

Variation Email to ICP's

Introduction

As part of our Incentive for Connection Engagement (ICE) work plan, we have committed to provide the IDNO/ICP community with a process to vary Connection Agreements. As an example, it may have been agreed that WPD will undertake physical connection of the contestable works to the existing distribution system but then the ICP decides to undertake the works themselves. This means that the Connection offer (and potentially the Site Specific Adoption Agreement) need to be amended to reflect the change in works and Connection Charge.

Process

The IDNO/ICP shall make a formal written request to the WPD planner clearly stating the variation they wish to make.

Any request to change responsibility for undertaking contestable works will normally be deemed 'Allowable' in respect of WPD's policy for dealing with requests to change the details following an application. However, if such a change is deemed detrimental to other customers in the connections queue it may not be allowed.

If the request to vary a Connection Offer is made prior to acceptance we will issue a revised Connection Offer that reflects the change to the work and the Connection Charge. A revised Connection Offer may be sent as, at this point, no previous contract has been formed.

If a request to vary a Connection Offer is made post acceptance we will create a Variation Agreement that reflects the change to the work and the Connection Charge.

Please note this process is not applicable to ICP Works Only Notification enquiries, i.e. where ICPs are undertaking all activities. If an ICP subsequently requires WPD to undertake some of the contestable works they must make a separate application to receive a Connection Offer.

This Variation process is applicable to:

- the physical connection to the existing distribution system;
- the Design Approval;
- Other associated contestable works.

The table below shows the timescales for the ICP to request a change and for WPD to provide a formal response.

Change from WPD to ICP undertaking work	LV & HV
Prior to work commencing, a written request for a variation shall have been received no later than	15 working days prior to the required connection date
Time for WPD to create and send variation	10 working days
Complete works in line with LV or HV self-connect procedures	As set out under ST: NC2L

Change from ICP to WPD undertaking work	LV & HV
Prior to work commencing, a written request for a variation shall have been received no later than	LV = 25 working days HV = 35 working days prior to required connection date
Time for WPD to create and send variation	10 working days
ICP request for final works	In compliance with guarantee standards

Please note WPD will own the LV joint regardless of who undertakes the jointing works

To take advantage of this service you will need to contact WPD Connection Policy to arrange to sign a side letter. Once we receive this signed letter, you will be able to contact the planner by email detailing the variation that you wish to make. The side letter is required in order to agree a variation to the Framework Network Access & Adoption Agreement (the 'FNA&AA') to amend the definition of "Final Connection Contestable Works" to allow in instances where the ICP is undertaking the joint and no Associated Contestable Works are being carried out.