

## ***STCP18-4 Issue 005: Request for a Statement of Works***

### **STC Procedure Document Authorisation**

Party	Name of Party Representative	Signature	Date
<del>National Grid Electricity System Operator Ltd</del> <u>The Company</u>			
National Grid Electricity Transmission plc			
SP Transmission plc			
Scottish Hydro Electric Transmission plc			
Offshore Transmission Owners			

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

Issue 001	23/03/2007	First Issue
Issue 002	17/12/2009	Issue 002 incorporating changes for offshore regime.
Issue 003	27/05/2017	Issue 003 Introduction of Lead Person(s) and Admin updates
Issue 004	01/04/2019	Issue 004 incorporating National Grid Legal Separation changes
Issue 005	09/05/2019	'Housekeeping Modification to align STCP18-1 - STCP18-6 with existing working practices
<u>Issue 006</u>	<u>X/X/2023</u>	<u>Issue 006 incorporating use of 'The Company' definition as made in the STC</u>

## 1 Introduction

### 1.1 Scope

- 1.1.1 This process defines the data exchange required between ~~NGESO~~The Company, as defined in the STC and meaning the licence holder with system operator responsibilities, and the TO(s) for the purposes of User Applications for Requests for Statements of Works.
- 1.1.2 This procedure describes the process of how TO(s) respond to a ~~n-NGESO~~The Company Request for a Statement of Works as a result of a User (the DNO) applying to ~~NGESO~~The Company for a Request for a Statement of Works. It defines the tasks, formal documentation, interface requirements, timescales and responsibilities between ~~NGESO~~The Company and the Host TO, Affected TO(s) and Other Affected TO(s) from receipt of such Request for Statement of Works, through production of TO Statement of Works Notices, to either the closure of the Statement of Works (SoW) Analysis or the further progression of the project through STCP18-1 Connection and Modification Application.
- 1.1.3 This procedure applies to ~~NGESO~~The Company and each TO.
- 1.1.4 For the purposes of this document, the TOs are:
- NGET;
  - SPT;
  - SHET; and
  - All Offshore Transmission Licence holders as appointed by Ofgem from time to time.

### 1.2 Objectives

- 1.2.1 The objective of this procedure is to detail:
- how the Request for a Statement of Works is addressed across ~~the NGESO~~The Company ~ TO interface and the TO ~ TO interface;
  - the requirements for exchange of information in relation to these activities; and
  - the lines of communication to be used.

## 2 Key Definitions

### 2.1 For the purposes of STCP18-4:

- 2.1.1 **Affected Parties** means the Host TO, Affected TO(s) and Other Affected TO(s), as appropriate, involved in assessing a ~~NGESO~~The Company Request for a Statement of Works relating to a particular Request for Statement of Works.
- 2.1.2 **Affected TO(s)** means any Transmission Owner whose Transmission System would be affected by the proposed Statement of Works Project and satisfies the criteria set out in the STC, Schedule Four. [See STC Section D, Part 4, paragraph 1.1.2]
- 2.1.3 **Application Programme** means a programme to manage the application process and forms part of the Statement of Works Briefing Note. The Application Programme lists the milestones and the dates agreed by all parties are inserted.
- 2.1.4 **Developer** means the party responsible for applying to the DNO in respect of the Power Station which is to be connected to that DNO network, and which is the

subject of the Request for a Statement of Works. For the avoidance of doubt, in Scotland the provisions will only be applicable to Small Power Stations.

- 2.1.5 **Host TO** means the Transmission Owner to which the DNO (who the Developer is applying for connection to) is connected.
- 2.1.6 **Lead Person(s)** means representatives from ~~NGESO~~The Company, the Host TO, Affected TO(s) and Other Affected TO(s) (as appropriate), the “Lead Person(s)”, shall oversee the application process. The remit of the Lead Person(s) is to agree the Application Programme, monitor progress and agree any changes. The Lead Person(s) are also responsible for resolving any disagreements relating to ~~a~~~~an~~ ~~NGESO~~The Company TEC Exchange Rate Application at first instance, prior to any necessary escalation. Dialogue will take place in person, by email, telephone or video conferencing as appropriate.
- 2.1.7 **Material Impact** means anything that ~~NGESO~~The Company or an Affected Party reasonably assess would prevent ~~NGESO~~The Company notifying the User of the outcome of the Request for a Statement of Works.
- 2.1.8 **Named Contact** means in terms of the TO, the person to initially receive ~~the~~ ~~NGESO~~The Company Request for a Statement of Works, and in terms of ~~NGESO~~The Company, the person to whom a Request for a Statement of Works is sent in accordance with the CUSC.
- 2.1.9 **Other Affected TO(s)** means any Transmission Owner who is not a Host TO or an Affected TO, but which receives Statement of Works Planning Assumptions or ~~NGESO~~The Company otherwise identifies that it is likely to be required to submit

- to ~~NGESO~~The Company a TO Statement of Works Notice in respect of the Statement of Works Project.
- 2.1.10 **SoW Analysis** means all work relating to the assessment of a ~~NGESO~~The Company Request for a Statement of Works.
- 2.1.11 **SoW Analysis Closure Process** means the process to be followed when the SoW Analysis has been completed, and is as defined in section 3.3 of this STCP.
- 2.1.12 **Site Specific Requirements** means any technical design or operational criteria that a TO has assumed will apply to User Equipment at the Relevant Connection Site in assessing a ~~NGESO~~The Company Request for a Statement of Works.
- 2.1.13 **Statement of Works Briefing Note** means the note that is provided from ~~NGESO~~The Company to the TO to update the status and details of the application (see pro-forma in Appendix B).
- 2.1.14 **Statement of Works Charges Report** is a report produced by a TO on completion of a Scheme and includes the information specified in section 3.3.2 of this STCP.
- 2.1.15 **Submission Date** is the date on which a TO submits a TO Statement of Works Notice to ~~NGESO~~The Company.
- 2.1.16 **User** is as defined in the CUSC, but in this instance refers only to a DNO.

### 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 STC to ensure compliance with all of these obligations.

#### 3.2 Basic Process

##### 3.2.1 ~~NGESO~~The Company receives the Request for Statement of Works

- 3.2.1.1 ~~The~~NGESOThe Company Named Contact shall receive a completed Request for Statement of Works proforma from a User. This may include the results of any feasibility study work.

##### 3.2.2 ~~NGESO~~The Company checks the User Application

- 3.2.2.1 ~~The~~NGESOThe Company Named Contact shall appoint ~~the~~NGESOThe Company Lead Person. ~~The~~NGESOThe Company Lead Person shall check that the Request for Statement of Works is completed correctly. Where the Request for Statement of Works is not completed correctly, ~~the~~NGESOThe Company Lead Person shall inform the User as soon as they determine that it is not correct.
- 3.2.2.2 ~~The~~NGESOThe Company Lead Person shall determine who is the Host TO, Affected TO(s) and Other Affected TO(s).
- 3.2.2.3 ~~The~~NGESOThe Company Lead Person shall utilise the information in the Request for Statement of Works to produce ~~the~~NGESOThe Company Request for a Statement of Works, in accordance with Schedule 13 of the STC, for each of the Affected Parties. ~~The~~NGESOThe Company Lead Person shall initially complete the appropriate Statement of Works Briefing Notes, with details from the Request for a Statement of Works, the draft Application Programme dates, the Affected

- Parties, ~~the NGESO~~The Company Lead Person and a ~~NGESO~~The Company unique SoW Analysis number.
- 3.2.2.4 Within 3 Business Days of receipt of the Request for Statement of Works, ~~the NGESO~~The Company Lead Person shall send by e-mail and by post the relevant ~~NGESO~~The Company Request for a Statement of Works and the appropriate Statement of Works Briefing Note to the TO Named Contacts.
- 3.2.2.5 ~~The NGESO~~The Company Request for a Statement of Works will be sent to the Affected Parties within 3 Business Days of receipt of the User Application, regardless of whether the User Application is effective or not, so that the TO(s) are aware a Request for Statement of Works has been received. Should any Party decide to undertake any work on ~~the NGESO~~The Company Request for a Statement of Works before it is effective, then this will be at such Party's own risk.
- 3.2.2.6 An effective ~~NGESO~~The Company Request for a Statement of Works is one that is technically effective and ~~NGESO~~The Company has informed the TO via the appropriate Statement of Works Briefing Note that the Application Fee has been cleared.
- 3.2.3 Receipt of an ~~NGESO~~The Company Request for a Statement of Works acknowledged by TO(s)**
- 3.2.3.1 Within 2 Business Days of receipt of ~~the NGESO~~The Company Request for a Statement of Works, the Affected Parties shall acknowledge receipt of ~~the NGESO~~The Company Request for a Statement of Works to ~~the NGESO~~The Company Lead Person by e-mail, and advise ~~the NGESO~~The Company Lead Person of the name and contact details of their Lead Person. ~~The NGESO~~The Company Lead Person shall update the Statement of Works Briefing Notes with details of the Lead Person of the Affected Parties to whom all formal communication for the application will be addressed. ~~The NGESO~~The Company Lead Person shall e-mail the appropriate updated Statement of Works Briefing Notes to the Affected Parties' Lead Person(s).
- 3.2.3.2 ~~The NGESO~~The Company Lead Person and Affected Parties Lead Person(s) shall agree the date to meet to discuss the Application Programme, and ~~NGESO~~The Company shall enter this date on the Statement of Works Briefing Notes.
- 3.2.4 Application fee not cleared**
- 3.2.4.1 If the Application Fee has not cleared, ~~the NGESO~~The Company Lead Person shall seek to obtain the Application Fee from the User.
- 3.2.5 ~~NGESO~~The Company confirms that Application Fee cleared**
- 3.2.5.1 When the Application Fee is cleared, ~~the NGESO~~The Company Lead Person shall update the Statement of Works Briefing Notes with the clearance date and e-mail the appropriate Statement of Works Briefing Notes to the Affected Parties' Lead Person(s).
- 3.2.5.2 The TO(s) shall invoice ~~NGESO~~The Company with their relevant TO component of the Application Fee in accordance with STCP 19-6 Application Fees.
- 3.2.6 ~~NGESO~~The Company shall be informed as to whether ~~the NGESO~~The Company Request for a Statement of Works is technically effective or not**
- 3.2.6.1 Within 5 Business Days of receipt of ~~the NGESO~~The Company Request for a Statement of Works, the Affected Parties Lead Person(s) shall notify ~~the NGESO~~The Company Lead Person by e-mail, as to whether ~~the NGESO~~The Company Request for a Statement of Works is technically effective or not. Where ~~the NGESO~~The Company Request for a Statement of Works is considered to be technically non-effective, then the Affected Parties Lead Person(s) shall e-mail to ~~the NGESO~~The Company Lead Person with detailed reasons as to why it considers it incomplete or unclear in a material respect and the amendments it considers are

required to make it technically effective. The Host TO will also identify the DNO network data required to process ~~the NGESO~~The Company Request for a Statement of Works.

**3.2.7 User and TO(s) shall be informed that User Application is technically non-effective**

3.2.7.1 A technically non-effective Request for Statement of Works is one where all technical data (both data received by the User from the Developer and the User's DNO network data) has not been received.

3.2.7.2 If the Request for Statement of Works is technically non-effective, ~~the NGESO~~The Company Lead Person shall inform the User of what data is missing. ~~The NGESO~~The Company Lead Person shall ask the User for any missing data from the Developer or for any DNO network data identified as being required by the Host TO in section 3.2.6.1. ~~The NGESO~~The Company Lead Person shall update the Statement of Works Briefing Notes with the date the User was contacted and e-mail the appropriate Statement of Works Briefing Notes to the Affected Parties.

**3.2.8 Resolve technical non-effectiveness**

3.2.8.1 Where a ~~NGESO~~The Company Request for a Statement of Works is technically non-effective as a consequence of the Request for Statement of Works being technically non-effective, the Affected Parties shall use reasonable endeavours to liaise and assist ~~NGESO~~The Company to resolve their elements of the technical non-effectiveness. In order to achieve this, ~~NGESO~~The Company may request the TO to resolve the technical non-effectiveness with the User directly.

3.2.8.2 If the User cannot submit the data (e.g. because data is not available for new technology) then the Lead Person(s) shall assess and advise the Parties whether to progress ~~the NGESO~~The Company Request for a Statement of Works or not and note/agree any assumptions made. If ~~the NGESO~~The Company Request for a Statement of Works is to continue then alternative data may be requested from the User.

3.2.8.3 If the Lead Person(s) assess that ~~the NGESO~~The Company Request for a Statement of Works cannot progress without the missing technical data then ~~the NGESO~~The Company Request for a Statement of Works will be put on hold as being non-effective. If and when the missing technical data is supplied to ~~NGESO~~The Company then the process will recommence from 3.2.9.

**3.2.9 ~~NGESO~~The Company informed that ~~the NGESO~~The Company Request for a Statement of Works is technically effective**

3.2.9.1 On receipt of the missing/additional data from the User (data from the Developer and/or any DNO network data), ~~the NGESO~~The Company Lead Person shall circulate the data to the Affected Parties Lead Person(s). ~~The NGESO~~The Company Lead Person shall also record on the Statement of Works Briefing Notes the date of when the missing/additional technical data has been received, and e-mail the appropriate Statement of Works Briefing Note to each Affected Party.

3.2.9.2 Within 3 Business Days of receipt of the missing/additional data, the Affected Parties Lead Person(s) shall confirm to ~~the NGESO~~The Company Lead Person by e-mail whether ~~the NGESO~~The Company Request for a Statement of Works is now technically effective. If ~~the NGESO~~The Company Request for a Statement of Works is still not technically effective then the process returns to 3.2.6, but otherwise proceeds to 3.2.10.

**3.2.10 ~~NGESO~~The Company confirms User Application Date and ~~NGESO~~The Company Application Date**

3.2.10.1 ~~The NGESO~~The Company Lead Person shall update the Statement of Works Briefing Notes with the Request for Statement of Works Date, ~~the NGESO~~The



Company Application Date and the draft Application Programme dates, and e-mail the appropriate Statement of Works Briefing Note to each Affected Party.

**3.2.11 Affected Parties provided with the Statement of Works Planning Assumptions**

3.2.11.1 If NGESOThe Company generates Statement of Works Planning Assumptions it shall forward the Statement of Works Planning Assumptions, including any updates to the network model, to the Affected Parties' Lead Person(s) within 5 Business Days of the Request for Statement of Works Date.

3.2.11.2 In the event that NGESOThe Company does not intend to generate a set of Statement of Works Planning Assumptions, NGESOThe Company shall notify the TO(s) within 2 Business Days of the Request for Statement of Works Date and advise the Affected Parties which set of Construction Planning Assumptions or Statement of Works Planning Assumptions that have previously been submitted, should be used as the Statement of Works Planning Assumptions.

3.2.11.3 If there is a delay between receipt of the Request for Statement of Works and the Request for Statement of Works being effective, it may be necessary for NGESOThe Company to provide the Affected Parties with revised and updated Statement of Works Planning Assumptions.

3.2.11.4 NGESOThe Company may change, or Affected Parties may request a change to, the Statement of Works Planning Assumptions (see 3.4.2).

**3.2.12 Affected Parties assess the Statement of Works Planning Assumptions and draft Application Programme**

3.2.12.1 The Affected Parties shall assess the Statement of Works Planning Assumptions and consider any implications to the draft Application Programme.

3.2.12.2 The Affected Parties' Lead Person(s) shall amend or confirm the draft Application Programme to ~~the~~ NGESOThe Company Lead Person one Business Day prior to the meeting to agree the Application Programme.

**3.2.13 Application Programme agreed by NGESOThe Company and the Affected Parties**

3.2.13.1 The Application Programme shall be agreed by ~~the~~ NGESOThe Company Lead Person and Affected Parties' Lead Person(s) within 10 Business Days of the Request for Statement of Works Date. The Application Programme may be agreed at a meeting of the Lead Person(s), if necessary, date fixed at step 3.2.3.2 above.

**3.2.14 NGESOThe Company and the Affected Parties create GB models**

3.2.14.1 NGESOThe Company and the Affected Parties shall, where required for an application each take the Statement of Works Planning Assumptions provided by NGESOThe Company in step 3.2.11, together with the relevant network models and create a series of consistent National Electricity Transmission System models in accordance with STCP22-1 Production of Models for National Electricity Transmission System Planning.

**3.2.15 The Affected Parties assess the impact of ~~the~~ NGESOThe Company Request for a Statement of Works**

3.2.15.1 The Affected Parties shall assess the impact of ~~the~~ NGESOThe Company Request for a Statement of Works on their respective Transmission System. The Affected Parties shall carry out the assessment in accordance with the Application Programme.

**3.2.16 NGESOThe Company is provided with TO Statement of Works Notice(s)**

3.2.16.1 Each Affected Party shall submit to NGESOThe Company the TO Statement of Works Notice resulting from their assessment by e-mail. The timescales of the

submission is to be in line with the Application Programme and STC Section D, part 4, paragraph 3.2.

3.2.16.2 The TO Statement of Works Notice should specify whether or not the relevant Affected Party would require Transmission Construction Works to be undertaken in respect of the Statement of Works Project.

3.2.16.3 Where the TO Statement of Works Notice specifies that Transmission Construction Works would be required, the TO Statement of Works Notice may also include an indication of such required Transmission Construction Works, although there is no obligation on the Affected Party to provide this.

3.2.16.4 Where the TO Statement of Works Notice specifies that Transmission Construction Works would not be required, the TO Statement of Works Notice should specify whether or not, in planning and developing its Transmission System, the Affected Party has assumed that any Site Specific Requirements will apply, and details of any such requirements.

### **3.2.17 NGESOThe Company notifies the User**

3.2.17.1 NGESOThe Company shall notify the User of the outcome of the Request for a Statement of Works.

3.2.17.2 Where no requirement for Transmission Construction Works has been identified:

3.2.17.2.1 NGESOThe Company and the Affected Parties shall undertake the SoW Analysis Closure Process in accordance with 3.3.

3.2.17.2.2 In the event of any Site Specific Requirements, NGESOThe Company shall progress an agreement to vary the Bilateral Agreement with the User.

3.2.17.3 Where a requirement for Transmission Construction Works has been identified:

3.2.17.3.1 If the User requests clarification on certain aspects of the outcome of the Request for a Statement of Works or requests a meeting to clarify these aspects, NGESOThe Company and the Affected Parties shall provide all reasonable assistance to answer any questions raised by the User. NGESOThe Company and the Affected Parties shall accommodate a request for a meeting at the convenience of all relevant parties.

3.2.17.3.2 If, within twenty-eight calendar days plus ninety-three Business Days of the Request for Statement of Works Date:

- NGESOThe Company submits to the Affected Parties a NGESOThe Company Modification Application in respect of the Statement of Works Project, such NGESOThe Company Modification Application should be progressed by following STCP18-1 Connection and Modification Application. The NGESOThe Company Lead Person shall update and close the Statement of Works Briefing Note, and send to the TO Named Contacts.
- NGESOThe Company does not submit to the Affected Parties a NGESOThe Company Modification Application in respect of the Statement of Works Project, NGESOThe Company and the Affected Parties shall undertake the Scheme Closure Process in accordance with 3.3.

## **3.3 *Statement of Works Analysis Closure Process***



3.3.1 Following the submission by each Affected Party to ~~NGESO~~The Company of the TO Statement of Works Notice resulting from their assessment, the SoW Analysis Closure Process in this section 3.3 shall be followed, except:

- where a requirement for Transmission Construction Works has been identified and ~~NGESO~~The Company has submitted to the Affected Party a ~~NGESO~~The Company Modification Application in respect of the Statement of Works Project; or
- where the User has elected to pay a fixed price application, in which case the SoW Analysis will be deemed to have been closed.

Otherwise, the SoW Analysis needs to be closed, and the final costs identified and provided within timescales agreed between the relevant Parties, but in any event within 12 months.

3.3.2 Within 8 months of the Submission Date but, in the event that a requirement for Transmission Construction Works has been identified, not less than twenty-eight calendar days plus ninety-three Business Days after the Request for Statement of Works Date (or as otherwise agreed), the TO shall send ~~NGESO~~The Company a Statement of Works Charges Report which shall, where the User has not elected to pay a fixed price application, contain the following:

- details of the final costs incurred in the assessment of a ~~NGESO~~The Company Request for a Statement of Works; and
- a signed statement from the TO(s) to the effect that all costs have been accounted for and that no further scheduled or planned financial payments are due, and, as at the date thereof, no financial claim has made in respect of any other matter pertaining to the SoW Analysis.

3.3.3 ~~NGESO~~The Company shall check the contents of the Statement of Works Charges Report. If required, ~~NGESO~~The Company shall request further detail/clarification from a TO, specifying a reasonable response time and details of the query.

3.3.4 The relevant TO shall supply the further detail or clarification regarding the contents of the Statement of Works Charges Report if requested by ~~NGESO~~The Company.

3.3.5 Where a User has a query concerning the outturn charges based upon those figures provided in the Statement of Works Charges Report, the process set out in STCP14-3 Customer Charging Queries shall be followed.

3.3.6 When the closure process has been completed, ~~NGESO~~The Company shall notify the TO(s) and confirm ~~NGESO~~The Company's acceptance of the Statement of Works Charges Report.

3.3.7 In the event that ~~NGESO~~The Company has over/underpaid given the figures in the Statement of Works Charges Report, the relevant TO shall submit a reconciling invoice to ~~NGESO~~The Company.

3.3.8 ~~NGESO~~The Company shall check the reconciling invoice and settle any outstanding sums in accordance with STCP13-1 Invoicing and Payment.

### **3.4 Subsidiary Processes**

#### **3.4.1 Amendments to Request for Statement of Works by User**

- 3.4.1.1 If details of the Request for Statement of Works change after the Request for Statement of Works has been submitted, then ~~NGESO~~The Company and the Affected Parties shall assess what impact this will have on the ability of the Affected Parties to respond to ~~the NGESO~~The Company Request for a Statement of Works to ~~NGESO~~The Company in the required timescales. ~~NGESO~~The Company shall then advise the User on whether the changes are likely to have a Material Impact on ~~NGESO~~The Company's notification of the outcome of the Request for a Statement of Works.
- 3.4.1.2 If the change will not have a Material Impact on the Affected Parties' ability to respond to ~~the NGESO~~The Company Request for a Statement of Works to ~~NGESO~~The Company and subsequently ~~NGESO~~The Company's ability to notify the User of the outcome of the Request for a Statement of Works in the required timescales, then the Affected Parties shall proceed to make their response to ~~the NGESO~~The Company Request for a Statement of Works as planned.
- 3.4.1.3 If the change is to have a Material Impact on the Affected Parties' ability to respond to ~~the NGESO~~The Company Request for a Statement of Works to ~~NGESO~~The Company and/or ~~NGESO~~The Company's subsequent ability to notify the User of the outcome of the Request for a Statement of Works in the required timescales, then the User should be requested to withdraw the original User Application and submit a new User Application with the new details.

#### **3.4.2 Modifications to Statement of Works Planning Assumptions**

##### **3.4.2.1 ~~NGESO~~The Company initiated modifications to Statement of Works Planning Assumptions prior to receipt of a TO Statement of Works Notice**

- 3.4.2.1.1 At any time after providing the Affected Parties with the Statement of Works Planning Assumptions and prior to receipt of the response to ~~the NGESO~~The Company Request for a Statement of Works, ~~NGESO~~The Company may decide to change the Statement of Works Planning Assumptions.
- 3.4.2.1.2 Affected Parties may decide to convene a meeting of the Lead Person(s) to discuss the revision of the Statement of Works Planning Assumptions giving other Affected Parties reasonable notice in writing.
- 3.4.2.1.3 ~~NGESO~~The Company Lead Person shall provide the revised Statement of Works Planning Assumptions to the Affected Parties Lead Person(s). The Affected Parties Lead Person(s) shall confirm receipt of the revised Statement of Words Planning Assumptions to ~~NGESO~~The Company Lead Person.

##### **3.4.2.2 TO initiated modifications to Statement of Works Planning Assumptions prior to submission of a TO Statement of Works Notice**

- 3.4.2.2.1 At any time prior to issuing its response to ~~the NGESO~~The Company Request for a Statement of Works, the TO may submit a request to ~~NGESO~~The Company for a change to the Statement of Works Planning Assumptions, including reasons for the request.
- 3.4.2.2.2 Affected Parties may decide to convene a meeting of the Lead Person(s) to discuss the request for revision of the Statement of Works Planning Assumptions giving other Affected Parties reasonable notice in writing.
- 3.4.2.2.3 ~~NGESO~~The Company shall consider how it will address the request and notify the TO and any other TO materially affected by the requested change.
- 3.4.2.2.4 Notwithstanding any request submitted by the TO each Affected Party shall continue to take into account the Statement of Works Planning Assumptions provided by ~~NGESO~~The Company.

**3.4.2.3 ~~NGESO~~The Company initiated modifications to Statement of Works Planning Assumptions after receipt of a TO Statement of Works Notice but prior to notification to the User of the outcome of the Request for a Statement of Works**

3.4.2.3.1 At any time after receiving a TO Statement of Works Notice and prior to notifying the User of the outcome of the Request for a Statement of Works, ~~NGESO~~The Company may decide to change the Statement of Works Planning Assumptions e.g. due to a Disconnection, a TEC increase etc.

3.4.2.3.2 In such circumstances, ~~NGESO~~The Company shall convene a meeting of the Lead Person(s) to discuss the revision of the Statement of Works Planning Assumptions and impact on the TO Statement of Works Notices.

3.4.2.3.3 ~~NGESO~~The Company shall provide to each Affected Party the revised Statement of Works Planning Assumptions. The Affected Parties Lead Person(s) shall confirm receipt of the revised Statement of Works Planning Assumptions.

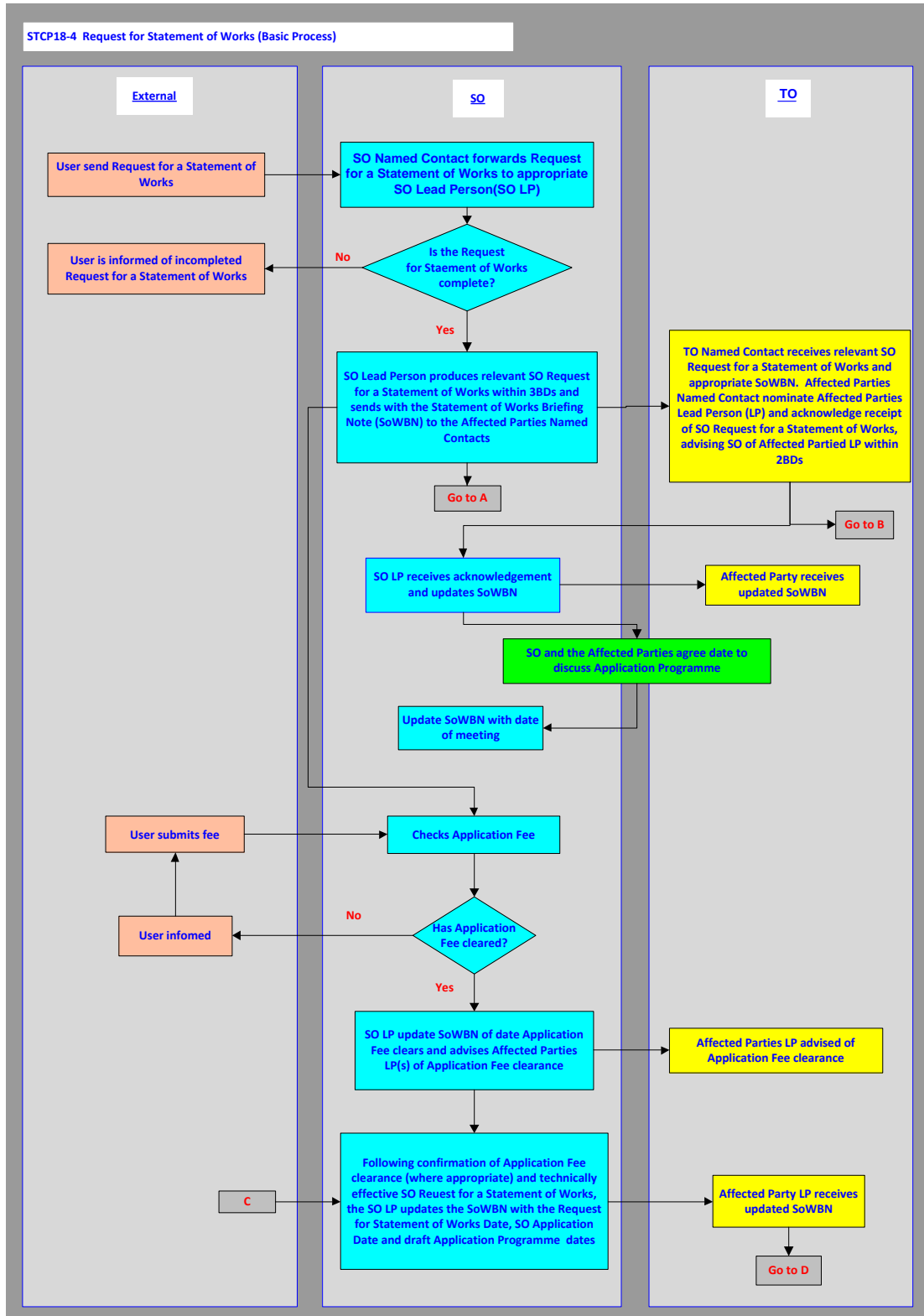
3.4.2.3.4 Affected Parties Lead Person(s) will re-submit their TO Statement of Works Notices to ~~the NGESO~~The Company Lead Person, taking in account the revised Statement of Works Planning Assumptions, within 1 Business Days after the receipt of the revised Statement of Works Planning Assumptions.

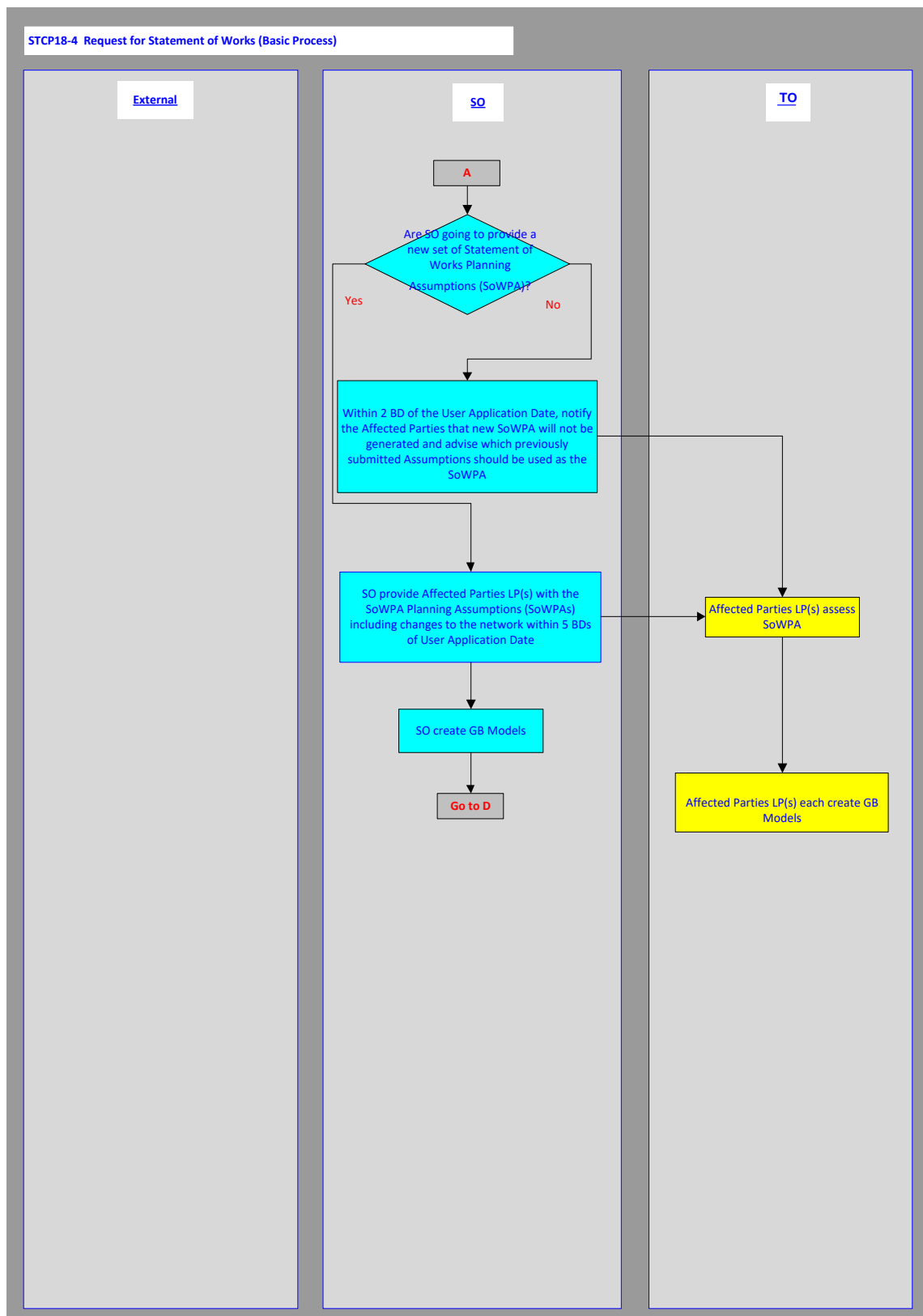
**3.4.3 Withdrawal of a Request for Statement of Works by the User**

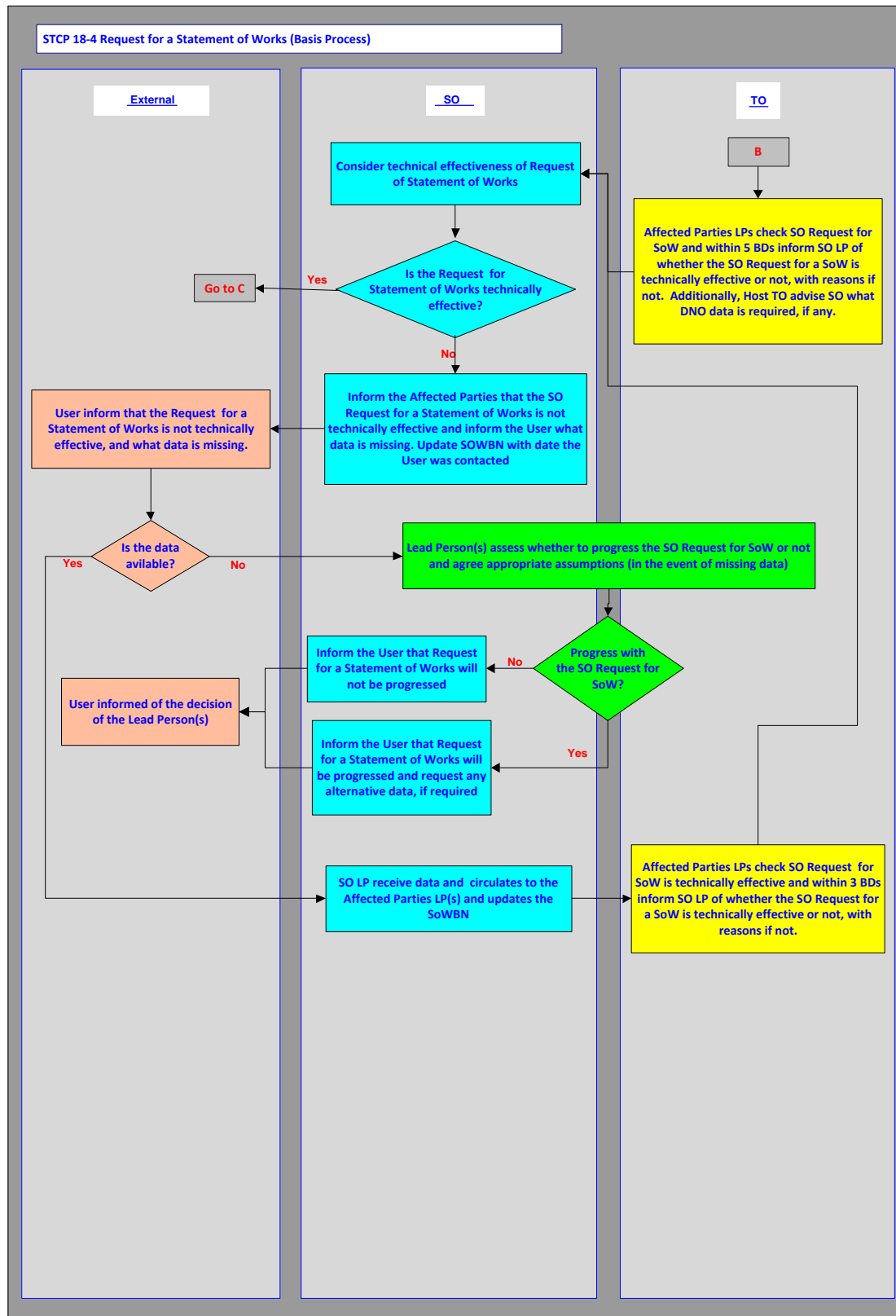
3.4.3.1 Where a User withdraws their Request for Statement of Works, ~~NGESO~~The Company shall update the Statement of Works Briefing Note and shall e-mail the Statement of Works Briefing Note to the Affected Parties within 2 Business Days. ~~NGESO~~The Company and the Affected Parties shall then undertake the Scheme Closure Process in accordance with 3.3.

## 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 A and the process described elsewhere in this STCP, then the text elsewhere in this STCP shall prevail.



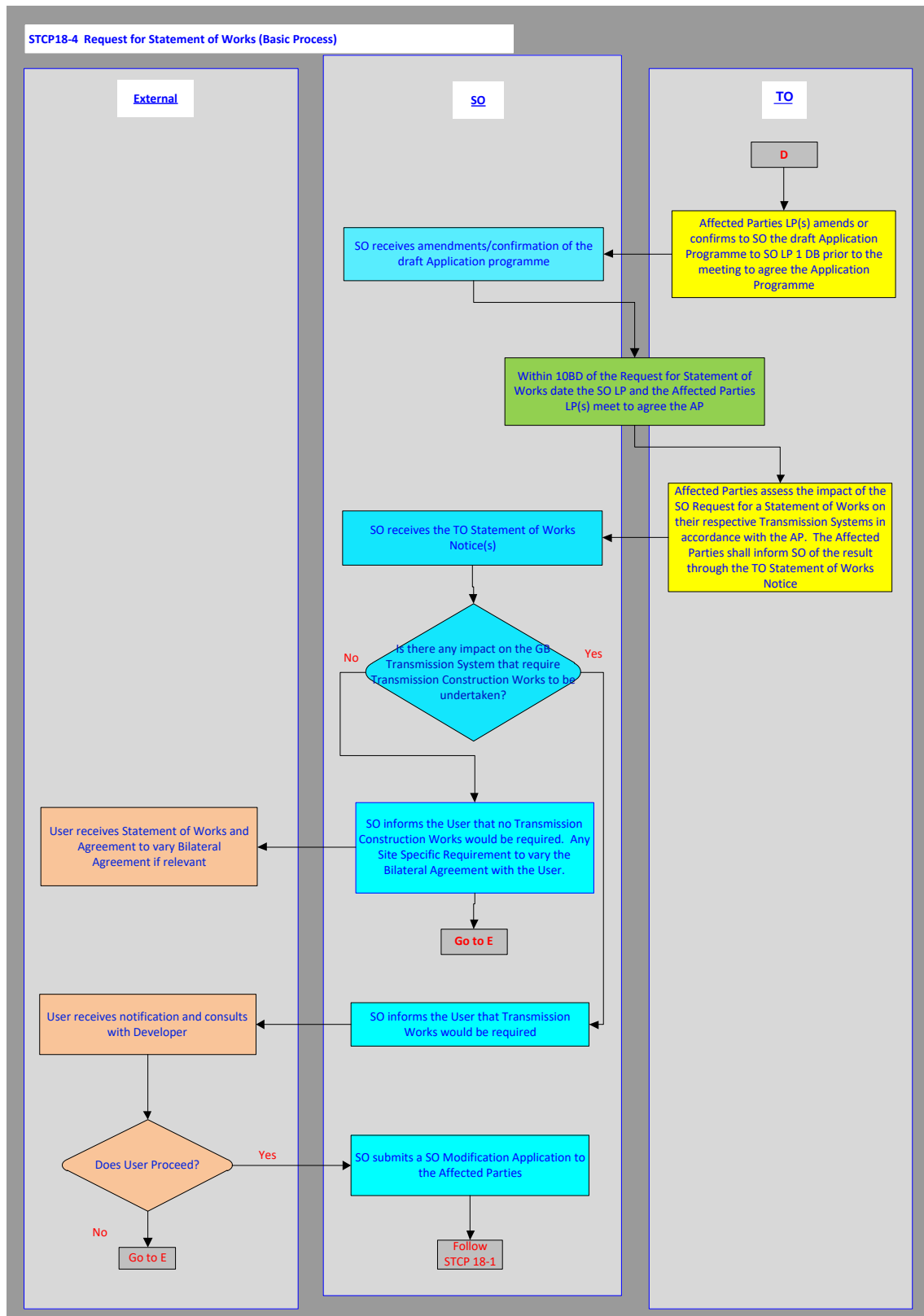


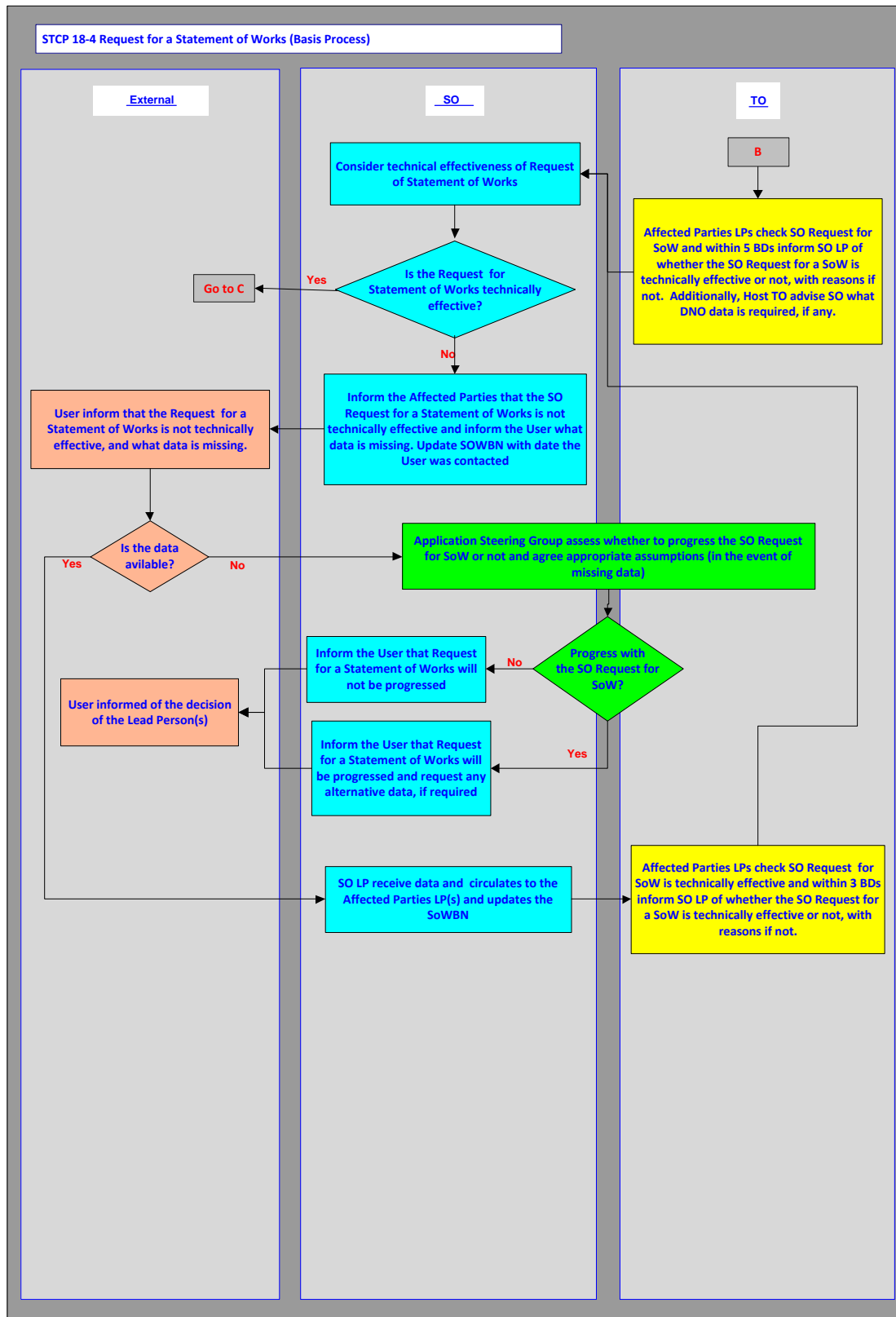




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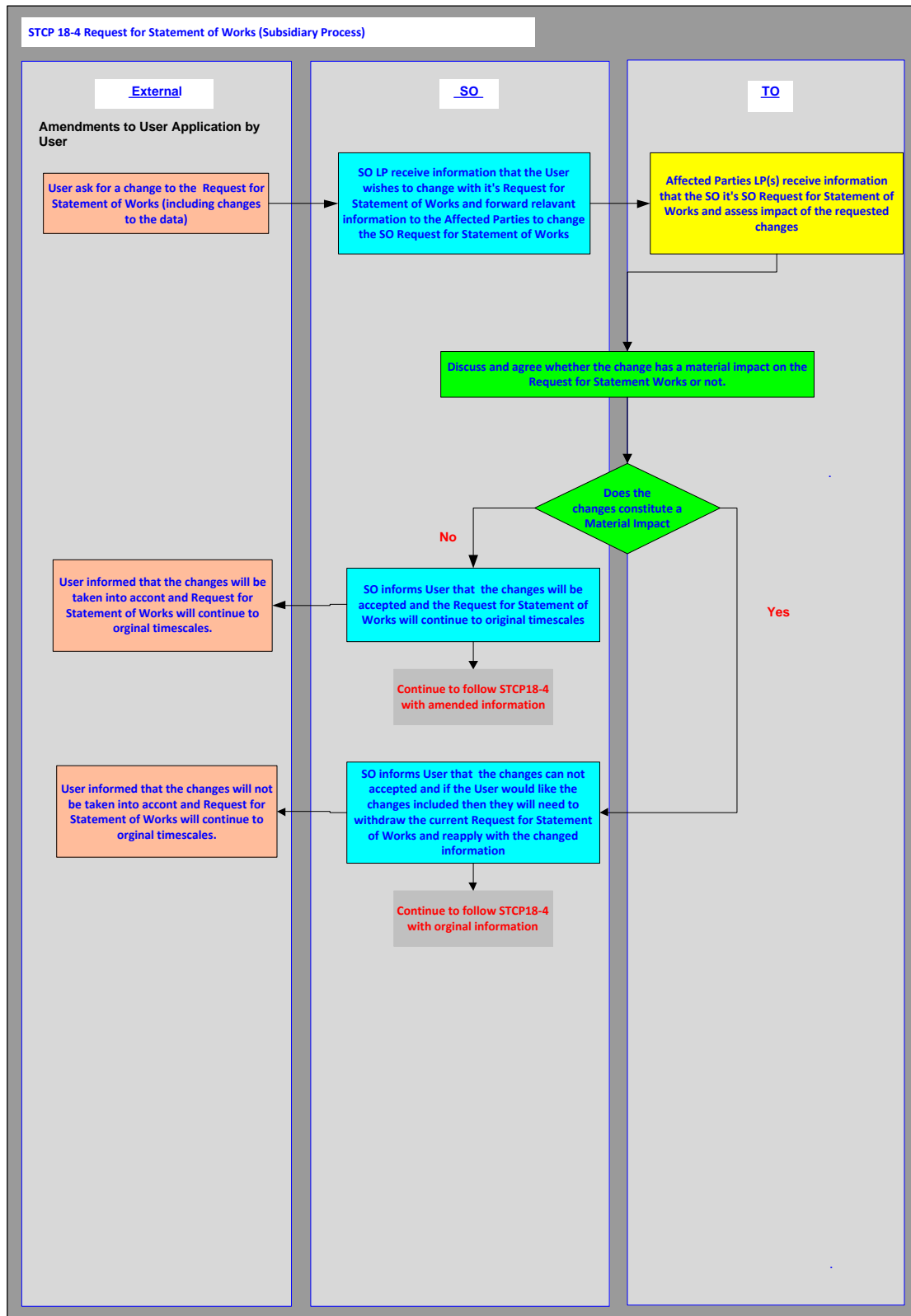
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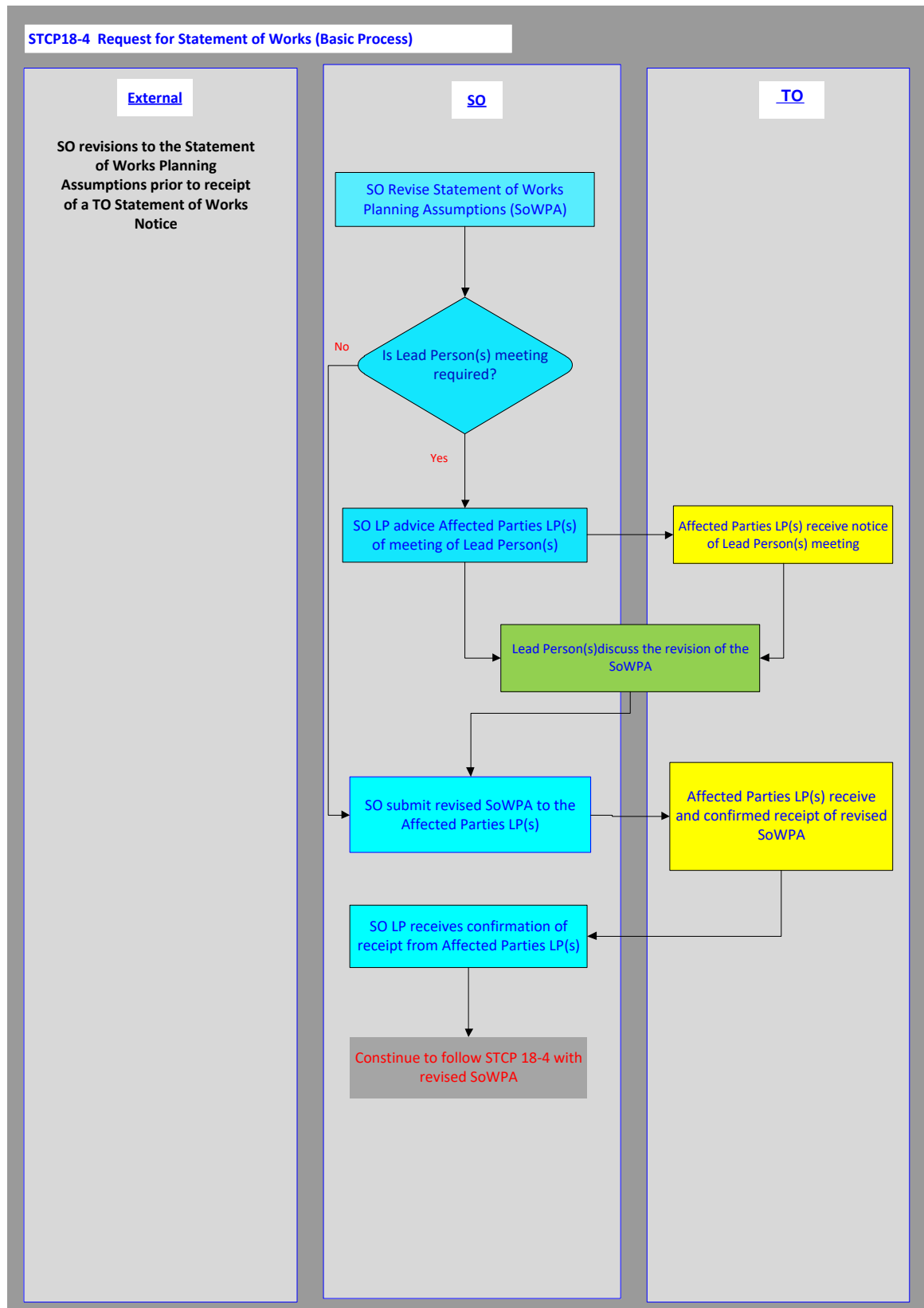
# STCP 18-4 Request for a Statement of Works

Issue 005 – 09/05/2019



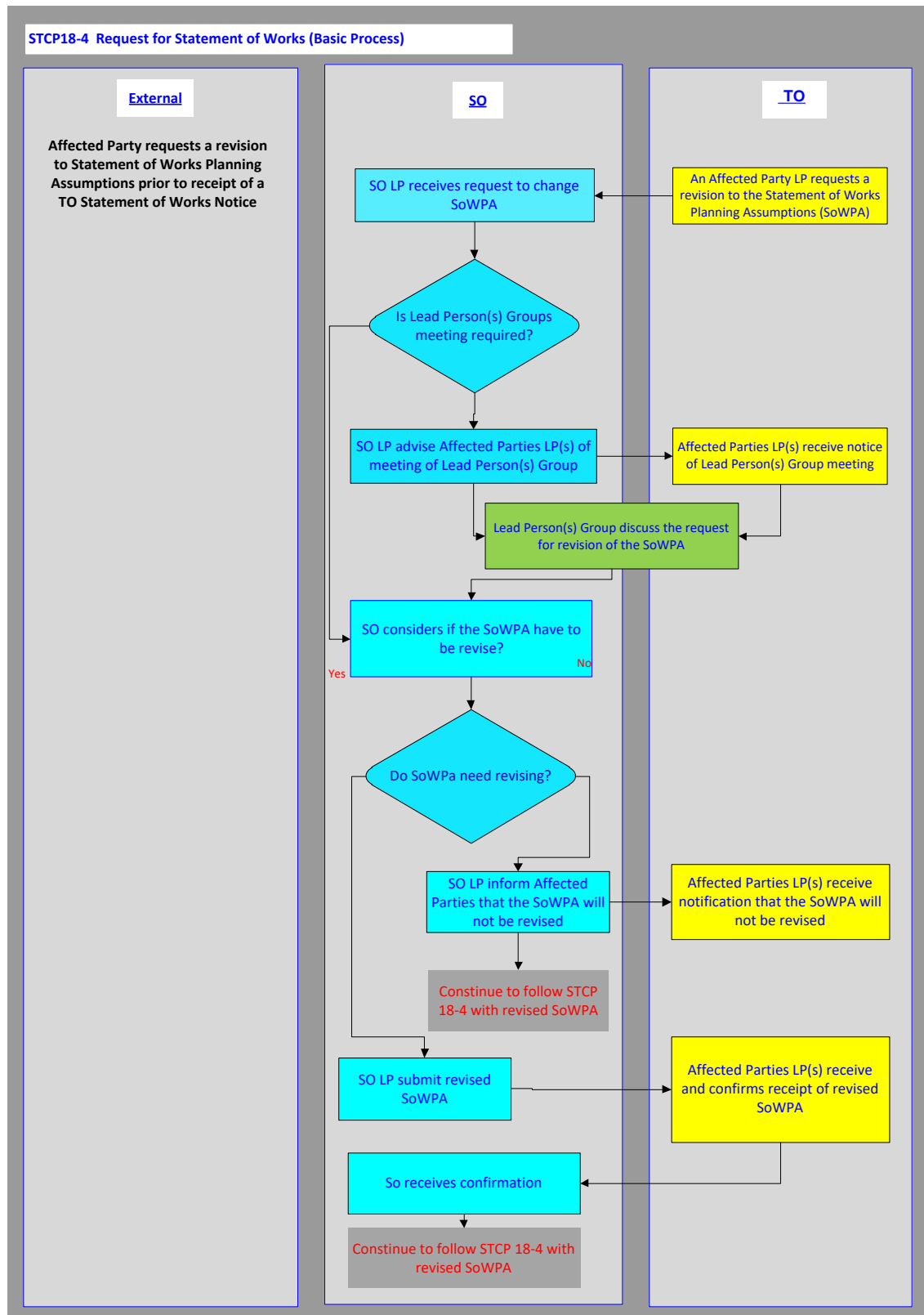
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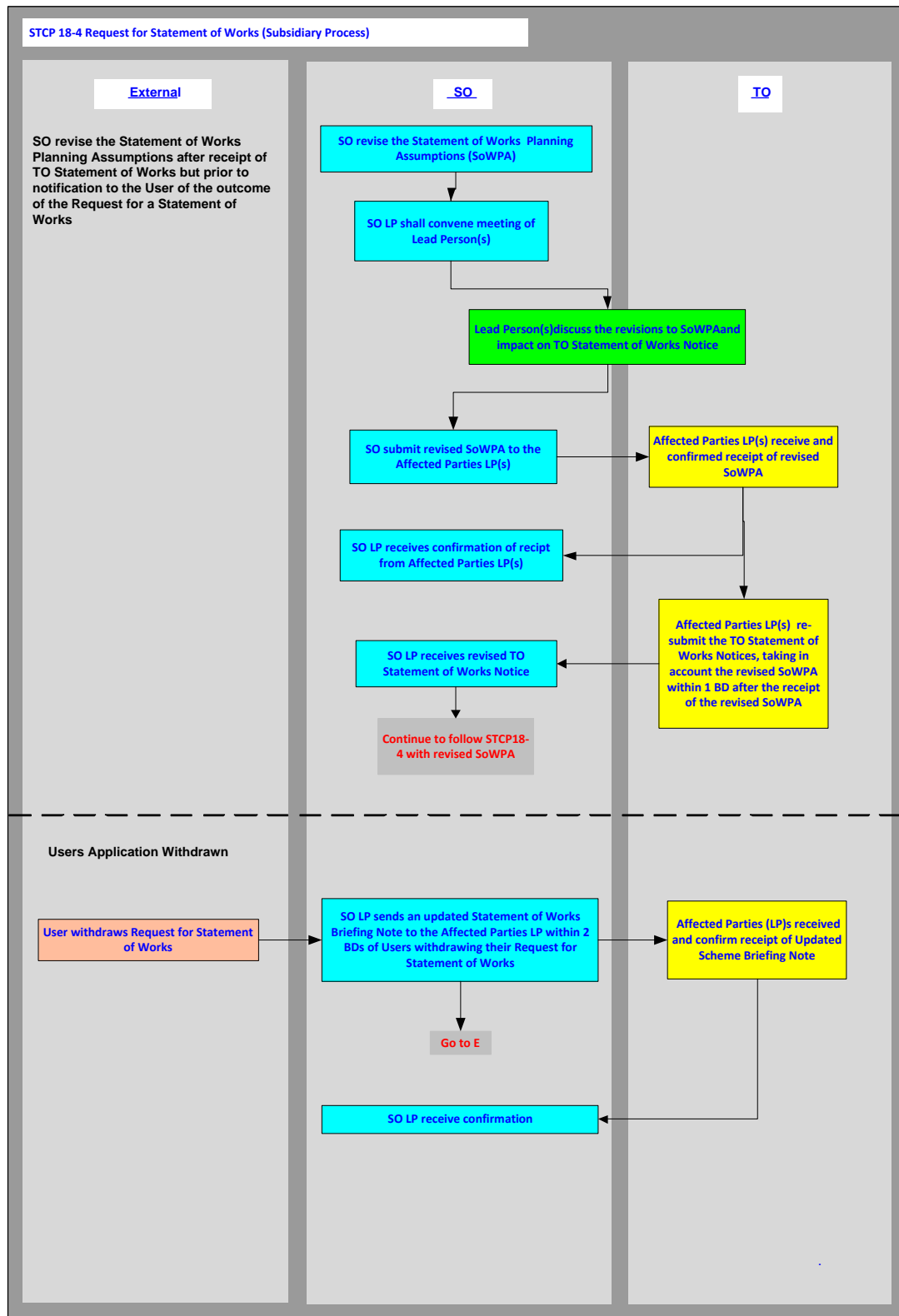
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**Appendix B: Statement of Works Briefing Note****SBN**

<b>Data Required</b>	<b>Data Format [Where appropriate]</b>
Application Type	
CCM Name	
CCM Telephone Number	
Host TO	
Affected TO	
User	
User's Registered Address	
User's Registered Company Number	
Developer Name & Address	
Site Name	
Connection Site/GSP	
Point Of Connection Co-ordinates	
POC Connection Voltage	
Site coordinates (if different)	
Consents Status (Date if Consented)	
User Application Date received by NGET	
Date Application emailed to TO(s)	
Application Fee Type	
Level of Application Fee	
Application Fee received	
Overview of the Application	
Is the User considering building any assets that would be identified as Transmission Connection Assets?	
Details of the intended legal estate in the Connection Site in so far as NGET is aware.	

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Occupier of the Connection Site in so far as NGET is aware	
Where a substation may be needed, User's suggested location for it, giving dimensions of the area.	
Is space available on the Connection Site for working storage and accommodation areas for the Transmission Owner contractors? If so, indicate location and approximate dimension of such areas.	
Details (including copies of any surveys or reports) of the physical nature of any additional land in which the User has an interest at the Connection Site including the nature of the ground and the sub-soil	
Details of any existing restrictions for access to or use of the Connection Site for the purposes of installing, maintaining and operating the User's Plant and Apparatus	
Does User wish to participate in BM	
If New Connection Site is located in Offshore waters, earliest date for entry of this project into the Offshore Tender \Process (if no date is provided it will be assumed to be for entry into the first Offshore Tender Process following acceptance of the Offer)	
If New Connection Site is located in Offshore waters, please indicate if any of the following items are included alongside the application: * Feasibility Studies * Crown Estate Lease * Identified sub-sea cable routes * Identified cable landing points * Other (please specify)	
Connection Entry Capacity	
Transmission Entry Capacity	
Demand (If applicable)	
Connection Security Requested	
Planning Application Submitted	
Planning Consent Awarded	
Plant Ordered (i.e. Power Station or substation)	
Construction Started (site mobilisation)	

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Construction Completed	
Requested Completion Date	
Connection Charging Payment Options	
Standard Planning Data included?	
Copy of User's Safety Rules	

## ***Appendix C: Abbreviations & Definitions***

Affected TO	Affected Transmission Owner
DNO	Distribution Network Operator
Host TO	Host Transmission Owner
OFTO	Offshore Transmission Owner
Other Affected TO	Other Affected Transmission Owner
SHET	Scottish Hydro Electric Transmission plc
SPT	SP Transmission plc
TEC	Transmission Entry Capacity
TO	Transmission Owner

### ***Definitions***

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

Business Day

CUSC

~~NGESO~~[The Company](#)

NGET

~~NGESO~~[The Company](#) Application Date

~~NGESO~~[The Company](#) Modification Application

~~NGESO~~[The Company](#) Request for a Statement of Works

National Electricity Transmission System

Party

Planning Assumptions

Power Station

Relevant Connection Site

Request for a Statement of Works

Statement of Works Planning Assumptions

Statement of Works Project

TO Statement of Works Notice

Transmission Construction Works

Transmission Entry Capacity

Transmission Owner

Transmission System

User Application

User Application Date

User Equipment

#### **CUSC definitions used:**

Bilateral Agreement

Bilateral Connection Agreement

Disconnection

#### **Definition used from other STCPs:**

Application Fee                      STCP19-6: Application Fee