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***STCP 17-1 Issue 006 Feasibility Study***

**STC Procedure Document Authorisation**

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

**STC Procedure Change Control History**

|  |  |  |
| --- | --- | --- |
| Issue 001 | 26/05/2005 | New procedure following BETTA Go-Live |
| Issue 002 | 25/10/2005 | Issue 002 incorporating PA034 and PA037 |
| Issue 003 | 17/12/2009 | Issue 003 incorporating changes for offshore regime. |
| Issue 004 | 01/04/2019 | Issue 004 incorporating National Grid Legal Separation changes |
| Issue 005 | 06/04/2022 | Issue 005 incorporating changes for PM0123 |
| Issue 006 | 25/04/2023 | Issue 006 incorporating use of ‘The Company’ definition as made in the STC PM0130 |

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**1 Introduction**

***1.1 Scope***

1.1.1 This procedure applies to The Company, as defined in the STC and meaning the licence holder with system operator responsibilities, and each TO.

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:

* NGET;
* SPT;
* SHETL; 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 feasibility studies shall be addressed

across The Company - 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 National Electricity 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 The Company.

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 The Company 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

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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, via Designated Information Exchange Systems, 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

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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 The Company 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, via a Designated Information Exchange System, 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.

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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, via Designated Information Exchange System 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 operative hours, charges etc, requested by the Lead Party.

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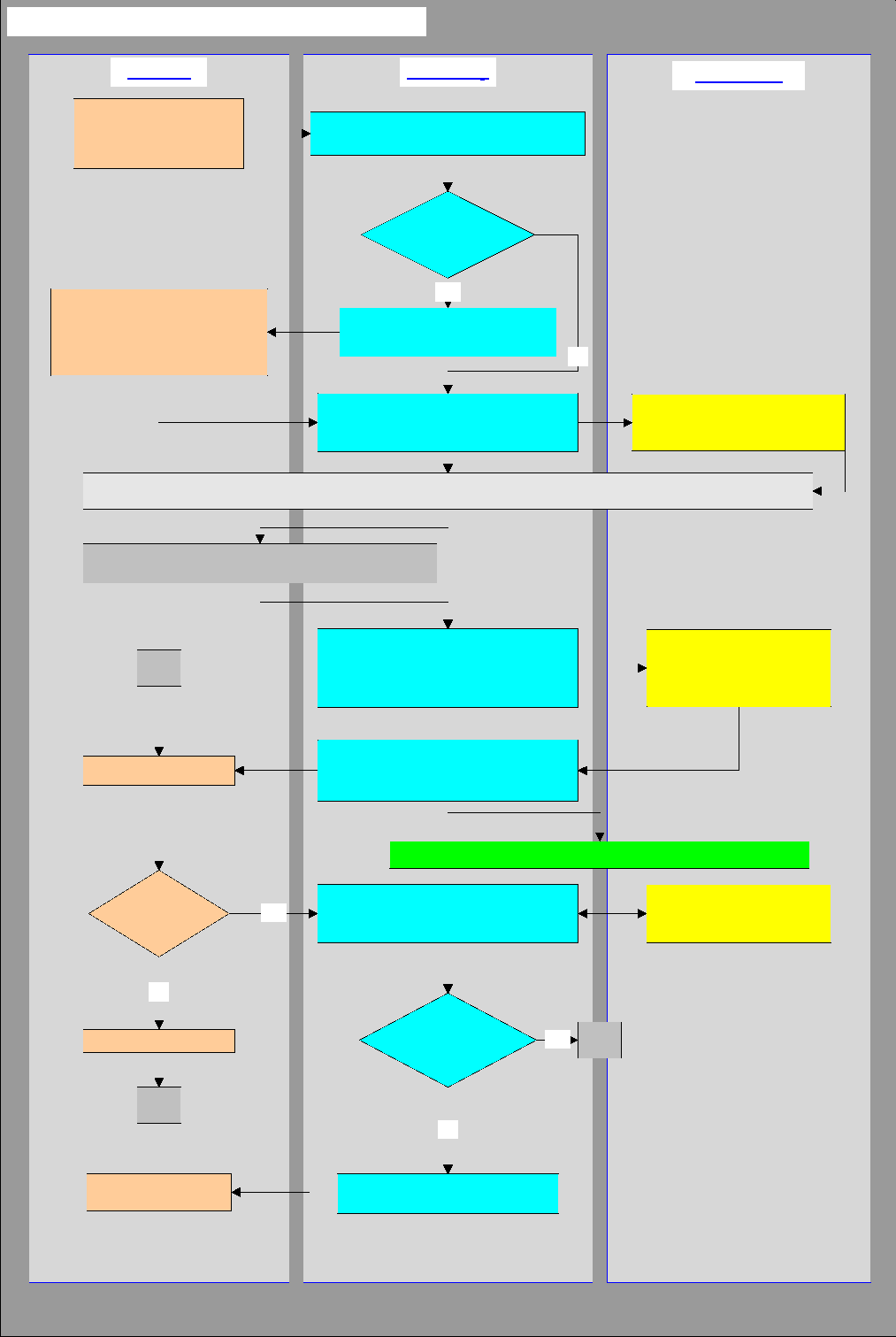
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***Appendix A: Flow Diagram***

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

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

**feasibility study**

**Prospective Customer   
sends request to Party for   
a feasibility study**

**Carry out initial project discussions to establish customer's needs and expectations. The involvement of Other Party/**

**Determine the nature of the contract. Whether variable**

**Receive clarification**

**Receive CFSO**

**Is clarification required?**

**Sign CFSO**

***External***

**Go to C**

No

**or fixed price to be used in contract**

**A**

Yes

**Receive request for a feasibility study and**

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

**Parties**

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

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

**asses the most appropriate Lead Party**

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

**Provide clarification to customer**

**Advise customer that there is a**

**more appropriate Lead Party**

**ies is on as needed basis.**

**Is there a   
requirement to revise   
customer   
contract?**

**Is there a   
more appropriate   
Lead Party?**

**Lead Party**

**Discuss and agree the proposed Feasibility Programme etc.**

Yes

No

Yes

No

**Go to B**

**Assist in providing information or   
join Lead Party in initial   
discussion with Customer**

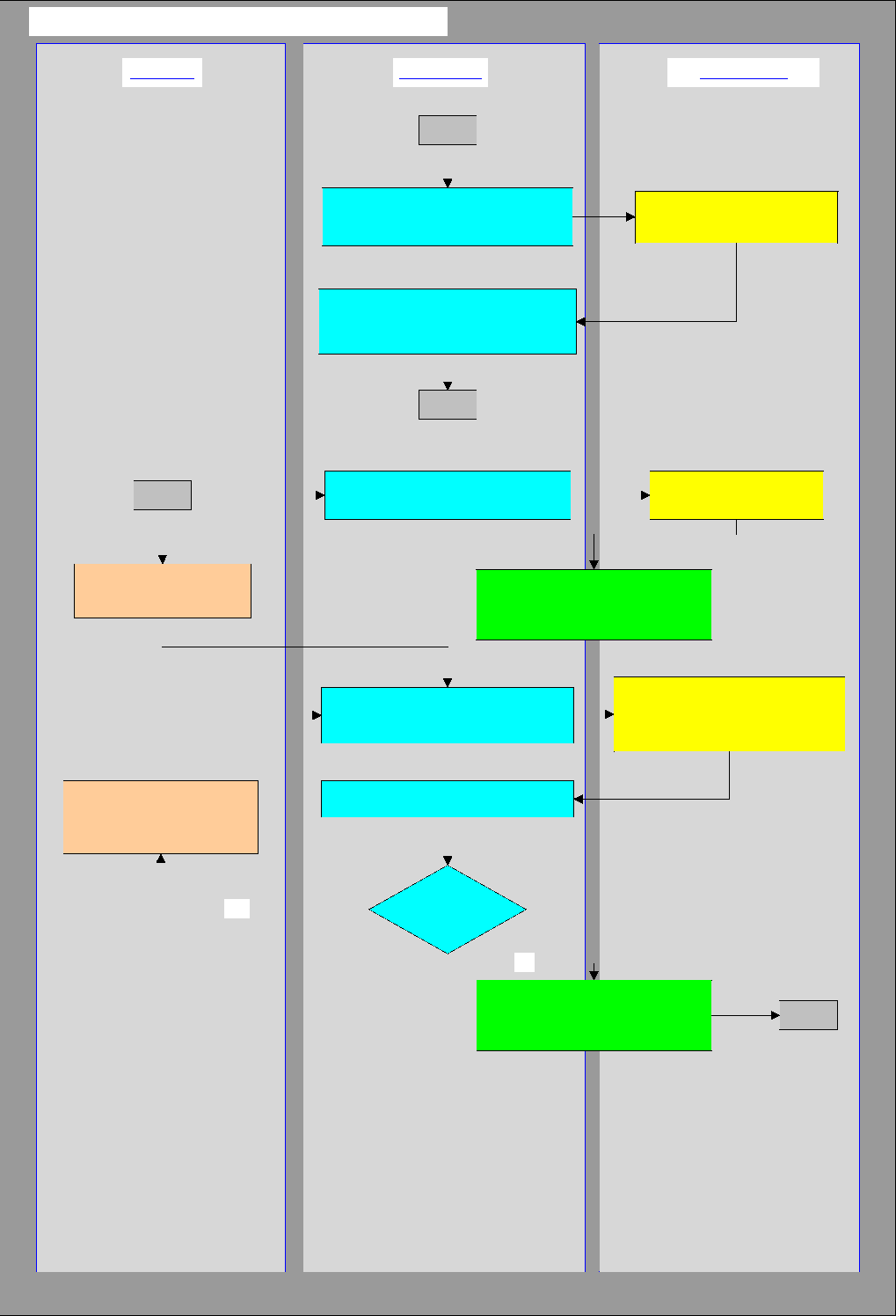
**Receive clarification request   
and provide assistance to   
Lead Party**

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

**Other Party**

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**Receives request for further   
information and provides   
required data**

**requested within the CFSO**

**Provide information**

***External***

**C**

Yes

**Inform other Party/ies that there may be**

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

**Receive customer data and send to**

**Receive signed CFSO. Sign LPFSO**

**Party/ies, where appropriate.**

**Receives Party/ies analysis.**

**a need to revise LPFSO**

**from Other Party/ies**

**Lead Party**

**Is further   
information   
required?**

**Go to A**

**B**

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

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

No

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

**Consider request and revise**

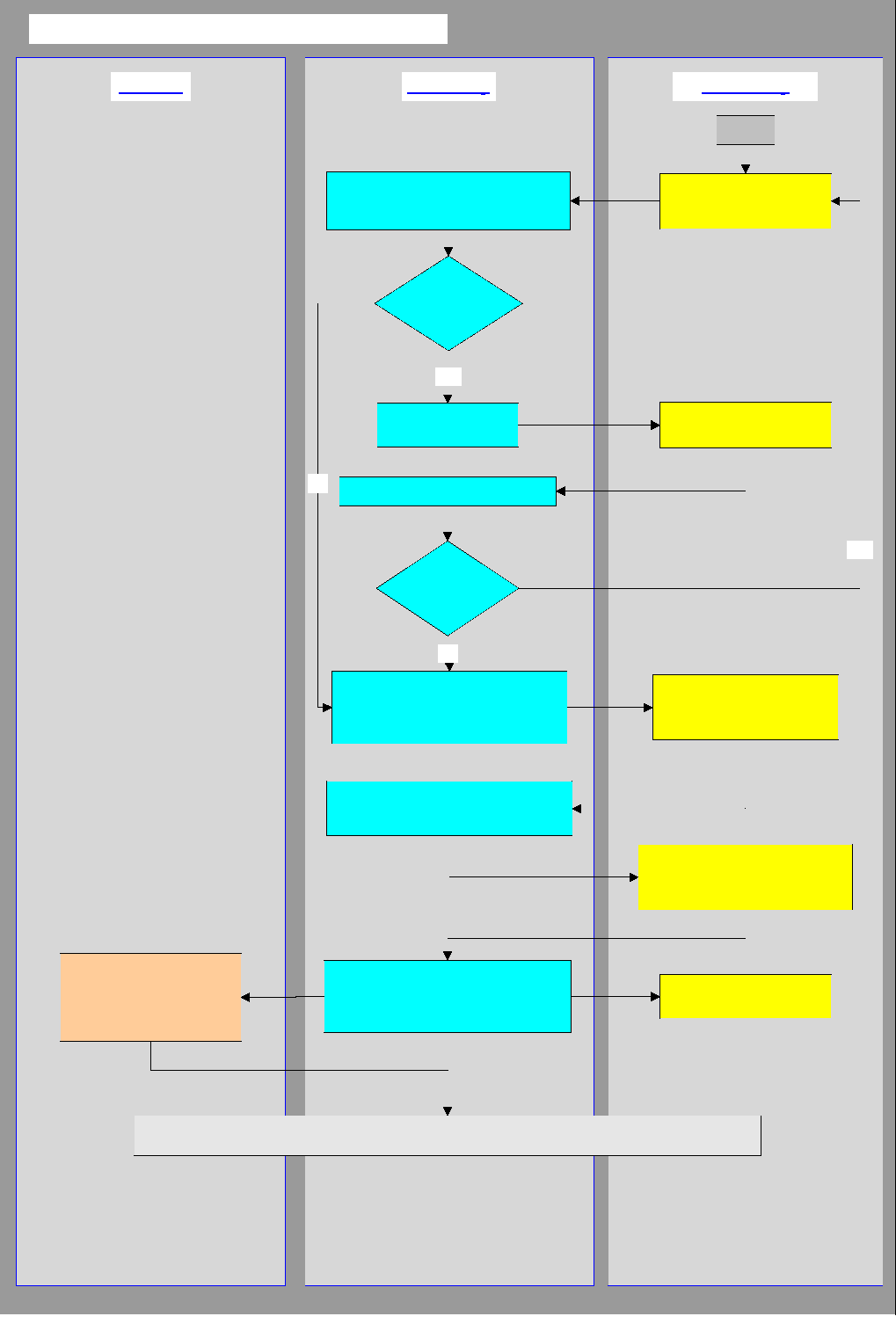
**Receive signed LPFSO.**

**LPFSO to Lead Party**

**Other Party**

**Go to D**

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

***External***

**Discuss the report recommendations if reasonably requested to do so by the customer**

No

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

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

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

**Receive study output from Party/ies and compile the feasibility study**

**report.**

**Receive further detail/clarification**

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**detail/clarification**

**Is further   
detail/clarification   
required?**

**Request further**

**Is an**

**updated report required?**

**Lead Party**

Yes

No

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

**Prepare and issue report**

**containing study output**

**Review report and send**

**response to Lead Party**

**Provide further detail/**

**Receive a copy or an**

**extract of the report**

**Other Party**

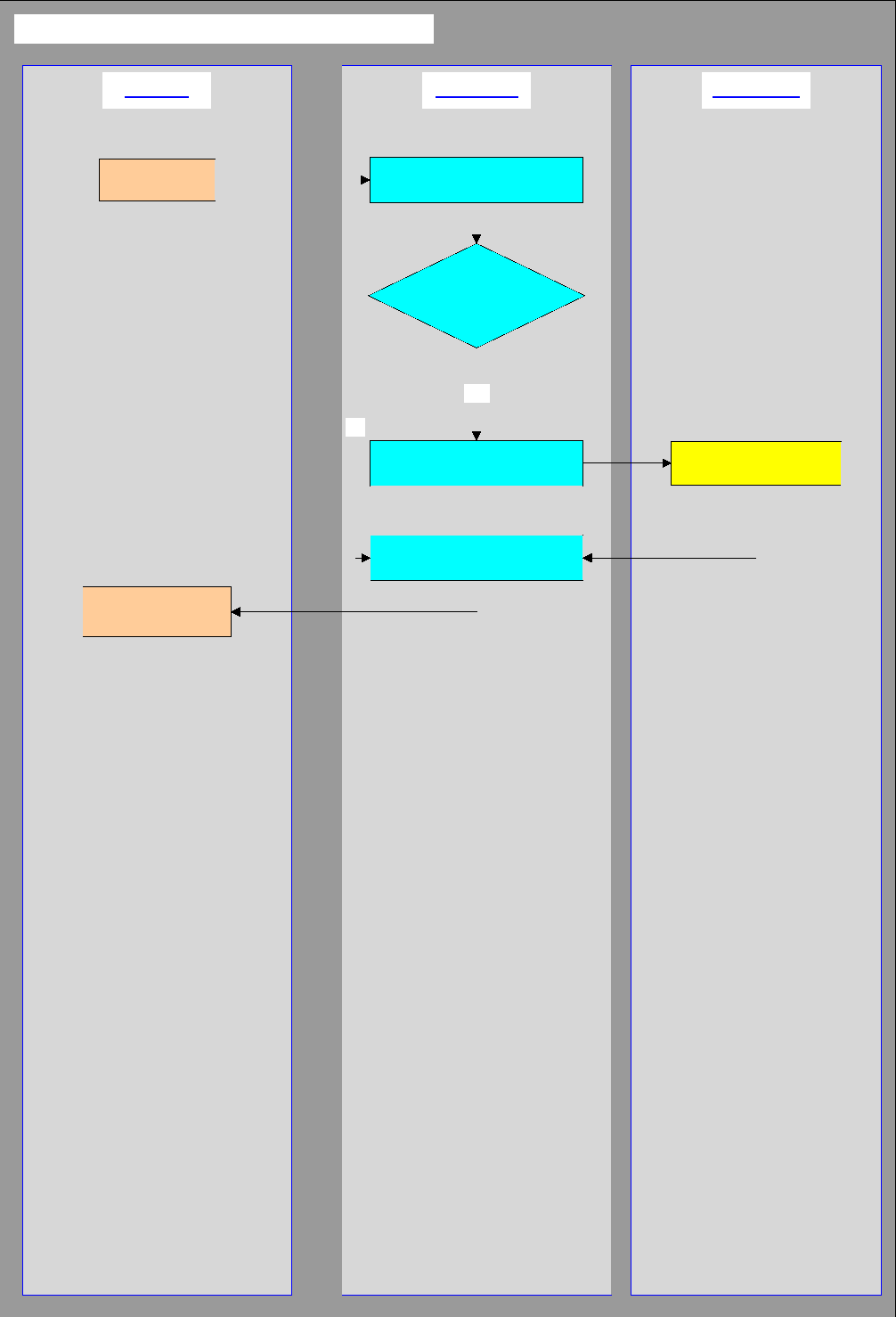
**clarification**

**D**

Yes

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**Receive details of cost**

**Query the cost of**

**External**

**the study**

**of study**

No

**Query the cost of the study with**

**Collate details of cost and**

**Receive query of cost and**

**Is the query**

**relating to costs provided by the Other Party/ies?**

**provide to customer**

**the Other Party/ies**

**analyse query**

**Lead Party**

Yes

**Receive notice to provide**

**details of costs**

**Other Party**

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***Appendix B: Abbreviations & Definitions***

***Abbreviations***

OFTO Offshore Transmission Owner

SHETL Scottish Hydro-Electric Transmission Ltd

SPT SP Transmission Ltd

STC System Operator –Transmission Owner Code

STCP System Operator –Transmission Owner Code Procedure

TO Transmission Owner

***Definitions***

**STC definitions used:**

Business Day

CUSC

The Company

NGET

National Electricity Transmission System

Party

Transmission Owner

**CUSC definitions used:**

Bilateral Connection Agreement

Nuclear Site Licence Provisions Agreement Statement of Use of System Charges