Electricity Distribution Licence

**Standard Condition 19 (SLC 19): Prohibition of discrimination under Chapters 4 and 5**

Licensee Name:

Regulatory Year: – Submission due by:

The following questions relate to the procedures and policies in place to ensure non-discrimination under Standard Condition 19.

The information sought is, for the most part, necessary for the purpose of determining whether Standard Condition 19(3) (non-contestable services) is being complied with, and is sought under Standard Condition 19(4). Where the requests go beyond this purpose, they are made for the purposes of informing Ofgem’s assessment as to whether (i) the licensee is complying with Standard Condition 19 and (ii) the licensee is conducting itself consistently with the furthering or maintaining of competition.

1. Business Organisation
   1. Which of the following best describes the way you organise connection services?

[check all boxes that apply]

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| There is no connections department as such – connections are handled by staff[[1]](#footnote-1) within the DNO[[2]](#footnote-2) who carry out other work such as network upgrades and fault repairs |  |
| A connections department within the DNO carries out all aspects of non-contestable and contestable connection services |  |
| A department within the DNO handles non-contestable connection services only |  |
| A department within the DNO handles contestable connection services only |  |
| An affiliate of the DNO carries out non-contestable connection services for the DNO under a service agreement (specify) |  |
| An affiliate of the DNO carries out contestable connection services for the DNO under a service agreement (specify) |  |
| An affiliate of the DNO competes for contestable connection works independently within the DNO’s distribution service area (specify) |  |
| An affiliate of the DNO competes for contestable connection works outside the DNO’s distribution service area (specify) |  |
| An affiliate of the DNO handles contestable and non-contestable connection services (specify) |  |

For any other description:

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| Click here to enter text |

* 1. Please provide details of any mergers, acquisitions or changes of control involving your company as one party and/or any affiliate or related undertaking providing non-contestable or contestableservices that have taken place in the last 12 months.

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1. Compliance Approach

Please provide in each instance detailed answers by reference, where applicable, to the documentary evidence provided.

* 1. Please attach the relevant policy (statement) within your organisation relating to SLC 19 and/or in relation to the prohibition of discrimination in the provision of non-contestable connection services.
     1. To which parts of the Group business, as identified in 1.1, does this policy apply?
     2. Where there is not a formal policy in place, please provide full details and, where possible, documentary evidence of the procedures and measures in place to ensure non-discrimination.

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| Click here to enter text |
| * 1. Do your policies, procedures and/or measures on SLC 19 compliance cover the following:  |  |  | | --- | --- | | Connections upgrades |  | | Modifications (other than connection upgrades) |  | | New demand connections |  | | New generation connections |  | | Unmetered connections |  | |
| * 1. If so, how? |

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* 1. Who is responsible for monitoring compliance in your organisation? Please provide details of the name(s) and role(s) of the person(s) responsible for compliance and where they fit in your organisation.

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* 1. How is SLC 19 compliance audited in your organisation[[3]](#footnote-3)?

Please provide, amongst the other relevant information, the following details:

* + 1. Terms of Reference for the audit(s) in relation to 2.5. above
    2. Company registration numbers for the parts of the Group audited
    3. The process for this audit function
    4. How often the audit is conducted
    5. Details of relevant qualifications and accreditations of auditors who conduct this audit
    6. Details of any parts of the Group (if any), as identified in 1.1 relating to the provision of connections services, that are not audited under 2.5.1 described above.
    7. Please include details of other monitoring arrangements in place for the parts of the Group (if any) mentioned in 2.5.6.

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* 1. How are SLC 19 requirements communicated to relevant operational staff, managers and executives? Please outline methods used, frequency of communication and how these are targeted at different sectors of staff in your organisation, e.g. management vs. operational staff

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* 1. How do you ensure that services necessary to make connections are provided as promptly to third party connections companies (e.g. ICPs) as they are to in-house connections teams or affiliates or related undertakings?

Please provide details the procedures in place for the provision of services to third parties, e.g. design, quotation etc.

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* + 1. What measures and procedures in accordance with 19.3 do you use to ensure that different ICPs and other customers are treated fairly and equally?

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* 1. What information do you make accessible in order to assist in the provision of your service and the completion of third parties’ connection activities?

Please tick those that apply:

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| Substation general arrangement drawings |  | |
| Code of practice relating to substation design up to 33kV |  | |
| Cable installation practice up to 33kV |  | |
| Code of practice relating to HV network protection (up to 33kV) |  | |
| Code of practice re: LV network protection |  | |
| Design policy for industrial supplies |  | |
| Design policy for HV networks up to 33kV |  | |
| Current network load information/feeder load analysis    Other information made available (please specify) |  | |
| |  | | --- | | Click here to enter text | | |

1. What procedures (if any) are in place, relating the information above, to allow for access to this information
2. Where is this information stored
3. What process is in place (if any, please specify) to update this information, and inform parties of updates

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1. Operational Aspects
   1. What is your policy in relation to asset adoption (type of agreement) and terms of security required for all parties from whom you may adopt assets?

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* 1. What procedures and measures are in place to minimise the extent (if any) to which asset adoption is not more onerous to ICPs than to your affiliates and/or related undertakings?

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* 1. How do you ensure that costs are calculated on a consistent basis for non-contestable elements whether your business or an ICP is carrying out the contestable works?
     1. Please provide details of your methodology for attributing costs as between contestable and non-contestable elements, both for metered and unmetered works
     2. Are there any additional arrangements in place in your Group for unmetered works to ensure compliance with SLC 19.3 (e.g. engagement with local authority contractors/PFI arrangements.)

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1. Including directly engaged contractors other than affiliates of the DNO [↑](#footnote-ref-1)
2. DNO – Distribution Network Operator (the Licence holder) – For the purposes of this form, includes a “resource provider” as referred to at Part B of SLC 26. [↑](#footnote-ref-2)
3. As set out in SLC 44.11-44.13 of the electricity distribution licence, licensees are required to appoint an Auditor for the completion of “Agreed Upon Procedures in relation to the prohibition of cross-subsidy and discrimination”, specifically in relation to SLC 9, 19 and 39. The subsequent report prepared by the Auditor must satisfy the Authority that the licensee has demonstrated compliance with its obligation to avoid discrimination and cross-subsidies in accordance with Article 31 of the European Directive 2007/72/EC of the European Parliament and of the Council of 13 July 2009. [↑](#footnote-ref-3)