

STCP Amendment Proposal Form

PA023

1. Title of Amendment Proposal

STCP 09-2 – Incorporation of Outstanding Change Requests

2. Description of the Proposed Amendment (mandatory field)

Incorporation of the following Change Requests that were outstanding at BETTA Go-Live:

C234

This Change Request is attached at Attachment 1 to this STCP Amendment Proposal Form.

Minor changes to the Headers and Footers within the document are also proposed. These changes serve to ensure that the name of the STCP and its Issue Number and date are clearly visible on all pages.

The following text has also been inserted before each of the Flow Diagrams within the STCPs clarifying that the text of the STCP has precedence in the event there is any disparity between the text and the flow diagrams:

“Note that the Process Diagrams shown in this Appendix [B] 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.”

This statement was included in some but not all STCPs during drafting and its inclusion here allows a consistent approach to be taken across all STCPs.

All of the above changes are reflected within the change-marked STCP attached as Attachment 2 to this STCP Amendment Proposal Form.

3. Description of Issue or Defect that Proposed Amendment seeks to Address (mandatory field)

Prior to Go-Live a number of changes to “signed off” STCPs were identified by the User Groups. The incorporation of these Change Requests before Go-Live was not however deemed by the same User Groups as critical for Go-Live and it was agreed between the Parties that such Change Requests should be considered and where appropriate incorporated within the STCP following Go-Live. This STCP Amendment Proposal therefore summarises the outstanding Change Requests for this STCP and outlines draft legal text that would give effect to those outstanding Change Requests.

4. Impact on the STC (information should be given where possible)

Effects on STCP 09-2 Public and Site Safety Issue 001 are as detailed in the Change Marked version attached at Attachment 2 to this STCP Amendment Proposal.

5. Impact on other frameworks e.g. CUSC, BSC (information should be given where possible)

NONE

6. Impact on Core Industry Documentation (information should be given where possible)

NONE

<p>7. <u>Impact on Computer Systems and Processes used by STC Parties</u> (information should be given where possible)</p> <p>NONE</p>
<p>8. <u>Details of any Related Modifications to Other Industry Codes</u> (where known)</p> <p>NONE</p>
<p>9. <u>Justification for Proposed Amendment with Reference to Applicable STC Objectives</u> (mandatory field)</p> <p>Although these changes were not deemed as critical for Go-Live it is the view of the proposer that should these Change Requests now be incorporated within STCP 09-2 this would better facilitate the following Applicable STC Objectives:</p> <ul style="list-style-type: none"> 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.

<p>Details of Proposer Organisation's Name</p>	National Grid Company plc
<p>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))</p>	STC Party
<p>Details of Proposer's Representative Name Organisation Telephone Number Email Address</p>	<p>Mark Duffield National Grid Company plc 01926 654971 mark.duffield@ngtuk.com</p>
<p>Details of Representative's Alternate Name Organisation Telephone Number Email Address</p>	<p>Ben Graff National Grid Company plc 01926 656368 Ben.Graff@ngtuk.com</p>
<p>Attachments (Yes/No): Yes If yes, title and number of pages of each attachment: Attachment 1: Original Change Requests Attachment 2: Revised legal text for STCP 09-2: Public and Site Safety</p>	

Notes:

- 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.
- 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
NGT House
Warwick Technology Park
Gallows Hill
Warwick, CV34 6DA

Or via e-mail to: STCTeam@uk.ngrid.com

Attachment 1: Incorporated Outstanding Change Requests

ID	Raised On	Originating Body	Description	Affected Category 2 Documents	Business Owner	CDA Owner	Status	DG1	Last Updated	Comments
C234	03/06/2005	CRUG	Changes required to reflect the agreed comments as described in the CDA Consistency Form dated 24th January 2005 relating to STCP9-2 Public and Site Safety	STCP 09-2 Issue 001	Mike Lee	Nadim Al-Hariri	Accepted	X	03-Jun-05	03 June 05: CR raised 03 June 05: CRUG accepted the CR

Change Request

(Yellow Shaded Boxes For CDA Use Only)

CDA CR ID	C234	Status¹	Accepted
Company CR ID		Associated CR's	
Description of Change			
Changes required to reflect the agreed comments as described in the CDA Consistency Form dated 24th January 2005 relating to STCP9-2 Public and Site Safety. For a breakdown of the comments see the consistency form.			
Reasons for Change			
To implement the agreed changes in the CDA Consistency form			
Affected Category 2 Document(s)²		DG's Informed	
STCP9-2 Public and Site Safety, Issue 1		CRUG	
Originating Body³		HLIA ID	
Raised On	3 rd June 2005	DLIA ID	
Business Owner	Mike Lee	Time Impact⁴	
CDA Owner	Nadim Al-Hariri	Effort Impact⁵	
<Group> Agreed Action – <Date>			
Change Request Source Document			
STCP9-2 Consistency Form.doc			
Document Version Included In			
To Be Included In	<input type="checkbox"/> Testing	<input checked="" type="checkbox"/> STCP Drafting	<input type="checkbox"/> Post "Go-Live"

¹ One of *Raised*, *HLIA Submitted*, *DLIA*, *DLIA Submitted*, *Accepted*, *Rejected* or *Pending*.

² Identifies the directly affected Category 2 documents. A full list of affected Category 1 & 2 documents will be identified by the HLIA.

³ One of DG1, DG2, DG3, DG4, Ofgem/DTI or Companies.

⁴ One of **Red** (impact on critical path), **Amber** (impact on plan but not critical path) or **Green** (no impact on plan)

⁵ One of **High** (>5 Working Days), **Amber** (>1 and <5 Working Days) or **Green** (<1 Working Day)

Category 2 Document Consistency Form

Consistency Form Status		Issued		Consistency Form Version		I1.0		
Document Name		STCP9-2 Public and Site Safety			Version		Final Draft 9/12/04	
					Review Ref		1	
Reviewer		Tony Mason			Date		24/01/05	
Checked by		Nadim Al-Hariri			Date		25/01/05	
Category 2 Documents – Detailed Level Processes and STCPs <i>C: Indicates documents have been checked for consistency and no action required.</i> <i>A: Indicates documents have been checked for consistency and action may be required.</i> <i>N: Indicates documents are related but are unavailable to be checked for consistency.</i>								
D G	Id	Issue	STCP/ DL	Name	Action			
1	9-2	-	-	Internal Consistency	A			
0	-	Designated	-	SO-TO Code	C			
1	2-1	Issue 001	STCP	Alarm and Event Management	C			
1	4-4	Draft 3	STCP	Provision of Asset Operational Information	C			
0	-	09/03/04	-	STC Procedure Drafting Guidelines	C			
4	19-3	03/09/04	Level 2	Operational Notifications and Compliance Testing	C			

Key:**Cat** (Category of comment)

I Inconsistency comment

C Other type of comment

Q Question

Type (Type of comment)

O Inconsistent with Other doc.

D Inconsistent within review doc.

F Clarification/Format/ Grammatical

Sevty (Impact Severity)

H(igh) e.g. Process will not work

M(edium) e.g. Work-a-round required

L(ow) e.g. Cosmetic

Eff (Effort to correct)

H(igh) More than 4 hours

M(edium) More than 10 minutes but less than 4 hours

L Up to 10 minutes

Consistency Form Status

Author Review -

Sent to Author for review

Owning DG Review -

Sent to owning DG for agreed actions

Other DG Review -

Sent to other DG's affected for agreeing actions

Issued -

Issued

Category 2 Document		Internal Consistency			Version		N/A
Id	Sect	Comment	Cat	Type	Sevty	Effort	Proposed/Agreed Action
1	Typos	<p>2.1.3 (third line) – missing word “Apparatus”</p> <p>2.1.3 (last line) – missing space between “Apparatus” and “will”</p> <p>2.1.4 (penultimate line), 2.1.6 (2nd line and penultimate line, 2.3.2 (1st line) – should read “Plant and/or Apparatus”</p> <p>2.2.1 – “Public and Site safety”. Should these be in lower case? If not, then include definitions for them</p> <p>2.3.2 and 2.6.1 – STCP2-1 is named Alarm and Event Management</p> <p>2.3.2 – STCP 4-4 is named Provision of Asset Operational Information</p> <p>2.4.3 – Services Capability Schedules should be Services Capability Specification</p> <p>Swim Lane (final TO process on page 6) – STCP 2-1 not STCP 2-4</p> <p>Swim Lane (2nd Process box on page 7) – “Procedures” and “Authorisations” should be lower case.</p>	C	F	L	L	<p>Proposed Action:</p> <p>Not required for Go live. Change request required.</p> <p>Agreed Action:</p> <p>All non-highlighted changes made</p>
2	2.1 and General	<p>The process considers the actions to be taken in the event of “safeguarding life”. The STC (Section G, 2.1) includes the Party’s environmental obligations. Should this be included in the process?</p>	Q				<p>Proposed Action:</p> <p>Agreed Action:</p> <p>No change</p>
3	Appendix B - Definitions	<p>Missing definitions:</p> <p>Transmission Status Certificate – Terms defined in other STCPs (STCP1-1 Operational Switching</p> <p>Event – Terms defined in the STC</p> <p>TO Call Centre – define within this document</p> <p>TO Control Room – define in this document</p>					<p>Proposed Action:</p> <p>Not required for Go live. Change request required.</p> <p>Agreed Action:</p> <p>Non- highlighted included, highlighted – non-capitalised</p>

Category 2 Document		Internal Consistency	Version		N/A		
Id	Sect	Comment	Cat	Type	Sevty	Effort	Proposed/Agreed Action
4	2.6.1	<p>The swim lane is missing a section on Circuit Breaker Operations. The process should be included as follows:</p> <pre> graph TD A[TO advises NGC if any circuit breaker approaching max number of operations] --> B[NGC advised of approaching max number of circuit breaker ops] B --> C{Does NGC wish to increase the number of circuit breaker operations?} C -- No --> D[End] C -- Yes --> E[Request increase in number of circuit breaker operations] E --> F[Receive and consider request to increase number of circuit breaker operations and advise NGC of result] F --> G[NGC advised] </pre>	C	F	L	L	Proposed Action: Amend swim lane. Not required for Go live. Change request required. Agreed Action: MD to add
	Other	<p>These comments are the outstanding issues noted against the STCP when sent for sign-off. They are repeated here to maintain the management of all issues that require agreement:</p> <ol style="list-style-type: none"> 1. Disputes resolution process 2. Treatment of references to the Grid Code 3. A review of 2.1.4 may be required following publication of the conclusions of the current OC7 consultation 					Proposed Action: Agreed Action: removed

Attachment 2: Revised Legal Text for STCP 09-2 Public and Site Safety

~~STCP 9.2 Version 001~~ 09-2 Issue 002 Public and Site Safety

STC Procedure Document Authorisation

Company	Name of Representative	Signed-off (date)
Ofgem		
NGT		
SP		
SSE		

<u>Company</u>	<u>Name of Party Representative</u>	<u>Signature</u>	<u>Date</u>
<u>National Grid Company plc</u>			
<u>SP Transmission Ltd</u>			
<u>Scottish Hydro-Electric Transmission Ltd</u>			

STC Procedure Change Control History

~~Issue 001 — 09/12/04~~

(to follow STEG agreed format)

~~Outstanding Issues to be resolved post company sign-off~~

~~Dispute Resolution process — further details if needed.~~

~~Treatment of references to the Grid Code.~~

~~A review of 2.1.4 may be required following publication of the conclusions of the current OC7 consultation.~~

Issue 001	09/12/04	BETTA Go-Live Version
Issue 002	22/06/05	Issue 002 incorporating PA023

1 Introduction

1.1 Scope

1.1.1 This procedure applies to NGC and each TO and describes the processes required to be established by NGC and each TO:

- to maintain public and site safety on a TO's Transmission System; and
- to ensure appropriate actions are taken in response to safety information received regarding a TO's Transmission System.

1.1.2 The following are outside the scope of this document:

- the application of safety measures for TO circuits released from service by a Transmission Status Certificate, which rests with the relevant TO and Users; and
- the arrangements necessary between NGC and each TO to ensure the User compliance regarding safety matters, including Users' Grid Code obligations.

1.1.3 NGC and each TO recognise that safety is of paramount importance and that all decisions and actions shall be taken in light of this.

1.1.4 For the purposes of this document, the TOs are:

- SPT; and
- SHETL.

1.2 Objectives

1.2.1 The objectives of this document are to outline the roles and responsibilities of NGC and each TO for the management of public and site safety, including those required for:

- safeguarding life;
- communications with the public;
- communications with the emergency services;
- communications with TO staff and contractors;
- re-energisation policy;
- site safety;
- potential switchgear over-stressing; and
- the number of circuit breaker operations permissible before maintenance.

2 Public and Site Safety

2.1 Safeguarding Life

2.1.1 Upon receipt of a communication concerning site or public safety within their licensed area, a TO shall follow its risk assessment processes, operational procedures and guidelines to decide and, where appropriate, implement actions required to ensure and/or maintain acceptable levels of safety as far as reasonably practicable.

2.1.2 When immediate action is required to safeguard life, Plant and/or Apparatus a TO may de-energise the necessary Plant and/or Apparatus without reference to NGC or Users even if the de-energisation of such Plant and/or Apparatus will result in the loss of generation and/or Demand.

- 2.1.3 When requested by User to carry out an immediate action to de-energise User controlled plant in order to safeguard life, Plant and/or Apparatus a TO may operate the necessary Plant and/or Apparatus without reference to NGC or another User even if the de-energisation of such Plant and/or Apparatus will result in the loss of generation and/or Demand.
- 2.1.4 Where any actions identified pursuant to section 2.1.2 or 2.1.3 would, if implemented, result in the TO's Transmission System operating outside of the relevant security standards, then the TO shall wherever practicable, liaise with NGC as part of the risk assessment process before implementing such actions. The risk assessment process should take into account the potential wider safety and system impacts of these actions. For the avoidance of doubt, this does not preclude the TO from switching TO Plant and/or Apparatus out of service in order to safeguard life, Plant and/or Apparatus without the agreement of NGC.
- 2.1.5 A TO shall contact NGC without delay following any actions taken pursuant to section 2.1.2, section 2.1.3 or section 2.1.4. Once contact is established with NGC, the TO shall inform NGC of the relevant Event(s) and any actions taken pursuant to section 2.1.2, section 2.1.3 or section 2.1.4. NGC and the TO shall then agree any further post Event actions where appropriate. Following such consultation between NGC and the TO, NGC shall be responsible for any post Event liaison with Users, where appropriate, regarding the actions taken pursuant to section 2.1.2, section 2.1.3 or section 2.1.4.
- 2.1.6 Where time allows liaison shall take place between a TO and NGC to discuss and agree any actions on that TO's Transmission System required to safeguard life, Plant or Apparatus. Such agreed actions shall be implemented in accordance with STCP 1-1: Operational Switching. NGC will be responsible for liaising with User(s), where applicable and where time allows, to mitigate the impact of any such actions upon User(s), before any release of TO Plant and/or Apparatus from operational service pursuant to this section 2.1.6.

2.2 Communications

- 2.2.1 Each TO is responsible for the management of all communications regarding Public and Site public and site safety on the TO's Transmission System between that TO and members of the public, the emergency services and local authorities. All public emergency calls shall be directed to the relevant TO Call Centre or TO Control Room call centre or TO control room as appropriate.
- 2.2.2 When NGC receives information that may have site or public safety implications on a TO's Transmission System, NGC shall advise the relevant TO immediately. For the avoidance of doubt, the relevant TO shall be responsible for the management of further communications where required regarding site or public safety following the notification of information pursuant to this section 2.2.2 by NGC to the relevant TO.
- 2.2.3 When a TO receives information that may have site or public safety implications on another TO's Transmission System, the TO shall advise the other TO immediately. For the avoidance of doubt, the TO that owns the TO's Transmission System impacted by the information relating to site or public safety shall be responsible for the management of further communications where required regarding site or public safety following the notification of information pursuant to this section 2.2.3 by a TO to the other TO.

2.3 Re-energisation Policy

- 2.3.1 Following the automatic or manual de-energisation of a TO's Plant and/or Apparatus the TO shall assess and determine the availability of such Plant and/or Apparatus in accordance with the relevant TO policy and procedures. These TO policies and procedures are outlined in Appendix A of STCP 2-1: Alarm Event and Fault Management.
- 2.3.2 When the TO determines that such de-energised Plant and/or Apparatus is available for re-energisation the TO shall inform NGC as soon as reasonably practicable in accordance with ~~STCP2-1: Alarm Event and Fault~~ STCP2-1 Alarm and Event Management and ~~STCP 4-4: Provision of~~ Real Time Asset Operational Information.

2.4 Site Safety

- 2.4.1 All site safety issues other than those contained within STC Section C, Part One, Paragraph 6 are the responsibility of each TO. Such site safety issues for which each TO is responsible include, but are not limited to:

- Safety Rules;
- procedures relating to site safety issues;
- authorisations; and
- site access restrictions.

- 2.4.2 Each TO shall notify NGC, of all relevant safety bulletins, technical limitations, operational restrictions, special network arrangements or any other related document as appropriate at each site. NGC and each TO shall ensure compliance with these notifications in the planning and instruction of actions in accordance with STCP 1-1: Operational Switching.

- 2.4.3 NGC shall be responsible for ensuring that the GB Transmission System is operated in such a way that Plant and Apparatus is not operated or potentially (with respect to licence security standards) operated outside its TO specified (normal & enhanced capability) rating. The TO will support this process through the provision of the Services Capability Schedules, Specification, changes to the Operational Capability Limits and other operational information known to the TO and agreed as relevant with NGC.

2.5 Switchgear

- 2.5.1 NGC shall inform the relevant TO of any User's permanent or temporary permission to operate that User's switchgear in excess of its specified normal or enhanced capability rating as appropriate and of any restrictions or safety bulletins that shall be applied when operating that User's switchgear in excess of its specified normal or enhanced capability rating.

2.6 Circuit Breaker Operations

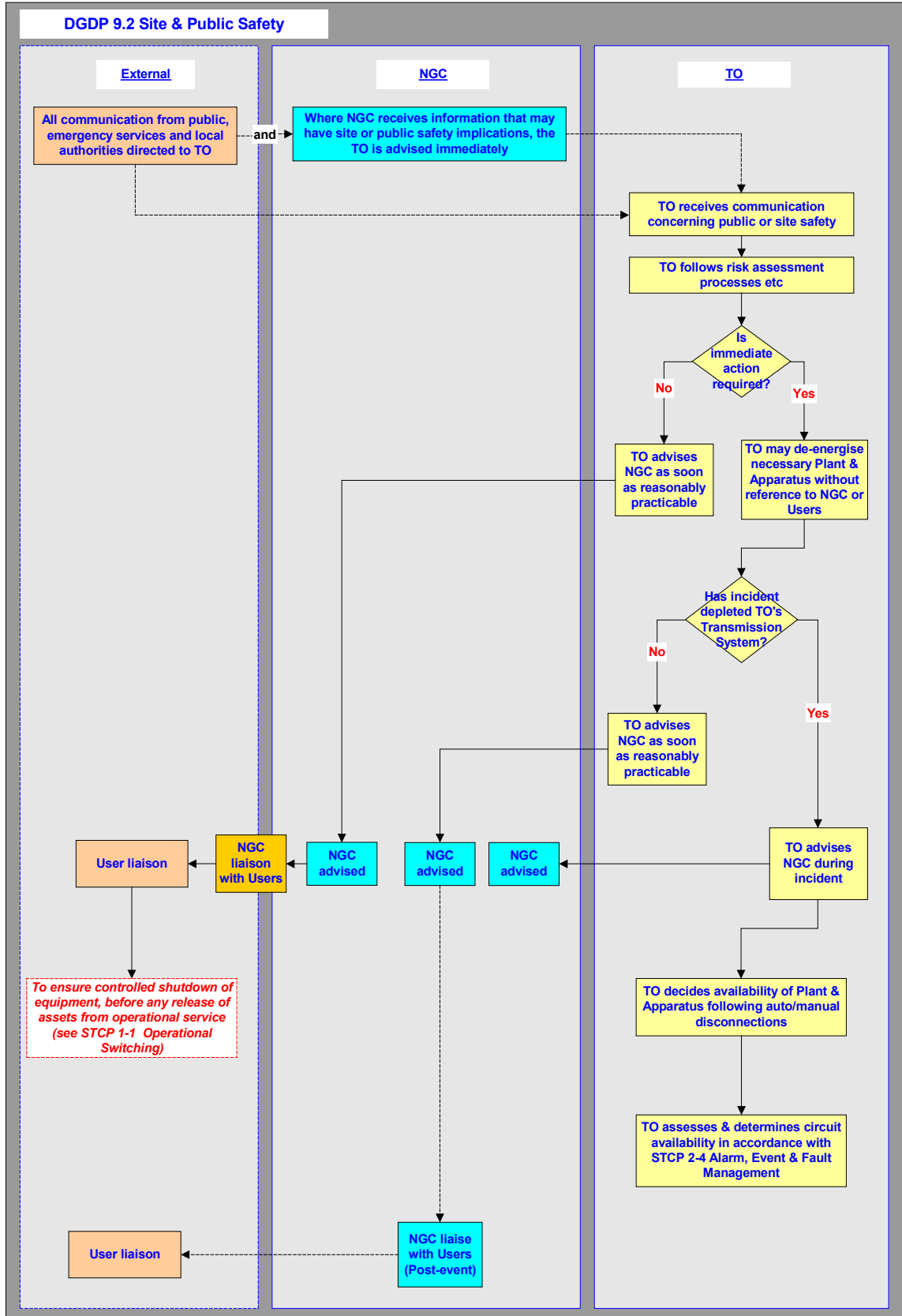
- 2.6.1 The TO shall monitor the number of circuit breaker operations and use reasonable endeavours to advise NGC of any circuit breaker that is approaching the maximum number of circuit breaker operations. An overview of the TO policies and procedures used to manage this process is contained within Appendix A of STCP 2.1: Alarm, Fault and Event Management.
- 2.6.2 To increase the number of permissible operations above the advised maximum level of circuit breaker operations, NGC must request and be granted permission from the relevant TO. A record of such agreement shall be logged by NGC and the relevant TO.

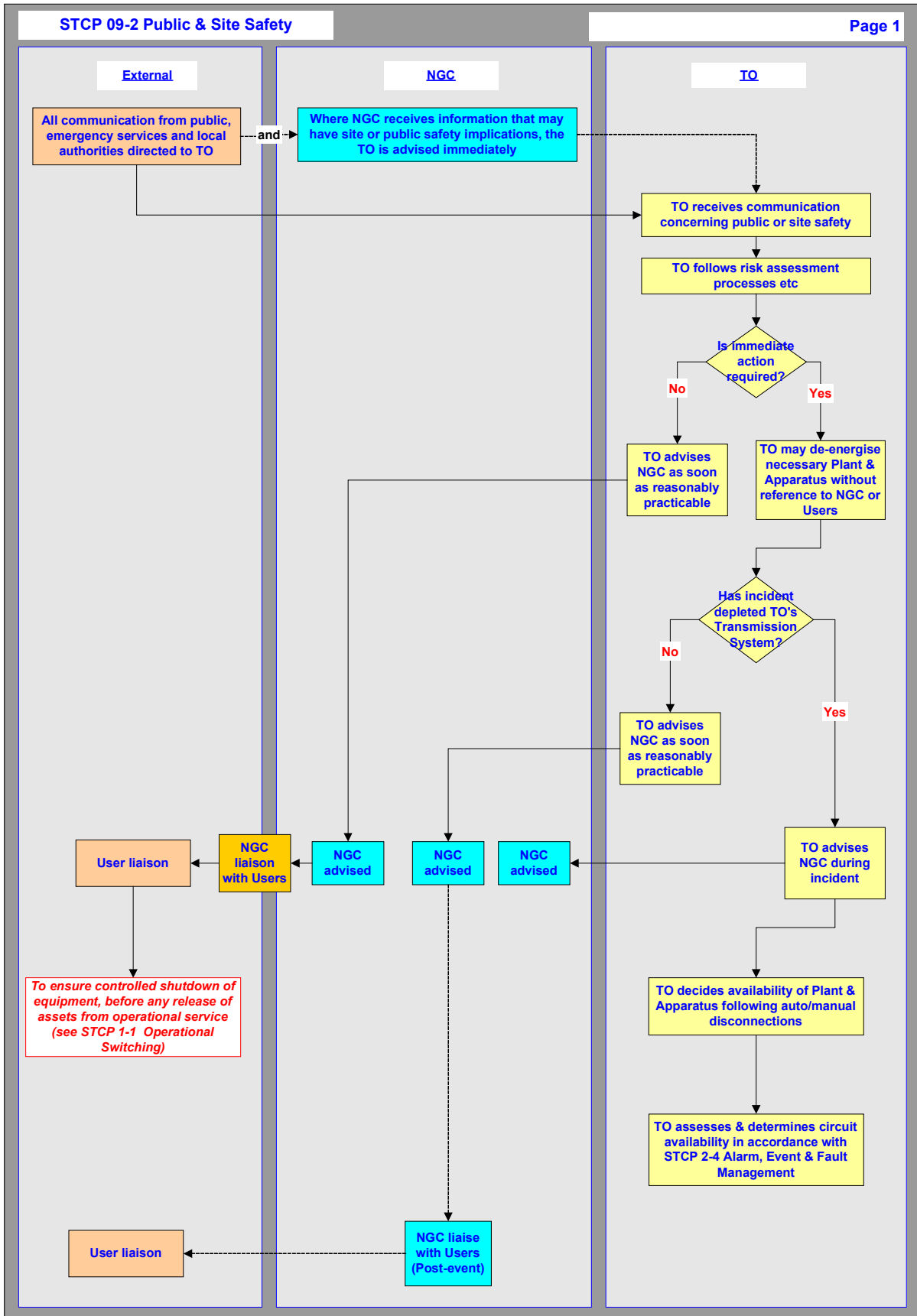
3 Disputes

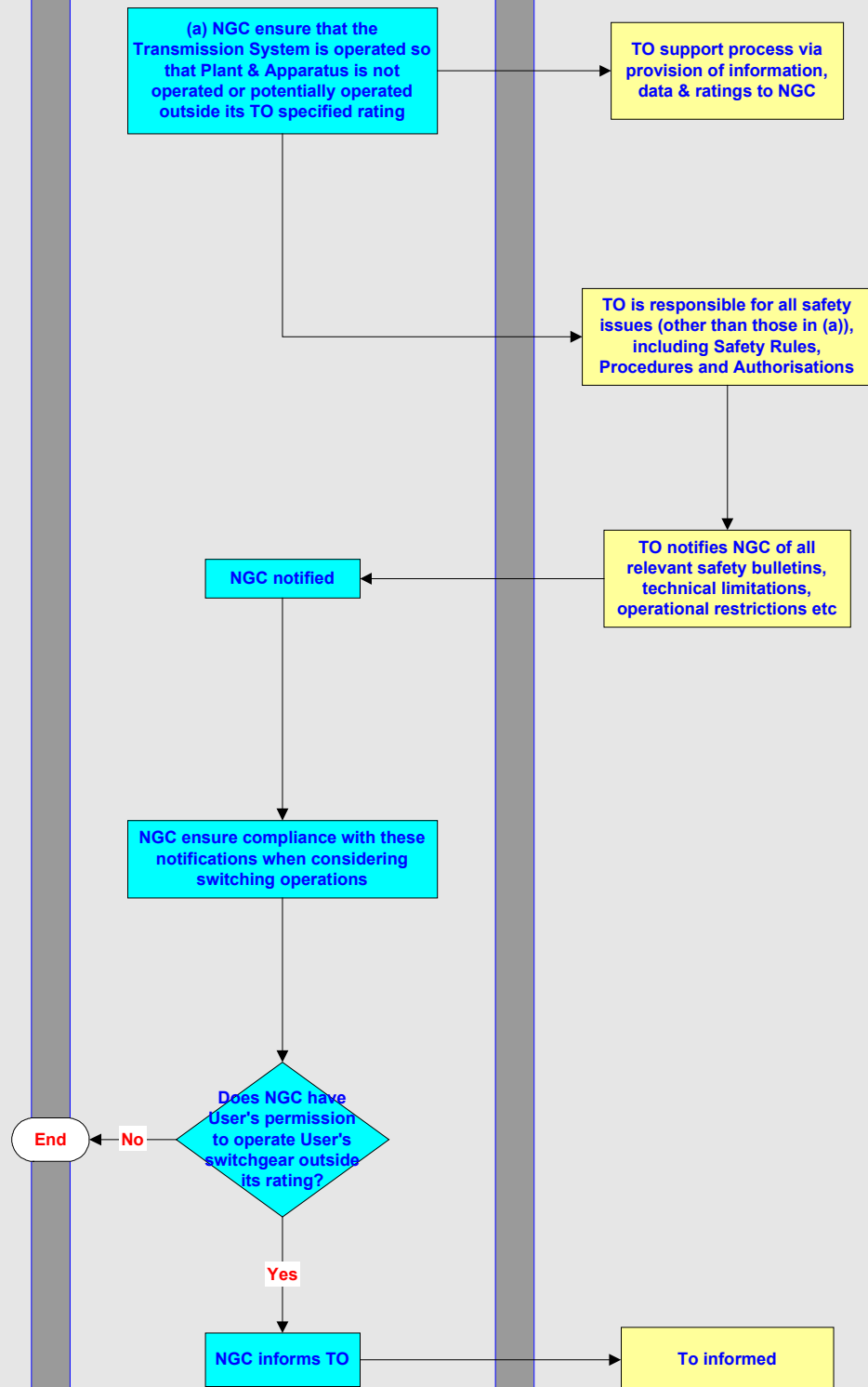
~~3.1.1 In the event of an objection to an action, there should be an attempt to resolve the matter at the time. Should this not be possible, any Party may raise a dispute under the STG.~~

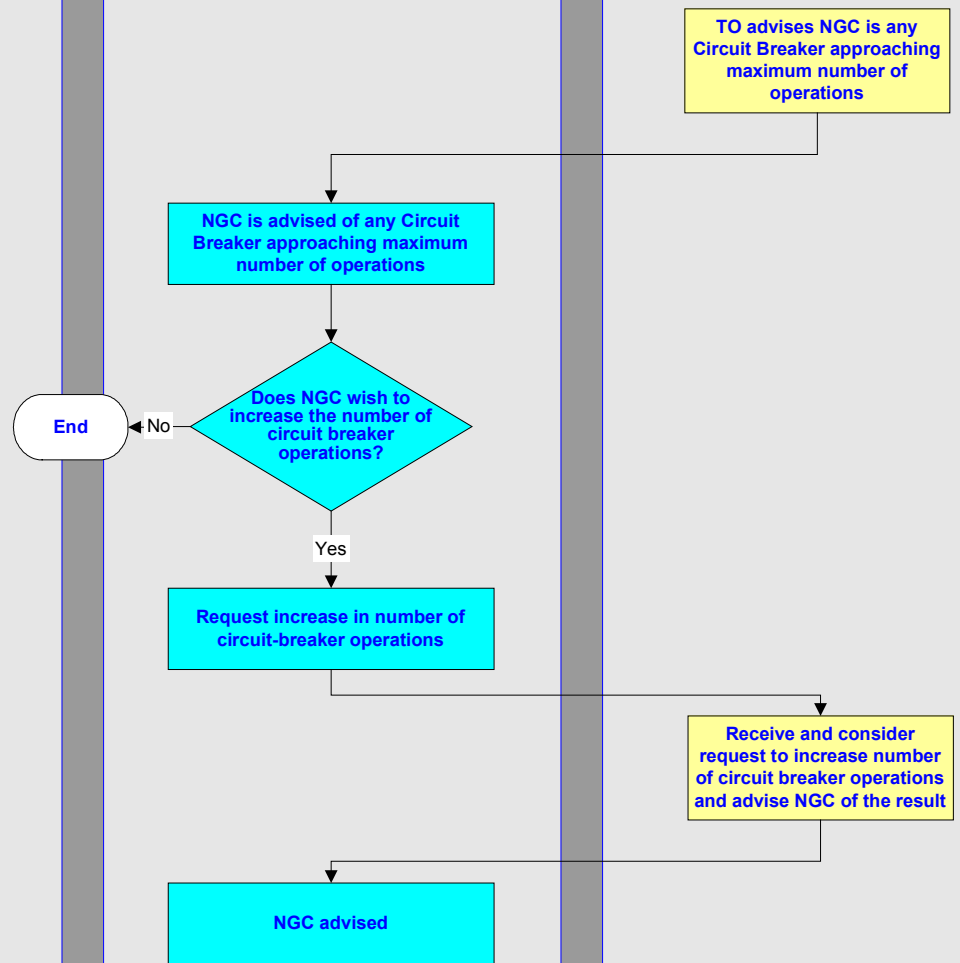
Appendix A: Process Diagrams

Note that the Process Diagrams shown in this Appendix B 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 B – Definitions & Abbreviations

B.1 Abbreviations

SPT	Scottish Power Transmission Ltd
SHETL	Scottish Hydro Electric Transmission Ltd
NGC	National Grid Company plc

B.2 Terms defined in the STC:

~~Event – Terms defined in the STC~~

~~Operational Capability Limits~~

Services Capability Specifications

~~Operational Capability Limits~~

Transmission System

B.3 Terms defined in the Grid Code:

~~Apparatus~~

Demand

Plant

~~Apparatus~~

Safety Rules

Users

B.4 Terms defined in other STCPs

~~Transmission Status Certificate~~

~~STCP 01-1 Operational Switching~~