### STCP Amendment Proposal Form

**PA015**

<p>| | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>1. Title of Amendment Proposal</strong></td>
<td>STCP 20-1 – Creation of new STCP and incorporation within Schedule 2 of the STC</td>
</tr>
<tr>
<td><strong>2. Description of the Proposed Amendment (mandatory field)</strong></td>
<td>The creation of STCP 20-1: Seven Year Statement and its incorporation within Schedule 2 of the STC. It is proposed that this STCP Amendment becomes effective on 26th May 2005.</td>
</tr>
<tr>
<td><strong>3. Description of Issue or Defect that Proposed Amendment seeks to Address (mandatory field)</strong></td>
<td>Prior to BETTA Go-Live the STC Parties identified a number of STCPs that while necessary were not required to be introduced before the BETTA Go-Live Date of 1 April 2005. Since the BETTA Go-Live Date the development of these STCPs has progressed to such a stage that a number of these STCPs are now ready to be formally created and incorporated with Schedule 2 of the STC. This STCP Amendment Proposal proposes that STCP 20-1: Seven Year Statement is created and incorporated within Schedule 2 of the STC.</td>
</tr>
<tr>
<td><strong>4. Impact on the STC (information should be given where possible)</strong></td>
<td>Introduction of STCP 20-1: Seven Year Statement, which is attached at Attachment 1 to this STCP Amendment Proposal.</td>
</tr>
<tr>
<td><strong>5. Impact on other frameworks e.g. CUSC, BSC (information should be given where possible)</strong></td>
<td>NONE</td>
</tr>
<tr>
<td><strong>6. Impact on Core Industry Documentation (information should be given where possible)</strong></td>
<td>NONE</td>
</tr>
<tr>
<td><strong>7. Impact on Computer Systems and Processes used by STC Parties (information should be given where possible)</strong></td>
<td>NONE</td>
</tr>
<tr>
<td><strong>8. Details of any Related Modifications to Other Industry Codes (where known)</strong></td>
<td>NONE</td>
</tr>
</tbody>
</table>
9. Justification for Proposed Amendment with Reference to Applicable STC Objectives (mandatory field)

Although the introduction of this STCP was not deemed as critical for Go-Live it is the view of the proposer that should this STCP now be created and incorporated within Schedule 2 of the STC this would better facilitate the following Applicable STC Objectives:

- the development, maintenance and operation of an efficient, economical and co-ordinated system of electricity transmission
- protection of the security and quality of supply and safe operation of the GB Transmission System insofar as it relates to the interactions between transmission licensees
- promotion of good industry practice and efficiency in the implementation and administration of the arrangements described in the STC.

<table>
<thead>
<tr>
<th>Details of Proposer</th>
<th>Organisation’s Name</th>
<th>National Grid Company plc</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capacity in which the Amendment is being proposed (i.e. STC Party or other Party as designated by the Authority pursuant to STC section B7.2.2.1 (b))</td>
<td>STC Party</td>
<td></td>
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</tbody>
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<table>
<thead>
<tr>
<th>Details of Proposer’s Representative</th>
<th>Name</th>
<th>Mark Duffield</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organisation</td>
<td>National Grid Company plc</td>
<td></td>
</tr>
<tr>
<td>Telephone Number</td>
<td>01926 654971</td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:mark.duffield@ngtuk.com">mark.duffield@ngtuk.com</a></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Details of Representative’s Alternate</th>
<th>Name</th>
<th>Ben Graff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organisation</td>
<td>National Grid Company plc</td>
<td></td>
</tr>
<tr>
<td>Telephone Number</td>
<td>01926 656368</td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td><a href="mailto:Ben.Graff@ngtuk.com">Ben.Graff@ngtuk.com</a></td>
<td></td>
</tr>
</tbody>
</table>

Attachments (Yes/No): Yes
If yes, title and number of pages of each attachment:
Attachment 1 (12 Pages): Legal text for STCP 20-1: Seven Year Statement

Notes:

1. Those wishing to propose an Amendment to the STC should do so by filling in this “Amendment Proposal Form” that is based on the provisions contained in Section 7.2 of the STC.

2. The Committee Secretary will check that the form has been completed, in accordance with the requirements of the STC, prior to submitting it to the Committee. If the Committee Secretary accepts the Amendment Proposal form as complete, then she/he will write back to the Proposer informing them of the reference number for the Amendment Proposal and the date on which the Committee will consider the Proposal. If, in the opinion of the Committee Secretary, the form fails to provide the information required in the STC, then he/she may reject the Proposal. The Committee Secretary will inform the Proposer of the rejection and report the matter to the Committee at their next meeting. The Committee can reverse the Committee Secretary’s decision and if this happens the Committee Secretary will inform the Proposer.

The completed form should be returned to:

Lilian Macleod
STC Committee Secretary
Commercial Frameworks
National Grid Company plc
Attachment 1: Legal Text for STCP 20-1 Seven Year Statement
STCP 17-1 Issue 001 Feasibility Study

STC Procedure Document Authorisation

<table>
<thead>
<tr>
<th>Company</th>
<th>Name of Party Representative</th>
<th>Signature</th>
<th>Date</th>
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<tbody>
<tr>
<td>National Grid Company plc</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SP Transmission Ltd</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Scottish Hydro-Electric Transmission Ltd</td>
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STC Procedure Change Control History

| Issue 001 | 26/05/05 | New procedure following BETTA Go-Live |
1 Introduction

1.1 Scope

1.1.1 This procedure applies to NGC, SPT and SHETL.

1.1.2 This procedure describes the process for a Party to assist any other Party in providing a feasibility study to a customer. It defines the tasks, formal documentation, interface requirements, timescales and responsibilities between the Parties.

1.1.3 For the purposes of this document, TO’s are:
- SPT; and
- SHETL.

1.2 Objectives

1.2.1 The objective of this procedure is to detail how feasibility studies shall be addressed across the NGC - TO interface and the TO - TO interface. It is designed to enable the Parties to discharge their responsibilities under the STC and to ensure that responsibilities are clear.

1.2.2 The objective of this procedure is to deal with feasibility studies for major development studies, but it is not intended for this process to be followed for every request, e.g. where minor information is required from another Party. The STCP Information Request Form (STCP 12-1 Data Exchange) can be used for circumstances where this STCP is not deemed appropriate.

1.3 Background

1.3.1 A customer may request a feasibility study as either a pre-cursor to a new/modified connection application or as a speculative request. The scope of study may include a detailed analysis of the transmission system to cover all issues such as connection options, infrastructure, construction, project timescales, balancing market issues, costs, charging issues, risks etc. Such a detailed scope may require involvement of TO(s) and NGC.

1.3.2 This process covers the identification of the Lead Party who shall act as co-ordinator of the feasibility study process and main customer contact; the initial project discussions; agreeing the scope of works; carrying out the study work; preparing and issuing the Customer Study Report.

1.3.3 A customer may engage a TO or NGC as the Lead Party for a feasibility study, the details of the project under consideration may, or may not, be divulged by the Lead Party to the Other Party/Parties depending on the customer’s confidentiality requirements.

1.3.4 Unless otherwise agreed by Parties, all intellectual property conceived or made by the Party/Parties in the course of providing the Lead Party Study Report/ Customer Study Report shall be and remain the property of that Party/ those Parties and the Lead Party shall grant the customer non-exclusive licence to copy and use such intellectual property for purposes directly related to the project.

2 Key Definitions

2.1 For the purposes of STCP 17-1:

2.1.1 Customer Feasibility Study Offer – an offer made by the Lead Party to the customer for carrying out the feasibility study.

2.1.2 Customer Study Report is the report that the Lead Party has agreed to provide the customer in accordance with the Customer Feasibility Study Offer.
2.1.3 **Feasibility Programme** - a programme to manage the feasibility study process. The Feasibility Programme lists the milestones against which the dates agreed by all Parties are inserted.

2.1.4 **Feasibility Steering Group** - a small team made up of named representatives from the Lead Party and other Party/Parties (as appropriate) to oversee the application. The members of the Feasibility Steering Group shall be identified on the Feasibility Programme. The remit of this group is to agree the Feasibility Programme, monitor progress and agree any changes. The Feasibility Steering Group is also responsible for resolving any disagreements relating to a feasibility study at first instance, prior to any necessary escalation. Dialogue shall take place in person, by email, telephone or video conferencing as appropriate.

2.1.5 **Lead Party** – the party who the customer has agreed shall be the lead Party for the feasibility study, who shall act as co-ordinator (i.e. shall liaise, consult, co-ordinate and agree deliverables and timescales with other Parties involved) and main customer contact.

2.1.6 **Lead Party Feasibility Study Offer** - an offer made by the Other Party/Parties to the Lead Party for carrying out the feasibility study. This may include the staff days required by the Other Party/Parties to carry out the feasibility study; the grade of staff to be used; whether the work can be undertaken within the timescale requested; overhead costs and any data the Other Party/Parties require from the customer to carry out the feasibility study.

2.1.7 **Lead Party Study Report** is the report provided by the Other Party/Parties to the Lead Party in accordance with the Lead Party Feasibility Study Offer.

2.1.8 **Other Party/Parties** – one or more than one of the Parties to the System-Operator Transmission Owner Code but not the Lead Party.

3 **Procedure**

3.1 **Nuclear Site Licence Provision**

3.1.1 When following this process where this may interact with, impact upon or fall within the boundary of a Nuclear Site Licence holder’s site, or may otherwise have any form of affect and/or implication for a nuclear power station, consideration must be given to the relevant provisions of the applicable Nuclear Site Licence Provisions Agreement, the CUSC Bilateral Connection Agreement for that site, paragraph 6.9.4 of the CUSC and Section G3 of the SO/TO Code to ensure compliance with all of these obligations.

3.2 **Customer approaches TO or NGC with feasibility request and Lead Party is agreed**

3.2.1 A prospective customer can send a request for a feasibility study to a Party.

3.2.2 The customer shall propose the Lead Party. If the approached Party feels there is a more appropriate Lead Party, then they shall advise the customer accordingly and the customer may choose to approach the more appropriate Party.

3.3 **Initial Project Discussions**

3.3.1 The Lead Party shall establish both the customer’s needs and expectations and whether Other Party/Parties shall be involved in the study. The Lead Party shall request Other Party/Parties to attend these discussions where both necessary in the opinion of the Lead Party and agreed with the customer by the Lead Party or ask them to provide information to help respond to the customer.

3.4 **Agree scope of study and Customer Feasibility Study Offer**

3.4.1 The Lead Party may request a Lead Party Feasibility Study Offer from the Other Party/Parties. Such a request shall contain the required scope of the Lead Party Study Report, timescales and other conditions that may affect the Lead Party Feasibility Study Offer.
3.4.2 The customer may ask for clarification on certain aspects of the Customer Feasibility Study Offer. The Parties (led by the Lead Party) shall provide assistance to answer any queries raised by the customer.

3.4.3 As a consequence of these clarifications, the Lead Party may withdraw or revise its request for Lead Party Feasibility Study Offer(s) and shall inform relevant Other Party/Parties of any withdrawal or revision. Each of the Other Parties may withdraw or revise their Lead Party Feasibility Study Offer(s) as a result of the clarifications or the revised request from Lead Party. The Other Party/Parties shall inform the Lead Party of any withdrawal or revision of their Lead Party Feasibility Study Offer.

3.4.4 The Lead Party shall sign the Lead Party Feasibility Study Offer from the Other Party/Parties, once the customer signs the Customer Feasibility Study Offer.

3.5 **Feasibility Programme agreed**

3.5.1 The Lead Party and the relevant Other Party/Parties shall agree the following items within 10 Business Days or other timescale as agreed between the Lead Party and the relevant Other Party/Parties of receipt by the Other Party/Parties of their signed Lead Party Feasibility Study Offer:

- the data required to carry out the feasibility study,
- the output required from the Parties and the target dates (Feasibility Programme) for the key activities/milestones to meet the feasibility study report issue date agreed with the customer.

3.5.2 Key milestones may include

- Progress/Review meetings;
- the production of a Lead Party Study Report;
- the production of a final Customer Study Report; and,
- the delivery of Customer Study Report to the customer.

3.6 **Data Exchange**

3.6.1 The Lead Party shall send to each Other Party/Parties the required data identified in its Lead Party Feasibility Study Offer. However, this may be dependent on the Lead Party receiving the required data from the customer. In accordance with the Feasibility Programme, the Other Party/Parties shall notify the Lead Party, by email, as to whether the data is complete or not. If it is not complete, the Other Party/Parties shall notify the Lead Party as to what data is missing/additional requirements. The Lead Party shall ask the customer to provide the data and once the information has been received, the Lead Party shall send it on to the Other Party/Parties. The Lead Party may ask the Other Party/Parties to contact the customer about the data, where appropriate.

3.6.2 Exchange of data between the Lead Party and Other Party/Parties shall be subject to the general obligations of confidentiality (Section F of the STC).

3.7 **Parties carry out the study as per agreed scope**

3.7.1 All Parties carry out their part of the agreed study work, in accordance with the Feasibility Programme or other timescales as may be agreed. There is likely to be discussions and/or meetings between the Lead Party and all involved Other Party/Parties, and with the customer where appropriate, within the timeframes set out in the Feasibility Programme.

3.8 **Parties prepare and forward Lead Party Study Reports to Lead Party**

3.8.1 The Other Party/Parties shall prepare and issue a report, containing their study output, by email, to the Lead Party as agreed under the Feasibility Programme.

3.9 **Lead Party compiles Customer Study Report**
3.9.1 The Lead Party compiles the Customer Study Report from all study outputs.

3.9.2 The Lead Party shall request further detail/clarification from the relevant Other Party/Parties if required. The Lead Party and the Other Party/Parties (as appropriate) may need to meet to discuss the Lead Party Study Report or Customer Study Report.

3.9.3 The Lead Party may request an updated Lead Party Study Report from the Other Party/Parties to reflect any necessary changes made.

3.9.4 The Lead Party shall send the relevant sections of the Customer Study Report to the Other Party/Parties asking them to review the contents and provide any comments within a specified timescale agreed between the Lead Party and the relevant Other Party/Parties.

3.9.5 Following this review, any agreed updates are made and the relevant sections of the final Customer Study Report circulated to the Other Party/Parties for approval.

3.9.6 The Other Party/Parties shall send their agreement to the contents and publication of the relevant sections of the Customer Study Report to the Lead Party.

3.10 **Lead Party issues Customer Study Report**

3.10.1 Following the issue of the Customer Study Report to the customer, a copy or extract of the Customer Study Report shall be sent to the Other Party/Parties, as appropriate.

3.10.2 The Lead Party and Other Party/Parties (as appropriate), shall accommodate any reasonable request for a meeting by the customer, at the convenience of all relevant parties.

3.11 **Invoicing**

3.11.1 Invoicing and payment shall be carried out in accordance with STCP 13-1 Invoice and Payment.

3.11.2 In the event that the customer queries the costs, the Other Party/Parties shall provide details/substantiation of their man hours, charges etc, requested by the Lead Party.
Appendix A: Flow Diagram

Note that the Process Diagrams shown in this Appendix 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.
Prospective Customer sends request to Party for a feasibility study.

Customer considers advice and either approaches a different party or retains original party. Provides request to Party for a feasibility study.

Receive request for a feasibility study and assess the most appropriate Lead Party.

Is there a more appropriate Lead Party?
- Yes: Advise customer that there is a more appropriate Lead Party.
- No: Consider request. If necessary request the assistance of Other Party/ies in carrying out initial project discussions.

Consider request. If necessary request the assistance of Other Party/ies in carrying out initial project discussions.

Carry out initial project discussions to establish customer's needs and expectations. The involvement of Other Party/ies is on as needed basis.

Determine the nature of the contract. Whether variable or fixed price to be used in contract.

If necessary, request information from Other Party/ies to enable preparation of the Customer Feasibility Study Offer (CFSO).

Within 10 Business Days provide Lead Party with a Lead Party Feasibility Study Offer (LPFSO).

Receive LPFSO and prepare Customer Feasibility Study Offer (CFSO). Send CFSO to customer.

Received clarification request. If necessary request assistance from Other Parties.

Receive clarification request. If necessary request assistance from Other Parties.

Is there a requirement to revise customer contract?
- Yes: Go to B.
- No: Provide clarification to customer.

Discuss and agree the proposed Feasibility Programme etc.

Is clarification required?
- Yes: Receive clarification and provide assistance to Lead Party.
- No: Sign CFSO.

Receive clarification.

Receive clarification.
Inform other Party/ies that there may be a need to revise LPFSO.
Consider request and revise LPFSO to Lead Party.

Receive revised LPFSO and prepare revised CFSO with customer. Send CFSO to customer.

Receive signed CFSO. Sign LPFSO from Other Party/ies.

Within 10 business days agree details of the Feasibility Programme including the key milestones to meet the customer's end date.

Is further information required?

Carry out agreed study work holding meetings and discussions as appropriate to meet milestones agreed in Feasibility Programme.

Provide information requested within the CFSO.

Receive customer data and send to Party/ies, where appropriate.

Receive customer data. Analyses data and determines its completeness. Informs Lead Party of results of analysis.

Receive customer data and send to Party/ies, where appropriate.

Receives request for further information and provides required data.

Receives Parties analysis.
Receive study output from Party/ies and compile the feasibility study report.

Is further detail/clarification required?

Yes

Request further detail/clarification

No

Receive further detail/clarification

Is an updated report required?

Yes

Provide further detail/clarification

No

Complete feasibility study report and distribute relevant sections to other Party/ies to review its content

Review report and send response to Lead Party

Update report following review and send final report to Other Party/ies for approval

Send signed report agreeing the contents and publication of the final feasibility report

Receive report and decide whether to meet Lead Party to discuss the report recommendations

Receive agreement notification and send the completed feasibility study report to the customer and to Other Party/ies, as appropriate

Receive a copy or an extract of the report

Discuss the report recommendations if reasonably requested to do so by the customer
Receive notice to provide details of costs

Receive query of cost and analyse query

Query the cost of the study with the Other Party/ies

Is the query relating to costs provided by the Other Party/ies?

Yes

No

Query the cost of the study

Receive details of cost of study

Collate details of cost and provide to customer
Appendix B: Definitions & Abbreviations

B.1 Abbreviations

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>SHETL</td>
<td>Scottish Hydro-Electric Transmission Ltd</td>
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<tr>
<td>SPT</td>
<td>SP Transmission Ltd</td>
</tr>
<tr>
<td>STC</td>
<td>System Operator – Transmission Owner Code</td>
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<tr>
<td>STCP</td>
<td>System Operator – Transmission Owner Code Procedure</td>
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<tr>
<td>TO</td>
<td>Transmission Owner</td>
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B.2 Terms defined in the STC:

- Business Day
- CUSC
- NGC
- Party
- Transmission Owner

B.3 Terms defined in the Grid Code:

B.4 Terms defined in other STCPs

B.5 Terms defined in the CUSC

- Bilateral Connection Agreement
- Nuclear Site Licence Provisions Agreement
- Statement of Use of System Charges