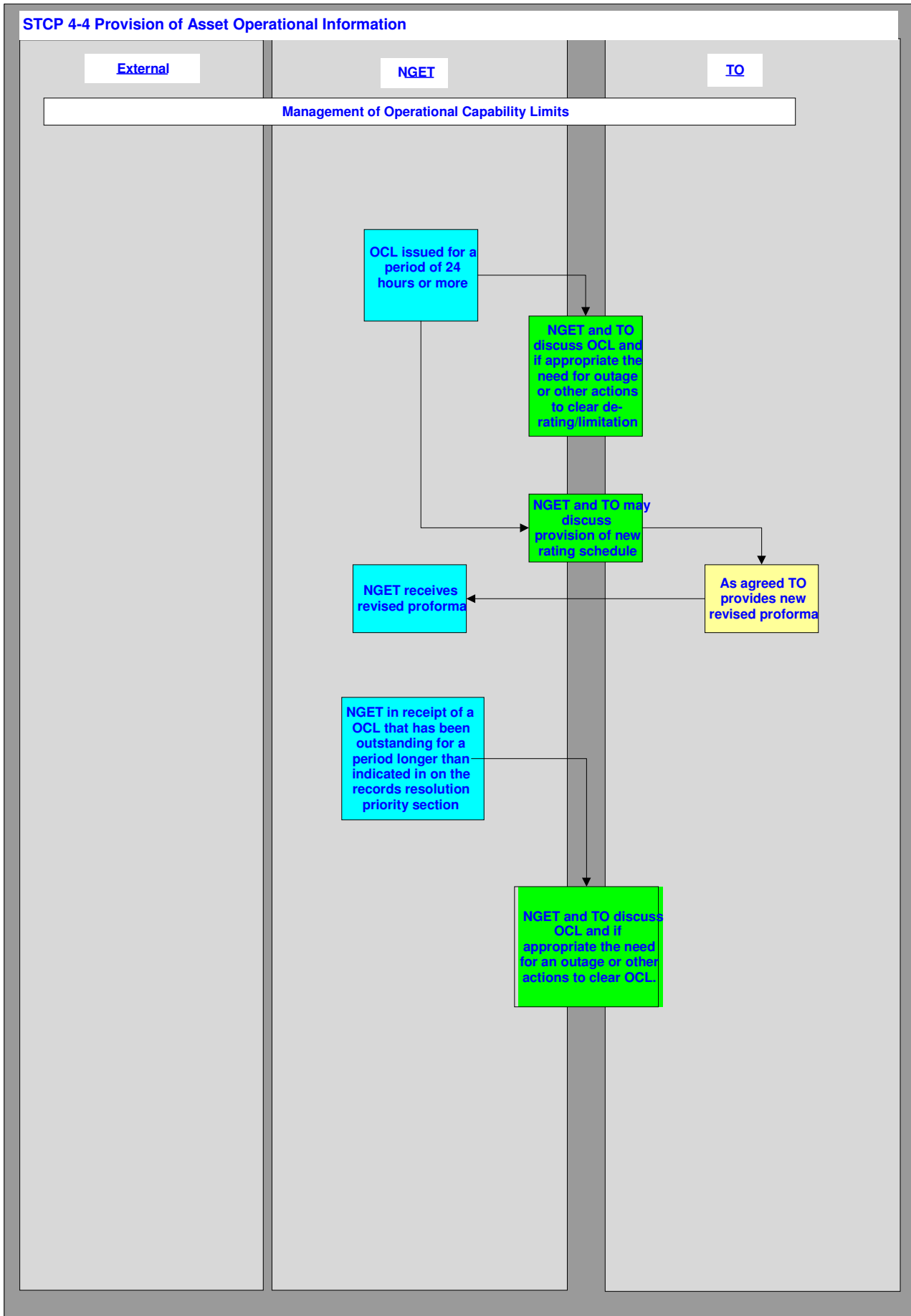
Note that the Process Diagrams shown in this Appendix A are for information only. In the event of any contradiction between the process represented in this Appendix and the process described elsewhere in this STCP, then the text elsewhere in this STCP shall prevail.

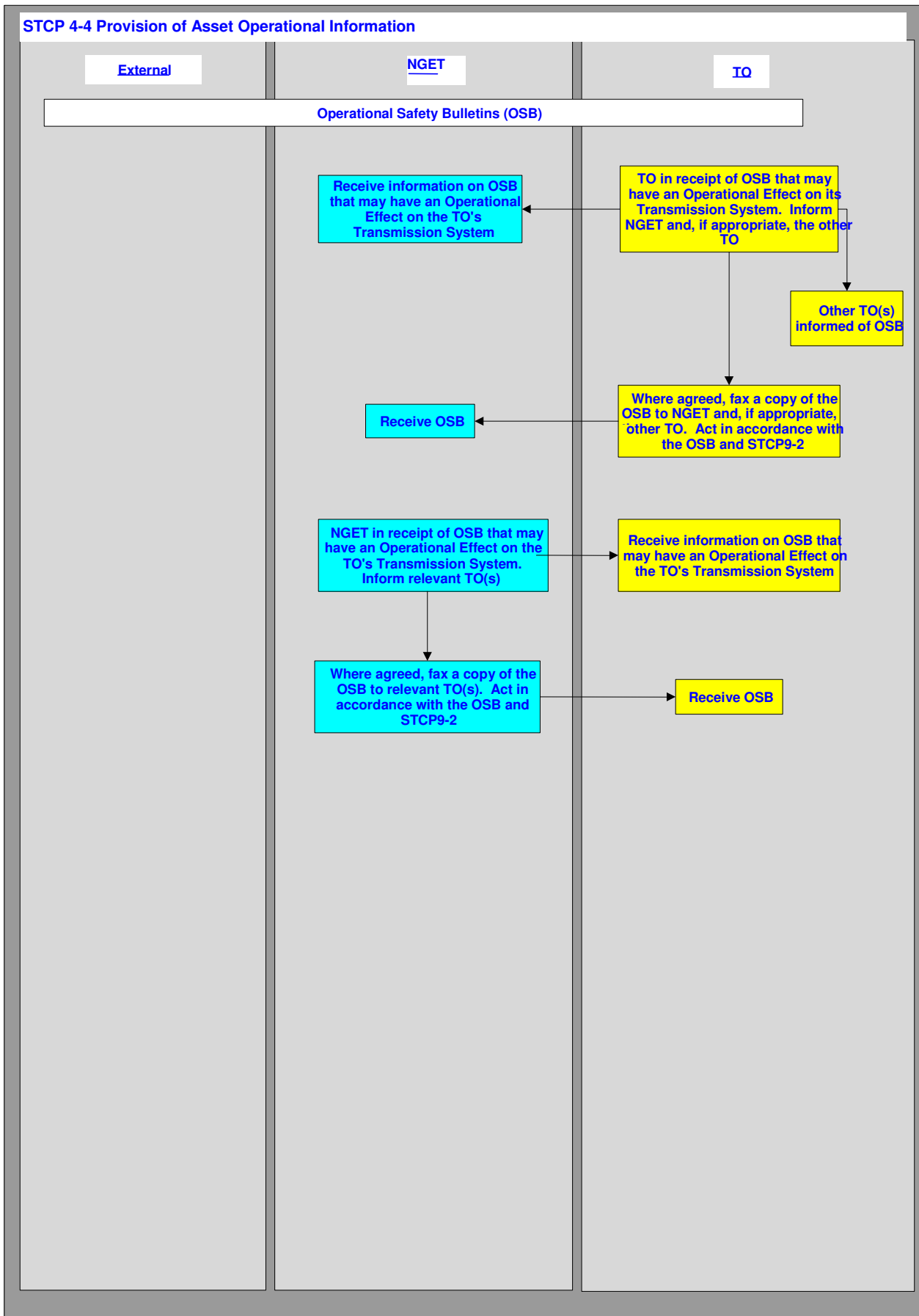












**Appendix B1: Onshore TO Standard Forms/Certificates**

|        |  |
|--------|--|
| Number |  |
|--------|--|

**Operational Capability Limits Record**

Number prefix "C" SPT "D" SHETL "E" NGET

|                       |                          |      |                          |     |                          |       |               |                          |        |                          |  |
|-----------------------|--------------------------|------|--------------------------|-----|--------------------------|-------|---------------|--------------------------|--------|--------------------------|--|
| Issuing unit (tick) # | <input type="checkbox"/> | NGET | <input type="checkbox"/> | SPT | <input type="checkbox"/> | SHETL | TL            | <input type="checkbox"/> | Rating | <input type="checkbox"/> |  |
|                       |                          |      |                          |     |                          |       | NGET USE ONLY |                          |        |                          |  |

|                               |      |  |         |  |
|-------------------------------|------|--|---------|--|
| Substation name and voltage # | name |  | voltage |  |
|                               |      |  |         |  |
| Circuit                       |      |  |         |  |

| # Plant Group (tick one group only)                              |
|--|
| <input type="checkbox"/> Circuit breakers / Switch disconnectors |
| <input type="checkbox"/> Disconnectors                           |
| <input type="checkbox"/> Instrument Transformer                  |
| <input type="checkbox"/> Overhead Line                           |
| <input type="checkbox"/> Cable                                   |
| <input type="checkbox"/> Protection                              |
| <input type="checkbox"/> Reactors                                |
| <input type="checkbox"/> Substation Auxiliaries                  |
| <input type="checkbox"/> SVCs / MSCs / Synch Comps               |
| <input type="checkbox"/> Transformers / Quad Boosters            |
| <input type="checkbox"/> Others                                  |

|              | Date | Time | Issued on behalf of T.O. | Acknowledged on behalf of NGET |
|--------------|------|------|--------------------------|--------------------------------|
| Issue        |      |      |                          |                                |
|              |      |      |                          |                                |
| Cancellation |      |      |                          |                                |
|              |      |      |                          |                                |

|  |  |
|--|--|
| Service Restoration Proposal - Description | <input type="checkbox"/> Immediate Consideration |
|  | <input type="checkbox"/> Next Outage             |
|  | <input type="checkbox"/> Permanent               |

|                                    |
|------------------------------------|
| <b>Description of OCL</b>          |
|                                    |
|                                    |
| <b>Conditions and limitations.</b> |
|                                    |
|                                    |
| <b>Default OCL if applicable</b>   |
|                                    |
|                                    |

|                                       |  |                                       |  |
|---------------------------------------|--|---------------------------------------|--|
| <b>Change to Rating if applicable</b> |  |                                       |  |
| Original pre-fault continuous rating  |  | Original post-fault continuous rating |  |
| New pret-fault continuous rating      |  | New post-fault continuous rating      |  |
| <b>New enhanced rating</b>            |  | <b>Duration (mins)</b>                |  |

**Appendix B2 : Offshore TO Standard Forms/Certificates**

|        |  |
|--------|--|
| Number |  |
|--------|--|

**Operational Capability Limits Record**

Number prefix "E" NGET ; "F+Identification Code" OFFSHORE

|   |   |
|---|---|
| Issuing unit (tick) #<br>NGET <input type="checkbox"/> OFFSHORE TO <input type="checkbox"/> | TL <input type="checkbox"/> Rating <input type="checkbox"/> |
| Offshore TO company name : .....  | NGET USE ONLY   |

|   |      |         |
|---|------|---------|
| Platform/ Substation name and voltage # | name | voltage |
| Circuit                                 |      |         |

| # Plant Group (tick one only)                                    |
|--|
| <input type="checkbox"/> Circuit breakers / Switch disconnectors |
| <input type="checkbox"/> Disconnectors                           |
| <input type="checkbox"/> Instrument Transformer                  |
| <input type="checkbox"/> Overhead Line                           |
| <input type="checkbox"/> Cable                                   |
| <input type="checkbox"/> Protection                              |
| <input type="checkbox"/> Reactors                                |
| <input type="checkbox"/> Substation Auxiliaries                  |
| <input type="checkbox"/> SVCs / MSCs / Synch Comp                |
| <input type="checkbox"/> Transformers / Quad Boosters            |
| <input type="checkbox"/> Others                                  |

|              | Date | Time | Issued on behalf of T.O. | Acknowledged on behalf of NGET |
|--------------|------|------|--------------------------|--------------------------------|
| Issue        |      |      |                          |                                |
| Cancellation |      |      |                          |                                |

|  |  |
|--|--|
| Service Restoration Proposal - Description | <input type="checkbox"/> Immediate Consideration |
|  | <input type="checkbox"/> Next Outage             |
|  | <input type="checkbox"/> Permanent               |

|                                    |
|------------------------------------|
| <b>Description of OCL</b>          |
|                                    |
|                                    |
|                                    |
| <b>Conditions and limitations.</b> |
|                                    |
|                                    |
|                                    |
| <b>Default OCL if applicable</b>   |
|                                    |
|                                    |
|                                    |

|                                       |  |                                       |  |
|---------------------------------------|--|---------------------------------------|--|
| <b>Change to Rating if applicable</b> |  |                                       |  |
| Original pre-fault continuous rating  |  | Original post-fault continuous rating |  |
| New pre-fault continuous rating       |  | New post-fault continuous rating      |  |
| New enhanced rating                   |  | Duration (mins)                       |  |

## **Supporting Information:**

### Completion of the Operational Capability Limits Record

- B.1 The numbers will be prefixed by a letter to denote the issuing Control location
- B.2 On Appendix B1 this will be:
- C for SP Transmission Ltd.
  - D for Scottish Hydro-Electric Transmission Ltd.
  - E for National Grid
- On Appendix B2 this will be:
- E for National Grid
  - F for Offshore TO + agreed [three letter identification] code
- B.3 The TO will complete the Issuing unit box by ticking the appropriate box or filling in the TO company name.
- B.4 On receipt of the OCLR NGET will tick the relevant box to indicate that the Operational Capability Record relates to a technical limitation or rating
- B.5 The TO will tick the correct plant group applicable to the problem (one box only)
- B.6 The TO will fill in the relevant sections of Platform/Substation name/voltage and Circuit, together with the details of the problem and or supporting information.
- B.7 The TO will fill in the Service Restoration Proposal Description section where appropriate providing details on resolution of the problem and indicate that it is for immediate consideration, next outage or is permanent where available.
- B.8 The TO will complete, where relevant, details of the original pre-fault and post-fault ratings, and the new pre-fault and post-fault ratings.
- B.9 The TO will then fax the form to NGET, and the other TO where necessary.
- B.10 On receipt of the Operational Capability Limit Record, NGET will discuss its contents with the relevant TO and tick the relevant box to indicate that the Operational Capability Record relates to a technical limitation or rating.
- B.11 NGET will acknowledge receipt of the OCLR including time and date, both parties filling in the corresponding boxes on each copy of the form.
- B.12 When modifying an OCL, the TO will cancel the original OCLR before issuing a new OCLR where the equipment and affected parameter are the same

## Appendix C

### Enhanced OCL Request Record

#### REQUEST FOR ENHANCED PLANT AND APPARATUS OCL.

##### PART 1.

To: \_\_\_\_\_ Company \_\_\_\_\_

From: \_\_\_\_\_ (NGET)

NGET request permission to operate the following Plant and Apparatus

at \_\_\_\_\_ Platform / Substation at an enhanced OCL for the following reasons:-

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The required OCL is :-

Applicable start time for enhanced OCL

Time: \_\_\_\_\_ Date: \_\_\_\_\_

Applicable end time for enhanced OCL

Time: \_\_\_\_\_ Date: \_\_\_\_\_

Requested by: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_

(On behalf of NGET)

##### PART 2.

I grant / refuse permission for NGET to operate the Plant and Apparatus detailed above at the enhanced OCL. Any limitations and/or restrictions that apply are detailed in Operational Capability Limit Record No.....:-

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed by: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_

(On behalf of TO)

##### PART 3.

Cancellation of permission for NGET to operate the Plant and Apparatus detailed above in excess of their default OCL.

Signed by: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_

(On behalf of TO)

Acknowledged by: \_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_

(On behalf of NGET)

## ***Appendix D: Abbreviations & Definitions***

### ***Abbreviations***

|       |   |
|-------|---|
| SHETL | Scottish Hydro-Electric Transmission Limited  |
| SPT   | SP Transmission Limited   |
| STCP  | System Operator –Transmission Owner Code Procedure (as defined as Code Procedures in the STC) |
| TO    | Transmission Owner  |

### ***Definitions***

#### **STC definitions used:**

Apparatus  
Good Industry Practice  
Normal Capability Limits  
NGET  
Operational Capability Limit (OCL) Outage  
Party  
Plant  
Services Capability Specification  
Services Reduction  
Services Restoration Proposal  
Transmission Services  
Transmission System

#### **Grid Code definitions used:**

Control Phase  
Event  
Operational Effect