

# RETAILER ENERGY EFFICIENCY SCHEME GUIDELINE – STATISTICAL INFORMATION

*Energy Industry Guideline No. 6 (EG6/1)*

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*Amendment Record*

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# 1 NATURE OF THE GUIDELINE

## 1.1 Introduction

1.1.1 The **Commission** has made this Guideline, pursuant to section 8 of the Essential Services Commission Act 2002 (ESC Act), to specify requirements for **energy retailers** for the collection, recording and reporting to the **Commission** of energy data.

## 1.2 Purpose of the Guideline

1.2.1 In accordance with the requirements of the Retailer Energy Efficiency Scheme Code (**REES Code**), this Guideline details the information that the **Commission** requires from an **energy retailer** in order to determine an **energy retailer's** obligations under the **Retailer Energy Efficiency Scheme**.

1.2.2 Information collected under this Guideline will only be used for the purpose stated in clause 1.2.1.

## 1.3 Confidentiality

1.3.1 The confidentiality provisions set out in Part 5 of the ESC Act ("Collection and Use of Information") will apply to any information collected by the **Commission** in accordance with this Guideline.

## 1.4 Information provided shall be verifiable

1.4.1 An **energy retailer** must maintain records and reporting arrangements which enable information provided to the **Commission** to be verified.

## 1.5 Data variations

1.5.1 An **energy retailer** must report a variation to data previously submitted to the **Commission** in circumstances where an error has been discovered in the data previously reported.

1.5.2 An **energy retailer's** data variation report must:

- (a) be in the format approved by the **Commission**;
- (b) be acknowledged and explained, including reasons for the variation, in a covering letter accompanying the data variations template; and
- (c) be accompanied by a signed and dated responsibility statement in accordance with Annexure A of the Guideline.

1.5.3 A copy of the data variation report must be sent electronically to the **Commission** at rees@escosa.sa.gov.au.

## 1.6 Processes for revision of this Guideline

1.6.1 The **Commission** may, at its absolute discretion, amend or vary this Guideline from time to time when it considers such action necessary.

- 1.6.2 The **Commission** will undertake consultation with relevant **energy retailers** and other stakeholders as necessary in accordance with the **Commission's** Charter of Consultation and Regulatory Practice before making any significant revisions to this Guideline. If the amendments are of a routine nature, or required by law, the **Commission** may elect to modify the Guideline without consultation.
- 1.6.3 For all revisions to this Guideline, a commencement date will be nominated on the Amendment Record on the inside front page. The **Commission** will generally give an **energy retailer** not less than 45 days' prior notice of the commencement of any significant revisions of this Guideline.

## 2 STATISTICAL INFORMATION REPORTING

### 2.1 *Use of proformas to report information*

2.1.1 Annexure A of this Guideline, sets out the statistical information that has been identified by the **Commission** as necessary for the purpose of performing its statutory functions. Annexure A also details the timing requirements for the provision of statistical information by an **energy retailer**.

### 2.2 *Summary of reporting requirements*

2.2.1 An **energy retailer** must report the following information to the **Commission** (as detailed in Annexure A):

- (a) total number of South Australian **residential customers** as at 30 June of the previous financial year;
- (b) total sales to South Australian electricity **customers** of 1,000 MWh or more through an individual contract for sale in the 12 months to 30 June of the previous financial year; and
- (c) total sales to South Australian gas **customers** of 3,600 GJ or more through an individual contract for sale in the 12 months to 30 June of the previous financial year.

2.2.2 The **Commission** will use the data in 2.2.1(a) to determine whether **energy retailers** are **primary obliged retailers** for the purposes of the **Retailer Energy Efficiency Scheme**.

2.2.3 The **Commission** will use the data in 2.2.1(b) and 2.2.1(c) to determine:

- (i) whether other **energy retailers** are **secondary obliged retailers** for the purposes of the **Retailer Energy Efficiency Scheme**; and
- (ii) the apportionment of the annual energy reduction target to **obliged retailers**.

2.2.4 For the purposes of 2.2.1(b):

- (i) electricity sales made under one individual contract for sale to multiple sites can be aggregated;
- (ii) where an individual contract for sale covers sites in various states, only the South Australian portion of electricity sales for the financial year are relevant;
- (iii) electricity sales are the actual billed sales to that **customer** in MWh. Where a contract for sale with a new **customer** is executed during the financial year, only actual billed electricity sales for the financial year is relevant, not the expected annualised sales; and
- (iv) the financial year is 1 July to 30 June.

2.2.5 For the purposes of 2.2.1(c):

- (i) gas sales made under one individual contract for sale to multiple sites can be aggregated;
- (ii) where an individual contract for sale covers sites in various states, only the South Australian portion of gas sales for the financial year are relevant;
- (iii) gas sales are the actual billed sales to that **customer** in GJ. Where a contract for sale with a new **customer** is executed during the financial year, only actual billed gas sales for the financial year is relevant, not the expected annualised sales; and
- (iv) the financial year is 1 July to 30 June.

### 2.3 *Reporting deadline*

2.3.1 The Statistical Information return must be provided to the **Commission** by an **energy retailer**, by no later than 31 August immediately following the end of each financial year, in the form set out in Annexure A.

2.3.2 For the 2013-14 financial year, the Statistical Information return must be provided to the **Commission** by an **energy retailer**, by no later than 16 January 2015.



## SCHEDULE 1 – DEFINITIONS

In this Retailer Energy Efficiency Scheme Guideline:

**customer** has the meaning given to that term in the **National Energy Retail Law**.

**Commission** means the Essential Services Commission of South Australia established under the Essential Services Commission Act 2002 (SA).

**electricity retailer** means the holder of a licence authorising the retailing of electricity, issued pursuant to Part 3 of the Electricity Act 1996 (SA), or a **NERL retailer** authorised to sell electricity, which is bound by the provisions of Part 4 of the Electricity (General) Regulations 2012 in respect of a **REES year**.

**energy retailer** means either or both of (as the case may be) an **electricity retailer** and a **gas retailer**.

**gas retailer** means the holder of a licence authorising the retailing of gas, issued pursuant to Part 3 of the Gas Act 1997 (SA), or a **NERL retailer** authorised to sell gas, which is bound by the provisions of Part 4 of the Gas Regulations 2012 in respect of a **REES year**.

**GJ** means gigajoules of energy.

**Minister** means the **Minister** responsible for the administration of the Electricity Act 1996 (SA) and/or the Gas Act 1997 (SA).

**MWh** means megawatt hours of energy.

**National Energy Retail Law** means the Schedule to the National Energy Retail Law (South Australia) Act 2011.

**NERL retailer** has the meaning given to that term in the Electricity Act 1996 and Gas Act 1997, being the holder of a retailer authorisation under the **National Energy Retail Law** or an exempt seller within the meaning of the **National Energy Retail Law**.

**obligation threshold** is the threshold number set by the **Minister** of **residential customers**, or electricity or gas purchases which an **energy retailer** must have before any obligations under the **Retailer Energy Efficiency Scheme** arise.

**obliged retailer** is an **energy retailer** with an obligation to meet one or more targets in a **REES year**.

**primary obligation threshold** is the **obligation threshold** of **residential customer** numbers set by the **Minister**.

**primary obliged retailer** refers to an **energy retailer** which has **residential customer** numbers equalling or exceeding the **primary obligation threshold** as at 30 June immediately prior to the commencement of a **REES year**. A **primary obliged retailer** will be set an energy reduction target, a priority group energy reduction target and an energy audit target.

**REES year** means each consecutive twelve-month period 1 January to 31 December, commencing on 1 January 2009.

**residential customer** means a natural person who is a **small customer** and purchases, or proposes to purchase, energy primarily for domestic purposes.

**Retailer Energy Efficiency Scheme** means the scheme of that name established by the combined operation of the provisions of Part 4 of the Electricity (General) Regulations 2012 and Part 4 of the Gas Regulations 2012.

**REES Code** means the industry code, made by the **Commission**, relating to the **Retailer Energy Efficiency Scheme**.

**secondary obligation threshold** is the **obligation threshold** of electricity and/or gas purchases set by the **Minister**.

**secondary obliged retailer** refers to **gas** or **electricity retailers**, which are not **primary obliged retailers**, that purchase, in the year immediately prior to the commencement of a **REES year**, an amount of electricity or gas equalling or exceeding a **secondary obligation threshold** for on-selling to South Australian **customers**. A **secondary obliged retailer** is set an energy reduction target.

**small customer** has the meaning given to that term in the Electricity Act 1996 or the Gas Act 1997 (as the case may be), or on commencement of the National Energy Retail Law (South Australia) Act 2011 in South Australia, the meaning given to that term under section 5 of the **National Energy Retail Law**.

**supply** means the physical delivery of electricity or gas.

# ANNEXURE A – STATISTICAL INFORMATION

In accordance with clause 5.4.2 of the **REES Code**, all **energy retailers** are required to complete the following Annual Return for the provision of general operational statistics to the **Commission**, with the appropriate officer completing the responsibility statement below.

Statistical Information Proforma

	Financial Year ..../. [insert period]	Electricity	Gas
(a)	Total number of South Australian <b>residential customers</b> as at 30 June .... [insert year] <sup>(1)</sup>		
(b)	Total sales to South Australian electricity <b>customers</b> of 1,000 MWh or more through an individual contract for sale for the financial year <sup>(2)</sup>	(MWh)	
(c)	Total sales to South Australian gas <b>customers</b> of 3,600 GJ or more through an individual contract for sale for the financial year <sup>(2)</sup>		(GJ)
(d)	A list of sales to electricity (MWh) or gas (GJ) <b>customers</b> included in figures (b) and (c) provided above (individual customer names are not required)		

Responsibility Statement

Having reviewed this Annual Return containing the operational results of ..... [insert name of **energy retailer**] in my opinion the data provided in this report are true and accurate.

Signed: \_\_\_\_\_

Name of Chief Executive<sup>(3)</sup> \_\_\_\_\_

(please print)

Energy retailer: \_\_\_\_\_

(please print name of retailer)

Date: \_\_\_\_\_

When completed, this return should be sent to the **Commission** either in hard copy to GPO Box 2605, Adelaide SA 5001 or via email to [rees@escosa.sa.gov.au](mailto:rees@escosa.sa.gov.au) <sup>(4)</sup>. Please note that this return needs to be received no later than **31 August** of the relevant year, to enable the **Commission** to advise individual REES targets for the subsequent year by 31 October.

Notes:

- (1) Required under clause 5.4.2 of the **REES Code**. Definition of customer to be consistent with that used by **NERL retailers** in reporting to the Australian Energy Regulator (AER) under AER reporting guidelines (e.g. *AER (Retail Law) Performance Reporting Procedures and Guidelines, June 2012, version 2*).
- (2) Required under clause 5.4.2 of the **REES Code**. Financial year to be the same as stated in the heading to the column.
- (3) Or other person as authorised under clause 5.1.2 of the **REES Code**.

## ANNEXURE B – WORKED EXAMPLES

The following examples are given as a guide to energy retailers in deciding whether energy sales to a customer meet the requirements of clauses 2.2.1(b) or 2.2.1(c) of this Guideline.

### Example 1

An energy retailer supplies electricity, under one customer contract for sale, to three different sites. The actual billed sales in the year to 30 June 2014 to each site were 400 MWh.

The total actual billed sales of 1,200 MWh meet the threshold in 2.2.1(b) of this Guideline and should be included in the Statistical Information return to the Commission.

### Example 2

An energy retailer has a gas contract for sale with a customer that covers multiple sites in Australia. The total actual billed sales in the year to 30 June 2014 to the sites were 10,000 GJ, however; only 2,000 GJ related to sites in South Australia.

The South Australian portion of the actual billed sales does not meet the threshold in 2.2.1(c) of this Guideline and should not be included in the Statistical Information return to the Commission.

### Example 3

An energy retailer entered into an electricity contract for sale with a customer on 1 February 2014 and sold 900 MWh of electricity to that customer in the period 1 February to 30 June 2014.

The actual billed sales to that customer for the financial year ending 30 June 2014 does not meet the threshold in 2.2.1(b) of this Guideline and should not be included in the Statistical Information return to the Commission.



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