

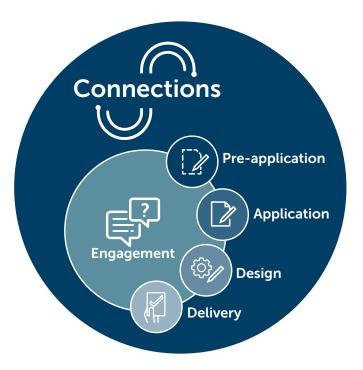
SSEN Connections

Scottish and Southern Electricity Networks (SSEN) operates in two licence areas; Scottish Hydro Electric Power Distribution (SHEPD) in northern Scotland and Southern Electric Power Distribution (SEPD) in central southern England. This guide outlines the contacts and escalation routes for our SEPD licence area.

About this document

We are committed to offering our customers and stakeholders the very best in customer service. We are keen to equip you with the knowledge, tools and support you need to complete your connections, and provide you with as much information as possible about our processes and procedures to aid your connections journey.

This guide sets out the overarching stages of the connections journey and details the relevant contacts for each stage. It also provides escalation routes.



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Business Relationship Management



Austen Toone Lead Business Relationship Manager

austen.toone@sse.com 07879 969033



Rebekah Rowson Relationship Manager Commercial & Industrial

rebekah.rowson@sse.com 07721 509868



Laura Pearce Relationship Manager EV & HP Installers

laura.pearce@sse.com 07880 914 348





ICPs & IDNOs

samantha.horrix@sse.com 07879 788812



Mark Taylor **Relationship Manager** Local Authorities & Community **Energy Groups** mark.j.taylor@sse.com

Emily Moore Relationship Manager Housing Developers &

Distributed Generation emilv.moore@sse.com 07435 409551



Responsible for

Business Relationship Managers (BRMs) are fully responsible for the delivery of exceptional customer service for a specified customer segment in the major connections business. BRMs have responsibility for the relationship between SSEN and the customer segment assigned which could include ICPs, IDNOs, local councils, industry bodies and connection customers or large-scale projects. They are the single point of contract for the customer from preapplication through to delivery.

businessrelationships@sse.com

Points of escalation

1st point of escalation is Austen Toone, Lead Business Relationship Manager

2nd point of escalation is Susana Neves e Brooks, Head of Connections, Policy & Performance



Pre-application (through to Delivery) **Contract Managers**



Karris Small Lead Contracts Manager

Ridgeway, South East & South Caledonia commercial.contracts@sse.com 07469 411935



Linda Austin Contracts Manager

Ridgeway - Major Projects GSPs: Melksham, Cowley, East Claydon commercial.contracts@sse.com 07469 411935



Thomas Grav Contracts Manager

South East Distributed Generation Electricity Supply >50kW

commercial.contracts@sse.com 07990 487221



Jessica El-kilany Lead Contracts Manager

Thames Valley, Wessex, Highlands & Islands and North Caledonia commercial.contracts@sse.com 07385 430136

Shabanam Hussain Contracts Manager Ridgeway

Distributed Generation

Electricity Supply >50kW commercial.contracts@sse.com 07587 140672



Contracts Manager Thames Valley Region (West London) commercial.contracts@sse.com



Claire Graham

Contracts Manager Wessex - Distributed Generation Electricity Supply >50kW

07436 491626

07436 491626 Lucas Sheasby **Contracts Manager**

Thames Valley Region (West London) commercial.contracts@sse.com 07990 486956

Abigail Cooke Contracts Manager

Ridgeway

commercial.contracts@sse.com 07879 369520

Alisdair Marr Contracts Manager

South East - Maior Projects GSPs: Fleet, Bramley

commercial.contracts@sse.com 07586 281274

commercial.contracts@sse.com

Responsible for

- Assisting allocated account portfolios with connections journey from pre-application to deliverv
- Ensuring Connection Offers are procured accurately and progressed efficiently upon acceptance
- Arranging pre-application meetings and connections suraeries

Our Connection Contract Managers are involved throughout the connections journey and can be contacted at any stage.

If you would like to book a meeting regarding one or more prospective project(s), please contact

commercial.contracts@sse.com

If you would like to book a meeting regarding one or more projects already in progress, please sign up to attend one of our monthly connections surgeries here:

www.ssen.co.uk/stakeholderevent/basicsearch/

Points of escalation

1st point of escalation is Karris Small, Jessica El-kilany Lead Contracts Managers

2nd point of escalation is

Peter Sipawa. **Connections Contracts Team Senior Manager**

3rd point of escalation is

Susana Neves e Brooks Head of Connections, Policy & Performance

4th point of escalation is

Andrew Scott, **Director of Customer Service**





Pre-application (through to Delivery)

Contract Managers continued



Ememesi Ette Contracts Manager

07425 426771

Floater between two regions -South East and Ridgeway whilst managing NATS (out of area) commercial.contracts@sse.com

Ronnie Calladine Contracts Manager

Mark Watson

Floater between two regions Wessex and Thames Valley whilst managing NATS (out of area) commercial.contracts@sse.com

tbc



Hannah Hawley **Project Coordinator**

commercial.contracts@sse.com tbc



commercial.contracts@sse.com



Peter Sipawa

Connections Contracts Team Senior Manager

commercial.contracts@sse.com 07586 293052

Responsible for

- Assisting allocated account portfolios with connections journey from pre-application to delivery
- Ensuring Connection Offers are procured accurately and progressed efficiently upon acceptance
- Arranging pre-application meetings and connections surgeries

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2nd point of escalation is

Peter Sipawa, **Connections Contracts Team Senior Manager**

3rd point of escalation is

Susana Neves e Brooks Head of Connections, Policy & Performance



Application Team Managers

Applications & Quote Acceptance



Rowena Langford Microgen Team manager

North & South microgen applications

rowena.langford@sse.com connections@ssen.co.uk

Alison Wilkes

Microgen Team Manager

North & South microgen

alison.wilkes@sse.com

applications



Danielle Humby

Digital Demand Applications -Team Manager

danielle.humby@sse.com connections@ssen.co.uk

Shelley O'Connor **Digital Demand Applications -Team Manager**

shelley.o'connor@sse.com connections@ssen.co.uk



Karen Vilday MCC and EVHP Team Manager

connections@ssen.co.uk

Connections acceptance & customer payments

karen.vilday@sse.com connections@sse.com



Kerrie Coan Telephony Team Manager

Minor connection applications & all connections enquiries

kerrie.coan@sse.com connections@ssen.co.uk

Responsible for

- **Raising applications**
- Taking payments
- Providing guidance on application and guotation process

Our Application & Quote Acceptance team are happy to provide help and advice on the application and quote acceptance process via phone or email. Applications can be raised via phone, email or online

connections@ssen.co.uk

0800 048 3516

www.ssen.co.uk/ConnectionServices/NewConnections/

Points of escalation

1st point of escalation is **Application Team Managers**

2nd point of escalation is

Jacob Coates **Decarbonisation Application Performance Manager**

3rd point of escalation is

Hayley Joynson, Head of Minor Customer Connections



Minor Customer Connections Managers



Jacob Coates Decarbonisation Application Performance Manager

jacob.coates@sse.com



Rebecca Avery Workforce Planning Manager

rebecca.avery@sse.com







Gemma Overall **Minor Connections Financial Reconciliation Manager**

gemma.overall@sse.com 07721 505094



Responsible for

- Managing our Connections Service Centre for all customer applications
- Assists our Minor Connections Customers throughout their journey from application all the way through to the delivery of the project
- Process acceptances and payments for connections quotes
- Drives the development for self service and automation of quoting
- Manages the financial closure of projects

Points of escalation

1st point of escalation is **Minor Customer Connections Managers**

2nd point of escalation is Hayley Joynson, Head of Minor Connections



Design Managers



Mark Wickham Lead Design Manager

Leads the non contestable and contestable Managers (excluding major DG projects)

mark.wickham@sse.com 07810 858177



Kyran Bichard Design Manager

Thames Valley & Ridgeway Regions Demand Connections up to 250kVA kvran.bichard@sse.com

07827 044119



Rob Gladstone Design Manager

Thames Valley Region Demand Connections over 250 kVA

rob.gladstone@sse.com 01738 275779



James Stapley Design Manager

South East Region Demand Connections over 250kVA

james.stapley@sse.com 07776 603563



Nick Palmer **Design Manager**

All regions - Thames Valley, Ridgeway, South East & Wessex Large Generation, OOA (out of area), Design Approval nicholas.palmer@sse.com 07825 015108



Dean Joynson Design Manager

Wessex & South East Regions Demand Connections up to 250 kVA dean.joynson@sse.com 07586 282177



Phillip McGuinness

Ridgeway Region Demand Connections over 250kVA phillip.mcguinness@sse.com 07471 347361

Mark Collis **Design Manager**

Wessex Region Demand Connections over 250kVA mark.collis@sse.com

07741 777201

Mike Rogers EHV Design Manager

All regions – Thames Vally, Ridgeway, South East & Wessex

mike.rogers@sse.com 07767 850380



Responsible for

- Designing & guoting required works for your connection
- Providing guidance on design and guotation processes
- Assessment of the network to ensure everything is within the allowances

Our Design team are happy to provide help and advice on the design and quotation process via phone or email

If you would like to book a meeting regarding one or more prospective project(s), please contact

commercial.contracts@sse.com

If you would like to book a meeting regarding one or more projects already in progress, please sign up to attend one of our monthly connections surgeries here: www.ssen.co.uk/stakeholderevent/basicsearch/

Points of escalation

1st point of escalation is **Design Managers**

2nd point of escalation is Richard Mailer, Head of Connections Design & Quotation SEPD



System Planning Managers



Yuan Gao Lead System Planner

yuan.gao@sse.com 0118 534755



Rula Sha Lead System Planner

rula.sha@sse.com 0118 534755



Varvara Alimisi **DSO System Planning Manager**

varvara.alimisi@sse.com 01738 340654



rafael.rigoni@sse.com 01738 275924



Responsible for

System Planners are responsible for assessing and designing improvements to our existing equipment and ensuring compliance with legal requirements.

They play a crucial part in enhancing the safety, security, and reliability of our electricity network and also help to find innovative solutions to support both current and future power demands.

Points of escalation

1st point of escalation is Rula Sha or Yuan Gao

2nd point of escalation is John Smart, Head of Engineering and Investment

3rd point of escalation is Andrew Roper, **Director of DSO**



Connections Contact and Escalation guide - South (SEPD) 9

Delivery Managers

Large Connections



Paul Towsey Delivery Manager – Large Connections M4 Corridor Ridgeway & Thames Valley

paul.towsey@sse.com 07500 912995



Jennifer Morris Delivery Manager – Large Connections South Coast South East & Wessex

jennifer.morris@sse.com 07990 494179

Competition in Connections



Jevan Laxan Delivery Manager – Competition in Connections

jevan.laxen@sse.com 07384 802582



Responsible for:

- Carrying out onsite works including land rights
- Delivering your connection
- Providing guidance on the delivery process

Our Connections Delivery team are split into four key areas:

Engagemen

Pre-application

Delivery

Major Projects: Large connections requiring 33/132kV works

Large Connections: 4 or more new connections, 1 supply larger than 69kva, diversions, disconnections

Competition in Connections (CiC): Connections projects for Independent Connection Providers or Independent Distribution Network Operators, and

Minor Connections: Up to 4 new connections or 1 new supply up to 69kva, Service Alterations (see next page for team)

Points of escalation

1st point of escalation is **Delivery Managers**

2nd point of escalation is **Craig Gilroy,** Head of Connections Delivery, South



Delivery Managers

Minor Connections



Debbie Childs Delivery Manager – Minor Connections South East

deborah.j.childs@sse.com 07342 028695



Lorna Eachus Delivery Manager – Minor Connections Thames Valley Iorna.eachus@sse.com 07918 470210 Lucy Edmonds Delivery Manager – Minor Connections Wessex

lucy.edmonds@sse.com 07767 850730

Chris Fuller Delivery Manager – Minor Connections Ridgeway

chris.fuller@sse.com 07825 015214

Responsible for:

- Carrying out onsite works including land rights
- Delivering your connection
- Providing guidance on the delivery process

Minor Connections: Up to 4 new connections or 1 new supply up to 69kva, Service Alterations

Engagemen

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Points of escalation

1st point of escalation is **Delivery Managers**

2nd point of escalation is Andy O'Connor, Head of Customer Operations, South

3rd point of escalation is

Eliane Algaard, Director of Customer Operations, South



Pre-application

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Delivery

Large Capital Delivery

Major Projects and Large connections requiring 33/132kV works



Fraser Hood

Head of Programme Delivery

fraser.hood@sse.com 0777 1670450



Aqeel Bashir

Project Director -Delivery Groups 1 and 2 Responsible for GSPs: North Hyde, Ealing, Laleham, Iver, Amersham, Willesden, Fleet and Bramley ageel.bashir@sse.com



Large Capital Delivery team continued on next page

Pre-application Application Engagement Design Delivery

- Major Projects and Large connections requiring 33/132kV works
- Large Capital Delivery is responsible for all large capital and customer connection projects
- Delivery Groups are structured around grid supply points;
- Each Delivery Group will be headed by a Project Director with senior project managers having responsibility for managing all projects within individual Grid Supply Points
- Project managers have responsibility for delivery of individual projects.
- Delivery Contract Partners will be appointed to each Delivery Group (tendercurrently in progress);

Points of escalation

Responsible for:

 1st point of escalation is

 Senior Project Managers

 2nd point of escalation is

 Project Directors

 3rd point of escalation is

 Fraser Hood,

 Head of Programme Delivery

4th point of escalation is Andy Huthwaite, Director of Large Capital Project Delivery

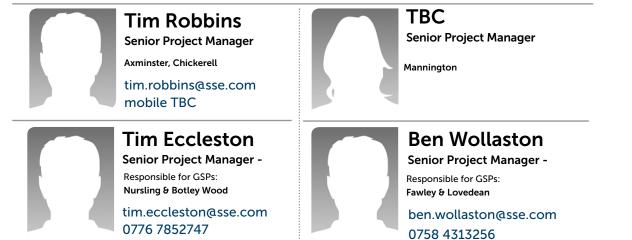
Large Capital Delivery continued



David Grant

Proiect Director -Delivery Groups 3 and 5 Responsible for GSPs: Axminster, Chickerell, Mannington, Nursling, Botley Wood, Fawley and Lovedean

david.grant@sse.com





Neil Hitchcock

Project Director -Delivery Group 4 Responsible for GSPs: Minety, Melksham, Cowley and East Claydon

neil.hitchcock@sse.com

Ebuka Arize Senior Project Manager Responsible for GSPs: Cowley and East Claydon

ebuka.arize@sse.com 0742 3244730



ТВС
Senior Project M
Minety

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Engagemen R Delivery

Pre-application

Responsible for:

- Major Projects and Large connections requiring 33/132kV works
- Large Capital Delivery is responsible for all large capital and customer connection projects
- Delivery Groups are structured around grid supply points;
- Each Delivery Group will be headed by a Project Director with senior project managers having responsibility for managing all projects within individual Grid Supply Points
- Project managers have responsibility for delivery of individual projects.
- Delivery Contract Partners will be appointed to each Delivery Group (tendercurrently in progress);

Points of escalation

1st point of escalation is **Senior Project Managers**

2nd point of escalation is **Project Directors**

3rd point of escalation is Fraser Hood, Head of Programme Delivery

4th point of escalation is Andy Huthwaite, **Director of Large Capital Project Delivery**

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Flexible Services

Flexible Solutions Team



Gavin Stewart Flexible Solutions Manager

gavin.stewart@sse.com 07767 850006



Craig Sutherland Flexible Solutions Delivery Manager

craig.sutherland2@sse.com 07436 479625



Jenny Lindsay **Flexible Solutions Support** Technician

jenny.lindsay@sse.com 07443 173311









Engineer iain.prentice@sse.com

07342 027519

Jain Prentice

Responsible for:

Overseeing the roll out of certain proven innovations that require more support once they have been installed and commissioned.

Currently this means they are responsible for rolling out Active Network Management and other types of flexible connections across both our distribution areas, north and south for the benefits of your connection and to the UK customer in general.

If you have any queries in regards to Flexible Connection opportunities, please contact <u>flexible.connections@sse.com</u>

Visit our Flexible Connections website

Points of escalation

1st point of escalation is Gavin Stewart, Flexible Solutions Manager

Customer Service, Vulnerability & Strategy



Troy Fisher Customer Journey & Experience Design Lead troy.fisher@sse.com 07887 943075



Emma Merrit

Customer Vulnerability & Communities Lead

emma.merritt@sse.com 07469 411043

Michael Dotts

Journey Owner -

07810 817502

Digital



David Yule

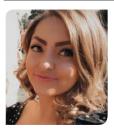
Customer Business Improvement & Planning Lead

david.yule@sse.com



Rebecca Priestley Journey Owner - Minor Connections & General Enquiries

rebecca.priestley@sse.com 07810 817502



Abigail Furey Journey Owner - Large & Major Connections

abigail.furey@sse.com 07436 491626







Jane Bakella Journey Owner -

michael.dotts@sse.com

Interruptions & Complaints

jane.bakella@sse.com 01738 344607

Debbie Cloke

Engagement Coordinator

debbie.cloke@sse.com 07741 127752

Responsible for:

- Customer Service Strategy for SSEN
- ED2 Customer Strategy Objectives
- Customer Vulnerability Strategy
- Service Design Authority for SSEN
- Customer Change & Improvement portfolio
- Strategic oversight of welfare during storms & welfare/ manual framework
- PSR Social Obligations & Strategy
- Customer Digital Strategy & Website ownership
- Customer Performance & Standards. Insight Analysis & Reporting

Engage with us

- Sign up to our Connections mailing list
- View our event calendar
- Visit our Webpage



Points of escalation

- 1st point of escalation is
- Troy Fisher, Customer Journey & Experience Design Lead

2nd point of escalation is

Andrew Bailey, Head of Customer Service & Stakeholder Strategy

3rd point of escalation is

Andrew Scott, Director of Customer Service



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Customer Contact Centres



Mark Wells Performance Manager – North

mark.wells@sse.com 07920 237540



Aimee Wiles Performance Manager -GE and Social Media

aimee.wiles@sse.com 07496 869728



Lorraine Barber Performance Manager – South

lorraine.barber@sse.com 07990 424985

Jade Law Complaints Manager

jade.law@sse.com 07920 167987

Louise Jones Social Obligations Manager

louise.jones@sse.com

Legal

Raaj is a commercial property solicitor and is the Head of Legal (Property) Distribution, based in our Reading office, advising on property, planning and environmental issues.

Raaj leads a team of 10 lawyers based across Reading, Perth, Glasgow and Inverness. His team spend most of their time working on real estate transactions for SEPD / SHEPD. Between the in-house team and the external panel firms, Raaj steers c.3,000 live transactions.



Raaj Bains Head of Legal

raaj.bains@sse.com 07876 837450

Responsible for:

- Interface with the SSEN customer for faults & general enquiries
- Customer interface during storms
- Written, digital, telephony & verbal interaction with customers
- Customer complaints & executive complaints
- Resource management of Contact Centres

Points of escalation

1st point of escalation is Jade Law, Complaints Manager

2nd point of escalation is

Gemma Wilson, Head of Customer Contact Centres

3rd point of escalation is

Andrew Scott, Director of Customer Service



Escalation Route for South (SEPD)

Our networks business is split into four regions, each with a dedicated leadership team; Ridgeway, Wessex, Thames Valley and South East.

The end-to-end connections customer journey is the sole responsibility of the Customer Service Directorate.

This change, brought about in 2023, provides our customers and stakeholders visibility of staff responsibility and accountability throughout the journey, from application to delivery.



Andrew Scott

Director of Customer Service

and rew.m.scott@sse.com





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Compliments & Complaints

Compliments



We are keen to hear your good news stories and positive experiences with our team members. If you have received particularly good service, why not commend the person or team responsible? It lets us know what we are doing right, highlights good working practices that we can all adopt and encourages certain ways of working. Compliments can be sent to the Connections Engagement team at:

connectionsfeedback@sse.com

Complaints



We always aim to provide the best service possible, however we do understand that sometimes we don't always get it right. If you should experience this, and would like to raise a complaint you can do this via telephone, email or online

The easiest and quickest way to resolve a complaint is to telephone us:

0800 980 1395

Monday to Saturday between 08:00 - 16:00

If you are unable to phone or would prefer to write, you can contact us by email:

customercomplaints@ssen.co.uk

You can also complete our online complaints form:

www.ssen.co.uk/Complaints/



Powering our community

Engage with us

- Sign up to our Connections mailing list
- View our event calendar
- <u>Read our regulatory ICE submissions</u>
- Visit our Webpage

Engage with us on social media



If you have any ideas for improvement of this guide please let us know:



connectionsfeedback@sse.com



businessrelationships@sse.com