



CinC Forum – Minutes and actions

This is a minutes and actions summary for the CinC Forum (for ICPs and IDNOs) hosted by SSEN on 10/09/2019 in Reading, representing Alternative Providers operating in both SEPD/SHEPD's Distribution Services Areas.

CinC Forum held on 10/09/2019 in Reading (at the Holiday Inn Reading South)

SSEN attendees:

- Competition in Connections Policy Analyst – Maryline Guinard – **Host**
- ICE Engagement Team – Sian Hughes / Debbie Watts – **Minutes taker**
- Head of Connections Design and Quote SEPD – Rodger Yuile
- Legal Manager Networks (Legal Services) – Raaj Bains
- Competitive Connections Operations Manager – Andy Thomas
- ICP/IDNO Connections Manager – Dragos Sanda
- Procedures and Investigations Manager – John Baker
- Planning Standards Manager – Hui Heng
- Equipment Specification Engineer – Mark Coulthard
- Business Implementation Manager (Electric Office GIS) – James Stapley
- Project Manager (Real Time Systems) – Gideon Evans
- Network Connections Design Managers – Mike Rogers / Grigorios Triantafyllidis
- Network Connections Designers – Sam Willett / Mark Collis / Paul Dawson-Plincke

ICP/IDNO attendees:

- GTC (IDNO) – David Overman – **Volunteered Forum Chair**
- Energy Assets (IDNO) – Jayson Whitaker
- Power On Connections (ICP) – Rob Facey / Nigel Smith
- UK Power Solutions (ICP) – Paul Samuel / Rula Sha / Jonathan Boetang

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- BSR Connect (ICP) – Simon Roberts / Luke Hosking
- Triconnex (ICP) – Alan Phillips / Eric Chia
- Power Systems UK Ltd (ICP) – Mark Tanner
- PN Daly Ltd (ICP) – Patrick Daly
- DNO Consulting Ltd (ICP) – Steve Taylor
- SMS Energy Services Limited (ICP) – Sara Tun
- Volker Highways Ltd (ICP) – Gavin McKechnie / Daniel Miller
- R&M Construction Services Ltd / R&M Lighting (ICP) – Terry Hand / Dani Ball
- INRG Solar (Customer/Developer) – David Dean
- Lucy Electric (Manufacturers) – Scott Horner / Tom Farmery

Minutes and actions:

All attendees were welcomed to the forum and the Minutes from the previous forum were reviewed by David Overman (GTC), acting as Chair.

Outstanding actions from previous CinC Forum hosted on 27/02/2019 in Portsmouth

- **Legal completion cascading to Team Managers/Project Managers**

IDNO's Legal Team completes the legal documents and submits to SSEN's Wayleave Team which is then filtered to the TM/PM so that they know the project is good to go.

Attendees raised that there are some delays in the information being transferred across to the TM/PM.

GTC – DO proposed a new process, involving more direct access from lawyers through to TM/PM.

Action: Maryline Guinard (SSEN) and David Overman (GTC) to contact SSEN Legal Services (Raaj Bains) to discuss this approach for feasibility and report back in next CinC Forum.

Response: Raaj Bains (SSEN) – Whilst the communication from the IDNO's lawyers to the SSEN's lawyers, then to the SSEN's Wayleave team, and then to the SSEN's Delivery Team Managers/Project Managers is still required, internal changes have been made to the structure and focus of the Wayleave teams to ensure the communication is run smoother.

The above comment is referring to the idea that the Wayleave teams have now separated the 'New Connections' and 'Asset Management' functions.

ACTION COMPLETED



- **AOB:** All – Attendees discussed the format of the CinC Forum and agreed that it would benefit from more ICPs to attend but was useful.

Attendees suggested a different location/venue more centralised in the South of England, such as Reading (out of town centre to allow for parking), or Thatcham. Attendees agreed for SSEN to continue holding the CinC Forum on same day as the ICP/IDNO Engagement event, to limit the commitment and time demand.

Attendees prefer for the start time to be earlier and do all in half a day (i.e. 9:00 am start instead of 10:00 am).

These CinC Forums and ICP/IDNO Engagement events are currently on bi-annual basis – all agreed this is appropriate.

All attendees agreed for DO to chair next forum, with a change over for next year.

Action: ICPs/IDNOs to feedback on the value of coming to these CinC Forums by next CinC Forum.

Feedback: ICPs/IDNOs believe these forums are of value to them as these facilitate networking and sharing of experiences. It was agreed that the Holiday Inn in Reading was a good venue and location to use for future forums. Starting the event earlier in the morning and hosting the forum before lunch will encourage delegates to stay and take part.

ACTION COMPLETED

New discussions and actions raised on 10/09/2020 in Reading

- **O&M charges.** ICPs are seeking clarification from SSEN regarding O&M charges for SF6 RMU.

Response: John Baker (SSEN) – In TG-NET-SST-201 (Secondary Substation Plant Catalogue), it is stated that oil filled switchgear (e.g. FRMU 2a) is the SSEN standard for distribution switchgear (which is the ‘minimum scheme’). SF6/Vacuum type of switchgear will only be utilised where oil filled switchgear is not appropriate. However, if an ICP decide to install the SF6 type of switchgear (e.g. RN2c), which is an approved plant listed in our Plant Catalogue), although more expensive and considered ‘enhanced scheme’, we would not normally apply an O&M charge where the SF6 type of switchgear is not a requirement. If the SF6 type of switchgear installed by ICP was failing, we would replace it with an oil filled switchgear (where the SF6 type of switchgear was not a requirement), which we have previously done on a few occasions.

- **POC Self-Determination – Connection Offer Expenses (COE).** ICPs are querying why they are expected to pay a COE fee when they are trying to self-determine a Point of Connection (POC) but cannot do so, due to some of the network data information not made available on SSEN’s website, or due to some reinforcement work being required to accommodate the new POC.



Response: Maryline Guinard (SSEN) – Where an ICP is undertaking POC self-determination, SSEN will provide the following information free of charge: details of any ECCR second comer charges; details of any cost apportioned second comer charges; details of any contracted additional loads; network constraints that may impinge on the connection; timescales for any upstream reinforcement that is planned but not available online; and any interactivity (as it occurs).

If the POC notice is for a load > 250kVA, SSEN may provide free of charge any additional load information the ICP may need to undertake their own HV network study*.

***Note:** SSEN will not undertake the HV network study as the ICP will be required to undertake such network study themselves. **No COE fees.**

If the POC notice is for a load > 500kVA, SSEN's System Planning team will be notified and will advise if any EHV/132kV network study and/or any additional load information is required or not.

- If **no** EHV/132kV network study and **no** additional load information is required, SSEN may provide free of charge any additional load information the ICP may need to undertake their own HV network study*. **No COE fees.**
- If **no** EHV/132kV network study is required but additional load information is required, SSEN may provide free of charge any additional load information the ICP may need to undertake their own HV network study*. **No COE fees.**
- If any EHV/132kV network study is required, as EHV/132kV network data information is not made available on our website, the ICP will not be able to undertake such network study themselves and will not be able to self-identify the POC either. SSEN will then have to undertake the EHV/132kV network study and identify the POC.
Therefore, a COE fee must be paid by the ICP.

If some reinforcement of the network is required to accommodate the new POC and requested load/capacity, only SSEN can assess and determine the type of reinforcement and works required.
Therefore, a COE fee must be paid by the ICP.

Connection Offer Expenses are the costs that we incur in producing your Connection Offer. This include processing the application; assessing the impact of the connection on the Distribution system; designing and costing the connection, including any reinforcement; and preparing the Connection Offer. Refer to our website at www.ssen.co.uk/connections/ConnectionOfferExpenses/ where our COE guide is published.

- **Part-Funded Reinforcement (PFR) Trial.** ICPs are querying if the duration of the PFR trial can be extended beyond the 3-year period, and if the voltage levels under the PFR trial (currently LV and HV) could be extended to EHV.

Response: Maryline Guinard (SSEN) – The terms and conditions of this PFR trial (this includes the approach/methodology, requirements/criteria, duration etc.) have been approved by Ofgem and



SSEN shall not deviate from this. Once this first PFR trial is completed (end date 30/03/2021), SSEN will review the lessons learned and will undertake a business as usual assessment.

Depending on the outcome of such review and assessment, SSEN may or may not trigger another PFR trial for EHV. This other trial for EHV would only take place (upon approval from Ofgem) if this first trial for LV and HV is deemed successful and considered for business as usual.

- **Launch of new Electric Office GIS.** ICPs are querying if they can be involved with further testing of EO GIS.

Response: Sian Hughes (SSEN) – The new EO GIS has been launched on 21st October 2019. Webinars took place and a guide was created, as well as a video. ICPs/IDNOs were consulted to provide feedback. When enhancements of EO GIS will take place in the future, ICPs/IDNOs will be involved with further testing.

- **EO GIS / Heatmaps – Postcode search facility.** ICPs are suggesting that a ‘postcode’ search would be useful for EO GIS / Heatmaps and are querying if this will be considered in the future.

Response: Sian Hughes (SSEN) – SSEN will investigate this possibility for future enhancements of EO GIS / Heatmaps. This would require some changes to IT systems. This may be considered for a potential ICE commitment.

- **Communication involving third parties.** Where a customer has applied for a Connection Offer and accepted it as ‘Non-Contestable Works Only’, appointing an ICP to deliver the Contestable Works, communication between all parties can be challenging. ICPs are querying if they could have direct contact with third parties in these instances.

Response: Maryline Guinard (SSEN) – The Customer who has applied for a Connection Offer and accepted it is the Contracted Party. All communication regarding the Point of Connection will be between SSEN and the Customer/Contracted Party. The Contracted Party must ensure they pass all relevant information onto their appointed ICP. Once the ICP has submitted their design for approval or for design review (if self-approval of their design), the communication between SSEN and the appointed ICP will take place for the delivery and adoption of the Contestable Works. Where the POC location may need to be varied, or additional Non-Contestable costs may be required, the communication regarding these matters will have to be between SSEN and the Customer/Contracted Party. The Contracted Party must ensure they pass all relevant information onto their appointed ICP regarding these changes.



- **Competition in Connections process – Regional differences.** ICPs are querying why there are differences in the way the Competition in Connections process is handled/managed between SSEN's regions depending on which regional teams they are dealing with for design and delivery matters. ICPs are suggesting that consistency needs to be improved between regions and that a single point of contact is required per region.

Response: Andy Thomas (SSEN) – The business is transitioning to a new structure, which shall have a positive effect on improving consistency between regions. We are currently addressing these regional differences with internal workshops to try and identify gaps and areas of improvements. Once we have a defined structure in place and have identified key regional contacts for Competition in Connections, we will produce a new guide.

- **G81 document library – Search facility.** ICPs are suggesting that the structure of the G81 document library on SSEN's website needs to be enhanced with a more user-friendly search facility, which would help ICPs/IDNOs with finding relevant documents more efficiently.

Response: John Baker (SSEN) – We are currently reviewing the G81 document library which is published on SSEN's website. As part of implementing the new website with improved navigation, we are looking to make the G81 document library more user-friendly in the future. This may require further enhancements on the new website once it is launched.

- **G81 document library – Review of Engineering Policy documents.** ICPs are querying if they could be involved in the approval/sign-off process when a new Engineering Policy document is introduced.

Response: John Baker (SSEN) – We are now uploading new/revised documents for consultation on SSEN's website in the G81 document library at www.ssen.co.uk/competitioninconnections/G81DesignSpecificationandOperationalDocumentsforComment/. These documents are normally made available for consultation for 30 days. If ICPs/IDNOs wish to comment on any of our updates or have a query on our Engineering Policy documents, they can e-mail us at icpfeedback@sse.com. Any feedback received by ICPs/IDNOs will be reviewed and considered where appropriate.

AOB

- A discussion took place regarding the Metered Connections Customer Group (MCCG) forum that is currently dormant, whilst the Unmetered Connections Customer Group (UCCG) forum is still active. The MCCG is a customer group for metered connections issues, and the UCCG is a customer group for unmetered connections issues. These customer groups have the aim of considering commercial matters associated with the promotion of competition and



performance within the connections industry. Representatives of these groups met quarterly and sat on the Electricity Connections Steering Group (ECSG). There also used to be annual seminars hosted by ICPs/IDNOs, attended by representatives from DNOs, Ofgem and Lloyd's Register. DNOs used to present in turn own processes implemented to facilitate Competition in Connections. This was prior and during the implementation of the Competition in Connections Code of Practice (CiCCoP), which has become the new forum for ICPs/IDNOs to discuss and raise Competition in Connections matters.

Action: ICPs/IDNOs to instigate the re-ignition of the MCCG forum and annual seminars, and to provide feedback by next CinC forum.

End of CinC Forum in Reading on 10/09/2019.