

STCP Amendment Proposal Form

PA045

1. Title of Amendment Proposal

Changes to timescales in STCP13-1: Invoicing and Payment

2. Description of the Proposed Amendment (mandatory field)

Amendment seeks to align the timescales for the provision of TO site specific charge information to those contained within Condition J of the Scottish Transmission Licences.

In effect, these changes bring the provision of data to the GBSO forward by 1 month.

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

At present, the Scottish Transmission Licences and STCP13.1 both specify the timescales by which the GBSO must request and the TO must provide information with respect to site specific charges for the forthcoming year. At present, these timescales do not align.

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

A change

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

7. Impact on Computer Systems and Processes used by STC Parties (information should be given where possible)

None

8. Details of any Related Modifications to Other Industry Codes (where known)

None

9. Justification for Proposed Amendment with Reference to Applicable STC Objectives (mandatory field)

This amendment is proposed in accordance with Applicable STC Objective e, "promotion of good industry practice and efficiency in the implementation and administration of the arrangements described in the STC.

Details of Proposer Organisation's Name	National Grid plc
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))	STC Party
Details of Proposer's Representative Name Organisation Telephone Number Email Address	Louise Wilks National Grid plc 01926 656338 louise.wilks@uk.ngrid.com
Details of Representative's Alternate Name Organisation Telephone Number Email Address	Nigel Fox National Grid plc 01926 656823 nigel.fox@uk.ngrid.com
Attachments (Yes/No): Yes Yes	

Notes:

1. 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.
2. 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
National Grid House
Warwick Technology Park
Gallows Hill
Warwick, CV34 6DA

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

Attachment 1: Revised Legal Text for STCP13-1 (Invoicing and Payment)

STCP13-1 Issue 003 Invoicing & Payment

STC Procedure Document Authorisation

Company	Name of Party Representative	Signature	Date
National Grid Electricity Transmission plc			
SP Transmission Ltd			
Scottish Hydro-Electric Transmission Ltd			

STC Procedure Change Control History

Issue 001	11/01/2005	First Issue
Issue 002	04/03/2005	BETTA Go-Live version
Issue 003	25/10/2005	Incorporating PA034 & PA037
Issue 004	20/01/2006	Incorporating PA045

1 Introduction

1.1 Scope

1.1.1 This document defines the process associated with invoicing & payment activities between the TOs and NGET.

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

- SPT; and
- SHETL.

1.2 Objectives

1.2.1 The objective of this procedure is to detail:

- how the invoicing and payment process is addressed across the NGET – TO interface;
- the requirements for exchange of information related to invoicing & payment activities; and
- the lines of communication to be used.

1.3 Background

1.3.1 NGET shall be responsible for the calculation, development and invoicing of Connection and TNUoS charges. The TO shall be remunerated by NGET for the provision of connection and infrastructure assets and associated services.

1.3.2 The TO's revenue from NGET will be in three parts:

- TO General System Charges as defined in Schedule Ten of the STC;
- TO Site-Specific Charges as defined in Schedule Ten of the STC; and
- Other Charges (ad-hoc activities) as defined in Schedule Ten of the STC.

1.3.3 NGET shall be remunerated by a TO for Other Charges (ad-hoc activities) as defined in Schedule Ten of the STC.

1.3.4 The majority of this revenue will be invoiced on a monthly basis (see sections 3.1 and 3.2), with the remainder on an ad-hoc basis (see section 3.3).

2 Key Definitions

2.1 For the purposes of STCP 13-1 Invoicing & Payment:

2.1.1 **NGET Revenue Contact** means the named contact within NGET for revenue issues as advised to the TOs from time to time.

2.1.2 **Other Charges** means those charges specified in Part Three of Schedule Ten.

2.1.3 **TO General System Charges** means those charges specified in Part One of Schedule Ten.

2.1.4 **TO Revenue Contact** means the named contact within the TO for revenue issues as advised to NGET and the other TO from time to time.

2.1.5 TO Site Specific Charges means those charges specified in Part Two of Schedule Ten.

3 Procedure

3.1 The Monthly payment of TO General System Charges

3.1.1 The TO shall receive payment from NGET each month for TO General System Charges. By 1 ~~October~~ ~~November~~ each year the NGET Revenue Contact shall email the TO Revenue Contact requesting a forecast of their TO General System Charges for the following Financial Year. The TO Revenue Contact shall email the NGET Revenue Contact, **on or before 1st November** ~~by 30 November~~ each year, their forecast of the TO General System Charges for the following Financial Year.

3.1.2 The TO shall invoice NGET a twelfth of the amount forecast in 3.1.1 and NGET shall pay the recurrent monthly TO invoice on the later of

- the 15th day following the day that the TO's invoice therefore was despatched; and
- the 16th day of the month to which the invoiced payments relate,

unless, in such case, such payment day is not a Business Day in which case payment shall be made on the next Business Day.

3.1.3 Paper invoices will be despatched by post, and supported by fax and or email, where feasible, to the NGET Revenue Contact. The TO's bank account details shall be included with each monthly invoice.

3.1.4 All payments will be by BACS.

3.2 The Monthly Payment of TO Site-Specific Charges

3.2.1 The TO shall receive payment from NGET each month for TO Site-Specific Charges.

3.2.2 **On or before the 1st November** ~~By the 30 November~~ each year the TO Revenue Contact shall email the NGET Revenue Contact a schedule of the monthly TO Site-Specific Charges per site per customer, for each month of the following Financial Year.

3.2.3 The TO Revenue Contact shall give no less than 3 months prior written notice to the NGET Revenue Contact of any changes to the schedule provided in clause 3.2.2.

3.2.4 The TO shall invoice NGET each month the amounts contained in the schedule, and NGET shall pay shall pay on the later of

- the 15th day following the day that the TO's invoice therefore was despatched; and
- the 16th day of the month to which the invoiced payments relate,

unless, in such case, such payment day is not a Business Day in which case payment shall be made on the next Business Day.

3.2.5 Paper invoices will be despatched by post, and supported by fax and or email, where feasible, to the NGET Revenue Contact. The TO's bank account details shall be included with each monthly invoice.

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3.2.6 All payments will be by BACS.

3.3 Payment for Ad-Hoc activities

3.3.1 Where a payment is required between NGET and the TO that is not included in the monthly billing process, this shall be invoiced on an ad-hoc basis. The invoice shall reference a purchase order number where appropriate.

3.3.2 Where the payment is required by the TO this will be in accordance with Other Charges in Schedule 10 of the STC.

3.3.3 All invoices for payments for Other Charges in Schedule 10 of the STC shall be despatched not less than 30 days prior to the due date for payment. Payment shall be made by the recipient of the invoice within 30 days of the date of the despatch, or within 30 days of the invoice date, whichever is the later.

3.3.4 Paper invoices will be despatched by post, and supported by fax and or email, where feasible, to the NGET or TO Revenue Contact, as appropriate. The bank account details of the Party receiving payment shall be included with each monthly invoice.

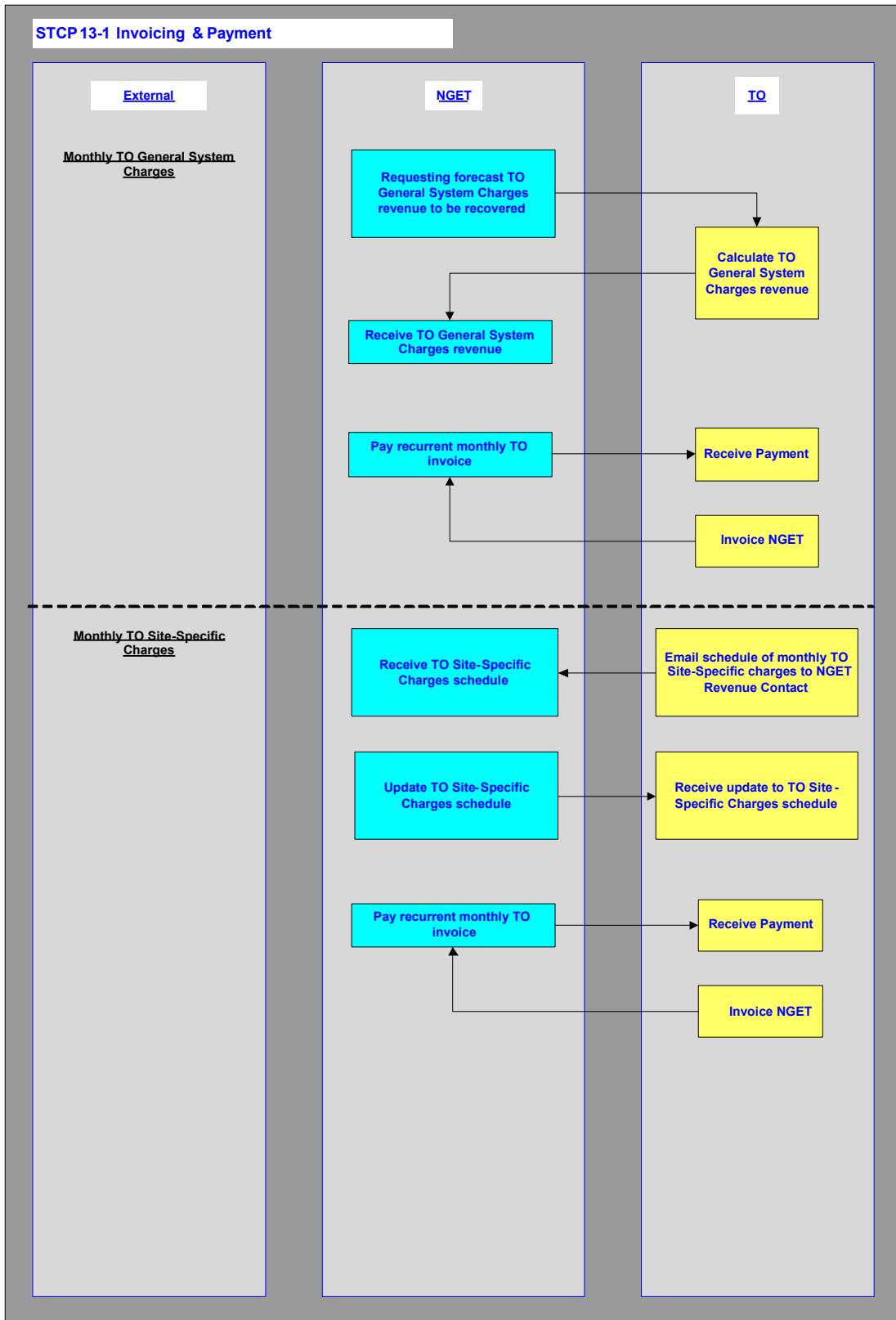
3.3.5 All payments will be by BACS.

3.4 Ancillary Payment Issues

3.4.1 All other payment related issues (e.g. addressing late payment by any party) shall be addressed in line with the STC.

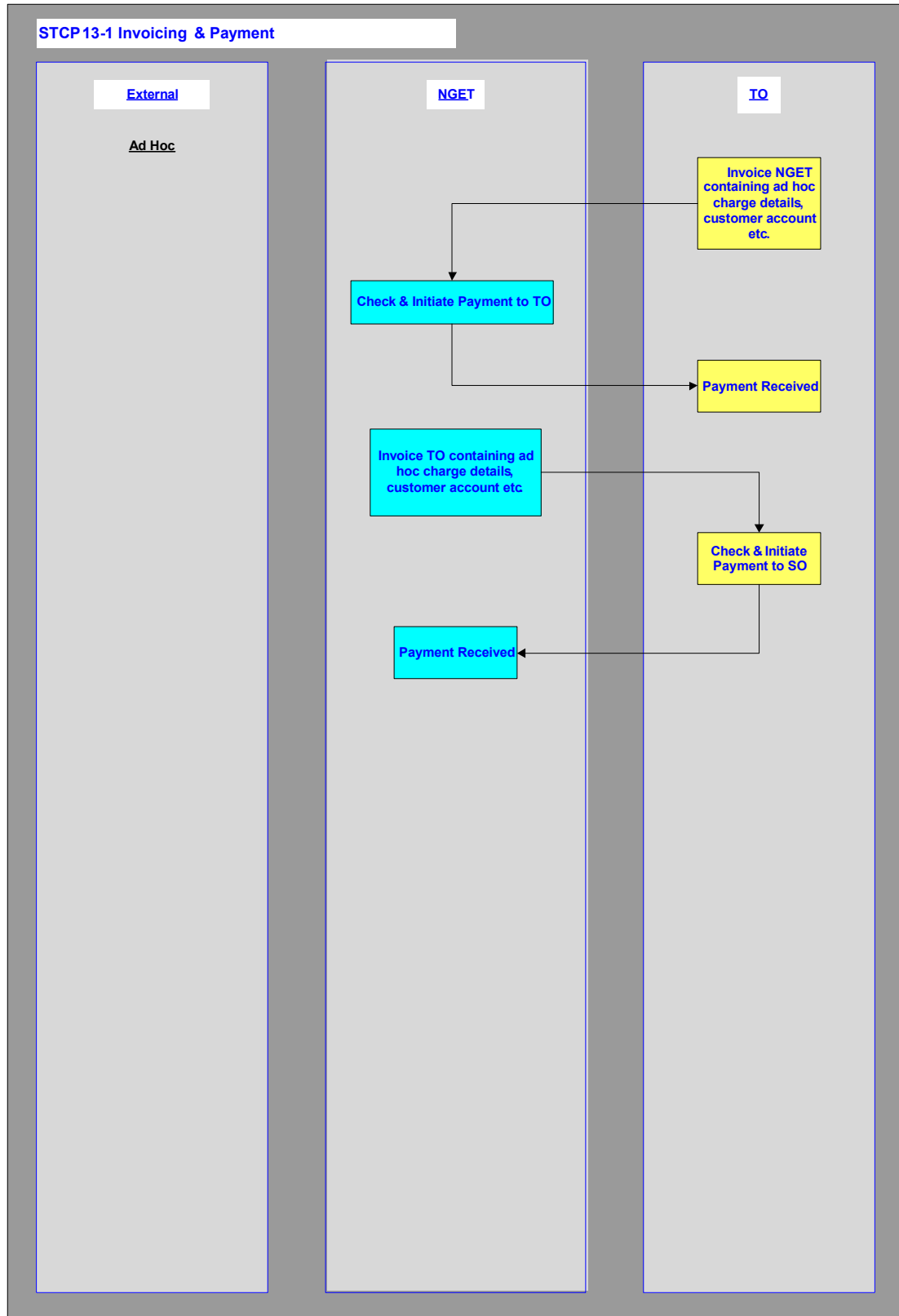
Appendix A: Flow Diagram

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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Appendix B: Abbreviations & Definitions

Abbreviations

BACS Banker's Automated Clearance System
SO System Operator
SHETL Scottish Hydro-Electric Transmission Limited
SPT SP Transmission Limited
STC SO-TO Code
TNUoS Transmission Network Use of System
TO Transmission Owner

Definitions

STC definitions used:

Business Day
Connection
Financial Year
NGET
Other Charges (Schedule Ten)
TO General System Charges (Schedule Ten)
TO Site-Specific Charges (Schedule Ten)