

Method Statement Preparer:	Distribution Lead Engineer
Data Triage Representative:	Open Data Sharing Lead
Senior Manager:	Head of Distribution Network Planning
Dataset Title:	Long Term Development Statement (SPD & SPM)
Date of Method Statement:	November 2024
Refresh Date:	November 2025
Description of Dataset:	The Long-Term Development Statement (LTDS) provides information on the current operation and development of our 132kV, 33kV and 11kV distribution network. The purpose of the LTDS is to provide information on the distribution system that may be of use to developers wishing to connect to, or make use of, the distribution system. This data is provided to enable developers to identify opportunities and carry out high level assessment of the capability of the network to support their development. Future network development plans are included to advise existing and potential users of significant changes to the system, which may have an impact on their development plans. The data underpinning our LTDS is available on our Open Data Portal under our Open Licence. It consists of 33 data tables, covering SPD and SPM and is refreshed annually.

Methodology

Production Timetable: *Provide info on: When does the process start; Key dates and milestones in the process.*

The Long-Term Development Statement (LTDS) is required under Standard Licence Condition 25 (SLC 25) and published on the SPEN website and Open Data Portal on the last working day of November each year in accordance with this. The LTDS preparation process starts in September. The key milestones are:

- 1. Discuss and agree with relevant teams across the business about the provision of information necessary to produce the LTDS [early September].
- 2. Produce narratives and appendices table [end October].
- 3. Provide all the tabular appendices tables in agreed format.
- 4. Inform EN Communications and provide all documentations.
- 5. Complete data triage activities in conjunction with Business Data Steward.
- 6. Assess against Regulatory Instructions and Guidance (RIGs) and provide recommendations.
- 7. Complete DAG documentation.
- 8. Update Open Data Portal and complete quality assurance check.
- 9. Publish on Open Data Portal.

A risk assessment and data triage review are conducted every six months.

Process to collate data and Source Systems: *Explain the process undertaken to collate data and detail names of systems and type of data that is extracted from each.*

Data is gathered from internal systems and datasets, processed using Python and Visual Basic scripts to ensure it meets the format requirements specified in the LTDS Form of Statement directions from Ofgem. The below outlines how each data system feeds into the final data submissions:

 'IPSA (SPM)'/ 'DIgSILENT PowerFactory (SPD)' models confirmed up to date and used to produce -Appendix 1 Circuit Data / Appendix 2 Transformer Data / Appendix 4 Fault Levels / Appendix 7 Substation Abbreviation Codes.



Methodology

- 2. 'Load Index (LI) Submission 2024' and 'DFES' Appendix 3 System Loads.
- 3. 'Distribution Generation Log (DGIS)' and 'SPD Connections Table' Appendix 5 Embedded Generation.
- 4. 'System Design Connection Offer Tracker' Appendix 6 Connection Activity.
- 5. 'Totex & Outputs' / 'Districts' / '132kV Programmes' / 'Distribution Networks' / 'NDP' Appendix 8 Predicted Changes.
- 6. 'SPEN Drawing Office' and 'DIgSILENT PowerFactory (SPD)' Appendix 9 System Schematics
- 7. GIS Application Administrator Appendix 10 Geographic Plans.

Assumptions:

Any interpretation of regulatory guidance; Any assumptions on the data source or its' application

- 1. Table 6 (Connections Activity) SPD 'SPD Offer Tracker' used for 33kV formal offers and acceptance numbers, 11kV and 33kV.
- 2. Table 6 (Connections Activity) SPM 'SPM NP&R Offer Tracker' 132kV formal offers, acceptances and budgets; 33kV and 11kV formal quotations.

Additional Calculations: Any calculations applied to the data to arrive at the final data table.

1. Post processing using ad-hoc tools include Python and VB scripts.

Dependencies - Information sources: Information, if any, that comes from other sources/departments

- 1. 'Load Index (LI)'
- 2. 'DFES':
- 3. 'NDP':
- 4. 'Connection activities':
- 5. 'Predicted changes':
- 6. '132kV Connection Activities'
- 7. '33kV/11kV Connection Activities'
- 8. 'SPM System Schematics'
- 9. 'Geographic Plans'
- 10. 'Losses Table M14 RRP data'

Control Points: What checks are done during the process to confirm the accuracy of the content?

- 1. Verification of potential changes of previous year LTDS documents.
- 2. Preparation Tools in excel utilised to take data from sources and convert to final table presentation in repeatable manner.

Checks to be performed by the preparer before passing for second person review: *Make a note of the checks to be performed.*

- 1. Working file calculations are correct and any apportionment correctly applied.
- 2. Formulae used are correct and include all relevant rows and columns.
- 3. Pivot tables used the correct data source and are applied consistently across Licences.
- 4. All evidence is stored along with the working file for review and audit purposes.