##### STCP 23-1 Issue 003

##### Party Entry Process

##### STC Procedure Document Authorisation

|  |  |  |  |
| --- | --- | --- | --- |
| **Party** | **Name of Party Representative** | **Signature** | **Date** |
| The Company |  |  |  |
| National Grid  Electricity Transmission plc |  |  |  |
| SP Transmission Ltd |  |  |  |
| Scottish Hydro-Electric  Transmission Ltd |  |  |  |
| Offshore Transmission Owners |  |  |  |
| Competitively Appointed Transmission Owners |  |  |  |

##### STC Procedure Change Control History

|  |  |  |
| --- | --- | --- |
| Issue 001 | 21/12/09 | New STCP following implementation of offshore regime |
| Issue 002 | 01/04/19 | Issue 002 incorporating National Grid Legal Separation changes |
| Issue 003 | 25/04/2023 | Issue 003 incorporating use of ‘The Company’ definition as made in the STC PM0130 |

# Introduction

## Scope

### To assist the TO, the procedure lists the relevant documents and agreements that need to be developed and agreed together with the timescales appropriate to each document.

### This STCP cross-references a number of other STCPs that are an integral part of the obligations a newly acceded STC Party is to discharge under the STC.

### This procedure applies to The Company, as defined in the STC and meaning the licence holder with system operator responsibilities, and each TO. For the purposes of this document, TOs are:

### NGET;

### SPT;

### SHETL; and

### All Offshore Transmission Owners as appointed by the Authority. (For the avoidance of doubt, this includes Preferred Bidders).

### All Competitively Appointed Transmission License holders as appointed by Ofgem.

## Objectives

### This procedure has been developed to assist a new TO in understanding what is required in accordance with the STC, to allow such a TO to become an STC Party.

### For the avoidance of doubt, the obligations set down in the STC shall take precedence over this STCP23-1.

### Within 30 days of acceding to the STC, a Party Applicant shall together with each Party, agree the processes and steps to be taken together with responsibilities and timescales with respect to Appendix A to this STCP ‘Party Entry Process Timetable’.

### Following agreement to the Party Entry Process Timetable, in accordance with the STC, this STCP describes the processes and procedures that a TO is expected to participate in and complete following its accession to the STC to enable the TO to become a Party to the STC.

# Key Definitions

## For the purposes of STCP 23-1:

### **Party Entry Process Timetable** means the processes and steps to be taken together with responsibilities and timescales with respect to Appendix A to this STCP23-1 ‘Party Entry Process Timetable’

### **Site Specific TO Agreements** means the following agreements: include Transmission Interface Agreement, Transmission Site Interface Specification, Interface Agreements, Site Responsibility Schedules

### **Transmission Works** means works as more fully described in Schedule Eight, Paragraph 1.1.3.2 of the STC

# Procedure

## Party Entry Process Timetable

### Within 3 Business Days of accession to the STC, the STC Committee Secretary will send to the TO a draft of the Party Entry Process Timetable substantially in the form of Appendix A to this STCP23-1.

### The TO shall, within 5 Business Days of receipt of such a draft Party Entry Process Timetable contact the STC Committee Secretary to discuss and agree with the other Parties the content of the Party Entry Process Timetable.

### Within 30 days of acceding to the STC, the TO and each Party shall agree to the content of the Party Entry Process Timetable by signing the agreed Party Entry Process Timetable.

### A Party may refer a failure to agree the Party Entry Process Timetable or any other dispute in relation to the scope, content or performance of the Party Entry Processes, to the Authority as a Dispute in accordance with the STC.

## Party Entry Process

### Following agreement of the Party Entry Process Timetable in Appendix A to this STCP, a TO shall ensure that all relevant documentation is provided to The Company or in place in respect of Embedded Transmission Interface Sites.

### Types of documentation referred to in 3.2.1 are listed below.

## TO Construction Agreement

### As soon as practicable or in any event, within 3 Business Days of a TO acceding to the STC Framework Agreement, The Company Named Contact shall send to the TO a The Company Construction Application pertaining to the required Transmission Works.

### From this point the relevant Parties shall follow the process described in STCP18-1.

## Other Site-Specific TO Agreements

### In addition to the above TO Construction Agreement, the TO shall also enter into, where relevant, the following agreements and agree to the following specifications:

### **Transmission Interface Agreement**

#### This agreement governs the arrangements for the installation of assets, access and the use of services at Transmission Interface Sites. The TO shall be responsible for the initial production of the Transmission Interface Agreement (which shall be substantially in the form of Schedule Fifteen to the STC).

#### The Company or the relevant TO who is to be the counterparty to this agreement shall agree the content of the Transmission Interface Agreement with the TO and countersign the agreement within 3 months of receipt of the initial draft.

### **Transmission Site Interface Specification**

#### At each Transmission Interface Site, each of the relevant Transmission Site Interface Site Parties shall have and maintain at all times a specification which sets out:

#### a description of their Transmission Interface Assets at the Transmission Interface Site and a clear identification of the boundary between their Transmission Interface Assets and any other Transmission Interface Assets at that Transmission Interface Site;

* a description of the technical, design and operational criteria which that Transmission Interface Site Party has applied to its equipment in planning and developing its Transmission System.

### **Embedded Transmission Interface Agreement**

#### This agreement governs the arrangements for the installation of assets, access and the use of services at Embedded Transmission Interface Sites.

#### The TO shall agree the Embedded Transmission Interface Agreement with the Distribution Network Operator.

#### The Company or the relevant TO who is to be the counterparty to this agreement shall agree the content of the Transmission Interface Agreement with the TO and countersign the agreement within 3 months of receipt of the initial draft.

### **Embedded Transmission Interface Site Specification**

#### Each TO shall have and maintain at all times a specification in relation to each Embedded Transmission Interface Site, which sets out

#### a description of the Embedded Transmission Interface Assets at the Embedded Transmission Interface Site and a clear identification of the boundary between Embedded Transmission Interface Assets and Embedded Transmission Counterparty Equipment;

* any information reasonably requested by The Company in order to enable The Company to settle or amend its Embedded Transmission Bilateral Agreement in respect of the Embedded Transmission Interface Site;
* a description of the technical design and operational criteria of the Embedded Transmission Counterparty Equipment at the Embedded Transmission Interface Site which the TO, has used in planning and developing its Transmission System.

### **Services Capability Specification**

#### Each TO shall have and maintain at all times a specification of its Transmission Services which includes without limitation:

#### Information describing parameters and levels within and to which its Transmission Services have been planned to be provided;

#### Identify the technical limits that would normally apply to the provision of its Transmission Services.

### **Connection Site Specification**

#### Each TO shall have and maintain at all times a specification in relation to each Connection Site, which sets out

#### a description of the Transmission Connection Assets at the Connection Site and a clear identification of the boundary between Transmission Connection Assets and User Equipment;

#### any information reasonably requested by The Company in order to enable The Company to settle or amend its bilateral agreement with such a User in respect of the Connection Site;

#### a description of the technical design and operational criteria which the TO in planning and developing its Transmission System, had assumed would apply to the User Equipment at the Connection Site.

### **Completion Report**

#### In accordance with Appendix S of Schedule 9 of the STC, Each TO shall provide a report addressing the matters set out below:

* Confirmation of Compliance Statement;
* type test results\reports;
* confirmation that the signed CUSC Interface Agreement(s) are in place;
* confirmation that the signed Transmission Interface Agreement/Embedded Transmission Interface Agreement is in place;
* confirmation that the signed Transmission Interface Site Specification/Embedded Transmission Site Specification is in place;
* confirmation that the Services Capability Specification is in place;
* confirmation that Safety Rules have been exchanged;
* confirmation that the Connection Site Specification(s) are complete and in place; and,
* confirmation that the Site Responsibility Schedule is complete and in place.

## Other Requirements required prior to Energisation of the Offshore Transmission System

### Requirements under other STCPs detail the process for the TO and The Company to undertake prior to Energisation. These include but are not limited to:

#### STCP04-4 – Provision of Asset Operational Information

#### STCP04-6 – Offshore Datalink Functional Specification for Telecontrol Communication Interface for the establishment and testing of communication arrangements.

#### STCP09-1 – Safety Coordination between Parties

#### STCP11-2 – Outage Planning Data Exchange

#### STCP16-1 – Investment Planning

#### STCP18-1 – Connection and Modification Application

#### STCP19-2 – Construction Process and Scheme Closure

#### STCP19-3 – Operational Notification and Compliance Testing

#### STCP19-4 – Commissioning and Decommissioning

#### STCP22-1 – Production of Models for NETS Planning

##### Appendix A: Party Entry Process Timetable

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item/process/Agreements | STC/STCP Reference | Drafting Responsibility | First Draft Due by | Final To be Agreed By | To be Agreed By |
| Offshore TO Construction Agreement | STC Section D, Part Two | The Company Named Contact | [Date to be agreed 6 months prior to Energisation of TO Assets] | [Date to be agreed prior to Energisation of TO Assets] | [Party Names] |
| Transmission interface Agreement | STC Section D, PartTwo | Relevant TO | [Date to be agreed 6 months prior to Energisation of TO Assets] | [Date to be agreed prior to Energisation of TO Assets] | [Party Names] |
| Transmission Site Interface Specification | STC Section D, PartTwo | Relevant TO | [Date to be agreed 6 months prior to Energisation of TO Assets] | [Date to be agreed prior to Energisation of TO Assets] | [Party Names] |
| Embedded Transmission Interface Site Specification | STC Section D, PartTwo | Relevant TO | [Date to be agreed 6 months prior to Energisation of TO Assets] | [Date to be agreed prior to Energisation of TO Assets] | [Party Names] |
| Services Capability Specification | STC Section C, Part One | Relevant TO | [Date to be agreed 6 months prior to Energisation of TO Assets] | [Date to be agreed prior to Energisation of TO Assets] | [Party Names] |
| Connection Site Specification | STC Section D, Part One | Relevant TO | [Date to be agreed 6 months prior to Energisation of TO Assets] | [Date to be agreed prior to Energisation of TO Assets] | [Party Names] |
| Completion Report | STC, Schedule 9 | Relevant TO | [Date to be agreed 6 months prior to Energisation of TO Assets] | [Date to be agreed prior to Energisation of TO Assets] | [Party Names] |
| Provision of Asset Operational Information | STCP04-4 | Existing Procedure to be followed |  |  | STC Amendments Committee |
| Communication Arrangements | STCP04-6 | Existing Procedure to be followed |  |  | STC Amendments Committee |
| Safety Coordination | STCP09-1 | Existing Procedure to be followed |  |  | STC Amendments Committee |
| Outage Planning Information | STCP12-2 | Existing Procedure to be followed |  |  | STC Amendments Committee |
| Connection Process | STCP18-1 | Existing Procedure to be followed |  |  | STC Amendments Committee |
| Construction Process | STCP19-2 | Existing Procedure to be followed |  |  | STC Amendments Committee |
| Operational Notification Process | STCP19-3 | Existing Procedure to be followed |  |  | STC Amendments Committee |
| Commissioning Process | STCP19-4 | Existing Procedure to be followed |  |  | STC Amendments Committee |
| Production of Models for NETS Planning | STCP22-1 | Existing Procedure to be followed |  |  | STC Amendments Committee |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

The above Party Entry Process Timetable has been agreed by:

Party: …………………………………STC Committee Representative …………………………………. Date:…………………………………...

Party: …………………………………. STC Committee Representative ……………………………………. Date:…………………………………...

Party: …………………………………. STC Committee Representative ……………………………………. Date:…………………………………...

##### Appendix B: Abbreviations & Definitions

###### Abbreviations

NETS National Electricity Transmission System

SHETL Scottish Hydro-Electric Transmission Ltd

STC System Operator Transmission Owner Code

SPT SP Transmission Ltd

TO Transmission Owner

***Definitions***

STC definitions Used:

Business Day

Embedded Transmission Bilateral Agreement

Embedded Transmission Counterparty Equipment

Embedded Transmission Interface Agreement

Embedded Transmission Interface Site

Embedded Transmission Interface Site Specification

National Electricity Transmission System

The Company

The Company Construction Application

Party

Party Entry Process

Transmission Reinforcement Works

TO Construction Agreement

Transmission Interface Agreement

Transmission Interface Assets

Transmission Interface Site

Transmission Interface Site Specification

##### Definitions used in the document that are covered in other STCPs:

The Company Named Contact (STCP18-1)