



# ELECTRICITY REGULATORY INFORMATION REQUIREMENTS - DISTRIBUTION

## ELECTRICITY INDUSTRY GUIDELINE NO. 1

**June 2006**

**ELECTRICITY**

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**AMENDMENT RECORD**

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# **PART A – GENERAL PRINCIPLES**

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## A.1. PRELIMINARY

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### A.1.1 *Introduction*

A.1.1.1. This Guideline provides for the collection, allocation and recording of business data by ETSA Utilities and covers a range of information requirements specified by the Commission in respect of:

- (a) **ETSA Utilities'** operational performance;
- (b) **ETSA Utilities'** financial performance; and
- (c) administering the Electricity Distribution Price Determination.

A.1.1.2. This Guideline is divided into three Parts:

- (a) Part A sets out general principles of preparation that apply to all information provided by **ETSA Utilities** to the **Commission** under this Guideline;
- (b) Part B sets out additional specific requirements in relation to operational performance information provided by **ETSA Utilities**; and
- (c) Part C sets out additional specific requirements in relation to financial performance information provided by **ETSA Utilities**

A.1.1.3. In utilising a single Guideline for the collection of operational and financial information, the **Commission** acknowledges the close relationship between its price regulation and performance monitoring functions. The balance between prices and service standards is often referred to as the "regulatory bargain". This is because, in carrying out its price setting functions, the regulator intercedes between customers and regulated businesses to, in effect, negotiate a trade-off between prices and service standards that balances the interests of both groups.

### A.1.2 *The purpose of this Guideline*

A.1.2.1. The legislative and regulatory framework for the electricity supply industry describes certain objectives and functions for the **Commission**. These are summarised below. This Guideline sets



out a mechanism for the collection of information and certain recurring substantive information requirements, to assist the **Commission** to fulfil its objectives and functions.

### **A.1.3 Regulatory objectives and functions**

A.1.3.1. Section 5(1) of the ESC Act provides that the functions of the Commission are to:

- (a) regulate prices and perform licensing functions under relevant industry regulation Acts (such as the **Electricity Act**);
- (b) monitor and enforce compliance with and promote improvement in, standards and conditions of service and supply under relevant industry regulation Acts;
- (c) make, monitor the operation of, and review from time to time, codes and rules relating to the conduct or operations of a regulated industry or regulated entities;
- (d) provide and require consumer consultation processes in regulated industries and to assist consumers and others with information and other services;
- (e) advise the Minister on matters relating to the economic regulation of regulated industries, including reliability issues and service standards;
- (f) advise the Minister on any matter referred by the Minister;
- (g) administer the **ESC Act**;
- (h) perform functions assigned to the **Commission** under the **ESC Act** or any other Act; and
- (i) in appropriate cases, prosecute offences against the **ESC Act** or a relevant industry regulation Act.

A.1.3.2. Section 6A of the **Electricity Act** provides that the **Commission** has the functions of:

- (a) licensing, price regulation and other functions and powers conferred by the **Electricity Act**;



- (b) exercising certain functions and powers conferred by the **National Electricity Rules** on the basis that the **Commission** is the jurisdictional regulator for South Australia under the **National Electricity Rules**; and
- (c) fulfilling any other functions and powers conferred by regulation under the **Electricity Act**.

A.1.3.3. Section 6(1) of the **ESC Act** requires that in performing its functions, the **Commission** must have as its primary objective protection of the long term interests of South Australian consumers with respect to the price, quality and reliability of essential services; and, at the same time, have regard to the need to:

- (a) promote competitive and fair market conduct;
- (b) prevent misuse of monopoly or market power;
- (c) facilitate entry into relevant markets;
- (d) promote economic efficiency;
- (e) ensure consumers benefit from competition and efficiency;
- (f) facilitate maintenance of the financial viability of regulated industries and the incentive for long term investment; and
- (g) promote consistency in regulation with other jurisdictions.

#### **A.1.4 Code and licence obligations**

A.1.4.1. The **Commission** requires information to fulfil its objectives and functions. The electricity supply industry licences and **industry codes** provide certain mechanisms to facilitate this.

A.1.4.2. Clause 15.1 of the Distribution Licence provides that ETSA Utilities must from time to time, provide to the **Commission**, in the manner and form determined by the **Commission**:

- (a) details of **ETSA Utilities'** financial, technical and other capacity to continue its operations authorised by this licence; and
- (b) such other information as the **Commission** may require.

A.1.4.3. Clause 12.1 of the ***distribution licence*** requires ***ETSA Utilities***, in a manner and form approved by the ***Commission***, to:

- (a) maintain accounting records and prepare accounts for the electricity business authorised by the ***distribution licence***; and
- (b) keep the electricity business authorised by the ***distribution licence***, and the accounts for that business, separate from any other business operated by ***ETSA Utilities*** or any other person.

A.1.4.4. Clause 1.2.5 of the ***Electricity Distribution Code*** requires ***ETSA Utilities*** to report to the ***Commission*** by 31 August each year, concerning matters relating to service standards during the 12 month period ending 30 June of that year. ***ETSA Utilities*** must report on:

- (a) its compliance with the service standards set out in clause 1.2 of the ***Electricity Distribution Code*** or under its ***connection and supply contracts***;
- (b) the amount of rebates paid or credited to customers as a result of ***ETSA Utilities***' failure to meet service standards set out in its ***connection and supply contracts***;
- (c) an explanation of the reason for any non-compliance;
- (d) a report on how ***ETSA Utilities*** will improve its performance so as to meet the service standards set out in clause 1.2 the ***Electricity Distribution Code*** or under its ***connection and supply contracts***.

A.1.4.5. By 31 March each year, ***ETSA Utilities*** must report its performance under the ***Service Incentive Scheme*** for the previous calendar year ending 31 December in the form prescribed in Schedule 2 of the ***Electricity Distribution Code***.

## ***A.1.5 The Electricity Distribution Price Determination and the Electricity Pricing Order (“EPO”)***

A.1.5.1. The ***Commission*** has made an ***Electricity Distribution Price Determination*** pursuant to the price determination powers of the ***Commission*** under the ***ESC Act***. That determination has effect subject to, and in addition to, those provisions of the ***EPO*** that



remain in force from time to time. The **Commission** administers the **Electricity Distribution Price Determination** and the **EPO**. Accordingly, it has certain information needs.

## **A.1.6 The role of this Guideline**

A.1.6.1. This Guideline's content:

- (a) details the nature of information that the **Commission** requires in order to monitor **ETSA Utilities'** performance;
- (b) explains the way in which **ETSA Utilities** must prepare separate accounts and maintain its accounting records for the purposes of clause 12.1 of the **distribution licence**;
- (c) describes requirements for other information that **ETSA Utilities** must report to the **Commission** to facilitate the **Commission's** administration of the **Electricity Distribution Price Determination** and the **EPO**; and
- (d) outlines a mechanism by which this and any other information that may be required by the **Commission** to fulfil its obligations and functions, may be collected.

A.1.6.2. This Guideline is in the nature of a minimum requirement. The obligation of **ETSA Utilities** to comply with this Guideline:

- (a) is additional to any obligation imposed under any other law applying to **ETSA Utilities'** business; and
- (b) does not derogate from such an obligation.

A.1.6.3. While this Guideline includes accounting ring fencing requirements, it does not address structural ring fencing issues.

A.1.6.4. Clause F of the Preliminary section of the **Electricity Distribution Code** describes how a distributor's obligations are affected by any guidelines or rules the **Commission** may make from time to time. This Guideline is a guideline referred to by Clause F of the **Electricity Distribution Code**.

## **A.1.7 Definitions and interpretation**

A.1.7.1. In this Guideline:

- (a) words and phrases presented in a bold italic font such as ***this***, are defined in the attached glossary for the purposes of interpreting this Guideline; and
- (b) the words “*shall*” and “*must*” indicate mandatory requirements, unless the overall meaning of the phrase in which one of these words appears is otherwise.

A.1.7.2. This Guideline provides definitions consistent with those given in the ***Electricity Act, ESC Act, Electricity Distribution Price Determination*** and the ***industry codes***. Where words and phrases are not defined in the glossary, they shall have the meaning given to them by the ***Electricity Act, ESC Act, Electricity Distribution Price Determination, Industry Codes*** or any other relevant legislative or regulatory document.

A.1.7.3. Explanations in this Guideline about why certain information is required are for guidance only. This Guideline does not limit in any way the ***Commission’s*** objectives, functions or powers.

### ***A.1.8 Confidentiality***

A.1.8.1. The ***Commission*** will treat information collected in accordance with this Guideline in accordance with Part 5 (“Collection and Use of Information”) of the ***ESC Act***.

### ***A.1.9 Processes for revision***

A.1.9.1. The ***Commission*** will amend and expand the Guideline from time to time where this may be necessary to meet the needs of ***ETSA Utilities***, other stakeholders and the ***Commission***.

A.1.9.2. The ***Commission*** will undertake consultation with ***ETSA Utilities*** and other stakeholders as appropriate before making any significant amendment of its information requirements contained in this Guideline.

### ***A.1.10 Input from interested parties***

A.1.10.1. The Commission welcomes comments, discussion, or suggestions for amendments to this Guideline, from any interested party. Any contribution in this regard should be addressed to:

*Essential Services Commission of South Australia*  
*GPO Box 2605*



Adelaide SA 5001

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E-mail: [escosa@escosa.sa.gov.au](mailto:escosa@escosa.sa.gov.au)

### **A.1.11 Version History and Effective Date**

- A.1.11.1. An issue number and date of issue will identify every version of the Guideline. This Guideline applies to all **Regulatory Accounting Periods** finishing after 30 June 2005.

## **A.2. GENERAL PRINCIPLES OF PREPARATION**

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### **A.2.1 Substance to prevail over legal form**

- A.2.1.1. **Regulatory Reporting Statements** shall report the substance of transactions and events.
- A.2.1.2. Where substance and legal form differ, the substance rather than the legal form of a transaction or event shall be reported.
- A.2.1.3. In determining the substance of a transaction or events, all its aspects and implications shall be considered, including the expectations of and motivations for the transaction or event.
- A.2.1.4. For the purposes of determining the substance of a transaction or event, a group or series of transactions or events that achieves, or is designed to achieve, an overall commercial effect shall be viewed in aggregate.

### **A.2.2 Information provided must be verifiable**

- A.2.2.1. **ETSA Utilities** must maintain accounting and reporting arrangements which:
- (a) enable separate **Regulatory Reporting Statements** to be prepared; and
  - (b) enable information provided in the **Regulatory Reporting Statements** to be verified.
- A.2.2.2. Information in **Regulatory Reporting Statements** must be presented in the most understandable manner, without sacrificing relevance or reliability.

### **A.2.3 Materiality**

- A.2.3.1. The **Commission** will apply the following standard of materiality:
- (a) an item is **material** if its omission, misstatement or non-disclosure has the potential to prejudice the understanding of the financial or operational position and nature of the business activities of the **Regulated Business Segment** gained by reading the **Regulatory Reporting Statements**;



- (b) the materiality of an individual item, or aggregate of items, will depend upon both the size and nature of the omission, misstatement or non-disclosure having regard to the particular circumstances;
- (c) the assessment of materiality shall consider qualitative as well as quantitative factors;
- (d) qualitative factors which impact on the materiality of an item, including:
  - (i) the significance of an item to the **Commission** or **ETSA Utilities**;
  - (ii) the pervasiveness of a misstatement; and
  - (iii) the effect of misstatement on the **Regulatory Reporting Statements** as a whole.

A.2.3.2. For the purposes of determining a **Material Provision**, all provision accounts within the **Prescribed Services Segment** for expenses of a similar nature or brought about by a similar cause, shall be aggregated and treated as if they are components of a single provision.

## **A.2.4 Responsibility Statement**

A.2.4.1. **ETSA Utilities** must provide a **Responsibility Statement** evidencing responsibility for information provided to the **Commission** in accordance with this Guideline.

A.2.4.2. A **Responsibility Statement** shall be signed and dated by:

- (a) the Chief Executive Officer of **ETSA Utilities** ; or
- (b) a person holding an equivalent position to Chief Executive Officer of **ETSA Utilities**; or
- (c) a person delegated to exercise the powers and functions of **ETSA Utilities** at a level equivalent to that held by a Chief Executive Officer; or
- (d) the person acting as Chief Executive Officer or equivalent position during an absence of the substantive officeholder.



## **A.2.5 Quality assurance requirements**

A.2.5.1. Clause 17 of the distribution licence provides that:

- (a) **ETSA Utilities** must undertake periodic audits of the operations authorised by this licence and of its compliance with its obligations under this licence and any applicable **Industry Codes** in accordance with the requirements of Energy Industry Guideline No 4 issued by the **Commission**;
- (b) **ETSA Utilities** must also conduct any further audits at a frequency and in a manner approved by the **Commission**;
- (c) the results of audits conducted under this clause must be reported to the **Commission**, in a manner approved by the **Commission**; and.
- (d) the **Commission** may require **ETSA Utilities** to use an independent expert approved by the **Commission** to conduct audits under this clause.

A.2.5.2. When independent assurance is required by the **Commission** for the purposes of this Guideline it must be consistent with:

- (a) the requirements specified in Part B or Part C of this Guideline (as the case may be); or
- (b) in the absence of any such requirements, the requirements of Energy Industry Guideline No. 4, “Compliance Systems and Reporting”.

## **A.2.6 SCONRRR**

A.2.6.1. This Guideline takes into account the regulatory reporting requirements introduced under **SCONRRR**.



## A.3. Glossary

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<b>Account Codes</b>	means the nomenclature used to index the <b>Base Account Records</b> . General ledger codes or activity codes may be examples.
<b>Account Heading</b>	means either an account heading used in an accounting record such as a general ledger or a higher-level summarisation of such headings.
<b>Actual Cost</b>	means the amount paid to the <b>Last Independent Supplier</b> of goods and/or services, and/or the prudent or efficient cost to <b>ETSA Utilities</b> or a <b>Related Party</b> of providing the goods and/or services.
<b>Adelaide Business Area</b>	has the meaning given to that term in Schedule 1 of the <b>Electricity Distribution Code</b> .
<b>Agreed-upon Procedures Report</b>	means an agreed-upon procedure engagement report, prepared in accordance with Australian Auditing Standard AUS904. The objective is for the <b>Auditor</b> to carry out procedures of an audit nature specified by the <b>Commission</b> and to report on factual findings.
<b>Appointment</b>	means a personal meeting with a customer at a time agreed with the customer.
<b>Asset Schedule</b>	means a reconciliation of the net value of assets disclosed by the <b>Regulatory Accounting Statements</b> at the end of a <b>Regulatory Accounting Period</b> , to the corresponding value at the beginning of that <b>Regulatory Accounting Period</b> .
<b>Associate</b>	has the meaning given to that term in the <i>Corporations Act 2001 (Cth)</i> .

<b><i>Audit Report on a Special Purpose Financial Report</i></b>	means an audit report on the <b><i>Regulatory Accounting Statements</i></b> prepared in accordance with Australian Auditing Standard AUS802, and in accordance with a financial reporting framework such as the Regulatory Information Requirements, other than Accounting Standards and UIG Consensus Views.
<b><i>Auditor</i></b>	means a registered company Auditor that is independent of <b><i>ETSA Utilities</i></b> .
<b><i>Average Time to Restore Supply</i></b>	means the total duration of customer supply interruptions divided by the total number of supply interruptions.
<b><i>Barossa/Mid-North &amp; Yorke Peninsula/Riverland/Murrayland area</i></b>	has the meaning given to that term in Schedule 1 of the <b><i>Electricity Distribution Code</i></b> .
<b><i>Base Account Records</i></b>	means the accounting records maintained by <b><i>ETSA Utilities</i></b> regardless of any regulatory reporting requirement, for the purposes of preparing <b><i>Base Accounts</i></b> and providing the managers of <b><i>ETSA Utilities</i></b> with management reports.
<b><i>Base Accounts</i></b>	means the <b><i>General Purpose Financial Report</i></b> that contains the entirety of the activities of ETSA Utilities' <b><i>Regulated Business Segments</i></b> .
<b><i>Books</i></b>	include accounts or accounting records, however compiled, recorded or stored.
<b><i>Business day</i></b>	means a day on which banks are open for general banking business in Adelaide, other than a Saturday or Sunday.



<b><i>Business Segment or Segment</i></b>	means a part of the total business reported by the <b><i>Base Accounts</i></b> that is involved with providing either: <ul style="list-style-type: none"><li>- <b><i>Prescribed Distribution Services</i></b></li><li>- <b><i>Excluded Services</i></b>; or</li><li>- <b><i>Unregulated Services</i></b>.</li></ul>
<b><i>Causal or Causation, Basis or Relationship</i></b>	means, in relation to a basis of allocation, that the allocator is a trigger of the consumption or utilisation of resources or services represented by the amounts, subject to allocation.
<b><i>Commission</i></b>	has the meaning given to that term in the <b><i>ESC Act</i></b> .
<b><i>Competitive Process</i></b>	means competitive letting of a contract. For example it is a procurement process in which <b><i>Independent</i></b> entities having the capability to provide the goods and/or services in an economically efficient and effective manner are included, on equitable terms, in the invitation to tender a price for the goods and/or services.
<b><i>Complaint</i></b>	means an expression of dissatisfaction with a product or service offered or provided by <b><i>ETSA Utilities</i></b> .
<b><i>Connection and Supply Contract</i></b>	has the meaning given to that term in the <b><i>Electricity Distribution Code</i></b> .
<b><i>Connection Assets</i></b>	has the meaning given to that term in the <b><i>National Electricity Rules</i></b> .
<b><i>Control</i></b>	is the power to govern the financial and operating policies of an <b><i>entity</i></b> so as to obtain benefits from its activities.

***Customer Contribution***

means:

- (a) in respect of a network connection or extension, the portion of the cost that is directly funded by a customer payment, and
- (b) in respect of a network augmentation, the customer payment.

***Customer minutes***

means the total duration of customer supply ***interruptions*** calculated in each calendar year m, normalised for annual growth in customer numbers by dividing the total minutes by the ratio of state-wide customers at the end of calendar year m to state-wide customers at the end of calendar year m-1.

***Directly Attributable*** or ***Directly Attributed***

an item is ***Directly Attributable*** or ***Directly Attributed*** to an object such as a ***Business Segment*** if it is wholly and exclusively associated with that object.

***Director***

means a person who is authorised to exercise the powers of a director as defined under the *Corporations Act 2001 (Cth)* in respect of the ***Distribution Business***.



**Directors' Responsibility Statement**

means a statement signed and dated by no less than two **Directors** of **ETSA Utilities** that states whether in the **Directors'** opinion, the **Base Accounts** or **Regulatory Reporting Statements** as the case may be:

- present fairly the Income Statement and cash flow information required by this Guideline, for each **Business Segment** for the **Regulatory Accounting Period**;
- present fairly the Balance Sheet information required by this Guideline, for each **Business Segment** at the **Regulatory Accounting Date**;
- have been made out in accordance with applicable and appropriate accounting principles and policies; and

have been prepared in accordance with the **Commission's** requirements.

**Disaggregation Statement**

means a statement that comprises **ETSA Utilities'** **Base Accounts** disaggregated between **Business Segments**.

**Discretionary Heading**

means an **Account Heading** within the pro forma **Regulatory Accounting Statements** that may be defined by **ETSA Utilities**.

**Distribution Business**

means the services provided by **ETSA Utilities**.

**Distribution Licence**

means a licence to operate a distribution network issued under Part 3 of the **Electricity Act**

**Distribution Network User**

means a person that owns or is otherwise the customer in respect of electricity infrastructure or an electrical installation that is connected to a distribution system.

**Distribution Services**

has the meaning given to that term in the **Electricity Distribution Price Determination**.

<b><i>Distribution Use of System</i></b>	has the meaning given to that term in the <b><i>National Electricity Rules</i></b> .
<b><i>Eastern Hills/Fleurieu Peninsula area</i></b>	has the meaning given to that term in the <b><i>Electricity Distribution Code</i></b> .
<b><i>Electricity Distribution Code</i></b>	means the <b><i>Industry Code</i></b> of that name issued by the <b><i>Commission</i></b> under the <b><i>ESC Act</i></b> .
<b><i>Electricity Act</i></b>	means the Electricity Act 1996 (SA).
<b><i>Electricity Distribution Price Determination</i></b> or <b><i>EDPD</i></b>	means the price determination of that name made by the <b><i>Commission</i></b> under the Essential Services Commission Act 2002
<b><i>Electricity Metering Code</i></b>	means the <b><i>Industry Code</i></b> of that name made by the <b><i>Commission</i></b> under the <b><i>ESC Act</i></b> .
<b><i>Electricity Pricing Order</i></b> or <b><i>EPO</i></b>	means the pricing order issued by the Treasurer.
<b><i>Emergency</i></b>	has the meaning given to that term in the <b><i>Electricity Distribution Code</i></b> .
<b><i>Entity</i></b>	means a business unit, whether or not a legal entity.
<b><i>ESC Act</i></b>	means the Essential Services Commission Act 2002 (SA).
<b><i>ETSA Utilities</i></b>	means the partnership comprising CKI Utilities Development Limited (ABN 65 090 718 880), HEI Utilities Development Limited (ABN 82 090 718 951), CKI Utilities Holdings Limited (ABN 54 091 142 380), HEI Utilities Holdings Limited (ABN 50 091 142 362) and CKI/HEI Utilities Distribution Limited (ABN 19 091 143 038) and includes any wholly owned subsidiary of any of the partners that provides <b><i>distribution services</i></b> for or on behalf of the partners.
<b><i>Excluded Services</i></b>	has the meaning given to that term in Chapter 5 of Part B of the <b><i>Electricity Distribution Price Determination</i></b>



<b>Excluded Services Segment</b>	means that part of the total business reported by the <b>Base Accounts</b> that is involved in providing <b>Excluded Services</b> .
<b>Feeder</b>	means an electric line and associated equipment that the distributor uses to distribute electricity.
<b>First Regulatory Accounting Statements</b>	means the first <b>Regulatory Accounting Statements</b> prepared for the first <b>Regulatory Accounting Period</b> starting on or after 1 July 2005.
<b>General Purpose Financial Report</b>	means a financial report that is prepared in accordance with the <i>Corporations Act 2001 (Cth)</i> , Australian Accounting Standards and Urgent Issues Group consensus views, and other generally accepted accounting practices in Australia and that is intended to meet the information needs common to users who are unable to command the preparation of reports tailored so as to satisfy, specifically, all of their information needs.
<b>Guaranteed Service Levels</b>	has the meaning given for standards to be achieved by <b>ETSA Utilities</b> , in clause 1.2 of the <b>Electricity Distribution Code</b> and the <b>Connection and Supply Contract</b> .
<b>Immaterial</b>	means not <b>Material</b> .
<b>Independent</b>	means not a <b>Related Party</b> .
<b>Industry Code</b>	means an industry code made by the <b>Commission</b> under section 28 of the <b>ESC Act</b> .
<b>Industry Ombudsman</b>	means the Ombudsman appointed under the scheme approved by the <b>Commission</b> in accordance with the <b>Distribution Licence</b>
<b>Initial Assets</b>	means those assets deemed by the <b>Commission</b> to be in service at 1 July 2004, stated at values approved or determined as at 1 July 2005 in the <b>Electricity Distribution Price Determination</b> , together with property, plant and equipment acquired by <b>ETSA Utilities</b> during the <b>Regulatory Accounting Period</b> ending 30 June 2005.



<b><i>Interruptions</i></b>	has the meaning given to that term in the <b><i>Electricity Distribution Code</i></b> .
<b><i>Inter Segmental Cost</i></b>	means a cost that arises from transactions between <b><i>Business Segments</i></b> .
<b><i>Inter Segmental Income</i></b>	means income that arises from transactions between <b><i>Business Segments</i></b> .
<b><i>Inter Segmental Transaction</i></b>	means an <b><i>Inter Segmental Cost</i></b> or an <b><i>Inter Segmental Income</i></b> .
<b><i>Joint control</i></b>	is the contractually agreed sharing of control over an economic activity.
<b><i>Kangaroo Island</i></b>	has the meaning given to that term in the <b><i>Electricity Distribution Code</i></b> .
<b><i>Key management personnel</i></b>	are those persons having authority and responsibility for planning, directing and controlling the activities of an <b><i>entity</i></b> , directly or indirectly, including any director (whether executive or otherwise) of that <b><i>entity</i></b> .
<b><i>Last Independent Supplier</i></b>	means the last <b><i>Independent</i></b> supplier of goods and/or services the subject of a <b><i>Related Party Transaction</i></b> to <b><i>ETSA Utilities</i></b> or a <b><i>Related Party</i></b> .
<b><i>Major Metropolitan Areas</i></b>	has the meaning given to that term in the <b><i>Electricity Distribution Code</i></b> .
<b><i>Mandatory Heading</i></b>	means a mandatory <b><i>Account Heading</i></b> within the proforma <b><i>Regulatory Accounting Statements</i></b> .
<b><i>Material</i></b> and <b><i>Materiality</i></b>	have the meaning set out at clause A.2.3.



**Material Provision**

means a provision included in the provisions reported by the **Base Accounts**, which either at the beginning or end of an accounting period, had a balance that was **Material**, other than a provision for:

- income tax;
- deferred taxation;
- dividends payable or receivable; or
- interest payable or receivable.

**Metropolitan area**

has the meaning given to that term in the **Electricity Distribution Code**.

**Momentary Interruptions per Customer (MAIFI)**

means the total number of momentary **interruptions** (of less than 30 seconds duration) divided by the total number of **customers**.

**National Electricity Law**

means the *National Electricity Law* referred to in the *National Electricity (South Australia) Act 1996 (SA)*.

**National Electricity Rules**

has the meaning given to that term in the **National Electricity Law**

**New Assets**

mean property plant and equipment acquired by **ETSA Utilities** after 30 June 2005.

**Non Causal or Non Causation, Basis or Relationship**

in relation to a basis of allocation, is one that is other than a **Causal** or **Causation, Basis** or **Relationship**

**Normalised Measure**

means the number of instances where required notice of the **Planned Interruption** is not provided within 4 **Business Days**, expressed as a percentage of the number of **Planned Interruptions**.

**Not allocated**

means the content of those **Account Headings** that are not required by this Guideline to be allocated between **Business Segments**.

<b><i>Notes to and forming part of, the Regulatory Accounting Statements</i></b>	means the information provided by the <b><i>Regulatory Accounting Statements</i></b> in addition to the primary statements specified by Chapter C.1 of this Guideline, together with any further information that <b><i>ETSA Utilities</i></b> believes is necessary to convey a full and proper understanding of the financial affairs of the <b><i>Regulated Business Segment</i></b> .
<b><i>Outage Management System</i></b>	means a system that includes the management of outages, the capture and reporting of outage information and the capture and reporting of <b><i>Guaranteed Service Level</i></b> data.
<b><i>Pass through amount</i></b>	has the meaning given to that term in the <b><i>Electricity Distribution Price Determination</i></b> .
<b><i>Planned Interruptions</i></b>	has the meaning given for standards to be achieved by <b><i>ETSA Utilities</i></b> , as specified in clause 1.2.3.2 of the <b><i>Electricity Distribution Code</i></b> .
<b><i>Prescribed Distribution Infrastructure</i></b>	has the meaning given to that term in the <b><i>Electricity Distribution Price Determination</i></b> .
<b><i>Prescribed Distribution Services</i></b>	has the meaning given to that term in the <b><i>Electricity Distribution Price Determination</i></b> .
<b><i>Prescribed Services Segment</i></b>	means that part of the total business reported by the <b><i>Base Accounts</i></b> that is involved in providing <b><i>Prescribed Distribution Services</i></b> .
<b><i>Prior period errors</i></b>	are omissions from, and misstatements in <b><i>ETSA Utilities' Regulatory Accounting Statements</i></b> for one or more prior <b><i>Regulatory Accounting Periods</i></b> arising from a failure to use, or misuse of, reliable information that was available when the <b><i>Regulatory Accounting Statements</i></b> were authorised for issue and could reasonably be expected to have been obtained and taken into account in the preparation and presentation of the <b><i>Regulatory Accounting Statements</i></b> ..
<b><i>Provision</i></b>	means a present obligation of uncertain timing and amount arising from a past event, which is expected to result in an outflow of resources
<b><i>Regulated Business Segment</i></b>	means either the <b><i>Prescribed Services Segment</i></b> or the <b><i>Excluded Services Segment</i></b> .



<b>Regulatory Accounting Date</b>	means the end date of a <b>Regulatory Accounting Period</b> .
<b>Regulatory Accounting Period</b>	means a period on which a single set of <b>Regulatory Accounting Statements</b> reports.
<b>Regulatory Accounting Principles and Policies</b>	means accounting principles and policies that have been used to prepare <b>Regulatory Accounting Statements</b> that may be additional to or in place of the accounting principles and policies used to prepare <b>Base Accounts</b>
<b>Regulatory Accounting Statements</b>	means the: <ul style="list-style-type: none"><li>- Income Statement;</li><li>- Balance Sheet;</li><li>- Cash Flow Statement; and</li><li>- notes to and forming part of the <b>Regulatory Accounting Statements</b>,</li></ul> for the <b>Prescribed Distribution Services</b> and <b>Excluded Services</b> , prepared in accordance with this Guideline.
<b>Regulatory Audit Report</b>	means an <b>Auditor's</b> report on <b>Regulatory Accounting Statements</b> . A <b>Regulatory Audit Report</b> may include <ul style="list-style-type: none"><li>- an <b>Audit Report on a Special Purpose Financial Report</b>,</li><li>- an <b>Agreed-upon Procedures Report</b>,</li><li>- a <b>Review Report</b>,</li><li>- a combination of a <b>Review Report</b> and an <b>Agreed upon Procedures Report</b>.</li></ul>
<b>Regulatory Period</b>	means a period subject to a revenue or pricing determination
<b>Regulatory Reporting Statements</b>	means any regulatory reports prepared by <b>ETSA Utilities</b> and submitted to the <b>Commission</b> in accordance with this Guideline

- Related Party is** means a party that at any time during the **Regulatory Period**:
- (a) directly, or indirectly through one or more intermediaries:
    - (i) controlled, was controlled by, or was under common control with, **ETSA Utilities** (this includes parents, subsidiaries and fellow subsidiaries);
    - (ii) had an interest in **ETSA Utilities** that gave it significant influence over **ETSA Utilities**; or
    - (iii) had joint control over **ETSA Utilities**;
  - (b) was an **associate** of **ETSA Utilities**;
  - (c) was a joint venture in which **ETSA Utilities** was a venturer;
  - (d) was a member of the key management personnel of **ETSA Utilities** or its parent;
  - (e) was a close member of the family of any individual referred to in (a) or (d); or
  - (f) was an **entity** that was controlled, jointly controlled or significantly influenced by, or for which significant voting power in such **entity** resided with, directly or indirectly, any individual referred to in (d) or (e).
- Related Party Transaction** means a transaction, or a number of transactions intended to achieve a common commercial effect, conducted with a **Related Party**.
- Relevant pass through event** has the meaning given to that term in the **Electricity Distribution Price Determination**.
- Regulatory Year** means a period of twelve months ending on 30 June.



**Responsibility Statement**

means a statement signed and dated by the Chief Executive Officer or other officer of **ETSA Utilities** approved by the **Commission** evidencing responsibility for information provided to the **Commission**.

**Review Report**

means a review of a financial report, prepared in accordance with Australian Auditing Standard AUS902. An **Auditor** should carry out procedures sufficient to enable an **Auditor** to state whether, on the basis of procedures which do not provide all the evidence that would be required in an audit, anything has come to the **Auditor's** attention that causes the **Auditor** to believe that the financial report is not prepared, in all material respects, in accordance with an identified financial reporting framework, eg the **Commission's** guidelines. The **Review Report** contains a clear written expression of negative assurance.

**SCADA**

means the Supervisory Control and Data Acquisition system.

**SCONRRR**

means the Steering Committee on National Regulatory Reporting Requirements, which prepared the Discussion Paper "National regulatory reporting for electricity distribution and retailing businesses" for the Utility Regulators Forum in March 2002.

**Service Incentive Scheme**

in relation to this Guideline is the scheme set out in clause 3.1(k) of the **Electricity Distribution Price Determination** and Schedule 2 of the **Electricity Distribution Code** that calculates **ETSA Utilities'** entitlement to service incentive points on the basis of the table provided in Schedule 2 of the **Electricity Distribution Code**.

**Service Incentive Scheme Audit Report**

means an **Auditor's** report on **ETSA Utilities'** **Service Incentive Scheme** reporting obligations.

**Significant influence**

is the power to participate in the financial and operating policy decisions of an **entity**, but is not control over those policies.

<b>South East</b>	has the meaning given to that term in Schedule 1 of the <b><i>Electricity Distribution Code</i></b> .
<b>Street light fault</b>	means an occasion on which a street light has gone out as a result of a fault in the luminaire, which includes the globe, PE cell and wiring to the luminaire terminal block.
<b>Supply address</b>	has the meaning given to that term in Schedule 1 of the <b><i>Electricity Distribution Code</i></b> .
<b>System Average Interruption Duration Index (SAIDI)</b> means	the total duration of customer supply interruptions divided by total number of customers.
<b>System Average Interruption Frequency Index (SAIFI)</b>	means the total number of customer supply interruptions divided by total number of customers
<b>Telephone call</b>	means a call made to any of <b><i>ETSA Utilities'</i></b> telephone numbers identified in <b><i>ETSA Utilities'</i></b> customer enquiries and complaints procedures approved by the <b><i>Commission</i></b> pursuant to clauses 1.3.1 and 1.3.2 of the <b><i>Electricity Distribution Code</i></b> .
<b>Time to Provide Written Explanation for Interruptions</b>	has the meaning given for standards to be achieved by <b><i>ETSA Utilities</i></b> , under clause 1.2 of the <b><i>Electricity Distribution Code</i></b> .
<b>Time to Respond to Telephone Calls</b>	has the meaning given for standards to be achieved by <b><i>ETSA Utilities</i></b> , under clause 1.2 of the <b><i>Electricity Distribution Code</i></b> .
<b>Time to Respond to Written Enquiries</b>	has the meaning given for standards to be achieved by <b><i>ETSA Utilities</i></b> , under clause 1.2 of the <b><i>Electricity Distribution Code</i></b> .
<b>Upper North/Eyre Peninsula</b>	has the meaning given to that term in Schedule 1 of the <b><i>Electricity Distribution Code</i></b> .
<b>Unregulated Services</b>	mean services provided by <b><i>ETSA Utilities</i></b> other than <b><i>Prescribed Distribution Services</i></b> and <b><i>Excluded Services</i></b> .
<b>Written Enquiries</b>	mean all enquiries and complaints received by <b><i>ETSA Utilities</i></b> via mail, facsimile or e-mail from customers (including representatives of customers).





# **PART B – OPERATIONAL PERFORMANCE**

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## **B.1. INFORMATION REQUIREMENTS**

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### ***B.1.1 Introduction***

B.1.1.1. This section sets out:

- (a) the **Commission's** requirements for non-financial performance monitoring information; and
- (b) requirements necessary to put into effect the principles set out earlier in this Guideline.

B.1.1.2. The general purpose of this information is to assist the **Commission** to:

- (a) monitor and enforce compliance with and promote improvement in, standards and conditions of service and supply under the **Electricity Distribution Code** and the **Electricity Act**, and
- (b) promote the achievement of the **Commission's** objectives as specified in the **ESC Act**.

### ***B.1.2 Use of Proformas to report information***

B.1.2.1. The proformas at Chapter B.1 should be read in conjunction with this Part of the Guideline. The proformas:

- (a) specify how information is to be reported to the **Commission**; and
- (b) categorise recurring information requirements separately from the non-recurring requirements.

B.1.2.2. For ad hoc information, the **Commission** will provide **ETSA Utilities** with a request for information setting out:

- (a) its information requirements;
- (b) the scope of any quality assurance that may be required; and
- (c) the time by which the information is to be provided.

### **B.1.3 Special provisions - 1 July 2005 to 31 December 2007**

- B.1.3.1. For the period 1 July 2005 to 30 June 2007, **ETSA Utilities** must provide the **Commission** with two sets of quarterly and annual reports covering the reliability measures referred to in clause B.1.7.1, as specified in the following performance proformas:
- (a) OP 2.1 System Average Interruption Duration Index (SAIDI);
  - (b) OP 2.3 System Average Interruption Frequency Index (SAIFI);
  - (c) OP 2.4 Restoration of supply; and
  - (d) OP 2.8 Cause of interruptions.
- B.1.3.2. For the period 1 January 2006 to 31 December 2007, **ETSA Utilities** must provide the **Commission** with two sets of quarterly and annual reports covering the the annual information requirements for the **Service Incentive Scheme** referred to in clause B.1.7.2 , as specified in performance proforma OP 5.1 Service Incentive Scheme.
- B.1.3.3. The first set of quarterly and annual reports and information requirements to the **Commission** will report such measures on the basis used by **ETSA Utilities** since the introduction of this Guideline in June 2000.
- B.1.3.4. The second set of quarterly and annual reports and information requirements to the **Commission** will be based on data collected from **ETSA Utilities' Outage Management System**.

### **B.1.4 Principles of Preparation**

- B.1.4.1. The principles set out in Chapter A.2 should be followed to prepare and report information under this Part of the Guideline.

### **B.1.5 Statistical Information**

- B.1.5.1. The **Commission** may require statistical information to be reported on a recurring basis by **ETSA Utilities** for benchmarking purposes.



## **B.1.6 Additional Performance Measures**

- B.1.6.1. The **Commission** may require additional performance measures to be reported by **ETSA Utilities**. The **Commission** anticipates that many of these will be of a recurring nature. For example, the proformas in Chapter B.2 include reporting requirements relating to Clause 1.4.2 of the **Electricity Distribution Code** (connection of new supply addresses) and to Momentary Interruptions experienced by customers.
- B.1.6.2. The **Commission** also requires conformance with **SCONRRR** reporting requirements in relation to operational performance. Proforma OP 2.5 at Chapter B.1 reflects the **SCONRRR** requirement to report **SAIDI, SAIFI** and **CAIDI** by:
- (a) certain feeder categories including Rural Short and Rural Long, the definitions for which will be advised by the **Commission** to **ETSA Utilities**; and by
  - (b) data sets including normalised distribution network figures which are adjusted for certain excluded events, the definitions for which will be advised by the **Commission** to **ETSA Utilities**.
- B.1.6.3. The **Commission** may, from time to time, make changes to the proformas in Chapter B.2 to ensure that information gathered is relevant to changing regulatory requirements and for national consistency purposes. The **Commission** will undertake appropriate consultation with **ETSA Utilities** and other stakeholders as appropriate before making any significant amendment to its information requirements.

## **B.1.7 Code Requirements to Report Standards of Service**

- B.1.7.1. Clause 1.2.5 of the **Electricity Distribution Code** requires **ETSA Utilities** to provide the **Commission** with annual reports (by 31 August each year) of:
- (a) Customer Service Measures:
    - (i) **Time to Respond to Telephone Calls**: expressed as the percentage of calls answered within 30 seconds;

- (ii) **Time to Respond to Written Enquiries:** expressed as percentage of enquiries responded to within 5 **business days**;
  - (iii) **Time to Provide Written Explanation for Interruptions to Supply:** expressed as percentage of enquiries responded to within 20 **business days**;
  - (iv) **Planned Interruptions:** where 4 days' required notice is not provided, expressed as an actual number; and
  - (v) **Guaranteed Service Levels** for Appointments, new connections, street light repairs, and supply **interruptions** in accordance with the **Connection and Supply Contract** (Part B of the *Electricity Distribution Code*).
- (b) Reliability Measures:
- (i) **System Average Interruption Duration Index (SAIDI)** for **Adelaide Business Area, Major Metropolitan Areas, Barossa/Mid-North & Yorke Peninsula/Riverland/Murrayland, Eastern Hills Fleurieu Peninsula, Upper North & Eyre Peninsula, South East** and **Kangaroo Island**: this represents the minutes each customer is without supply for the year when averaged over all customers on the network (or defined part of the distribution network);
  - (ii) **System Average Interruption Frequency Index (SAIFI)** for **Adelaide Business Area, Major Metropolitan Areas, Barossa/Mid-North & Yorke Peninsula/Riverland/Murrayland, Eastern Hills Fleurieu Peninsula, Upper North & Eyre Peninsula, South East** and **Kangaroo Island**: this represents the number of supply **interruptions** each customer experiences for the year when averaged over all the customers on the network (or defined part of the distribution network);
  - (iii) **Time to Restore Supply** for **Adelaide Business Area, Major Metropolitan Areas, Barossa/Mid-North & Yorke Peninsula/Riverland/Murrayland, Eastern Hills Fleurieu Peninsula, Upper North & Eyre**



**Peninsula, South East and Kangaroo Island:** this represents the average duration of each supply **interruption** per customer who experienced a supply interruption. It is also a measure of how quickly, on **average, ETSA Utilities'** restores supply once it has been lost

- B.1.7.2. Clause 1.2.4(b) of the Electricity Distribution Code requires ETSA Utilities to report on its performance under the Service Incentive Scheme in the form of Schedule 2 of the Electricity Distribution Code by 31 March each year.

### **B.1.8 Timing of Reports**

- B.1.8.1. Recurring information is to be provided by **ETSA Utilities** at least annually, in accordance with the timing indicated by clause 1.2.5 of the **Electricity Distribution Code**.
- B.1.8.2. In addition, the **Commission** may request information to be reported on a more frequent basis, at intervals to be determined in consultation with **ETSA Utilities** (quarterly, for example). This may be required to facilitate more timely and current performance monitoring by the **Commission**. The proformas set out at Chapter B.2 provide guidance on the timing of such additional reports.
- B.1.8.3. Where the **Commission** has requested information on a recurring basis, **ETSA Utilities** must submit it no later than one calendar month from the end of the period for which the information has been collected. In the case of information requested annually, **ETSA Utilities** must submit it not later than two calendar months from the end of the period for which the information has been collected.

### **B.1.9 Quality Assurance**

- B.1.9.1. Information requirements set out in this section and referred to in the proformas in Chapter B.2 shall be prepared in accordance with the principles set out in clauses A.2.4 and A.2.5.
- B.1.9.2. **ETSA Utilities** will be required to provide a **Responsibility Statement** evidencing responsibility for information provided to the **Commission**, which is signed and dated by the Chief Executive Officer or other officer approved by the Commission. The

**Commission** will set the scope of the **Responsibility Statement** in the proforma in Chapter B.2.

- B.1.9.3. Where the **Commission** requires independent assurance, on any information submitted under Part B, the **Commission** will specify to **ETSA Utilities** the required scope of independent assurance and the time by which that assurance is to be provided.
- B.1.9.4. Where independent assurance is required, **ETSA Utilities** shall submit an **Agreed-upon Procedures Report**, unless the **Commission** notifies **ETSA Utilities** in writing of a requirement for another form of assurance.
- B.1.9.5. Independent assurance that is to be obtained by the **Commission** under this Part of the Guideline should be consistent with the requirements, where relevant, of Energy Industry Guideline No. 4, "Compliance Systems and Reporting".

#### **B.1.10 Information Requirements of the Technical Regulator**

- B.1.10.1. The **Technical Regulator** also requires certain recurrent information in order to fulfil its objectives and functions.
- B.1.10.2. For example, Regulation 31D of the Electricity (General) Regulations 1997 requires **ETSA Utilities** to lodge with the **Technical Regulator**, within 21 **business days** after the end of each month, a report concerning unplanned interruptions which occurred during the month. Regulation 31D also places certain annual reporting obligations on **ETSA Utilities**. It is important that **ETSA Utilities** comply with the requirements of Regulation 31D. This Guideline is additional to and does not replace, those requirements.
- B.1.10.3. In preparing this Guideline and the proformas set out in Chapter B.2, the **Commission** is seeking to minimise any overlap between the reporting requirements of the **Commission** and those of the **Technical Regulator**.

#### **B.1.11 Audit Requirements Specific to Service Incentive Scheme**

- B.1.11.1. The information reported by **ETSA Utilities** in Proforma OP 5.1 as part of **ETSA Utilities' Service Incentive Scheme** reporting obligations shall be the subject of an **Auditor's** report which shall



be delivered to the **Commission** in accordance with the requirements of clause B.1.9.

- B.1.11.2. To enable the **Commission** to receive explanations or information concerning the **Auditor's** work in connection with his or her opinion on **ETSA Utilities' Service Incentive Scheme** reporting obligations, **ETSA Utilities** shall allow the **Commission**, or its agent, to meet, at mutually convenient times and in the presence of **ETSA Utilities**, with the **Auditor** responsible for **ETSA Utilities' Service Incentive Scheme Audit Report**.



## B.2. OPERATIONAL REPORTING REQUIREMENTS

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**NB:**

Words and phrases presented in the proformas in bold italics like *this* are phrases that have been carefully defined to have a specific meaning. The Glossary to this Guideline provides the corresponding definitions.

## **OPERATIONAL INFORMATION REQUIREMENTS – CHECKLIST**

***(The Responsibility Statement<sup>1</sup> is to be signed in accordance with Paragraph A.2.4.2.)***

### ***Recurring Information Requirements<sup>2</sup>***

PROFORMA REFERENCE	FREQUENCY	NATURE AND SCOPE OF ANY INDEPENDENT ASSURANCE
OP 1.1	Quarterly	
OP 1.2	Quarterly	
OP 1.3	Quarterly	
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OP 4.2	Quarterly	
OP 4.3	Quarterly	

<sup>1</sup> A suggested form for the Responsibility Statement is at OP 10.1.

<sup>2</sup> No proforma is included for the Annual Report, due on 31 August each year (refer Clause A.1.2.7.), other than for reporting against the Service Incentive Scheme.



PROFORMA REFERENCE	FREQUENCY	NATURE AND SCOPE OF ANY INDEPENDENT ASSURANCE
OP 4.4	Quarterly	
OP 4.5	Annually	
OP 4.6	Quarterly	
OP 5.1	Annually	
OP 6.1	Annually	
OP 7.1	Quarterly	
OP 7.2	Annually	
OP 8.1	Quarterly	
OP 9.1	Annually	
OP 10.1	Quarterly	

**Proforma OP 1.1 – Time to respond to telephone calls**

**(Electricity Distribution Code – clause 1.2.2)**

	QUARTER				YEAR TO DATE
	JUL – SEPT	OCT – DEC	JAN – MAR	APR - JUN	
Total number of <b>telephone calls</b> received <sup>3</sup> by <b>ETSA Utilities</b>					
Number of <b>telephone calls</b> answered within 30 seconds <sup>4</sup> by <b>ETSA Utilities</b>					
Percentage of <b>telephone calls</b> answered within 30 seconds <sup>5</sup> by <b>ETSA Utilities</b>					
Average waiting time before a <b>telephone call</b> is answered <sup>6</sup> by <b>ETSA Utilities</b>					
Percentage of <b>telephone calls</b> abandoned <sup>7</sup>					
Total number of <b>telephone calls</b> received <sup>8</sup> by <b>ETSA Utilities</b>					

<sup>3</sup> Total number of telephone calls received means the total number of telephone calls made by customers located in South Australia to any of **ETSA Utilities’** telephone numbers identified in **ETSA Utilities’** customer enquiries and complaints procedures approved by the **Commission**. This total is to include the number of any abandoned calls. The total should also include any calls requiring redirection to another entity.

<sup>4</sup> Number of **telephone calls** answered within 30 seconds means the proportion as an absolute number of the ‘total number of **telephone calls** received’ that were answered within 30 seconds. This number is to exclude the number of calls abandoned after 30 seconds, but can include any calls abandoned within 30 seconds (on the basis that any calls abandoned within 30 seconds has not allowed sufficient time for **ETSA Utilities** to meet its service standard, but that these calls will be included in the ‘total number of **telephone calls** received’).

<sup>5</sup> Percentage of **telephone calls** answered within 30 seconds means the ‘number of **telephone calls** answered within 30 seconds’ as a percentage of the ‘total number of **telephone calls** received’.

<sup>6</sup> Average waiting time before a **telephone call** is answered means the total time waited by callers before their **telephone call** was answered divided by the number of calls answered. Where an IVR system operates, it is not appropriate to regard the call as being answered as soon as the IVR system accepts the call unless the customer has selected an automated response option and does not seek to talk to an operator (note: a call is not considered to be answered by being placed in an automated queue). Where a caller to an IVR system is seeking to talk to an operator, then monitoring of the call waiting time should commence when the caller selects the relevant operator option and cover the resulting time up and until an operator picks up the call, to deal with the caller’s issue.

For non-IVR systems, the monitoring time should commence when the call is received by the switchboard and cover the time until the operator picked up the call (and is able to deal with the customers inquiry rather than place the customer back in a queue), including any time spent in a queue.

<sup>7</sup> Percentage of **telephone calls** abandoned means that percentage of the ‘total number of **telephone calls** received’ where the caller hung up before the call was answered. Abandoned calls include those calls that were abandoned prior to 30 seconds.

<sup>8</sup> Total number of telephone calls received means the total number of telephone calls made by customers located in South Australia to any of **ETSA Utilities’** telephone numbers identified in **ETSA Utilities’** customer enquiries and complaints procedures approved by the **Commission**. This total is to include the number of any abandoned calls. The total should also include any calls requiring redirection to another entity.

**Proforma OP 1.2 – Time to respond to written enquiries**

**(Electricity Distribution Code – clause 1.2.2)**

	QUARTER				YEAR TO DATE
	JUL – SEPT	OCT – DEC	JAN – MAR	APR – JUN	
Total number of <b>written enquiries</b> <sup>9</sup> received by <b>ETSA Utilities</b>					
Number of <b>written enquiries</b> answered within five (5) business days by <b>ETSA Utilities</b>					
Percentage of <b>written enquiries</b> answered within five (5) business days by <b>ETSA Utilities</b>					

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<sup>9</sup> A **written enquiry** is an enquiry by email, fax or letter from a customer to a distributor, via nominated enquiry channels, requesting information from the distributor or making a complaint about an action of the distributor. A response to such an enquiry includes direct or telephone contact or written response in which the distributor either answers the enquiry or acknowledges receipt of the enquiry and indicates the process and timetable to be followed in dealing with the enquiry.

**Proforma OP 1.3 – Time to provide written explanation to customers  
 requesting written response for interruptions to supply**

**(Electricity Distribution Code – clause 1.2.2)**

	QUARTER				YEAR TO DATE
	JUL – SEPT	OCT – DEC	JAN – MAR	APR – JUN	
Number of enquiries seeking written explanations for <b>interruptions</b> to supply					
Number of written explanations for <b>interruptions</b> to supply provided within twenty (20) business days by <b>ETSA Utilities</b>					
Percentage of written explanations for <b>interruptions</b> to supply provided within twenty (20) business days by <b>ETSA Utilities</b>					

**Proforma OP 1.4 – Planned interruptions**

**(Electricity Distribution Code – clause 1.2.3.3)**

	QUARTER				YEAR TO DATE
	JUL – SEPT	OCT – DEC	JAN – MAR	APR – JUN	
Number of <i>Planned Interruptions</i>					
Number of instances where <i>ETSA Utilities</i> has not given to each affected customer more than 4 business days' written notice of the interruption or limit of supply					
Number of <i>complaints</i> received concerning inadequate notice of interruption or limit of supply					



**Proforma OP 2.1a – System Average Interruption Duration Index (SAIDI)**

**(Based on the reporting methodology used by ETSA Utilities since June 2000 to report this operational performance proforma)**

**(Electricity Distribution Code – clause 1.2.3.1)**

SAIDI	MONTHS												YEAR TO DATE
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
Adelaide Business Area													
Major Metropolitan Areas													
Barossa/Mid-North & Yorke Peninsula/Riverland/Murrayland													
Eastern Hills/Fleurieu Peninsula													
Upper North & Eyre Peninsula													
South East													
Kangaroo Island													
<b>TOTAL</b>													

**Proforma OP 2.1b – System Average Interruption Duration Index (SAIDI)  
(Based on data collected from ETSA Utilities’ Outage Management System)**

SAIDI	MONTHS												YEAR TO DATE
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
Adelaide Business Area													
Major Metropolitan Areas													
Barossa/Mid-North & Yorke Peninsula/Riverland/Murrayland													
Eastern Hills/Fleurieu Peninsula													
Upper North & Eyre Peninsula													
South East													
Kangaroo Island													
<b>TOTAL</b>													

**Proforma OP 2.2 – State-wide SAIDI attributable to transmission and generation outages**

**(Based on the reporting methodology used by ETSA Utilities since June 2000 to report this operational performance proforma)**

	QUARTER				YEAR TO DATE
	JUL – SEPT	OCT – DEC	JAN – MAR	APR – JUN	
<i>SAIDI</i> (as reported in OP 2.1)					
<i>SAIDI</i> attributable to transmission system outages					
<i>SAIDI</i> attributable to generation outages					
<b>TOTAL</b>					

**Proforma OP 2.3a – System Average Interruption Frequency Index (SAIFI)**

**(Based on the reporting methodology used by ETSA Utilities since June 2000 to report this operational performance proforma)**

**(Electricity Distribution Code – clause 1.2.3.1)**

SAIFI	MONTHS												YEAR TO DATE
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
Adelaide Business Area													
Major Metropolitan Areas													
Barossa/Mid-North & Yorke Peninsula/Riverland/Murrayland													
Eastern Hills/Fleurieu Peninsula													
Upper North & Eyre Peninsula													
South East													
Kangaroo Island													
<b>TOTAL</b>													

**Proforma OP 2.3b – System Average Interruption Frequency Index (SAIFI)**

**(Based on data collected from ETSA Utilities' Outage Management System)**

SAIFI	MONTHS												YEAR TO DATE
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
Adelaide Business Area													
Major Metropolitan Areas													
Barossa/Mid-North & Yorke Peninsula/Riverland/Murrayland													
Eastern Hills/Fleurieu Peninsula													
Upper North & Eyre Peninsula													
South East													
Kangaroo Island													
<b>TOTAL</b>													

**Proforma OP 2.4a – Restoration of supply (Based on the reporting methodology used by ETSA Utilities since June 2000 to report this operational performance proforma)**

**Quarter ending:** .....

	% OF CUSTOMERS RESTORED ( <i>ELECTRICITY DISTRIBUTION CODE – CLAUSE 1.2.3.1</i> )		AVERAGE TIME TO RESTORE SUPPLY (MINUTES)	TIME TO RESTORE 80% OF CUSTOMERS (MINUTES)
Adelaide Business Area	Within 2 hours:			
	Within 3 hours:			
Major Metropolitan Areas	Within 2 hours:			
	Within 3 hours:			
Barossa/Mid North & Yorke Peninsula/Riverland/Murrayland	Within 3 hours:			
	Within 5 hours:			
Eastern Hills/Fleurieu Peninsula	Within 3 hours:			
	Within 4 hours:			
Upper North/Eyre Peninsula	Within 4 hours:			
	Within 6 hours:			
South East	Within 4 hours:			
	Within 5 hours:			
Kangaroo Island	N/A			

**Proforma OP 2.4b – Restoration of supply (Based on data collected from  
 ETSA Utilities’ Outage Management System)**

**Quarter ending:** .....

	% OF CUSTOMERS RESTORED ( <i>ELECTRICITY DISTRIBUTION CODE – CLAUSE 1.2.3.1</i> )		AVERAGE TIME TO RESTORE SUPPLY (MINUTES)	TIME TO RESTORE 80% OF CUSTOMERS (MINUTES)
Adelaide Business Area	Within 2 hours:			
	Within 3 hours:			
Major Metropolitan Areas	Within 2 hours:			
	Within 3 hours:			
Barossa/Mid North & Yorke Peninsula/Riverland/Murrayland	Within 3 hours:			
	Within 5 hours:			
Eastern Hills/Fleurieu Peninsula	Within 3 hours:			
	Within 4 hours:			
Upper North/Eyre Peninsula	Within 4 hours:			
	Within 6 hours:			
South East	Within 4 hours:			
	Within 5 hours:			
Kangaroo Island	N/A			

**Proforma OP 2.5 – Reliability of Supply (SCONRRR definitions)**

**Year ending:** .....

SUSTAINED INTERRUPTIONS		FEEDER CATEGORY			
DATA SET		CBD	URBAN	RURAL SHORT	RURAL LONG
SAIDI	Overall				
	Distribution network - planned				
	Distribution network - unplanned				
	Normalised distribution network				
SAIFI	Overall				
	Distribution network - planned				
	Distribution network - unplanned				
	Normalised distribution network				
CAIDI	Overall				
	Distribution network - planned				
	Distribution network - unplanned				
	Normalised distribution network				



**Proforma OP 2.6 – Momentary Average Interruption Frequency Index (MAIFI)**

**Year ending:** .....

	INDICATIVE AVERAGE NUMBER OF MOMENTARY INTERRUPTIONS PER CUSTOMER <sup>10</sup>
Adelaide Business Area	
Major Metropolitan Areas	
Barossa/Mid North & Yorke Peninsula/Riverland/Murrayland	
Eastern Hills/Fleurieu Peninsula	
Upper North/Eyre Peninsula	
South East	
Kangaroo Island	

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<sup>10</sup> Momentary Interruptions per Customer (MAIFI) means the total number of momentary *interruptions* (of less than 30 seconds duration) divided by the total number of customers.

**Proforma OP 2.7 – Severe Weather Events**

**(Based on the reporting methodology used by ETSA Utilities since June 2000 to report on operational reliability performance proformas)**

**Quarter ending:** .....

REGION	SEVERE WEATHER EVENTS <sup>11</sup>							
	JAN-MAR QUARTER		APR-JUN QUARTER		JUL-SEPT QUARTER		OCT-DEC QUARTER	
ADELAIDE BUSINESS AREA	Date(s)		Date(s)		Date(s)		Date(s)	
	Location(s)		Location(s)		Location(s)		Location(s)	
	SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event	
	Description of each Severe Weather Event:		Description of each Severe Weather Event:		Description of each Severe Weather Event:		Description of each Severe Weather Event:	
Description of each Duration of Supply Interruptions GSL Event <sup>12</sup> :		Description of each Duration of Supply Interruptions GSL Event:		Description of each Duration of Supply Interruptions GSL Event:		Description of each Duration of Supply Interruptions GSL Event:		

<sup>11</sup> A Severe Weather Event is defined as a weather related event where the contribution to regional SAIDI was the greater of three (3) minutes, or three (3) per cent of the Regional SAIDI standard in clause 1.2.3.1 of the *Electricity Distribution Code*.

<sup>12</sup> As reported in Proforma OP 4.6 – GSL: Duration of Supply Interruptions in this document.

REGION	SEVERE WEATHER EVENTS <sup>11</sup>							
	JAN-MAR QUARTER		APR-JUN QUARTER		JUL-SEPT QUARTER		OCT-DEC QUARTER	
MAJOR METROPOLITAN AREAS	Date(s)		Date(s)		Date(s)		Date(s)	
	Location(s)		Location(s)		Location(s)		Location(s)	
	SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event	
	Description of each Severe Weather Event:		Description of each Severe Weather Event:		Description of each Severe Weather Event:		Description of each Severe Weather Event:	
Description of each Duration of Supply Interruptions GSL Event <sup>13</sup> :		Description of each Duration of Supply Interruptions GSL Event:		Description of each Duration of Supply Interruptions GSL Event:		Description of each Duration of Supply Interruptions GSL Event:		

<sup>13</sup> As reported in Proforma OP 4.6 – GSL: Duration of Supply Interruptions in this document.

REGION	SEVERE WEATHER EVENTS <sup>11</sup>							
	JAN-MAR QUARTER		APR-JUN QUARTER		JUL-SEPT QUARTER		OCT-DEC QUARTER	
BAROSSA/ MID-NORTH & YORKE PENINSULA/ RIVERLAND/ MURRAYLAND	Date(s)		Date(s)		Date(s)		Date(s)	
	Location(s)		Location(s)		Location(s)		Location(s)	
	SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event	
	Description of each Severe Weather Event:  Description of each Duration of Supply Interruptions GSL Event <sup>14</sup> :		Description of each Severe Weather Event:  Description of each Duration of Supply Interruptions GSL Event:		Description of each Severe Weather Event:  Description of each Duration of Supply Interruptions GSL Event:		Description of each Severe Weather Event:  Description of each Duration of Supply Interruptions GSL Event:	

<sup>14</sup> As reported in Proforma OP 4.6 – GSL: Duration of Supply Interruptions in this document.

REGION	SEVERE WEATHER EVENTS <sup>11</sup>							
	JAN-MAR QUARTER		APR-JUN QUARTER		JUL-SEPT QUARTER		OCT-DEC QUARTER	
EASTERN HILLS/ FLEURIEU PENINSULA	Date(s)		Date(s)		Date(s)		Date(s)	
	Location(s)		Location(s)		Location(s)		Location(s)	
	SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event	
	Description of each Sever Weather Event:  Description of each Duration of Supply Interruptions GSL Event <sup>15</sup> :		Description of each Sever Weather Event:  Description of each Duration of Supply Interruptions GSL Event:		Description of each Sever Weather Event:  Description of each Duration of Supply Interruptions GSL Event:		Description of each Sever Weather Event:  Description of each Duration of Supply Interruptions GSL Event:	

<sup>15</sup> As reported in Proforma OP 4.6 – GSL: Duration of Supply Interruptions in this document.

REGION	SEVERE WEATHER EVENTS <sup>11</sup>							
	JAN-MAR QUARTER		APR-JUN QUARTER		JUL-SEPT QUARTER		OCT-DEC QUARTER	
UPPER NORTH & EYRE PENINSULA	Date(s)		Date(s)		Date(s)		Date(s)	
	Location(s)		Location(s)		Location(s)		Location(s)	
	SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event	
	Description of each Severe Weather Event:  Description of each Duration of Supply Interruptions GSL Event <sup>16</sup> :		Description of each Severe Weather Event:  Description of each Duration of Supply Interruptions GSL Event:		Description of each Severe Weather Event:  Description of each Duration of Supply Interruptions GSL Event:		Description of each Severe Weather Event:  Description of each Duration of Supply Interruptions GSL Event:	

<sup>16</sup> As reported in Proforma OP 4.6 – GSL: Duration of Supply Interruptions in this document.

REGION	SEVERE WEATHER EVENTS <sup>17</sup>							
	JAN-MAR QUARTER		APR-JUN QUARTER		JUL-SEPT QUARTER		OCT-DEC QUARTER	
SOUTH EAST	Date(s)		Date(s)		Date(s)		Date(s)	
	Location(s)		Location(s)		Location(s)		Location(s)	
	SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event	
	Description of each Severe Weather Event:		Description of each Severe Weather Event:		Description of each Severe Weather Event:		Description of Sever Weather Each event:	
Description of each Duration of Supply Interruptions GSL Event <sup>17</sup> :		Description of each Duration of Supply Interruptions GSL Event:		Description of each Duration of Supply Interruptions GSL Event:		Description of each Duration of Supply Interruptions GSL Event:		

<sup>17</sup> As reported in Proforma OP 4.6 – GSL: Duration of Supply Interruptions in this document.

REGION	SEVERE WEATHER EVENTS <sup>11</sup>							
	JAN-MAR QUARTER		APR-JUN QUARTER		JUL-SEPT QUARTER		OCT-DEC QUARTER	
KANGAROO ISLAND	Date(s)		Date(s)		Date(s)		Date(s)	
	Location(s)		Location(s)		Location(s)		Location(s)	
	SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event		SAIDI (mins) per event	
	Description of each Sever Weather Event:		Description of each Sever Weather Event:		Description of each Sever Weather Event:		Description of each Sever Weather Event:	
	Description of each Duration of Supply Interruptions GSL Event <sup>18</sup> :		Description of each Duration of Supply Interruptions GSL Event:		Description of each Duration of Supply Interruptions GSL Event:		Description of each Duration of Supply Interruptions GSL Event:	

<sup>18</sup> As reported in Proforma OP 4.6 – GSL: Duration of Supply Interruptions in this document.



**Proforma OP 2.8a – Cause of Interruptions**

**(Based on the reporting methodology used by ETSA Utilities since June 2000 to report this operational performance proforma)**

	QUARTERS			
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUN
Percentage contribution of weather to state-wide SAIDI				
Percentage contribution of distribution equipment failure to state-wide SAIDI				
Percentage contribution of planned <b>interruptions</b> to state-wide SAIDI				
Percentage contribution of operational factors to state-wide SAIDI				
Percentage contribution of a third party to state-wide SAIDI				
Percentage contribution of unknown cause to state-wide SAIDI				
Percentage contribution of other causes to state-wide SAIDI				

**Proforma OP 2.8b – Cause of Interruptions**

**(Based on data collected from ETSA Utilities' Outage Management System)**

	QUARTERS			
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUN
Percentage contribution of weather to state-wide SAIDI				
Percentage contribution of distribution equipment failure to state-wide SAIDI				
Percentage contribution of planned <b>interruptions</b> to state-wide SAIDI				
Percentage contribution of operational factors to state-wide SAIDI				
Percentage contribution of a third party to state-wide SAIDI				
Percentage contribution of unknown cause to state-wide SAIDI				
Percentage contribution of other causes to state-wide SAIDI				

**Proforma OP 2.9 – Major Interruptions (Technical Regulator requirements)**

**Quarter ending:** .....

MAJOR INTERRUPTION <sup>19</sup>			NO OF CUSTOMERS AFFECTED	TIME TO RESTORE CUSTOMERS		FEEDER NAME	REMEDY
DATE	TIME	CAUSE		ALL	MAJORITY		

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<sup>19</sup> For the purposes of OP 2.9, a Major Interruption uses the definition used in Regulation 31D of the Electricity (General) Regulations 1997 for an unplanned interruption. In Regulation 31D, an unplanned interruption is an interruption to the supply of electricity that:

- (1) affected the supply of electricity to customers such that the aggregate of the periods for which the customers' supply was affected exceeded 120,000 minutes; or
- (2) affected for 30 minutes or more the supply of electricity to one or more customers with a demand of greater than 1 MVA.

**Proforma OP 2.10 – Single Customer Faults (faults with individual connection points)**

**Year ending:** .....

	NUMBER
Customer caused single customer outages	
<i>ETSA Utilities</i> caused single customer outages	
Total single customer outages	

**Proforma OP 3.1 – Quality of Supply**

**(Distribution Code – Clause 1.2.4)**

	QUARTER				TOTAL
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUN	
No. of CUSTOMER COMPLAINTS					
CUSTOMERS NOT ADVISED OF RESULTS WITHIN 20 BUSINESS DAYS					
No. of CUSTOMERS REQUIRING CHANGES TO NETWORK SUPPLY ARRANGEMENTS					
No. of CUSTOMERS REQUIRING CHANGES TO NETWORK SUPPLY ARRANGEMENTS, NOT COMPLETED WITHIN 60 BUSINESS DAYS					

**Proforma OP 3.2 – Quality of Supply (SCONRRR requirements)**

**Year ending:** .....

<b>COMPLAINTS</b>	<b>NUMBER</b>
Total number of customer <i>complaints</i> (as per OP 3.1)	
<b>COMPLAINTS BY CATEGORY</b>	<b>PERCENTAGE (%)</b>
Low supply voltage	
Voltage dips	
Voltage swell	
Voltage spike	
Waveform distortion	
TV or radio interference	
Noise from appliances	
Other	
<b>LIKELY CAUSE OF PROBLEM</b>	<b>PERCENTAGE (%)</b>
Network equipment faulty	
Network interference by NSP equipment	
Network interference by another customer	
Network limitation	
Customer internal problem	
No problem identified	
Environmental	
Other	

**Proforma OP 3.3 – Quality of Supply (Voltage Variations)**

**(Distribution Code – Clause 1.2.4.1)**

**Year ending:**

<b>MEASURED STEADY STATE VOLTAGE CUSTOMERS COMPLAINTS ABOVE AS 600038 LIMIT OF 253 VOLTS</b>	<b>NUMBER</b>
254 Volts	
255 Volts	
256 Volts	
257 Volts	
258 Volts	
259 Volts	
260 Volts	
Above 260 Volts	
<b>MEASURED STEADY STATE VOLTAGE CUSTOMERS COMPLAINTS BELOW AS 600038 LIMIT OF 216 VOLTS</b>	<b>NUMBER</b>
215 Volts	
214 Volts	
213 Volts	
212 Volts	
211 Volts	
210 Volts	
209 Volts	
208 Volts	
207 Volts	
206 Volts	
205 Volts	
204 Volts	
203 Volts	
202 Volts	
201 Volts	
200 Volts	
Below 200 Volts	
<b>CUSTOMER COMPENSATION PAYMENTS FOR VOLTAGE VARIATION</b>	
Number of Payments	
Total paid (\$)	\$
Minimum amount paid (\$)	\$
Maximum amount paid (\$)	\$

**Proforma OP 4.1 – GSL: Timeliness of appointments**

**(Connection and Supply Contract – clause 5.3(a))**

	QUARTER				YEAR TO DATE
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUNE	
Total number of <b>appointments</b>					
Total number of <b>appointments</b> with customers (or representatives of customers) where a representative of <b>ETSA Utilities</b> is more than 15 minutes late (excluding lateness due to circumstances beyond the reasonable control of <b>ETSA Utilities</b> )					
Amounts paid to customers for a representative of <b>ETSA Utilities</b> being more than 15 minutes late for any <b>appointments</b> (excluding lateness due to circumstances beyond the reasonable control of <b>ETSA Utilities</b> )					



**Proforma OP 4.2 – GSL: Promptness of connection**

**(Electricity Distribution Code, Connection and Supply contract, clause 5.3(b))**

	QUARTER				YEAR TO DATE
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUNE	
Total number of new <b>supply addresses</b> connected					
Total number of <b>supply addresses</b> not connected by <b>ETSA Utilities</b> on a date agreed with the customer, or where no date has been agreed with the customer, within 6 <b>business days</b> after meeting necessary pre-conditions					
Amounts paid to customers for failure by <b>ETSA Utilities</b> to connect new <b>supply address</b> by a date agreed with the customer, or where no date has been agreed with the customer, within 6 <b>business days</b>					

**Proforma OP 4.3 – GSL: Timeliness of street light repairs – Adelaide Business Area, Adelaide Metropolitan Area and Major Regional Areas**

**(Connection and Supply Contract – clause 5.3(c))**

ADELAIDE BUSINESS AREA, ADELAIDE METROPOLITAN AREA AND MAJOR REGIONAL AREAS <sup>20</sup>	QUARTER				YEAR TO DATE
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUNE	
Total number of street lights for which <i>ETSA Utilities</i> is responsible					
Total number of <b>street light faults</b> reported for which <i>ETSA Utilities</i> is responsible					
Number of <b>street light faults</b> not repaired within 5 business days from the date at which fault came to <i>ETSA Utilities'</i> attention					
Average number of business days to repair <b>street light faults</b> from the date at which the fault came to <i>ETSA Utilities'</i> attention					
Amounts paid to customers for failure by <i>ETSA Utilities</i> to effect repairs within 5 business days					

<sup>20</sup> Adelaide Business Area, Adelaide Metropolitan Area and Major Regional Areas include the Adelaide metropolitan and CBD area, Whyalla, Mount Gambier, Mount Barker, Gawler, Stirling, Murray Bridge, Port Augusta, Willunga, Port Pirie and Port Lincoln.

**Proforma OP 4.4 – GSL: Timeliness of street light repairs – Country Areas**

**(Connection and Supply Contract – clause 5.3(c))**

COUNTRY AREA	QUARTER				YEAR TO DATE
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUNE	
Total number of street lights for which <i>ETSA Utilities</i> is responsible					
Total number of <b>street light faults</b> reported for which <i>ETSA Utilities</i> is responsible					
Number of <b>street light faults</b> not repaired within 10 business days from the date at which fault came to <i>ETSA Utilities</i> ' attention					
Average number of business days to repair <b>street light faults</b> from the date at which the fault came to <i>ETSA Utilities</i> ' attention					
Amounts paid to customers for failure by <i>ETSA Utilities</i> to effect repairs within 10 business days					

**Proforma OP 4.5 – GSL: Frequency of Supply Interruptions**

**(Connection and Supply Contract – clause 5.3(d))**

**Year ending:** .....

	NUMBER OF INTERRUPTIONS PER ANNUM (FREQUENCY)		
	Greater than 9 but less than or equal to 12 interruptions	Greater than 12 but less than or equal to 15 interruptions	Greater than 15 interruptions
Number of customers whose frequency of supply <b>interruptions</b> exceeds the threshold amount			
Amounts paid to customers by <i>ETSA Utilities</i> for frequency of supply <b>interruptions</b> exceeding the threshold amount (\$)	\$	\$	\$

**Proforma OP 4.6 – GSL: Duration of Supply Interruptions**

**(Connection and Supply Contract – clause 5.3(d))**

	QUARTER				YEAR TO DATE
	JUL – SEPT	OCT – DEC	JAN – MAR	APR – JUN	
Number of customers who experienced a supply <b>interruption</b> greater than 12 hours but less than or equal to 15 hours					
Amounts paid to customers by <b>ETSA Utilities</b> for duration of supply <b>interruptions</b> greater than 12 hours but less than or equal to 15 hours (\$)	\$	\$	\$	\$	\$
Number of customers who experienced a supply <b>interruption</b> greater than 15 hours but less than or equal to 18 hours					
Amounts paid to customers by <b>ETSA Utilities</b> for duration of supply <b>interruptions</b> greater than 15 hours but less than or equal to 18 hours (\$)	\$	\$	\$	\$	\$
Number of customers who experienced a supply <b>interruption</b> greater than 18 hours					
Amounts paid to customers by <b>ETSA Utilities</b> for duration of supply <b>interruptions</b> greater than 18 hours (\$)	\$	\$	\$	\$	\$
Total amounts paid to customers by <b>ETSA Utilities</b> for duration of supply <b>interruptions</b> exceeding the threshold amount (\$)	\$	\$	\$	\$	\$

**Proforma OP 5.1 – Service Incentive Scheme**

**(Clause 3.1(k) of Schedule 3 of the 2005-2010 Electricity Distribution Price Determination and Schedule 2 of the Electricity Distribution Code).**

*(The terms in this proforma have the same meaning as given to those terms by the Electricity Distribution Code).*

Reporting period: ..... Report Date: .....

**1. Reliability of Supply (RP<sub>m</sub>)**

**ETSA Utilities** must provide the following information to the **Commission** by 31 March each year:

1.1 Information regarding the reliability performance of each **distribution feeder** over the preceding calendar year. This information must include:

- a. The **SAIDI**, **SAIFI** and **customer minutes** for each **distribution feeder** during the calendar year; and
- b. The number of **customers** on each **distribution feeder**;

This information must specifically identify the reliability performance of the **distribution feeders** that are subject to the Service Incentive Scheme for that calendar year.

1.2 The calculation of the average annual **customer minutes** experienced by the set of **distribution feeders** subject to the Service Incentive Scheme, calculated over the previous two calendar years (ie. the calculation of OM<sub>m</sub>, as defined in Schedule 2 of the **Distribution Code**);

1.3 The performance of **ETSA Utilities** in relation to the reliability of supply measure of the Service Incentive Scheme (RP<sub>m</sub>), reported in accordance with the following table:

Service Incentive Scheme performance for the calendar year ending 31 December.....

**Reliability of Supply (RP<sub>m</sub>)**

Benchmark customer minutes (BM <sub>m</sub> )	Outturn Customer Minutes (OM <sub>m</sub> )	OM <sub>m</sub> /BM <sub>m</sub>	Points (RP <sub>m</sub> )

Information specified in 1.1 and 1.2 above must be provided to the **Commission** in a format agreed to by the **Commission**. For the period 1 January 2005 to 31 December 2007, **ETSA Utilities** will provide the **Commission** with information specified in 1.1, 1.2 and 1.3 above based on two reporting methodologies – the

first based on the reporting methodology used by **ETSA Utilities** since June 2000 to report on operational reliability performance proformas and, the second, based on data collected from **ETSA Utilities' Outage Management System**.

**2. Percentage of telephone calls answered within 30 seconds (SP<sub>m</sub>)**

**ETSA Utilities** must provide the following information to the **Commission** by 31 March each year:

2.1 **ETSA Utilities'** Service Incentive Scheme performance in relation to the percentage of **telephone calls** answered within 30 seconds during the preceding calendar year (SP<sub>m</sub>), reported in accordance with the following table:

Service Incentive Scheme performance for calendar year ending 31 December.....

**Percentage of telephone calls answered within 30 seconds (SP<sub>m</sub>)**

Benchmark percentage of <i>telephone calls</i> answered within 30 seconds (BC <sub>m</sub> )	Outturn percentage of <i>telephone calls</i> answered within 30 seconds (C <sub>m</sub> )	Points (SP <sub>m</sub> )

**Proforma OP 6.1 – Annual Return to Technical Regulator (Section 31D(3),  
Electricity (General) Regulations 1997)**

**Year ending:** .....

<b>STATISTICAL</b>	
Infrastructure maintenance, repair and replacement costs for previous financial year (\$)	
Forecast infrastructure maintenance, repair and replacement costs for next financial year (\$)	
Distribution and Sub-Transmission utilisation factors (%)	
<b>SAFETY</b>	
General description of infrastructure (Reg 31D(3))	
Annual cumulative numbers of lost time accidents involving <i>ETSA Utilities</i> personnel (including contractors)	
Annual cumulative numbers of near misses involving <i>ETSA Utilities</i> personnel (including contractors)	
Number of in progress hazard logs	
Hazard logs greater than 30 days old	
Actual workplace inspections carried out per annual inspections planned	
Number of shock reports, damage claims and fire starts per 1000km of mains	
Number of switching incidents (includes incidents that caused injury or potentially could have caused injury, resulted in unintended loss of supply or caused damage or potentially could have caused damage to infrastructure)	
Number of completed emergency plan exercises	
<b>TECHNICAL</b>	
% meters within tolerance (per planned sample)	
<b>GENERAL</b>	
Number of requests for underground locations	
Number of revenue metering investigations carried out	
Audited compliance against internal vegetation clearance procedures and vegetation clearance agreements	
Number of network access permits requested and number of network access permits issued	



**Proforma OP 7.1 – Statistical Information**

**Quarterly**

CUSTOMER NUMBERS (AT THE END OF THE QUARTER)	QUARTERS			
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUN
Low Voltage – Residential				
Low Voltage – Controlled Load				
Low Voltage – Business				
Low Voltage – Other				
11 kV				
33 kV				
66 kV				

ENERGY DELIVERED TO DISTRIBUTOR – MWh (AT THE END OF THE QUARTER)	QUARTERS			
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUN

ENERGY DISTRIBUTED TO CUSTOMERS – MWh (AT THE END OF THE QUARTER)	QUARTERS			
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUN

ENERGY SALES ACCRUED BUT UNBILLED (AT THE END OF THE QUARTER)	QUARTERS			
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUN

CIRCUIT LENGTH – KM (AT THE END OF EACH SIX MONTH PERIOD)	SIX MONTH PERIOD	
	JUL- DEC	JAN -JUN
<b><u>Overhead</u></b>		
66 kV		
33 kV		
19 kV (SWER)		
11 kV (includes 7.6 kV)		
Low Voltage		
<b><u>Under Ground:</u></b>		
66 kV		
33 kV		
19 kV (SWER)		
11 kV (includes 7.6 kV)		
Low Voltage		
<b><u>Total Overhead and Underground</u></b>		

CUSTOMER COMPLAINTS (ELECTRICITY DISTRIBUTION CODE, CLAUSE 1.3.2))	QUARTERS			
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUN
<b><u>Type of Complaint</u></b>	<b><u>Number of Complaints</u></b>			
Reliability of Supply				
Quality of supply (as per OP 3.1)				
Administrative process or customer service				
Other				
<b><u>Total number of customer complaints received by ETSA Utilities</u></b>				
<b><u>Number of customer complaints against ETSA Utilities received by the Industry Ombudsman</u></b>				

ELECTRICITY INDUSTRY GUIDELINE NO. 1  
ELECTRICITY REGULATORY INFORMATION REQUIREMENTS - DISTRIBUTION  
**PART B - OPERATIONAL PERFORMANCE**

SPECIAL NEEDS (ELECTRICITY DISTRIBUTION CODE, CLAUSE 1.11)	QUARTERS			
	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUN
Number of supply addresses registered pursuant to Clause 1.11 of the <i>Electricity Distribution Code</i>				

DELIVERY OF METER READINGS (QUARTERLY) ELECTRICITY METERING CODE, CLAUSE 7.2	QUARTERS											
	JUL-SEPT			OCT-DEC			JAN-MAR			APR-JUN		
	Within 2 days of scheduled reading date	Within 5 days of scheduled reading date	Within 10 days of scheduled reading date	Within 2 days of scheduled reading date	Within 5 days of scheduled reading date	Within 10 days of scheduled reading date	Within 2 days of scheduled reading date	Within 5 days of scheduled reading date	Within 10 days of scheduled reading date	Within 2 days of scheduled reading date	Within 5 days of scheduled reading date	Within 10 days of scheduled reading date
Percentage (%) of actual and estimated meter readings delivered to the first tier retailer												

**Proforma OP 7.2 – Business Descriptors (SCONRRR definitions)**

**Year ending:** .....

**Number of metered supply points**

FEEDER CATEGORY	TOTAL NO.	BY TYPE OF CUSTOMER		BY SUPPLY VOLTAGE		
		RESIDENTIAL	NON-RESIDENTIAL	ST	HV	LV
CBD						
URBAN						
RURAL SHORT						
RURAL LONG						

**Number of unmetered supply points (optional)**

FEEDER CATEGORY	TOTAL NO.
CBD	
URBAN	
RURAL SHORT	
RURAL LONG	

**Energy delivered (GWh)**

FEEDER CATEGORY	TOTAL GWH	BY TYPE OF CUSTOMER		BY SUPPLY VOLTAGE		
		RESIDENTIAL	NON-RESIDENTIAL	ST	HV	LV
CBD						
URBAN						
RURAL SHORT						
RURAL LONG						

**Line Length (km)**

FEEDER CATEGORY	TOTAL KM			BY SUPPLY VOLTAGE		
		UNDERGROUND	OVERHEAD	ST	HV	LV
CBD						
URBAN						
RURAL SHORT						
RURAL LONG						

**Number and total capacity of transformers**

	NUMBER	CAPACITY
SUB-TRANSMISSION		
DISTRIBUTION		

DISTRIBUTION LOSSES (%)		NUMBER OF POLES	
NETWORK SERVICE AREA (SQ KM)		PEAK DEMAND (MW)	

**Proforma OP 8.1 – Demand Management (projects funded in the 2005 – 2010  
Electricity Distribution Price Determination)**

**Quarter ending:** .....

A status report is to be provided by **ETSA Utilities** on each demand management project. The report to include (but not be limited to) the following;

- ▲ a summary of **ETSA Utilities**' key initiatives associated with each project;
- ▲ details of **ETSA Utilities**' performance against the key milestones for each project and the reasons for not achieving the milestones (if applicable);
- ▲ details of the expenditure on each project and how this compares to the budget, including the reasons for any under or over expenditure (if applicable);
- ▲ a summary of all consultation undertaken with respect to each project;
- ▲ **ETSA Utilities**' assessment of customer reaction to each project, and if negative, its strategy for addressing such customer concerns; and,
- ▲ details of the assessed impact of each project.

**Proforma OP 9.1 – Embedded Generation**

**Year ending:** .....

TOTAL NUMBER OF EMBEDDED GENERATION UNITS CONNECTED TO <i>ETSA UTILITIES</i> ' DISTRIBUTION SYSTEM IN SOUTH AUSTRALIA <sup>21</sup> BY TYPE (EG. PHOTO VOLTAIC, DIESEL, WIND, GAS)		TOTAL CAPACITY OF EACH TYPE (MW)	TOTAL AMOUNT OF ELECTRICITY EXPORTED INTO THE DISTRIBUTION SYSTEM BY THESE TYPES OF EMBEDDED GENERATORS IN SOUTH AUSTRALIA AT A CONNECTION POINT WITH A METERING INSTALLATION <sup>22</sup> FOR WHICH <i>ETSA UTILITIES</i> IS THE RESPONSIBLE PERSON (MWH)
NUMBER	TYPE		

<sup>21</sup> Of which *ETSA Utilities* is aware or has a connection agreement with.

<sup>22</sup> Metering installations suitable for measuring exported power.



**Proforma OP 10.1 – Responsibility Statement**

In my opinion:

the information contained in the attached Regulatory Report set out on pages [x] to [y] are drawn up so as to present fairly in accordance with the requirements of the Electricity Regulatory Information Requirements – Distribution: Electricity Guideline No. 1 (“the Guideline”) issued by the Essential Services Commission of South Australia, dated [version date].

- ▲ [the operational results of **ETSA Utilities** for the period ended *[period end]*];
- ▲ [information concerning operational performance as required by the Distribution Code at *[period end]*,]
- ▲ [information concerning plans to improve performance so as to meet the service standards set out in the Distribution Code;]
- ▲ [statistical information to assist the Essential Services Commission of South Australia in undertaking benchmarking;]
- ▲ [information concerning the Service Incentive Scheme;]
- ▲ [information required for administration of the **Electricity Distribution Price Determination** and the **EPO**];

*[delete if inapplicable];*

The terms and definitions used in this statement accord with the definitions set out in the Guideline.

Signed: ..... Date: .....

Name of signatory: .....

Position: .....



## **PART C – FINANCIAL PERFORMANCE**

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## C.1. PRINCIPLES OF PREPARATION

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### C.1.1 *Criteria for Regulatory Accounting Principles and Policies*

C.1.1.1. **Regulatory Accounting Principles and Policies** must be selected and applied by **ETSA Utilities**:

- (a) such that there is a recognisable and rational economic basis that underlies their utilisation; and
- (b) in a manner that ensures that the resultant financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions and events is reported.

C.1.1.2. **ETSA Utilities' Regulatory Accounting Principles and Policies** must be disclosed to the **Commission** in a manner that ensures that the **Commission** is able to understand the resultant **Regulatory Accounting Statements** and make comparisons between them over time.

C.1.1.3. **Regulatory Accounting Principles and Policies** must conform to Australian Accounting Standards where those Standards are applicable, unless a specific requirement of this Guideline requires non-conformity with those Standards.

### C.1.2 *Principle of Disaggregation*

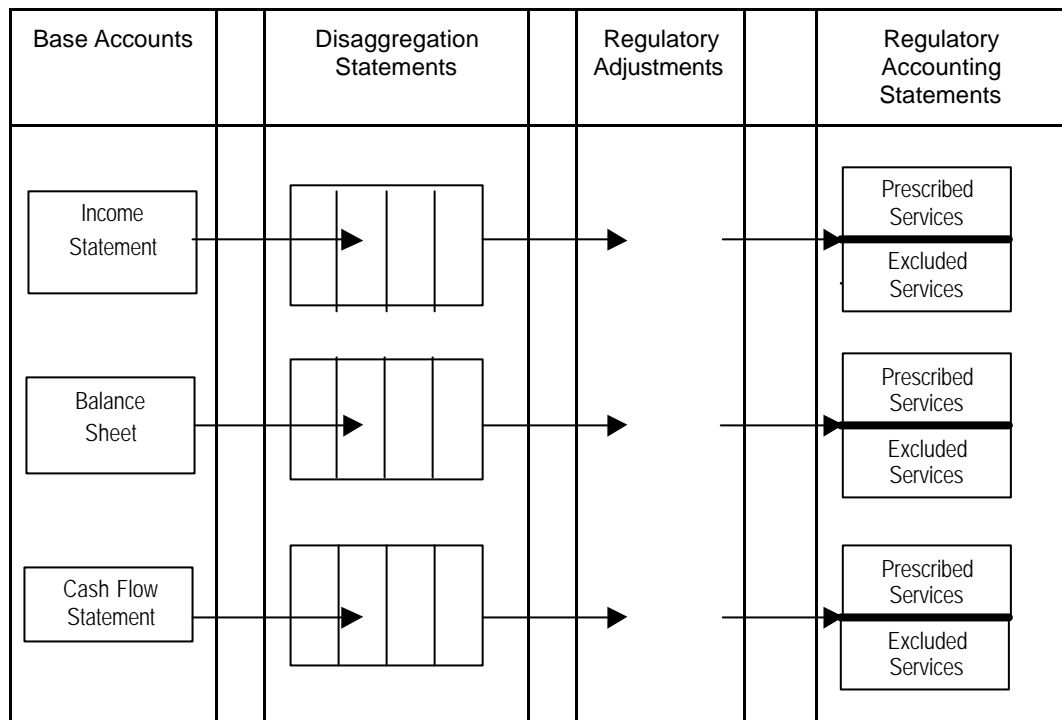
C.1.2.1. This Guideline has been drafted on the basis of an assumption that the entirety of **ETSA Utilities' Prescribed Distribution Services** are encompassed by a single set of **Base Accounts**. If the business or corporate structure of **ETSA Utilities** should change such that this assumption will no longer be valid, **ETSA Utilities** shall inform the **Commission** of this change at the earliest opportunity.

C.1.2.2. **Regulatory Accounting Statements** are to be prepared by disaggregating **Base Accounts**.

C.1.2.3. The following diagram illustrates that the general process for preparing **Regulatory Accounting Statements** from **Base Accounts** comprises:

- (a) preparing **Disaggregation Statements** from the accounting records that underlie the **Base Accounts**; and then
- (b) applying, where necessary, regulatory accounting adjustments to the **Regulated Business Segments** in the **Disaggregation Statements**, to derive **Regulatory Accounting Statements**.

C.1.2.4. Accordingly, the **Disaggregation Statements** in combination with any regulatory adjustments shall provide an audit trail between the **Regulatory Accounting Statements** and the accounting records that underlie the audited **Base Accounts**.



C.1.2.5. The diagram above is intended as a concise illustration of the process and does not substitute for an understanding of this Guideline.

### **C.1.3 Disaggregation Statements**

C.1.3.1. **ETSA Utilities** shall prepare **Disaggregation Statements** for each of the following components of the **Base Accounts**:

- (a) Income Statement;
- (b) Balance Sheet; and



- (c) Cash Flow Statement.
- C.1.3.2. The **Disaggregation Statements** shall provide an audit trail to evidence the disaggregation of the **Base Accounts** into **Business Segments**.
- C.1.3.3. Proformas D1, D2 and D3 included in Chapter C.6 indicate how **Disaggregation Statements** are to be presented.
- C.1.3.4. The disaggregation of **Base Accounts** shall be based on the principle that:
- (a) **Base Account Records** which are **Directly Attributable** to the **Business Segments** are assigned accordingly; and
  - (b) **Base Account Records** not **Directly Attributable** will be allocated to **Business Segments** using an appropriate allocator, as specified in clauses C.1.3.8 to C.1.3.12 below.
- C.1.3.5. If the **Account Headings** used in the **Regulatory Accounting Statements** are not the same as those used in the **Base Accounting Records** they should be traceable or reconcilable to the chart of accounts used in the **Base Account Records** such that there is an audit trail between the **Base Account Records** and the Accounting Headings used in the **Regulatory Accounting Statements**.
- C.1.3.6. Where **Base Account Records** are **Directly Attributable** to **Business Segments**, no one **Account Heading** shall be used to attribute items to more than one **Business Segment**.
- C.1.3.7. **Account Headings** shall be sufficiently descriptive to provide an understanding of why **Base Account Records** that have been **Directly Attributed** to a **Business Segment** are uniquely associated with the **Business Segment**.
- C.1.3.8. **Base Account Records** that are not **Directly Attributed** are to be allocated on a **Causation Basis**.
- C.1.3.9. Where a **Base Account Record** has been allocated between the **Prescribed Services Segment** or the **Excluded Services Segment** and another **Business Segment** a supporting work paper must be provided that describes:

- (a) the amounts that have been allocated to each **Business Segment**;
  - (b) a description of the allocation basis; and
  - (c) the numeric quantity of each allocator.
- C.1.3.10. If a **Causal Relationship** cannot be established without undue cost and effort, **ETSA Utilities** must provide the **Commission** with a separate list of these **Base Account Records** indicating a description and amount for each **Base Account Record**. **ETSA Utilities** may effect an allocation of these **Base Account Records** on a **Non Causal** basis, provided that a supporting note documents for each such **Base Account Record**:
- (a) a defensible basis of allocation;
  - (b) the reason for choosing that basis;
  - (c) an explanation why no **Causal Relationship** could be established; and
  - (d) a quantification of the allocator applied to each **Business Segment** and in total.
- C.1.3.11. **Non Causal Bases** of allocation will be subject to the specific approval of the **Commission**. The **Commission** will only accept a **Non Causal Basis** of allocation where **ETSA Utilities** can demonstrate that there is likely to be a strong positive correlation between the **Non Causal Basis** and the actual cause of resource or service consumption or utilisation.
- C.1.3.12. The **Commission** may require further information, or investigate **ETSA Utilities'** bases of allocation:
- (a) to establish their causality;
  - (b) to approve **Non Causal Bases** of allocation; or
  - (c) where the use of **Non Causal Bases** of allocation by **ETSA Utilities** is **immaterial**.

## **C.1.4 Regulatory Adjustments**

- C.1.4.1. **Regulatory Accounting Statements** must be prepared for the **Prescribed Services Segment** and the **Excluded Services**



**Segment** by applying to the **Disaggregation Statements** or to the **Base Accounts**, regulatory adjustments that may be:

- (a) considered appropriate by **ETSA Utilities**; or
- (b) required by the **Commission**.

C.1.4.2. Work papers that clearly explain the nature and amount of each adjustment must support all regulatory adjustments. Chapter C.6 includes examples of such workpapers.

### **C.1.5 Regulatory Asset Values**

C.1.5.1. Goodwill and lease premiums are not to be accounted for in the non-current asset balances of the **Prescribed Services Segment**.

C.1.5.2. The property plant and equipment non-current physical asset balances of the **Prescribed Services Segment** shall be stated net of the portion of those assets directly funded by **Customer Contributions**.

C.1.5.3. Where any of the principles outlined in clause C.1.5.1 or clause C.1.5.2 do not accord with the accounting principles and policies employed to produce the **Base Accounts**, regulatory accounting adjustments shall be effected to implement **Regulatory Accounting Principles and Policies** that accord with in clause C.1.5.1 or clause C.1.5.2.

C.1.5.4. The values of **Initial Assets** at 30 June 2005 are to be derived by adjusting the regulatory valuation of **ETSA Utilities'** assets as at 30 June 2004, being \$2,511,442,348 expressed in December 2004 dollars, to take into account subsequent actual additions, retirements, disposals and depreciation, and to account for inflation.

### **C.1.6 Time Consistent Application of Accounting Policies – Unless Disclosed Otherwise**

C.1.6.1. **ETSA Utilities** shall present fairly and on a consistent basis, from the **Base Account Records**:

- (a) the costs, revenues, assets employed and liabilities that may be reasonably attributed to each **Business Segment**, and

- (b) separately and in appropriate detail for the **Prescribed Services Segment** and the **Excluded Services Segment**, the amounts of revenue, cost, asset or liability which has been either:
  - (i) charged from or to any other business of ETSA Utilities; or
  - (ii) determined by apportionment between the **Distribution Business** and any other business, together with a description of the basis of the charge or apportionment.

C.1.6.2. **Regulatory Accounting Statements** must, in so far as is reasonably practicable, be prepared in accordance with the general rules and format and, subject to the disclosure provisions of clause C.1.6.3 below, use the accounting principles and policies applicable to the **Base Accounts**.

C.1.6.3. **ETSA Utilities** shall provide to the **Commission** full and detailed documentation of:

- (a) the accounting principles and policies used to prepare its **Base Accounts**;
- (b) any **Regulatory Accounting Principles and Policies** that it may have used to prepare the **Regulatory Accounting Statements**, that may be additional to or in place of, the accounting principles and policies used to prepare its **Base Accounts**; and
- (c) any change since the preceding **Regulatory Accounting Statements**, in either the accounting principles or policies used to prepare its **Base Accounts**, or its **Regulatory Accounting Principles and Policies**. Where there is such a change **ETSA Utilities** shall disclose to the **Commission**:
  - (i) the nature of the change;
  - (ii) the reasons for the change;
  - (iii) the effect of the change on the **Regulatory Accounting Statements** including comparative information for each **Base Account Record** affected; and



- (iv) the effect of the change on results, amounts or balances reported in any previous **Regulatory Accounting Statements** during a **Regulatory Period**.

### **C.1.7 Books and Records**

- C.1.7.1. **ETSA Utilities' Directors** are responsible for the preparation and presentation of the **Regulatory Reporting Statements** and the information they contain.
- C.1.7.2. **ETSA Utilities' Directors** shall ensure that **ETSA Utilities** keeps **Books** that:
  - (a) correctly record and explain the transactions and financial position of the **Prescribed Services Segment**;
  - (b) enable **Regulatory Reporting Statements** to be prepared in accordance with this Guideline; and
  - (c) allow an **Auditor** to conveniently and properly form an opinion on the **Regulatory Accounting Statements** in accordance with the requirements of this Guideline.
- C.1.7.3. **ETSA Utilities' Directors** shall also ensure that **ETSA Utilities** retains the **Books** from which **Regulatory Accounting Statements** are prepared, until the end of the second **Regulatory Period** following the end of the **Regulatory Period** in which the transactions recorded in the **Books**, arise.

### **C.1.8 Directors' Responsibility Statement**

- C.1.8.1. **Directors' Responsibility Statement** shall be attached to **ETSA Utilities' Regulatory Accounting Statements**.
- C.1.8.2. The **Directors' Responsibility Statement** shall be signed and dated by no less than two **Directors** of **ETSA Utilities**.
- C.1.8.3. Chapter C.5 includes an example of a **Directors' Responsibility Statement**.

### **C.1.9 Procurement of an Auditor's Opinion**

- C.1.9.1. Regardless of the scope of any other report the **Commission** may require of an **Auditor**, all **Regulatory Accounting Statements** shall be subject to an **Auditor's** report.



- C.1.9.2. The **Directors** are responsible for engaging and remunerating an **Auditor** to report on the **Regulatory Accounting Statements**.
- C.1.9.3. The **Directors** shall nominate an **Auditor** to the **Commission**, not less than three (3) months prior to a **Regulatory Accounting Date**, unless both the **Commission** and the **Directors** agree to a different timetable.
- C.1.9.4. The **Directors** shall consult with the **Commission** on the suitability of the nominated person for the role of **Auditor**. The **Commission** reserves the right to appoint an **Auditor** to be engaged and remunerated by the **Directors** in the event that the **Commission** is not satisfied with the independence and/or suitability of any **Auditor** nominated by the **Directors**.
- C.1.9.5. An **Auditor's** report shall be addressed to the **Commission**. (This does not preclude the report from also being addressed to the **Directors** or other parties.)
- C.1.9.6. When requested by the **Commission**, **ETSA Utilities** shall facilitate access by the **Commission** to relevant audit working papers and related documentation pursuant to the protocols of Auditing Guidance Statement AGS 1038.

### **C.1.10 Audit Requirements Specific to Regulatory Accounting Statements**

- C.1.10.1. **Regulatory Accounting Statements** shall be subject to an **Auditor's** opinion in accordance with the requirements of this Guideline.
- C.1.10.2. A signed **Auditor's** report shall be delivered to the **Commission** in accordance with the requirements of this Part of the Guideline.
- C.1.10.3. **ETSA Utilities** must ensure that the **Auditor's** primary objectives are:
  - (a) to ensure that **Regulatory Accounting Statements** comply with the **Commission's** objectives as set out in clause A.1.3. Strict compliance with the **Commission's** objectives may require the Auditor to direct changes to **Regulatory Accounting Statements** even though their form does not contravene the letter of this Guideline; and



- (b) to assure compliance with this Guideline in detail in so far as that does not conflict with the primary objective detailed above. Where a conflict is identified, this should be clearly stated in the Audit opinion.

C.1.10.4. For the purposes of this Part of the Guideline, the **Commission's** objectives include:

- (a) providing historical information to inform periodic price reviews;
- (b) providing information to inform the public, at least annually, about **ETSA Utilities'** financial performance and compliance;
- (c) ensuring correct separation between **Business Segment** costs; and
- (d) enabling measurement of actual performance against forecast.

C.1.10.5. **ETSA Utilities** must ensure that the **Auditor** has a duty of care to the **Commission** in the conduct audits, so that in the event that the **Auditor** is placed in a position of conflict between their duty to **ETSA Utilities** and their duty to the **Commission**, the **Auditor's** primary duty is to the **Commission**.

#### Explanation

Audits should be conducted objectively and independently. This is guaranteed in large part by the competence and professionalism of the audit firm. Additional measures are needed to reinforce the integrity of the audit process and promote stakeholder confidence in it. This is particularly important given that the **Auditor** is normally engaged by **ETSA Utilities**.

### **C.1.11 Scope of Auditor's Opinion**

C.1.11.1. The **Commission** will notify **ETSA Utilities** of the form of the **Auditor's** report on **Regulatory Accounting Statements** that **ETSA Utilities** must obtain.

C.1.11.2. **ETSA Utilities** shall deliver to the **Commission** a copy of a **Regulatory Audit Report** in one of the following forms:

- (a) an **Audit Report on a Special Purpose Financial Report**,
- (b) a **Review Report**;

- (c) an **Agreed-upon Procedures Report**, or
- (d) a combination of the above Reports.

C.1.11.3. Chapter C.4 includes illustrative examples of each **Regulatory Audit Report**.

### **C.1.12 Notice of Form of Auditor's Report**

C.1.12.1. **ETSA Utilities** must submit a **Regulatory Audit Report** in the form of an **Audit Report on a Special Purpose Financial Report** unless the **Commission** notifies **ETSA Utilities** in writing of a requirement for another form of **Regulatory Audit Report**.

C.1.12.2. A notification of variation to the required form of **Regulatory Audit Report** will be made by the **Commission** no less than three (3) months prior to **ETSA Utilities' Regulatory Accounting Date**, unless:

- (a) the **Commission** and **ETSA Utilities** agree to a shorter term of notice; or
- (b) the **Commission** first receives notice of a change in the accounting date at which **ETSA Utilities'** will normally prepare its annual **General Purpose Financial Report** three (3) months or less before the next **Regulatory Accounting Date**. In such an instance no minimum notice period shall apply.

C.1.12.3. In making any notification of the form of a required **Auditor's** report, the **Commission** may set out specific reporting requirements for an **Agreed-upon Procedures Report**.

### **C.1.13 Tripartite Meeting**

C.1.13.1. To enable the **Commission** to receive explanations or information concerning the **Auditor's** work in connection with his or her opinion on the **Regulatory Accounting Statements**, **ETSA Utilities** shall allow the **Commission**, or its agent, to meet, in the presence of **ETSA Utilities**, with the **Auditor** responsible for **ETSA Utilities' Regulatory Audit Report**, both before and after the **Regulatory Accounting Date** to which the **Regulatory Audit Report**, relates.



## C.2. INFORMATION REQUIREMENTS

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### C.2.1 Reporting Requirements

- C.2.1.1. **ETSA Utilities** must deliver to the **Commission** Periodic Reports in accordance with Chapter C.3 “Financial Reporting Requirements”.
- C.2.1.2. Unless otherwise notified in writing by the **Commission**, **ETSA Utilities** must deliver the information specified in Chapter C.3 to the **Commission** by no later than the last **business day** prior to 11 October following each **Regulatory Accounting Date**.

### C.2.2 Account Headings

- C.2.2.1. Chapter C.6 specifies for the **Regulatory Accounting Statements**:
- (a) minimum disclosure requirements; and
  - (b) **Mandatory Headings**.
- C.2.2.2. Subject to clause C.2.3, **ETSA Utilities** may, within the context of the **Mandatory Headings**, define **Discretionary Headings** that are most appropriate to conveying an understanding of **ETSA Utilities**’ business.
- C.2.2.3. Modification to the pro forma reports, if any, shall not significantly reduce or alter the nature or description of **Account Headings**. The level of disclosure shall remain relevant and reliable and must be sufficient to provide the **Commission** with financial information that is both comparable and understandable.

#### Explanation

The **Commission** seeks:

- to understand **ETSA Utilities’ Regulated Business Segments**; and
- in so far as practically possible, for the **Regulatory Accounting Statements** to follow the **Account Headings** and accounting principles and policies, that **ETSA Utilities** applies to its own financial statements and management reports.

### **C.2.3 Discretionary Headings**

- C.2.3.1. **Discretionary Headings** shall report Operating and Maintenance costs according to the activities that the costs represent, unless the **Commission** should agree otherwise in writing.
- C.2.3.2. Subject to the provisions of this section, the **Discretionary Headings** applied by **ETSA Utilities** to the **First Regulatory Accounting Statements** shall be applied consistently by **ETSA Utilities** to subsequent **Regulatory Accounting Statements**.
- C.2.3.3. **Discretionary Headings** shall be in accordance with, or be traceable to, the **Account Headings** denoted in **ETSA Utilities'** general ledger or chart of accounts that underpin its **Base Accounts**.
- C.2.3.4. **ETSA Utilities** shall meet with the **Commission** prior to submitting the **first Regulatory Accounting Statements**, to enable the **Commission** to indicate whether **ETSA Utilities'** proposed **Discretionary Headings** meet the **Commission's** requirements.
- C.2.3.5. **ETSA Utilities** may vary the **Discretionary Headings** from those used in the immediately preceding **Regulatory Accounting Period** if:
- (a) a revision of this Guideline should require such a change; or
  - (b) the **Commission** issues written approval after receiving an application from **ETSA Utilities** for a variation. Such an application:
  - (c) does not change **ETSA Utilities'** obligations under clause C.2.3; and
  - (d) should include an explanation of the relationships between revised **Account Headings** and their predecessors.
- C.2.3.6. **ETSA Utilities** may vary the **Discretionary Headings** from one **Regulatory Accounting Period** to the next because of the **Commission's** request for **Regulatory Accounting Statements** to be prepared focusing on a specific part of a **Regulated Business Segment**. Where **ETSA Utilities** is required in a subsequent **Regulatory Accounting Period** to report on that same part of a **Regulated Business Segment** that was reported in a past **Regulatory Accounting Period**, the same



**Discretionary Headings** as previously agreed with the **Commission**, should be used. Any variation to the **Discretionary Headings** by **ETSA Utilities** should be made in accordance with the requirements set out to clause C.2.3.

#### Explanation

The **Commission** will need to understand any variations in presentation between accounting periods to facilitate a proper interpretation of **ETSA Utilities' Regulatory Accounting Statements** over time.

### **C.2.4 Regulatory Accounting Periods**

- C.2.4.1. **ETSA Utilities' Regulatory Accounting Periods** shall correspond to **Regulatory Years** unless the **Commission** should specify otherwise.
- C.2.4.2. **ETSA Utilities** must, as if there was a requirement to prepare a **General Purpose Financial Report** in respect of the **Distribution Business** as at the **Regulatory Accounting Date**:
- (a) prepare **Base Accounts** that comprise:
    - (i) an Income Statement;
    - (ii) a Balance Sheet;
    - (iii) a Cash Flow Statement; and
    - (iv) a **Directors' Responsibility Statement**,
  - (b) obtain an **Auditor's** report in the form of an **Audit Report on a Special Purpose Audit Report** on these **Base Accounts**; and
  - (c) use these **Base Accounts** to prepare **Regulatory Accounting Statements** in accordance with the requirements of this Guideline.
- C.2.4.3. **ETSA Utilities** must notify the **Commission** of any change in the accounting date at which its **Base Accounts** are normally prepared in advance of any such change.
- C.2.4.4. **ETSA Utilities' Regulatory Accounting Periods** must cover a continuous period.

- C.2.4.5. **ETSA Utilities** must provide a schedule that reconciles the Income Statement of **ETSA Utilities'** audited **General Purpose Financial Reports** to the **Base Accounts** used to prepare the **Regulatory Accounting Statements**.

Explanation

The **Commission** requires information that is complete, timely and relevant and can be verified by reference to audited financial statements.

## **C.2.5 Disaggregation of Income - Business Segment Disaggregation**

- C.2.5.1. Items of income in the **Base Accounts** shall be disaggregated between **Business Segments** in accordance with the principles set out in clause C.1.3.
- C.2.5.2. For each **Regulated Business Segment**, the **Regulatory Accounting Statements** shall provide an analysis of income by principal component, together with a description of each component.
- C.2.5.3. This information must include but not be limited to:
- (a) a note that analyses **Prescribed Distribution Services** revenue according to customer tariff categories (using the categories identified in Schedule 3 (Formula Schedule) of Part B of the **EDPD**) and discloses for each category of tariff:
    - (i) the amount of electricity distributed;
    - (ii) the tariff(s);
    - (iii) the corresponding revenue; and
    - (iv) a reconciliation of this analysis to total **Distribution Use of System** revenue as reported in Statement D1; and
  - (b) a note that analyses revenue from **Excluded Services** in accordance with **SCONRRR** categories.



### Explanation

For the *Regulatory Accounting Statements* to provide meaningful information, income needs to be fairly attributed to each *Business Segment*. The *Commission* requires an understanding of the principal sources of income for the *Regulated Business Segments* to assist the determination of *ETSA Utilities'* Revenue Requirement.

## **C.2.6 Disaggregation of Income - Inter Segmental Transactions**

C.2.6.1. The *Base Accounts* may not account for transactions between *Business Segments*. Accordingly, *Inter Segmental Income* and the corresponding *Inter Segmental Costs* must be recorded in the Income Statement of the *Business Segments* in which they arise and separately disclosed in each of the *Business Segments*.

C.2.6.2. For each item of *Inter Segmental Income* or *Cost*, arising in each of the *Business Segments*, the *Regulatory Accounting Statements* must also disclose by way of note, a disaggregation journal that follows the principles of double entry book keeping and provides descriptions of:

- (a) the item;
- (b) the balancing accounting entry or entries; and
- (c) the *Business Segment* or *Segments*, in whose income and expenditure account or accounts, the balancing accounting entry or entries arise.

### Explanation

The *Commission* requires:

- *Regulatory Accounting Statements* that fairly state the financial position of the *Regulated Business Segments* on a disaggregated basis;
- an understanding of the principal sources of income for the *Regulated Business Segments*; and
- an understanding of the basis on which the *Base Accounts* have been disaggregated.



## **C.2.7 Operating and Maintenance (“O&M”) Costs - Disclosure**

- C.2.7.1. The **Regulatory Accounting Statements** shall include a note that:
- (a) dissects total O&M Costs by **Account Heading**;
  - (b) disaggregates the O&M Costs disclosed by each **Account Heading**, across **Business Segments**;
  - (c) provides an audit trail to the **Account Code** or **Account Codes** that each **Account Heading** in the note, represents or is based on;
  - (d) provides totals by **Account Heading** and **Business Segment**;
  - (e) discloses the descriptions and amounts of O&M Costs that are **Inter Segmental Costs**; and
  - (f) reconciles the total of the O&M Cost analysis to the total of O&M Costs included in the Base Accounts. If no reconciliation is necessary, the note should still state the total of O&M Costs included in the **Base Accounts**.
- C.2.7.2. In addition, reasonable endeavours are to be made to allocate O&M costs into **SCONRRR** categories, with explanatory notes to be provided relating to the method of allocation, the existence and value of corporate overheads in each category and any overlap in costs allocated to the categories.

## **C.2.8 Cost Attribution**

- C.2.8.1. Where a cost is attributed to a **Business Segment**, it should reflect the consumption, or utilisation, of a resource or service; and where a **Business Segment** consumes or utilises a resource or service, a corresponding cost attribution should take place.
- C.2.8.2. A cost will be either:
- (a) a direct cost that can be **Directly Attributed** to a single **Business Segment**; or
  - (b) an indirect cost that needs to be attributed to **Business Segments** on the bases of the principles set out in clause C.1.3.



- C.2.8.3. Where costs are **Directly Attributed** to **Business Segments** no one **Account Heading** shall be used to attribute costs to more than one **Business Segment**.
- C.2.8.4. The description provided for each **Account Heading** that describes costs that are **Directly Attributed** to a **Business Segment**, shall be sufficient to provide an understanding of the characteristics of the costs that cause them to be associated with the **Business Segment**.
- C.2.8.5. The **Regulatory Accounting Statements** shall include a note that discloses for each O&M Cost **Account Heading**:
- (a) the amount of costs within the **Account Heading**, that can be **Directly Attributed** to **Business Segments**; and
  - (b) for indirect costs attributed by allocation:
    - (i) a description of the bases of allocation used;
    - (ii) a quantification of the allocators applied to each **Business Segment**, and
    - (iii) the corresponding amount of cost allocated to each **Business Segment**.
- C.2.8.6. **ETSA Utilities** must maintain records that provide an audit trail to the **Account Code** or **Account Codes** that each O&M **Account Heading** represents or is based on.

#### Explanation

The **Commission** needs to understand the nature of the costs attributed to the **Regulated Business Segments** and requires an audit trail for those costs.

### **C.2.9 Depreciation - Attribution**

- C.2.9.1. A depreciation charge should be attributed to the **Business Segment** of the asset that gives rise to the charge. Depreciation categories must be the same as asset categories.

#### Explanation

Items in the **Base Accounts** are to be disaggregated on the basis of consistent principles. The **Regulatory Accounting Statements** need to fairly state the

financial position of the *Regulated Business Segments* on a disaggregated basis.

### **C.2.10 Depreciation – Accounting Policy**

- C.2.10.1. Depreciation charges on assets accounted for within the *Prescribed Services Segment* must be based on the economic asset lives used to determine the revenue requirements for a *Regulatory Period*. For the purposes of preparing *Regulatory Accounting Statements*, these asset lives shall not be amended within a *Regulatory Period*.
- C.2.10.2. Depreciation charges must be calculated on asset balances stated net of *Customer Contributions*.
- C.2.10.3. Weighted average asset lives (in years) of all system assets shall be reported in accordance with **SCONRRR** categories.
- C.2.10.4. The depreciation methodology used must be disclosed for each asset where the straight line method is not adopted.

#### **Explanation**

The *Commission* requires the *Regulatory Accounting Statements* to disclose asset values derived on a basis consistent with that adopted to determine the revenue requirements for *Prescribed Distribution Services*.

### **C.2.11 Other Expenditure**

- C.2.11.1. Other expenditure arising in the Income Statement not specifically addressed elsewhere in Chapter C.2, shall be disaggregated between *Business Segments* in accordance with:
  - (a) the general principles set out in clause C.1.3; and
  - (b) the disclosure requirements set out in Chapter C.6.

### **C.2.12 Extraordinary Items - Tax Effect**

- C.2.12.1. Prior to allocation in the *Disaggregation Statement*, the amount of any extraordinary item should be analysed between the amount prior to taxation and the corresponding income tax expense or credit. This may be done either on the face of the *Disaggregation Statement* or by way of note. The taxation charge or credit should then be allocated to the **Not Allocated** column of the *Disaggregation Statement*.



### Explanation

The *Commission*:

- needs to understand the profits and losses accruing to the *Regulated Business Segments* prior to income tax; and
- does not, at this stage, seek information about the attribution of income tax expense or credits between *Business Segments*.

## **C.2.13 Extraordinary Items - Disaggregation of an Extraordinary Item**

C.2.13.1. An extraordinary item stated prior to related income tax, should be attributed to a *Business Segment* as follows:

- (a) if the item can be attributed wholly and exclusively to a single *Business Segment*, or if it has discrete components that can each be so attributed, then the item or the components so identified should be *Directly Attributed* to the relevant *Business Segments*;
- (b) to the extent that an item cannot be directly attributed, then it should be allocated to *Business Segments* in accordance with the requirements of clause C.1.3; and
- (c) where it is necessary to analyse an item into components to effect *Direct Attribution* or allocation, a note should be appended to the *Regulatory Accounting Statements* describing:
  - (d) the monetary amount of each component; and
  - (e) the characteristics of each component that either allow it to be *Directly Attributed* to a *Business Segment*, or require it to be allocated across *Business Segments*.

### Explanation

Extraordinary items should be attributed to *Business Segments* following attribution principles consistent with those applied to other account items. Where an analysis of an extraordinary item is required to achieve this, the *Commission* needs to understand the nature of the components attributed to the *Regulated Business Segments*.

### **C.2.14 Income Tax Attributable to Operating Profit**

C.2.14.1. This item may be recorded under the column headed **Not Allocated** in the **Disaggregation Statements**.

#### Explanation

The **Commission** does not, at this stage, seek information about the attribution of income tax expense or credits between **Business Segments**.

### **C.2.15 Interest Payable, Interest Receivable, Dividends Payable and Dividends Receivable**

C.2.15.1. These items may be recorded under the column headed **Not Allocated** in the **Disaggregation Statements**.

#### Explanation

The **Commission** does not, at this stage, seek information about the attribution of income tax expense or credits between **Business Segments**.

### **C.2.16 Disaggregation of Non-current Assets**

C.2.16.1. providing disaggregated Balance Sheets for the **Business Segments**, non-current assets should be attributed to the **Business Segments** in which they are principally utilised.

#### Explanation

The **Commission** requires **Regulatory Accounting Statements** that fairly state the financial position of each **Regulated Business Segment** on a disaggregated basis.

### **C.2.17 Disaggregation of Non-current Assets - Disclosure**

C.2.17.1. The **Regulatory Accounting Statements** shall include an **Asset Schedule** for the **Prescribed Services Segment**.

C.2.17.2. The **Asset Schedule** shall be analysed by **Initial Assets** and **New Assets** and within these two categories, disclose movements in gross book value and accumulated depreciation.

C.2.17.3. Additions and decrements shall be disclosed separately in the **Asset Schedule** and not be netted off.



- C.2.17.4. The opening and closing asset balances for a **Regulatory Accounting Period**, totalled for all **Business Segments**, shall be capable of reconciliation to the opening and closing non-current asset balances indicated by a comparison of the **Base Accounts** for the current and preceding **Regulatory Accounting Periods**. This reconciliation may be provided by:
- (a) the physical asset records that underlie the **Regulatory Accounting Statements** and the **Base Accounts**, for those asset values in the **Regulatory Accounting Statements** that are based on accounting methods or valuations not utilised in the **Base Accounts**; or
  - (b) monetary amounts disclosed by accounting records for those asset values in the **Regulatory Accounting Statements** that are based on valuations utilised in the **Base Accounts**.
- C.2.17.5. Information is required to enable additions to be sub-categorised in accordance with **SCONRRR** categories for fixed assets. Prescribed and excluded components of work in progress must be identified.
- C.2.17.6. Additions are to be reported by purpose under the **SCONRRR** categories. Secondary purpose may also be reported if material and readily identifiable.
- C.2.17.7. The **Regulatory Accounting Statements** must include an asset aging schedule for the **Prescribed Services Segment** using the same **Discretionary Headings** as set out in Chapter C.6 - Statement BS1 Initial Assets. This schedule will be based on the physical asset records that underlie the **Base Accounts**.

### Explanation

The **Commission** requires:

- an understanding of the basis on which the **Base Accounts** have been disaggregated;
- an understanding of fundamental factors that bring about changes in disclosed asset values; and
- information about the utilisation and age profile of assets.

## **C.2.18 Asset Categories**

- C.2.18.1. **Initial Assets** and **New Assets** must be analysed into sub-categories for the purposes of reporting balances and movements in the gross book value, accumulated depreciation and hence, the net value of the assets.
- C.2.18.2. The proformas in Chapter C.6 set out **Mandatory Headings** for the **Asset Schedule** and associated workpapers.
- C.2.18.3. Within **Mandatory Headings**, **ETSA Utilities** may use **Discretionary Headings** to define further sub-categories of assets. **Discretionary Headings** may be defined at **ETSA Utilities'** discretion. However:
- (a) the **Discretionary Headings** should provide meaningful information about the composition of the property plant and equipment utilised by **ETSA Utilities**;
  - (b) the **Discretionary Headings** should enable concordance with the asset categories identified by **SCONRRR**; and
  - (c) sub-category headings shall be applied consistently:
    - (i) across **Initial Assets** and **New Assets**; and
    - (ii) between **Regulatory Accounting Periods**.

### Explanation

The **Commission** requires the **Regulatory Accounting Statements** to provide an understanding of the composition of asset values, consistent with the requirements of the **National Electricity Rules**.

## **C.2.19 Assets**

- C.2.19.1. The gross regulatory value and accumulated depreciation components of **Initial Asset** values at the beginning of a **Regulatory Accounting Period** shall be reconciled to the **EDPD**.

### Explanation

The **Commission** requires verifiable information about **Initial Assets**.



## **C.2.20 Customer Contributions – Regulatory Accounting Policy**

- C.2.20.1. In the **Asset Schedule**, **Customer Contributions** shall be credited against the gross (undepreciated) value of the assets to which they relate. The **Asset Schedule** shall disclose the amount of **Customer Contributions** credited to asset balances in its reconciliation of opening to closing asset balances for a **Regulatory Accounting Period**.
- C.2.20.2. Regulatory depreciation charges shall be calculated on asset balances stated net of **Customer Contributions**.
- C.2.20.3. A reconciliation separating **Customer Contributions** received as cash or gifted assets shall be provided, including information on the number of each occurrence.

### **Explanation**

The **Commission** does not intend to provide returns on and of asset values to the extent that they may be funded by **Customer Contributions**.

## **C.2.21 Inflation Accounting Adjustments**

- C.2.21.1. This clause shall apply unless the **Commission** notifies **ETSA Utilities** in writing, to the contrary. Should this clause not apply, then the **Mandatory Headings** set out in the **Asset Schedules** in Chapter C.6, may be amended by **ETSA Utilities** to remove headings that are specific to inflation accounting requirements.
- C.2.21.2. Regulatory accounting adjustments must be made to effect inflation accounting adjustments to the non-current physical assets recorded in the **Prescribed Services Segment**, to:
- (a) state gross asset balances at the beginning of the **Regulatory Accounting Period** at inflation adjusted values;
  - (b) state accumulated depreciation balances at the beginning of the **Regulatory Accounting Period** at inflation adjusted values; and
  - (c) provide a depreciation charge based on inflation adjusted asset values.
- C.2.21.3. Each of these adjustments must be evidenced by a regulatory adjustment journal. Each regulatory adjustment journal must



include a journal entry showing accounts debited and credited, and an explanation of why the adjustment has been made.

- C.2.21.4. Each of the adjustments outlined in this clause shall be **Directly Attributable** to the asset sub-categories required by clause C.2.18.
- C.2.21.5. **ETSA Utilities** shall apply the inflation rate specified in Schedule 6 (CPI Schedule) of Part B of the **EDPD**.

**Explanation**

The **Commission** anticipates that returns on and of capital will be calculated on the basis of inflation adjusted asset values.

### **C.2.22 Goodwill Arising on Acquisition**

- C.2.22.1. Any balance representing goodwill on acquisition of assets and its associated amortisation shall be recorded under the column headed **Not Allocated** in the **Disaggregation Statements**.

**Explanation**

The **Commission** does not, at this stage, seek information about the attribution of these items between **Business Segments**.

### **C.2.23 Balance Sheet - Other Items**

- C.2.23.1. Balance Sheet and Cash Flow Statement items not specifically addressed in this Chapter C.2, shall be disaggregated between **Business Segments** in accordance with:
- (a) the general principles set out in Chapter A.2 and Chapter C.1; and
  - (b) the disclosure requirements set out in Chapter C.6.

### **C.2.24 Disaggregation of Movements in Provisions**

- C.2.24.1. The **Regulatory Accounting Statements** must disclose disaggregation information sufficient to provide a reconciliation of the provisions disclosed by the **Base Accounts** to those disclosed for the **Regulated Business Segments**.
- C.2.24.2. The disaggregation of provisions should follow the principles set out in clause C.1.3.



### Explanation

The *Commission* requires an understanding of the basis on which the *Base Accounts* have been disaggregated. The principles of disaggregation should be applied consistently to all items in the *Base Accounts*.

## **C.2.25 Disclosure of Movements in Provisions**

C.2.25.1. The following information shall be provided for each *Material Provision* and in total for all other provisions in each *Regulated Business Segment*:

- (a) the balance at the beginning of the *Regulatory Accounting Period*;
- (b) amounts set aside to provisions;
- (c) expenditure charged to provisions;
- (d) amounts written back from provisions;
- (e) the net movement charged or credited to the Income Statement; and
- (f) the balance at the end of the *Regulatory Accounting Period*.

### Explanation

The *Commission* needs to understand the effect of provisions on costs disclosed by the *Regulatory Accounting Statements*. This information assists the *Commission* to understand operating cash flows.

## **C.2.26 Related Party Transactions**

C.2.26.1. *ETSA Utilities* must inform the *Commission* of the extent and nature of:

- (a) the *Related Party Transactions* attributed to each *Regulated Business Segment* for a *Regulatory Accounting Period*;
- (b) the balances with *Related Parties* or arising from *Related Party Transactions* included in each *Regulated Business Segment's* Balance Sheet included in the *Regulatory Accounting Statements*; and

- (c) the value of commitments with **Related Parties** that are expected to result in Related Party Transactions in future Regulatory Accounting **Periods**. Such commitments must be disclosed in the following time bands, according to the time that is expected to elapse from the **Regulatory Accounting Date** to the expected date of the payment:
  - (i) not later than one year;
  - (ii) later than one year and not later than five years; and
  - (iii) later than five years.

C.2.26.2. **ETSA Utilities** must report the total value of the transactions and balances described in this clause C.2.26 by **Account Heading** and provide descriptions of the transactions and balances sufficient to provide an understanding of their underlying substance. As a minimum, for each transaction, **ETSA Utilities** shall report:

- (a) details of the **Related Party**;
- (b) the monetary value of the transaction;
- (c) the **Actual Cost** of the transaction where different to the monetary value;
- (d) a description of the goods and/or services the subject of the transaction;
- (e) a description of the procurement process undertaken in respect of the goods and/or services the subject of the transaction, and in particular, whether or not the procurement process was a **Competitive Process**; and
- (f) a description of the way the transaction amount is reflected in the **Regulatory Accounting Statements**.

C.2.26.3. For the purposes of clause C.2.26.2, a series of **Related Party Transactions** throughout the **Regulatory Accounting Period** that have the same substance and nature and that were demonstrably parts of a single larger transaction or arrangement intended to achieve a common commercial effect, may be reported as a single transaction.



C.2.26.4. **ETSA Utilities** must also provide such further detailed information on, or explanations of, **Related Party Transactions**, as the **Commission** may from time to time require. **ETSA Utilities** must therefore maintain record keeping and reporting arrangements in respect of **Related Party Transactions** that facilitate access to and accurate reporting of, as a minimum:

- (a) in respect of **Related Party Transactions** for which the procurement process was not a **Competitive Process**, details of the **Actual Cost** of each transaction;
- (b) in respect of **Related Party Transactions** the substance of which was previously performed by **ETSA Utilities**, details of the **Actual Cost** of each transaction; and
- (c) in respect of all **Related Party Transactions**, details of the procurement process for each transaction.

C.2.26.5. The **Directors' Responsibility Statement** shall include a specific affirmation that either:

- (a) no **Related Party Transactions** arose; or
- (b) the disclosure requirements of this clause C.2.26 have been complied with.

#### Explanation

The **Commission** needs to understand whether the **Regulatory Accounting Statements** reflect cross subsidisations between **ETSA Utilities** and **Related Parties**. **Related Party Transactions** have the potential to facilitate inappropriate transfer pricing. The **Commission** believes that **Related Party Transactions** should be valued at market price, and that where possible the market price should be determined by competitive market testing. The **Commission** believes that the value of the **Related Party Transaction** should be based on the **Actual Cost** where **ETSA Utilities** or a **Related Party** has not undertaken a **Competitive Process**.

### **C.2.27 Third Party Benefits**

C.2.27.1. Where the **Regulatory Accounting Statements** record transactions associated with any subcontracting, purchase or other arrangements that cause **ETSA Utilities** or any **Related Party** of **ETSA Utilities** to enjoy a beneficial interest in income or other

value that accrues in the hands of a third party, **ETSA Utilities** shall disclose for each such arrangement:

- (a) a description of the arrangement;
- (b) its underlying purpose;
- (c) details of the counterparty;
- (d) details of the third parties;
- (e) the monetary value of such transactions that arose in the **Regulatory Accounting Period**;
- (f) the basis of charge for the transaction entered into by **ETSA Utilities**;
- (g) the basis of calculation of the corresponding benefit received by **ETSA Utilities** or the **Related Party**, and
- (h) a summary of the associated accounting entries that have been recorded in each **Regulated Business Segment**.

C.2.27.2. The **Directors' Responsibility Statement** shall include a specific affirmation that either:

- (a) no such transactions arose; or
- (b) the disclosure requirements of clause C.2.27 have been complied with.

#### Explanation

The **Commission** needs to ensure that the substance of underlying transactions and events is reported.

## **C.2.28 Financing Transactions**

C.2.28.1. Where the **Regulatory Accounting Statements** record any accounting entries, the effect of which is to provide:

- (a) a decrement to financing or interest costs in the Income Statement; and
- (b) in a **Regulated Business Segment**, a related:
  - (i) decrement to earnings before interest and tax; or



- (ii) increase in asset values

**ETSA Utilities** must disclose the matters specified in clause C.2.28.2.

C.2.28.2. Where required by clause C.2.28.1 **ETSA Utilities** must disclose:

- (a) descriptions of the transactions, their underlying purpose and any counterparties; and
- (b) an analysis of:
  - (i) the monetary amounts involved;
  - (ii) the bases of charge; and
  - (iii) the associated accounting entries that have been recorded in the **Regulatory Accounting Statements**.

C.2.28.3. The **Directors' Responsibility Statement** shall include a specific affirmation that either:

- (a) no such transactions arose; or
- (b) the disclosure requirements of clause C.2.28 have been complied with.

#### Explanation

The **Commission** needs to understand the extent to which operating earnings may be influenced by transactions or accounting entries of this nature.

### **C.2.29 Additional Information**

C.2.29.1. **ETSA Utilities** must disclose for a **Regulatory Accounting Period** the average number of employees and total salary costs of the **Distribution Business**.

### **C.2.30 Pass Through Amounts**

C.2.30.1. **ETSA Utilities** shall disclose the following information in respect of each **pass through amount** approved by the **Commission** during a **Regulatory Period**:

- (a) a short description of the **relevant pass through event**,
- (b) the date of the **relevant pass through event**,

- (c) the approved ***pass through amount***,
- (d) the date from, and period over which, the approved ***pass through amount*** is to be applied.

### **C.2.31 Errors and Omissions**

- C.2.31.1. ***ETSA Utilities*** shall disclose material ***prior period errors*** as soon as practicable and no later than in the first ***Regulatory Accounting Statements*** prepared after their discovery.
- C.2.31.2. In applying this clause, ***ETSA Utilities*** shall disclose:
  - (a) a full description of each ***prior period error***, and
  - (b) for each prior ***Regulatory Accounting Period*** affected, the amount of the correction for each ***Regulatory Accounting Statement*** line item affected.
- C.2.31.3. The ***Commission*** may require ***ETSA Utilities*** to retrospectively restate sections of the ***Regulatory Accounting Statements*** in respect of the ***Regulatory Accounting Periods*** in which the errors occurred.

### **C.2.32 Profit Sharing Factor**

- C.2.32.1. The ***Regulatory Accounting Statements*** must disclose the profit earned by ***ETSA Utilities*** in respect of ***Excluded Services*** and ***Unregulated Services*** utilising ***Prescribed Distribution Infrastructure*** during a ***Regulatory Accounting Period***
- C.2.32.2. Disclosure made in accordance with clause C.2.32.1 shall include ***Account Headings*** that are sufficiently descriptive to provide an understanding of the revenue, expenses, and capital expenditure incurred in respect of each relevant activity.

### **C.2.33 Management Commentary**

- C.2.33.1. ***ETSA Utilities*** must provide a Management Report that identifies and explains the reasons for ***material*** variances between total revenue, total costs, and total capital expenditure as reported in the ***Regulatory Accounting Statements***, or in the underlying operational activities or drivers of these items, and the relevant assumptions for these items that form the basis of the ***Electricity Distribution Price Determination***.



- C.2.33.2. The Management Report must accompany the **Regulatory Accounting Statements** and must be signed and dated by a person authorised to sign a **Responsibility Statement** under clause A.2.4.2 of.
- C.2.33.3. **ETSA Utilities** must ensure that the **Auditor** gives consideration to the Management Report in accordance with Australian Auditing Standard AUS212 when issuing an audit report on the **Regulatory Accounting Statements**.

#### Explanation

The **Commission** requires management commentary to fulfil its performance monitoring objectives. The short time available for analysis of the **Regulatory Accounting Statements** between the date they are provided to the **Commission** and the date of publication of the **Commission's** Annual Performance Report – Energy Distributors, makes the proactive provision of this information by **ETSA Utilities** a necessity.



## C.3. FINANCIAL REPORTING REQUIREMENTS

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This Chapter C.3 sets out the specific items to be delivered to the **Commission** in accordance with Chapter C.2.

### Periodic Reporting

The **Commission** reserves the right to vary the information required to meet specific information needs but, in the absence of an explicit written instruction to the contrary, the following items should be regarded as minimum mandatory requirements.

**ETSA Utilities** must provide the **Commission** with:

- ▲ **Regulatory Accounting Statements**, including **Disaggregation Statements**, regulatory accounting journals and other workpapers, the minimum disclosure requirements and **Mandatory Headings** for which are set out in Chapter C.6;
- ▲ the **Base Accounts** of the **Entity** or **Entities** that have been disaggregated to provide the **Regulatory Accounting Statements**;
- ▲ the audited **General Purpose Financial Reports** from which the **Base Accounts** have been derived;
- ▲ a Management Report in a form specified by clause C.2.33.2.
- ▲ an **Auditor's** report on **Regulatory Accounting Statements** in a form specified by Chapter C.1;
- ▲ a **Directors' Responsibility Statement** for the **Regulatory Accounting Statements** in a form specified by clause C.1.8 and Chapter C.5; and
- ▲ the accounting principles and policies and any details of changes or developments, referred to in clause C.1.1.



## C.4. EXAMPLE REGULATORY AUDIT REPORTS

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### ***Example Auditor's report on a Special Purpose Financial Report***

[Date]

Essential Services Commission of South  
Australia  
GPO Box 2605  
Adelaide SA 5001

The Chief Executive Officer  
ETSA Utilities

Dear \_\_\_\_\_

#### **REGULATORY ACCOUNTING STATEMENTS**

**PERIOD ENDED *[period end]***

#### **Scope**

We have audited the Regulatory Accounting Statements of ETSA Utilities for the Regulatory Accounting Period ended 30 June [20xx]. The Regulatory Accounting Statements are a special purpose financial report consisting of the Income Statement, Balance Sheet, Cash Flow Statement and accompanying notes, set out on pages [ ] to [ ]. ETSA Utilities' directors are responsible for the preparation and presentation of the Regulatory Accounting Statements and the information they contain. The Directors have determined that the accounting principles and policies used are appropriate to meet the requirements of the Regulatory Information Requirements. We have conducted an independent audit of the Regulatory Accounting Statements in order to express an opinion on them to the Essential Services Commission of South Australia [*and the Directors*] on their preparation and presentation. No opinion is expressed as to whether the accounting principles and policies used are appropriate to the needs of the members.

The Regulatory Accounting Statements have been prepared for the purpose of fulfilling the requirements of the Essential Services Commission of South Australia. This report is prepared for submission to the Essential Services Commission of South Australia [*and for the Disclosure of ETSA Utilities*] and is not to be used for any other purpose than that specified herein. We disclaim any assumption of responsibility for any reliance on this report, or on the Regulatory Accounting Statements to which it relates, to any person other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards. Our procedures included examination, on a test basis, of evidence supporting the amounts and

other disclosures in the Regulatory Accounting Statements, and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the Regulatory Accounting Statements are presented fairly in accordance with the Regulatory Accounting Principles and Policies and the requirements of the Essential Services Commission of South Australia. These Regulatory Accounting Principles and Policies do not require the application of all Accounting Standards nor other mandatory professional reporting requirements (Urgent Issues Group Consensus Views).

The audit opinion expressed in this report has been formed on the above basis.

## Audit Opinion

In our opinion, the Regulatory Accounting Statements present fairly in accordance with the requirements of the Essential Services Commission of South Australia the financial position of ETSA Utilities as at [*period end*], the results of its operations and its cash flows for the period then ended.

Yours faithfully

[*Name of Auditor*]

Chartered Accountants

[*Name of signatory*]

[*Position of signatory*]



## **Example Independent Review Report**

[Date]

Essential Services Commission of South  
Australia  
GPO Box 2605  
Adelaide SA 5001

The Chief Executive Officer  
ETSA Utilities

Dear \_\_\_\_\_

### **REGULATORY ACCOUNTING STATEMENTS**

**PERIOD ENDED *[period end]***

#### **Scope**

We have reviewed the Regulatory Accounting Statements of ETSA Utilities for the Regulatory Accounting Period ended 30 June [20xx]. ETSA Utilities' directors are responsible for the preparation and presentation of the Regulatory Accounting Statements and the information contained therein. We have performed the review of the Regulatory Accounting Statements in order to state whether, on the basis of the procedures described, anything has come to our attention that would indicate that the Regulatory Accounting Statements are not presented fairly in accordance with the requirements of Essential Services Commission of South Australia.

The Regulatory Accounting Statements have been prepared for the purpose of fulfilling the requirements of the Essential Services Commission of South Australia. This report is prepared for submission to the Essential Services Commission of South Australia [*and for the Directors of ETSA Utilities*] and is not to be used for any other purpose than that specified herein. We disclaim any assumption of responsibility for any reliance on this report, or on the Regulatory Accounting Statements to which it relates, to any person other than that for which it was prepared.

Our review has been conducted in accordance with Australian Auditing Standards applicable to review engagements. A review is limited primarily to inquiries of company personnel and analytical procedures applied to the financial data. These procedures do not provide all the evidence that would be required in an audit, thus the level of assurance provided is less than given in an audit. We have not performed an audit and, accordingly, do not express an audit opinion.

## Statement

Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the Regulatory Accounting Statements of ETSA Utilities for the period ended 30 June [20xx], does not fairly present the Regulatory Information in accordance with the Regulatory Information Requirements.

Yours faithfully

*[Name of Auditor]*

Chartered Accountants

*[Name of signatory]*

*[Position of signatory]*



## **Example Report of Factual Findings from Agreed-Upon Procedures**

[Date]

Essential Services Commission of South  
Australia  
GPO Box 2605  
Adelaide SA 5001

The Chief Executive Officer  
ETSA Utilities

Dear \_\_\_\_\_

### **REGULATORY ACCOUNTING STATEMENTS**

**PERIOD ENDED *[period end]***

### **Scope**

We have performed the procedures agreed with you as detailed in the written instructions of *[date]* and described below with respect to the Regulatory Accounting Statements of ETSA Utilities for the period ending *[date]* set forth in the attached schedules *[describe and reference the schedules]*. Our engagement was undertaken in accordance with Australian Auditing Standards applicable to agreed-upon procedures engagements. The responsibility for determining the adequacy or otherwise of the procedures agreed to be performed is that of *[those who engaged the auditor, ie the Regulator]*. The procedures were performed solely to assist you in evaluating *[eg. the compliance of ETSA Utilities with clauses **[detail clauses considered]** of the Electricity Regulatory Information Guideline No. [ ] Electricity **[Title]** ("Guidelines")]* and are summarised as follows:

- ▲ *[Agreed upon procedure]*
- ▲ *[Agreed upon procedure]*
- ▲ *[Agreed upon procedure]*

Because the above procedures do not constitute either an audit in accordance with Australian Auditing Standards or a review in accordance with Australian Auditing Standards applicable to review engagements, we do not express any assurance on the Regulatory Accounting Statements of ETSA Utilities. Had we performed additional procedures or had we performed an audit in accordance with Australian Auditing Standards or a review in accordance with Australian Auditing Standards applicable to review engagements, other matters might have come to our attention that would have been reported to you.

## Findings

We report as follows:

- ▲ With respect to 1 above ...
- ▲ With respect to 2 above ...
- ▲ With respect to 3 above ...

*[Detail any exceptions noted]*

Our report is solely for the purpose set forth in the first paragraph of this report and for submission to the Essential Services Commission of South Australia and is not to be used for any other purpose or distributed to any other party. This report refers only to the accounts and items specified above and does not extend to any financial report of ETSA Utilities, taken as a whole.

Yours faithfully

*[Name of Auditor]*

Chartered Accountants

*[Name of signatory]*

*[Position of signatory]*



## C.5. PROFORMA DIRECTORS' RESPONSIBILITY STATEMENT

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### *Pro forma Directors' Responsibility Statement*

In the opinion of the Directors of ETSA Utilities:

- ▲ the Regulatory Accounting Statements set out on pages [x] to [y] are drawn up so as to present fairly in accordance with the requirements of the Electricity Regulatory Information Requirements ("the Guideline") issued by the Essential Services Commission of South Australia, dated [version date].
  - ▲ the results of each Business Segment for the Regulatory Accounting Period ended [period end];
  - ▲ information concerning the state of affairs at [period end], of each Business Segment;
  - ▲ information concerning all Related Party Transactions required by clause C.2.26 of the Guideline; [delete if inapplicable];
  - ▲ information concerning all Third Party benefit Transactions required by clause C.2.27 of the Guideline; [delete if inapplicable] and
  - ▲ information concerning all Financing Transactions required by clause C.2.28 of the Guideline; [delete if inapplicable];
- ▲ no Related Party Transactions arose during the Regulatory Accounting Period that require disclosure under clause C.2.26 of the Guideline [*to be deleted only if disclosure is confirmed above*];
- ▲ no Third Party Benefit Transactions arose during the Regulatory Accounting Period that require disclosure under clause C.2.27 of the Guideline [*to be deleted only if disclosure is confirmed above*]; and
- ▲ no Financing Transactions arose during the Regulatory Accounting Period that require disclosure under clause C.2.28 of the Guideline [*to be deleted only if disclosure is confirmed above*].

The terms and definitions used in this statement accord with the definitions set out in the Regulatory Information Requirements referred to above.

Signed in accordance with a resolution of Directors:

_____	_____
[Name of director]	Dated
Director	

_____	_____
[Name of director]	Dated
Director	



## **C.6. FINANCIAL REPORTING TEMPLATES**

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**MANDATORY DISCLOSURE REQUIREMENTS**
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for the year ended 30 June 20XX**

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**NOTES TO THE FINANCIAL STATEMENTS**

**Summary of Significant Accounting Policies  
for the year ended 30 June 20XX**

**Basis of Preparation**

**NOTES TO THE FINANCIAL STATEMENTS**

**Changes in Accounting Policy (if applicable)  
for the year ended 30 June 20XX**

<b>Description of and Reason for Changes, Previous Accounting Policy, Financial Impact in Current Period</b>

DERIVED STATEMENT

**Consolidated Income Statement  
for the year ended 30 June 20XX**

Ref/Notes	Details	[A]	[B]	[C] = [A] - [B]	[D]	[E] = [C] + [D]
		Audited Full Year Ended 31-Dec-XX \$'000	Reviewed Half Year Ended 30-Jun-XX \$'000	Derived Half Year Ended 31-Dec-XX \$'000	Reviewed Half Year Ended 30-Jun-XX \$'000	Derived Full Year Ended 30-Jun-XX \$'000
	<b>Revenue from Ordinary Activities</b>					
	Distribution Use of System revenue					
	Rendering of other services					
	Contributed assets and contributions for capital works					
	Interest Income					
	Proceeds from the sale of property, plant and equipment					
	<b>Total Revenue from Ordinary Activities</b>					
	<b>Expenses from Ordinary Activities, excluding Borrowing Costs Expense:</b>					
	Transmission Use of System charges					
	Employee benefits					
	Raw materials and consumables used					
	Service contracts and other expenses					
	Depreciation and amortisation					
	Written down value of assets disposed					
	<b>Total Expenses from Ordinary Activities, excluding Borrowing Costs Expense</b>					
	<b>Profit/(Loss) from Ordinary Activities before Borrowing Costs Expense and Income Tax Expense</b>					
	<b>Borrowing Costs Expense</b>					
	Borrowing costs expense on senior and other debt					
	Borrowing costs expense on subordinated debt					
	Derivatives (income)/expense					
	<b>Total Borrowing Costs Expense</b>					
	<b>Profit/(Loss) from Ordinary Activities before Income Tax Expense</b>					
	Income tax expense relating to ordinary activities					
	<b>Net Profit/(Loss)</b>					
	Dividends paid					
	<b>Retained Profit / (Loss)</b>					

DERIVED STATEMENT

**Consolidated Income Statement  
for the year ended 30 June 20XX**

**Manual adjustments made to above published numbers in ETSA Utilities Financial Reports**

	Details	Audited Full Year Ended 31-Dec-XX \$'000	Reviewed Half Year Ended 30-Jun-XX \$'000	Derived Half Year Ended 31-Dec-XX \$'000	Reviewed Half Year Ended 30-Jun-XX \$'000	Derived Full Year Ended 30-Jun-XX \$'000
Example Adjustment	<b>Revenue from Ordinary Activities</b>					
	Proceeds from the sale of property, plant and equipment					
	<b>Total Revenue from Ordinary Activities</b>					
	<b>Expenses from Ordinary Activities, excluding Borrowing Costs Expense:</b>					
	Service contracts and other expenses					
	<b>Total Expenses from Ordinary Activities, excluding Borrowing Costs Expense</b>					
	<b>Profit / (Loss) from Ordinary Activities before Borrowing Costs Expense and Income Tax Expense</b>					
<b>Adjustment Description:</b>						
Reclassification of Asset Disposal Costs. The GL had netted these costs against Proceeds from Sale.						
Reclassified to Other expenses from ordinary activities, to give Gross Proceeds on Sale						

## DISAGGREGATION STATEMENT

**Income Statement**  
**Before Regulatory Adjustments**  
**for the year ended 30 June 20XX**

Ref/Notes	Description	Audited Financial Information \$'000	Prescribed Distribution Services \$'000	Excluded Distribution Services \$'000	Unregulated Services \$'000	Not Allocated \$'000
	Distribution Use of System revenue					
	Rendering of other services and other revenue					
	Interest income					
	Gross proceeds from sale of assets					
	<b>Total Revenue</b>					
	O & M costs					
	Transmission charges					
	Depreciation and amortisation					
	Book value of assets disposed					
	<b>Profit from Ordinary Activities</b>					

DISAGGREGATION STATEMENT

Balance Sheet  
Before Regulatory Adjustments  
as at 30 June 20XX

Ref/Notes	Description	Audited Financial Information \$'000	Prescribed Distribution Services \$'000	Excluded Distribution Services \$'000	Unregulated Services \$'000	Not Allocated \$'000
	<b>Current Assets</b>					
	Cash					
	Inventories					
	Receivables					
	Other					
	<b>Total Current Assets</b>					
	<b>Non-current Assets</b>					
	Inventories					
	Property, Plant and Equipment					
	Intangibles					
	Deferred tax assets					
	Other					
	<b>Total Non-current Assets</b>					
	<b>TOTAL ASSETS</b>					
	<b>Current Liabilities</b>					
	Payables					
	Interest-bearing liabilities					
	Provisions					
	<b>Total Current Liabilities</b>					
	<b>Non-current Liabilities</b>					
	Payables					
	Interest-bearing liabilities					
	Deferred tax liabilities					
	Provisions					
	<b>Total Non-current Liabilities</b>					
	<b>TOTAL LIABILITIES</b>					
	<b>NET ASSETS</b>					
	<b>Equity</b>					
	Contributed Equity					
	Retained losses					
	<b>TOTAL EQUITY</b>					



## DISAGGREGATION STATEMENT

**Cash Flow Statement**  
**Before Regulatory Adjustments**  
**for the year ended 30 June 20XX**

Ref/Notes	Description	Audited Financial Information \$'000	Prescribed Distribution Services \$'000	Excluded Distribution Services \$'000	Unregulated Services \$'000	Not Allocated \$'000
	Disaggregated earnings before interest & tax (EBIT)					
	<b>Add back non-cash items in EBIT</b>					
	Depreciation and Disposal of Non-current Assets					
	Amortisation					
	Gifted Asset Revenue					
	<b>Less</b>					
	Payments for Property, Plant and Equipment					
	<b>Changes in net Assets and Liabilities:</b>					
	<i>(Increase)/Decrease in Receivables</i>					
	- Network					
	- Other					
	<i>(Increase)/Decrease in Inventories</i>					
	<i>(Increase)/Decrease in Prepayments</i>					
	<i>Increase/(Decrease) in Trade payables</i>					
	- Network					
	- Other					
	Increase/(Decrease) in Employee entitlement provisions					
	Increase/(Decrease) in Superannuation provision					
	Increase/(Decrease) in Other provisions					
	<b>Operating Cash Flow</b>					

**REGULATORY ACCOUNTING STATEMENT**

**PRESCRIBED DISTRIBUTION SERVICES**

**Income Statement  
for the year ended 30 June 20XX**

Ref/Notes	Description	Disaggregation Statement - Prescribed Distribution Services \$'000	Journal No	Regulatory Adjustments Dr/(Cr) \$'000	Regulatory Accounting Statements \$'000
	Distribution Use of System revenue				
	Gross proceeds from sale of assets				
	<b>Total Revenue</b>				
	<b>COSTS</b>				
	<b>O &amp; M Costs</b>				
	Network operating costs				
	<b>Network Maintenance Costs</b>				
	Inspection				
	Maintenance				
	Vegetation management				
	Emergency response				
	Demand management				
	Guaranteed Service Levels Payments				
	Property - Substation Sites				
	Bushfire Insurance				
	<b>Other Operating and Maintenance Costs</b>				
	Call Centre charges				
	Meter Reading charges				
	Advertising / Marketing				
	Retail Contestability charges				
	Other corporate costs				
	<b>Other costs</b>				
	Transmission charges				
	Depreciation and amortisation				
	Book value of assets disposed				
	<b>Earnings before interest and tax (EBIT)</b>				

REGULATORY ACCOUNTING STATEMENT

PRESCRIBED DISTRIBUTION SERVICES

Balance Sheet  
as at 30 June 20XX

Ref/Notes	Description	Disaggregation Statement - Prescribed Distribution Services \$'000	Regulatory Adjustments Dr/(Cr) \$'000	Regulatory Accounting Statements \$'000
	<b>Current Assets</b>			
	Cash			
	Inventories			
	Receivables			
	Other			
	<b>Total Current Assets</b>			
	<b>Non-current Assets</b>			
	Inventories			
	Property, plant and equipment			
	Other			
	<b>Total Non-current Assets</b>			
	<b>TOTAL ASSETS</b>			
	<b>Current Liabilities</b>			
	Payables			
	Provisions			
	<b>Total Current Liabilities</b>			
	<b>Non-current Liabilities</b>			
	Provisions			
	<b>Total Non-current Liabilities</b>			
	<b>TOTAL LIABILITIES</b>			
	<b>NET ASSETS</b>			

**REGULATORY ACCOUNTING STATEMENT**

**PRESCRIBED DISTRIBUTION SERVICES**

**Cash Flow Statement  
for the year ended 30 June 20XX**

Ref/Notes	Description	Disaggregation Statement - Prescribed Distribution Services \$'000	Regulatory Adjustments Dr/(Cr) \$'000	Regulatory Accounting Statements \$'000
	Disaggregated earnings before interest & tax			
	<b>Add back non-cash items in EBIT</b>			
	Depreciation and Disposal of Non-current Assets			
	Gifted Asset Revenue			
	<b>Less</b>			
	Payments for Property, Plant and Equipment			
	<b>Changes in net Assets and Liabilities:</b>			
	<i>(Increase)/Decrease in Receivables</i>			
	- Network			
	<i>(Increase)/Decrease in Inventories</i>			
	<i>(Increase)/Decrease in Prepayments</i>			
	<i>Increase/(Decrease) in Trade Payables</i>			
	- Network			
	- Other			
	Increase/(Decrease) in Employee Entitlement provisions			
	Increase/(Decrease) in Other provisions			
	<b>Operating Cash Flow</b>			

**REGULATORY ACCOUNTING STATEMENT**

**PRESCRIBED DISTRIBUTION SERVICES**

**Cash Flow Statement - Journals  
for the year ended 30 June 20XX**

Ref/Notes	Description	JNL No: Dr/(Cr) \$'000	JNL No: Dr/(Cr) \$'000	JNL No: Dr/(Cr) \$'000	JNL No: Dr/(Cr) \$'000	Total Regulatory Adjustments Dr/(Cr) \$'000
	Disaggregated earnings before Interest & Tax					
	Abnormal Items					
	<b>Add back non-cash items in EBIT</b>					
	Depreciation and Disposal of Non-current Assets					
	Amortisation					
	Gifted Asset Revenue					
	<b>Plus</b>					
	Proceeds from Sale of Property, Plant and Equipment					
	<b>Less</b>					
	Payments for Property, Plant and Equipment					

**REGULATORY ACCOUNTING STATEMENT**

**EXCLUDED DISTRIBUTION SERVICES**

**Income Statement  
for the year ended 30 June 20XX**

Ref/Notes	Description	Disaggregation Statement - Excluded Distribution Services \$'000	Regulatory Adjustments Dr/(Cr) \$'000	Regulatory Accounting Statements \$'000
	<b>Rendering of other services and other revenue:</b>			
	Public Lighting			
	New and Upgraded Connection Points			
	Service Standards			
	New Distributor			
	Stand-by and temporary supply			
	Distribution system			
	Meters			
	Distribution and Metering codes			
	Embedded generation			
	Other Services			
	<b>Profit sharing revenue (P Factor)</b>			
	<i>Insert Discretionary Headings</i>			
	<b>Total Revenue</b>			
	<b>COSTS</b>			
	<b>Operating and Maintenance Costs</b>			
	Public Lighting Maintenance			
	Disconnections & Reconnections			
	Special Meter Reading			
	Other Corporate costs			
	<b>Profit sharing expenses (P Factor)</b>			
	<i>Insert Discretionary Headings</i>			
	<b>Other costs</b>			
Jnl No	Depreciation and amortisation			
Jnl No	Book value of assets disposed			
	<b>Earnings before interest and tax (EBIT)</b>			

**REGULATORY ACCOUNTING STATEMENT**

**EXCLUDED DISTRIBUTION SERVICES**

**Balance Sheet  
as at 30 June 20XX**

Ref/Notes	Description	Disaggregation Statement - Excluded Distribution Services \$'000	Regulatory Adjustments Dr/(Cr) \$'000	Regulatory Accounting Statements \$'000
	<b>Current Assets</b>			
	Inventories			
	Receivables			
	Other			
	<b>Total Current Assets</b>			
	<b>Non-current Assets</b>			
	Inventories			
	Property, plant and equipment			
	Other			
	<b>Total Non-current Assets</b>			
	<b>TOTAL ASSETS</b>			
	<b>Current Liabilities</b>			
	Payables			
	Provisions			
	<b>Total Current Liabilities</b>			
	<b>Non-current Liabilities</b>			
	Borrowings			
	Provisions			
	<b>Total Non-current Liabilities</b>			
	<b>TOTAL LIABILITIES</b>			
	<b>NET ASSETS</b>			

**REGULATORY ACCOUNTING STATEMENT**

**EXCLUDED DISTRIBUTION SERVICES**

**Cash Flow Statement  
for the year ended 30 June 20XX**

Ref/Notes	Description	Disaggregation Statement - Excluded Distribution Services \$'000	Regulatory Adjustments Dr/(Cr) \$'000	Regulatory Accounting Statements \$'000
	Disaggregated earnings before Interest & Tax			
	<b>Add back non-cash items in EBIT</b>			
	Depreciation and Disposal of Non-current Assets			
	Gifted Asset Revenue			
	<b>Less</b>			
	Payments for Property, Plant and Equipment			
	<b>Changes in net Assets and Liabilities:</b>			
	<i>(Increase)/Decrease in Receivables</i>			
	- Other			
	<i>(Increase)/Decrease in Inventories</i>			
	<i>Increase/(Decrease) in Trade Payables</i>			
	- Other			
	Increase/(Decrease) in Employee Entitlement provisions			
	<b>Operating Cash Flow</b>			



**REGULATORY ACCOUNTING STATEMENT**

**EXCLUDED DISTRIBUTION SERVICES**

**Cash Flow Statement - Journals  
for the year ended 30 June 20XX**

Ref/Notes	Description	JNL No: Dr/(Cr) \$'000	JNL No: Dr/(Cr) \$'000	JNL No: Dr/(Cr) \$'000	JNL No: Dr/(Cr) \$'000	JNL No: Dr/(Cr) \$'000	Total Regulatory Adjustments Dr/(Cr) \$'000
	Disaggregated earnings before interest & tax						
	<b>Add back non-cash items in EBIT</b>						
	Depreciation and disposal of Non-current Assets						
	Gifted Asset Revenue						
	<b>Less</b>						
	Payments for Property, Plant and Equipment						

**OPERATIONS AND MAINTENANCE EXPENDITURE ANALYSIS**

**DISAGGREGATION STATEMENT**

**Operations and Maintenance Expenditure  
for the year ended 30 June 20XX**

Ref/Notes	Description	Prescribed Distribution Services \$'000	Excluded Distribution Services \$'000	Unregulated Services \$'000	Total \$'000
	<b>DIRECTLY ATTRIBUTED COSTS</b>				
	<b>Network Operating Costs</b>				
	Network Access, Monitoring & Control				
	Customer Service				
	Standards Development & Maintenance				
	Asset Strategy & Planning				
	Maintenance Planning				
	Maintenance of Asset Information				
	Network Telephony				
	Regulatory Compliance				
	Outage Management System				
	<b>Network Maintenance Costs</b>				
	Inspections				
	Maintenance				
	Vegetation management				
	Emergency response				
	Meter Reading charges				
	Disconnections & Reconnections				
	Special Meter Readings				
	Call Centre charges				
	Public Lighting Maintenance				
	Demand Management				
	Guaranteed Service Levels Payments				
	Property - Substation Sites				
	Bushfire Insurance				
	Other				
	<b>Subtotal DIRECTLY ATTRIBUTED COSTS</b>				
	<b>ALLOCATED COSTS</b>				
	<b>Corporate Costs - Causal</b>				
	Finance				
	Corporate Affairs				
	Business Relations				
	Corporate Affairs - Environment/OH&S				
	Advertising / Marketing				
	Human Resources				
	<b>Corporate Costs - Non-causal</b>				
	Executive Office				
	Shared Services - Property				
	Shared Services - IS				
	Shared Services - Management				
	Employee Bonuses				
	Voluntary Separation Packages				
	<b>Other</b>				
	<b>Subtotal ALLOCATED COSTS</b>				
	<b>Total O&amp;M costs (post reg adj)</b>				

**OPERATIONS AND MAINTENANCE EXPENDITURE ANALYSIS**

**DISAGGREGATION STATEMENT**

**Operations and Maintenance Expenditure  
for the year ended 30 June 20XX**

Ref/Notes	Description	Prescribed Distribution Services \$'000	Excluded Distribution Services \$'000	Unregulated Services \$'000	Total \$'000
	<b>Total O&amp;M costs per Statement D1 (pre reg adj)</b>				
	<b>Difference (reg adjustments)</b>				
Refer J	Transfer of easement and land costs to capital				
Refer J	Transfer of rebates to capital to offset customer contributions				
Refer J	Cost of deriving customer contribution and gifted asset revenue				
Refer J	Transfer of corporate overheads from capital				
	<b>TOTAL</b>				

**OPERATIONS AND MAINTENANCE EXPENDITURE ANALYSIS**

**Corporate Overheads Allocation Inputs  
for the year ended 30 June 20XX**

<b>Corporate Overheads Allocation Table</b>	<b>Prescribed %</b>	<b>Excluded %</b>	<b>Unregulated %</b>
All Activity Labour Cost			
All Activity Total Cost			
Contestable			
IT Allocation Sheet			
Materials & Services			
Prescribed			
Regulated Labour Cost			
Regulated Total Cost			
Total Revenue			
Regulated Revenue			
Total Labour Hours			
<b>Please provide a description of the allocation basis and how it is calculated.</b>			
<b>All Activity Labour Cost</b>			
<b>All Activity Total Cost</b>			
<b>Contestable</b>			
<b>IT Allocation Sheet</b>			
<b>Materials &amp; services</b>			
<b>Prescribed</b>			
<b>Regulated Labour Cost</b>			
<b>Regulated Total Cost</b>			
<b>Total Revenue</b>			
<b>Regulated Revenue</b>			
<b>Total Labour Hours</b>			

**OPERATIONS AND MAINTENANCE EXPENDITURE ANALYSIS**

**Corporate Overheads Allocation  
for the year ended 30 June 20XX**

Ref/Notes	Corporate Overhead Items	Causal/ Non-causal (C/NC)	Total Amount \$'000	Allocation basis	Prescribed Distribution Services - ALLOCATED AMOUNT \$'000	Excluded Distribution Services - ALLOCATED AMOUNT \$'000	Unregulated Services - ALLOCATED AMOUNT \$'000
	<b>Property Services</b>						
	Contestable sites (Elizabeth & Morphett Vale)			Total Labour Hours			
	Printing Services			Total Labour Hours			
	Property Services (Balance)			Total Labour Hours			
	<b>Sub-Total Property Services</b>						
	<b>Information Systems</b>						
	Information Systems			Total Revenue			
	<b>Sub-Total Information Systems</b>						
1	<b>Finance</b>						
	Finance Branch - Direct support staff in CaMS (6) & Network (4)			Total Revenue			
	Finance Branch - Accounts Receivable			Total Revenue			
	Finance Branch - Accounts Payable			Materials & Services			
	Finance Branch (Balance)			Total Revenue			
	CFO			Total Revenue			
	Taxation			Total Revenue			
	Treasury			Total Revenue			
	Finance Telco			Total Revenue			
	Finance Purchasing & Contracts			Contestable Materials & Services			
	<b>Sub-Total Planning &amp; Finance</b>						
	<b>Human Resources</b>						
	HR - Direct Support Staff in CaMS (4) & Network (1)			Total Labour Hours			
	HR (Balance)			Total Labour Hours			
	<b>Sub-Total Human Resources</b>						
3	<b>Business Relations</b>						
	Business Relations			Regulated Revenue			
	Customer Relations			Regulated Revenue			
	Sponsorships & Other			Total Revenue			
	Public Relations - Regulated			Regulated Revenue			
	<b>Sub-Total Business Relations</b>						

**OPERATIONS AND MAINTENANCE EXPENDITURE ANALYSIS**

**Corporate Overheads Allocation  
for the year ended 30 June 20XX**

Ref/Notes	Corporate Overhead Items	Causal/ Non-causal (C/NC)	Total Amount \$'000	Allocation basis	Prescribed Distribution Services - ALLOCATED AMOUNT \$'000	Excluded Distribution Services - ALLOCATED AMOUNT \$'000	Unregulated Services - ALLOCATED AMOUNT \$'000
2	<b>Corporate Affairs</b>						
	Regulation			Regulated Total Cost			
	Regulation - License Fee			Regulated Total Cost			
	Strategic Planning			Total Revenue			
	Internal Audit - Contestable Projects (6.5% of 2004 Internal audit days)			Contestable			
	Internal Audit (Balance)			Regulated Total Cost			
	Legal Counsel - Contestable (10% of Work effort)			Contestable			
	Legal Counsel (Balance)			Regulated Total Cost			
	Insurance - Regulated			Total Labour Hours			
	Insurance - Shared			All Activity Total Cost			
	<b>Sub-Total Corporate Affairs</b>						
6	<b>Executive</b>						
	CEO (Excl Audit fees)			Total Revenue			
	Exec Office (Incl Audit fees)			Total Revenue			
	<b>Sub-Total Executive</b>						
5	<b>Advertising/Marketing</b>						
	Marketing			Regulated Revenue			
	<b>Sub-Total Advertising/Marketing</b>						
4	<b>Corporate Affairs - Environment/OH&amp;S</b>						
	OHS			Total Labour Hours			
	Environment			Prescribed			
	<b>Sub-Total Corp Affairs-Env/OH&amp;S</b>						
<b>TOTAL</b>							
<b>Total Causal Costs Allocated</b>							
<b>Total Non-Causal Costs Allocated</b>							

**OPERATIONS AND MAINTENANCE EXPENDITURE ANALYSIS**

**Notes In Relation To Allocated Costs  
for the year ended 30 June 20XX**

Ref/Notes	NOTES - Reason for choosing the allocation basis used for a particular cost, and the reason for changing the allocation basis if applicable.
1	<b>FINANCE -</b>
2	<b>CORPORATE AFFAIRS -</b>
3	<b>BUSINESS RELATIONS -</b>
4	<b>CORPORATE AFFAIRS - HEALTH SAFETY &amp; ENVIRONMENT-</b>
5	<b>ADVERTISING/MARKETING -</b>
6	<b>EXECUTIVE OFFICE -</b>

**REGULATORY ADJUSTMENT JOURNALS**

**PRESCRIBED AND EXCLUDED DISTRIBUTION SERVICES**

**Journals  
for the year ended 30 June 20XX**

Ref/Notes	Account Debited Account Credited	Prescribed Debit \$'000	Prescribed Credit \$'000	Excluded Debit \$'000	Excluded Credit \$'000
1	<b>Additions</b>				
2	<b>Rebates</b>				
3	<b>Gifted &amp; Contributed Assets</b>				
4	<b>Depreciation Expense</b>				
5					
6	<b>Prior Year Regulatory Adjustments</b>				
7	<b>Inflation Adjustments</b>				
8					
9	<b>Disposals</b>				
10	<b>Corporate Overheads</b>				
	Totals				
	Total net				

		Debit \$'000	Credit \$'000	Debit \$'000	Credit \$'000
BS 1	Prescribed PPE Net				
BS 2	Excluded PPE Net				



**WORKPAPER SUPPORTING THE REGULATORY ACCOUNTS**

**PRESCRIBED DISTRIBUTION SERVICES**

**Revenue Analysis  
for the year ended 30 June 20XX**

Ref/Notes	Description	GWh	Adjusted TOTAL \$'000
	Revenue for SCONRRR purposes		
	Total Revenue per Statement P&L 1 Rb		
	Less Transmission costs		
	Residential		
	Non- residential LV		
	Non- residential HV		
	Non- residential ST		
	Unmetered		
	Price variance and other		
	<b>Total</b>		

WORKPAPER SUPPORTING THE REGULATORY ACCOUNTS

PRESCRIBED DISTRIBUTION SERVICES

Revenue Reconciliation  
for the year ended 30 June 20XX

Ref/Notes	Details	Residential	Controlled Load	Business Single Rate	Business Two Rate	Large Low Voltage Demand	High Voltage Demand	Zone Sub-station	Sub Trans-mission	Unmetered Overnight	Unmetered 24 Hr	ETSA Utilities Total
	<b>Adjustment to prior period Unread Sales:</b>											
	Variance from prior period Unread Sales (GWh) (+/-)											
	<b>Adjustment (GWh)</b>											
	Approved Tariff (prior period)											
	<b>DUoS Revenue (\$'000)</b>											
	<b>Current Year:</b>											
	Readings (GWh)											
	EOY Unread Sales accrual (GWh)											
	<b>Total Sales (GWh)</b>											
	Approved Tariff (Current Year)											
	<b>DUoS Revenue (\$'000)</b>											
	<b>Total DUoS Revenue (\$'000)</b>											
	<b>+/- Adjustments (\$'000)</b>											
	Q Factor											
	K Factor											
	Profit Share											
	EPO Transition Factor											
	Other Adjustments (Detail as necessary)											
	<b>Total DUoS Revenue (\$'000)</b>											

CAPITAL EXPENDITURE ANALYSIS

DISAGGREGATION STATEMENT

Capital Expenditure by Purpose  
for the year ended 30 June 20XX

Ref/Notes	Description	Audited Financial Information \$'000	Prescribed Distribution Services \$'000	Excluded Distribution Services \$'000	Unregulated Services \$'000	Not Allocated \$'000
	<p><b>Capital Expenditure by Purpose</b></p> <ul style="list-style-type: none"> <li>Asset replacement &amp; refurbishment</li> <li>Demand related                             <ul style="list-style-type: none"> <li>- Reinforcements &amp; upgrades (demand related)</li> <li>- New customer (demand related)</li> </ul> </li> <li>Reliability and quality improvements</li> <li>Full Retail Contestability costs</li> <li>Environmental</li> <li>Safety</li> <li>Legal</li> <li>- PLEC (undergrounding) (non demand related)</li> <li>Other                             <ul style="list-style-type: none"> <li>- Construction and maintenance services                                     <ul style="list-style-type: none"> <li>- Vehicles (supporting facilities &amp; systems)</li> <li>- Other (supporting facilities &amp; systems)</li> </ul> </li> <li>- Corporate                                     <ul style="list-style-type: none"> <li>- Buildings (supporting facilities &amp; systems)</li> <li>- Land (supporting facilities &amp; systems)</li> <li>- Easements (supporting facilities &amp; systems)</li> <li>- Other (supporting facilities &amp; systems)</li> </ul> </li> <li>- Information systems</li> <li>- Other                                     <ul style="list-style-type: none"> <li>- SCADA   <ul style="list-style-type: none"> <li>- Outage Management System</li> <li>- Abnormal non-specific (non demand related)</li> </ul> </li> </ul> </li> </ul> </li> </ul>					
	<b>Total</b>					

**ASSET SCHEDULES AND SUPPORTING WORKPAPERS**

**DISAGGREGATION STATEMENT - PROPERTY, PLANT AND EQUIPMENT**

Disclosed in Disaggregation Statement D2, prior to any Regulatory Adjustments  
for the year ended 30 June 20XX

Ref/Notes	Description	Prescribed Distribution Services \$'000	Excluded Distribution Services \$'000	Unregulated Services \$'000	Not Allocated \$'000	Total \$'000
	<b>Gross Book Value</b>					
	Balance brought fwd (inc WIP)					
	Revaluation adjustments					
	Additions					
	Vested / Gifted					
	Interclass transfers					
	Disposals / retirements					
	Balance carried fwd					
	<b>Accumulated Depreciation</b>					
	Balance brought fwd					
	Revaluation adjustments					
	Interclass transfers					
	Depreciation					
	Disposals / retirements					
	Balance carried fwd					
	<b>Net Book Value at end of period</b>					

ASSET SCHEDULES AND SUPPORTING WORKPAPERS

PRESCRIBED DISTRIBUTION SERVICES

Property, Plant & Equipment Reconciliation - Initial Assets (Part A)  
for the year ended 30 June 20XX

Ref/Notes	Initial Assets Description	Sub-Trans Lines \$'000	Distribution Lines \$'000	Substations \$'000	Distribution Transformers \$'000	LVS & Meters \$'000	Communications \$'000	Total Network Assets \$'000
	<b>Gross Capital Values</b>							
	As at 1 July 2004							
	<b>Plus / minus prior period movements</b>							
	Accumulated capital additions							
	Accumulated capital WIP transfers							
	Accumulated customer contributions							
	Accumulated disposals							
	Accumulated inflation adjustments							
	Accumulated interclass transfers and other adjustments							
	<b>At start of period</b>							
	<b>Plus / minus current period movements</b>							
	Inflation adjustments to opening gross capital balance							
	Capital additions							
	Disposals							
	Inflation adjustments for the current period							
	Interclass transfers and other adjustments							
	<b>At end of period</b>							
	<b>Accumulated Depreciation</b>							
	Accumulated Depreciation as at 1 July 2004							
	<b>Plus / minus prior period movements</b>							
	Accumulated depreciation charges							
	Accumulated releases on disposals							
	Accumulated inflation adjustments							
	Accumulated interclass transfers and other adjustments							
	<b>At start of period</b>							
	<b>Plus / minus current period movements</b>							
	Inflation adjustment to opening depreciation balance							
	Current period depreciation charge							
	Depreciation released on disposals							
	Inflation adjustments for the current period							
	Interclass transfers and other adjustments							
	<b>At end of period</b>							
	<b>Net regulatory values as agreed by Regulator as at 1 July 2004</b>							
	<b>Net regulatory values at start of period</b>							
	<b>Net regulatory values at end of period</b>							

ASSET SCHEDULES AND SUPPORTING WORKPAPERS

PRESCRIBED DISTRIBUTION SERVICES

Property, Plant & Equipment Reconciliation - Initial Assets (Part B)  
for the year ended 30 June 20XX

Ref/Notes	Initial Assets Description	Land & Easements \$'000	Buildings \$'000	Vehicles \$'000	IT \$'000	Office Equip \$'000	Plant & Tools / Furniture \$'000	Total Non-Network Assets \$'000	Total Initial Assets \$'000
	<b>Gross Capital Values</b>								
	As at 1 July 2004								
	<b>Plus / minus prior period movements</b>								
	Accumulated capital additions								
	Accumulated capital WIP transfers								
	Accumulated customer contributions								
	Accumulated disposals								
	Accumulated inflation adjustments								
	Accumulated interclass transfers and other adjustments								
	<b>At start of period</b>								
	<b>Plus / minus current period movements</b>								
	Inflation adjustments to opening gross capital balance								
	Capital additions								
	Disposals								
	Inflation adjustments for the current period								
	Interclass transfers and other adjustments								
	<b>At end of period</b>								
	<b>Accumulated Depreciation</b>								
	Accumulated Depreciation as at 1 July 2004								
	<b>Plus / minus prior period movements</b>								
	Accumulated depreciation charges								
	Accumulated releases on disposals								
	Accumulated inflation adjustments								
	Accumulated interclass transfers and other adjustments								
	<b>At start of period</b>								
	<b>Plus / minus current period movements</b>								
	Inflation adjustment to opening depreciation balance								
	Current period depreciation charge								
	Depreciation released on disposals								
	Inflation adjustments for the current period								
	Interclass transfers and other adjustments								
	<b>At end of period</b>								
	<b>Net regulatory values as agreed by Regulator as at 1 July 2004</b>								
	<b>Net regulatory values at start of period</b>								
	<b>Net regulatory values at end of period</b>								

ASSET SCHEDULES AND SUPPORTING WORKPAPERS

PRESCRIBED DISTRIBUTION SERVICES

Property, Plant & Equipment Reconciliation - New Assets (Part A)  
for the year ended 30 June 20XX

Ref/Notes	New Assets Description	Sub-Trans Lines \$'000	Distribution Lines \$'000	Substations \$'000	Distribution Transformers \$'000	LVS & Meters \$'000	Communications \$'000	Total Network Assets \$'000
	<b>Gross Capital Values</b> Gross capital values at start of period <b>Plus / minus current period movements</b> Inflation adjustments to opening gross capital balance Capital additions Disposals Inflation adjustments for the current period Interclass transfers and other adjustments <b>At end of period</b>							
	<b>Accumulated Customer Contributions</b> Accumulated customer contributions at start of period <b>Plus / minus current period movements</b> Inflation adjustments to opening customer contribution balance Current period contributions Contributions retired on disposals Inflation adjustments for the current period <b>At end of period</b>							
	<b>Accumulated Depreciation</b> Accumulated depreciation at start of period <b>Plus / minus current period movements</b> Inflation adjustments to opening depreciation balance Current period depreciation charge Depreciation released on disposals Inflation adjustments for the current period Interclass transfers and other adjustments <b>At end of period</b>							
	<b>Net regulatory values at start of period</b>							
	<b>Net regulatory values at end of period</b>							

ASSET SCHEDULES AND SUPPORTING WORKPAPERS

PRESCRIBED DISTRIBUTION SERVICES

Property, Plant & Equipment Reconciliation - New Assets (Part B)  
for the year ended 30 June 20XX

Ref/Notes	New Assets Description	Land & Easements \$'000	Buildings \$'000	Vehicles \$'000	IT \$'000	Office Equip \$'000	Plant & Tools / Furniture \$'000	Total Non-Network Assets \$'000	Total New Assets \$'000
	<b>Gross Capital Values</b>								
	Gross capital values at start of period								
	<b>Plus / minus current period movements</b>								
	Inflation adjustments to opening gross capital balance								
	Capital additions								
	Disposals								
	Inflation adjustments for the current period								
	Interclass transfers and other adjustments								
	<b>At end of period</b>								
	<b>Accumulated Customer Contributions</b>								
	Accumulated customer contributions at start of period								
	<b>Plus / minus current period movements</b>								
	Inflation adjustments to opening customer contribution balance								
	Current period contributions								
	Contributions retired on disposals								
	Inflation adjustments for the current period								
	<b>At end of period</b>								
	<b>Accumulated Depreciation</b>								
	Accumulated depreciation at start of period								
	<b>Plus / minus current period movements</b>								
	Inflation adjustments to opening depreciation balance								
	Current period depreciation charge								
	Depreciation released on disposals								
	Inflation adjustments for the current period								
	Interclass transfers and other adjustments								
	<b>At end of period</b>								
	<b>Net regulatory values at start of period</b>								
	<b>Net regulatory values at end of period</b>								



**ASSET SCHEDULES AND SUPPORTING WORKPAPERS**

**PRESCRIBED DISTRIBUTION SERVICES**

**Property, Plant & Equipment Reconciliation - New Assets (Part C)  
for the year ended 30 June 20XX**

<b>ASSET VALUES</b>	
<b>Reconciliation to Statement BS 1</b>	
	<b>\$'000s</b>
Net regulatory values - BS 1 N Assets	
Net regulatory values - BS 1 I Assets	
Prescribed WIP at 30/06/XX	
<b>Total Property, Plant &amp; Equip (BS 1)</b>	

<b>CUSTOMER CONTRIBUTIONS AND GIFTED ASSETS</b>	
Customer contributions	
Gifted Assets	
Rebates	

<b>CAPITAL EXPENDITURE</b>	
<b>Reconciliation to Statement D3</b>	
Capex additions to new assets	
Capex additions to initial assets	
<b>Adjustments</b>	
Pub lighting (excluded)	
WIP	
Gifted assets	
Easement costs	
Telco vehicles (Unregulated)	
Telco IT (Unregulated)	
Telco office equip (Unregulated)	
Telco fibre & connects (Unregulated)	
Owned Unregulated substations	
<b>Total Cash Capex (D3)</b>	

ASSET SCHEDULES AND SUPPORTING WORKPAPERS

PRESCRIBED DISTRIBUTION ASSETS

**Asset Aging Schedule**  
**as at 30 June 20XX**  
**(All Asset Values are Net Accounting Values)**

Ref/Notes	Prescribed Distribution Assets	USEFUL LIFE REMAINING (years after Regulatory Accounting Date)													
		Total \$'000	<1 \$'000	1-2 \$'000	2-3 \$'000	3-4 \$'000	4-5 \$'000	5-6 \$'000	6-7 \$'000	7-8 \$'000	8-9 \$'000	9-10 \$'000	10-15 \$'000	15-20 \$'000	>20 \$'000
	<b>Initial Assets</b>														
	Land & Easements														
	Buildings														
	Sub-Transmission Lines														
	Distribution Lines														
	Substations														
	Distribution Transformers														
	Low Voltage Services & Meters														
	Telecommunications														
	Vehicles														
	IT														
	Office Equipment														
	Plant & Tools / Furniture														
	<b>Sub Total</b>														
	<b>New Assets</b>														
	Land & Easements														
	Buildings														
	Sub-Transmission Lines														
	Distribution Lines														
	Substations														
	Distribution Transformers														
	Low Voltage Services & Meters														
	Telecommunications														
	Vehicles														
	IT														
	Office Equipment														
	Plant & Tools / Furniture														
	<b>Sub Total</b>														
	<b>Total Net Accounting Value of Prescribed Distribution Assets</b>														

**ASSET SCHEDULES AND SUPPORTING WORKPAPERS**

**EXCLUDED DISTRIBUTION SERVICES - PUBLIC LIGHTING**

**Property, Plant & Equipment Reconciliation - Initial Assets  
for the year ended 30 June 20XX**

Ref/Notes	Initial Assets Description	Public Lighting \$'000
	<p><b>Gross Capital Values</b> Gross capital values as at 1 July 2005 <b>Plus / minus prior period movements</b> Accumulated capital additions Accumulated capital WIP transfers Accumulated customer contributions Accumulated disposals Accumulated inflation adjustments Accumulated interclass transfers and other adjustments</p>	
	<b>At start of period</b>	
	<p><b>Plus / minus current period movements</b> Inflation adjustments to opening gross capital balance Capital additions Disposals Inflation adjustments for the current period Interclass transfers and other adjustments</p>	
	<b>At end of period</b>	
	<p><b>Accumulated Depreciation</b> Accumulated Depreciation as at 1 July 2005 <b>Plus / minus prior period movements</b> Accumulated depreciation charges Accumulated releases on disposals Accumulated inflation adjustments Accumulated interclass transfers and other adjustments</p>	
	<b>At start of period</b>	
	<p><b>Plus / minus current period movements</b> Inflation adjustment to opening depreciation balance Current period depreciation charge Depreciation released on disposals Inflation adjustments for the current period Interclass transfers and other adjustments</p>	
	<b>At end of period</b>	
	<b>Net regulatory values as at 1 July 2005</b>	
	<b>Net regulatory values at start of period</b>	
	<b>Net regulatory values at end of period</b>	

ASSET SCHEDULES AND SUPPORTING WORKPAPERS

EXCLUDED DISTRIBUTION SERVICES - PUBLIC LIGHTING

Property, Plant & Equipment Reconciliation - New Assets  
for the year ended 30 June 20XX

Ref/Notes	New Assets Description	Public Lighting \$'000
	<b>Gross Capital Values</b> Gross capital values at start of period <b>Plus / minus current period movements</b> Inflation adjustments to opening gross capital balance Capital additions Disposals Inflation adjustments for the current period Interclass transfers and other adjustments  <b>At end of period</b>	
	<b>Accumulated Customer Contributions</b> Accumulated customer contributions at start of period <b>Plus / minus current period movements</b> Inflation adjustments to opening customer contribution balance Current period contributions Contributions retired on disposals Inflation adjustments for the current period  <b>At end of period</b>	
	<b>Accumulated Depreciation</b> Accumulated depreciation at start of period <b>Plus / minus current period movements</b> Inflation adjustments to opening depreciation balance Current period depreciation charge Depreciation released on disposals Inflation adjustments for the current period Interclass transfers and other adjustments  <b>At end of period</b>	
	<b>Net regulatory values at start of period</b>	
	<b>Net regulatory values at end of period</b>	

**CUSTOMER CONTRIBUTIONS AND GIFTED ASSETS**

Excluded	
Customer contributions	
Gifted assets	

**ASSET VALUES**

Reconciliation to Statement BS 2	
Net regulatory values - BS 2 N Assets	
Net regulatory values - BS 2 I Assets	
Public Lighting WIP at 30/06/XX	
<b>Total Property, Plant &amp; Equip (BS 2)</b>	

PROVISIONS SCHEDULES

DISAGGREGATION STATEMENT

Summary of Provisions  
for the year ended 30 June 20XX

Ref/Notes	Description	Prescribed Distribution Services \$'000	Excluded Distribution Services \$'000	Unregulated Services \$'000	Not Allocated \$'000	Total \$'000
	Amount set aside to Provisions					
	Expenditure incurred, debited to Provisions					
	Amounts written back from Provisions					
	Other adjustments					
	<b>Net movement in Provisions</b>					
	Balance at start of period					
	<b>Balance at end of period</b>					
	<b>Comprising:</b>					
	Current Provisions (incl provns for doubtful debts & income tax)					
	Non-current Provisions					
	<b>Total</b>					
	<b>Reconciled to Balance Sheet</b>					
	less Doubtful Debts (current)					
	less Provision for deferred income tax (non-current)					
	<b>Balance Sheet disclosures (per Statement D2)</b>					
	Current Provisions					
	Non-current Provisions					

**PROVISIONS SCHEDULES**

**PRESCRIBED DISTRIBUTION SERVICES**

**Provisions Reconciliation  
for the year ended 30 June 20XX**

Ref/Notes	Description	Annual Leave \$'000	Long Service Leave \$'000	Workers Compensation Provision \$'000	Self Insurance Provision \$'000	Demolition and Site Restoration \$'000	Employee Bonus \$'000	Total \$'000
	<b>Balance at start of period</b>							
	Amount set aside to Provisions							
	Expenditure incurred, debited to Provisions							
	<b>Amounts written back from Provisions</b>							
	- to Income Statement							
	- to Balance Sheet							
	(no P&L Impact):							
	Other Adjustments							
	<b>Balance at end of period</b>							
	Net Movement in Provision per Income Statement							
	<b>Comprising:</b>							
	Current provisions							
	Non-current provisions							
	<b>Total per Balance Sheet</b>							

**PROVISIONS SCHEDULES**

**EXCLUDED DISTRIBUTION SERVICES**

**Provisions Reconciliation  
for the year ended 30 June 20XX**

Ref/Notes	Description	Annual Leave \$'000	Long Service Leave \$'000	Workers Compensation Provision \$'000	Employee Bonus \$'000	Doubtful Debts \$'000	Total \$'000
	<b>Balance at start of period</b>						
	Amount set aside to Provisions						
	Expenditure incurred, debited to Provisions						
	<b>Amounts written back from Provisions</b>						
	- to Income Statement						
	- to Balance Sheet (no P&L Impact)						
	Other adjustments						
	<b>Balance at end of period</b>						
	Net movement in provision per Income Statement						
	<b>Comprising:</b>						
	Current provisions						
	Non-current provisions						
	<b>Total per Balance Sheet</b>						

**INFORMATION**

**EMPLOYEES**

for the year ended 30 June 20XX

Ref/Notes	Department	Average Number of Employees (FTE)	Total Wage/Salary Cost \$'000
	Finance		
	Corporate Affairs		
	Business Relations		
	Corporate Affairs - Environment/OH&S		
	Advertising/Marketing		
	Executive Office		
	Shared Services - Property		
	Shared Services - IS		
	Human Resources		
	Networks & Customer Service		
	Construction & Maintenance Services		
	<b>Total Employees</b>		



**INFORMATION**

**RELATED PARTY TRANSACTIONS**

for the year ended 30 June 20XX

Ref/Notes	Related Party Transactions relating to each regulated business segment during the Regulatory Accounting Period					
	Details of Related Party	P/E*	Description of transaction	Monetary Value of Transaction \$'000	Procurement Process	Actual Cost of Transaction** \$'000
			<u>Revenue</u>			
			<u>Expense</u>			
			<u>Capital</u>			
* Prescribed/Excluded ** Where required						
<b>Balances with Related Parties at Regulatory Accounting Date</b>						\$'000
<u>Current Assets</u>						
<u>Non-current Assets</u>						
<b>Total Assets</b>						
<u>Current Liabilities</u>						
<u>Non-current Liabilities</u>						
<b>Total Liabilities</b>						
<b>Commitments with Related Parties at Regulatory Accounting Date</b>						
Value of commitments with Related Parties that are expected to result in Related Party Transactions in future Regulatory Accounting Periods:						
<u>Payable:</u>				Recognised as Liabilities \$'000	Not Recognised as Liabilities \$'000	Total \$'000
Not later than one year						
Later than one year and not later than five years						
Later than five years						
<b>Total Commitments</b>						

**INFORMATION**

**DISCLOSURE OF PROFIT EARNED BY ETSA UTILITIES IN RESPECT OF EXCLUDED AND UNREGULATED SERVICES UTILISING PRESCRIBED DISTRIBUTION INFRASTRUCTURE**

for the year ended 30 June 20XX

Ref/Notes	Profit/Loss from Excluded and Unregulated Services				
	Details	Activity 1 \$'000	Activity 2 \$'000	Activity 3 \$'000	Total \$'000
	Revenue				
	<b>Total Revenue</b>				
	Expenses				
	<b>Total Expenses</b>				
	<b>Net Profit before interest and tax</b>				
	<b>Interest expense</b>				
	<b>Net Profit before tax</b>				
<b>Description of Activity (expand as required)</b>					
<b>Activity 1</b>					
<b>Activity 2</b>					
<b>Activity 3</b>					

**INFORMATION**

**PASS THROUGHS**

**for the year ended 30 June 20XX**

<b>Ref/Notes</b>	<b>Pass Through Name</b>	<b>Account Line</b>	<b>Revenue \$'000</b>	<b>Expense \$'000</b>	<b>Capital \$'000</b>

**INFORMATION**

**SCONRRR Reporting**

**SA Distribution regulatory accounts reporting template  
for the year ending 30 June 20XX**

(see 'Definition and notes' document for definition of terms)

Ref/Notes	Major Headings	Ref. No.	Input Fields	Code	\$
	<b>Reporting Period</b>			Start date	1/07/20XX
				End date	30/06/20XX
<b>Revenue (nominal \$'000)</b>					
1. Please indicate whether each revenue item is Regulated ("R") or Excluded/Unregulated ("E") in the column provided					
Network Charges	Residential	1.1			
	Non-Residential LV	1.2			
	Non-Residential HV	1.3			
	Non-Residential ST	1.4			
	Unmetered				
	Price variance & PI (Total network charges)				
Public Lighting		1.5			
Customer Contributions					
Other Distribution Services					
Profit from Sale of Assets	Gross Sale Proceeds				
	BV of Assets Sold				
Other Revenue					
<b>Asset Values (nominal \$'000)</b>					
System Assets	Sub-Transmission Lines	2.1			
	Distribution Lines	2.2			
	Substations	2.3			
	Distribution Transformers	2.4			
	Low Voltage Supply & Meters	2.5			
	Communications	2.7			
	Land & Easements	2.8			
	Buildings	2.9			
	Other System Assets	2.10			
	Work In Progress (Total System Assets)	2.11			
Non System Assets					
Public Lighting					
<b>Capital Expenditure and Additions to Fixed Assets (nominal \$'000)</b>					
1. Please provide Additions to Fixed Assets if these are used to roll forward the Regulatory Asset Base					
2. Customer contributions must be excluded if these are excluded from the Regulatory Asset Base					
3. Please indicate whether you are providing Capex ("C") or Additions ("A") information for each period					
Indicate whether Customer Contributions are Included in ("In") or Excluded from ("Ex") the information provided for each period					
System Assets	Sub-Transmission Lines	2.1			
	Distribution Lines	2.2			
	Substations	2.3			
	Distribution Transformers	2.4			
	Low Voltage Supply & Meters	2.5			
	Communications	2.7			
	Land & Easements	2.8			
	Buildings	2.9			
	Other System Assets	2.10			
	(Total System Assets)				
Non-System Assets					
Public Lighting					
Capital expenditure on System Assets by purpose	Asset replacement	3.1			
	Demand related	3.2			
	Reliability and quality improvements	3.3			
	Environmental, safety, legal obligation	3.4			
	Full Retail Contestability	3.5			
	Other	3.6			

**INFORMATION**

**SCONRRR Reporting**

**SA Distribution regulatory accounts reporting template  
for the year ending 30 June 20XX**

(see 'Definition and notes' document for definition of terms)

Ref/Notes	Major Headings	Ref. No.	Input Fields	Code	\$
<b>Depreciation (nominal \$'000)</b>					
Current Year Depreciation Charge (\$'000)					
Weighted Average Expected Lives (Years)	System Assets	2.1	Sub-Transmission Lines		
		2.2	Distribution Lines		
		2.3	Substations		
		2.4	Distribution Transformers		
		2.5	Low Voltage Supply & Meters		
		2.7	Communications		
		2.9	Buildings		
		2.10	Other System Assets		
			(Total System Assets)		
	Non-System Assets				
Weighted Average Remaining Lives (Years)	System Assets	2.1	Sub-Transmission Lines		
		2.2	Distribution Lines		
		2.3	Substations		
		2.4	Distribution Transformers		
		2.5	Low Voltage Supply & Meters		
		2.7	Communications		
		2.9	Buildings		
		2.10	Other System Assets		
			(Total System Assets)		
	Non-System Assets				
Indicate the Depreciation Methodology used (eg. Straight Line etc.) for each period					
<b>Operating Costs (nominal \$'000)</b>					
1. Corporate overhead costs should be allocated to the different activities as appropriate					
2. If some of the sub-categories cannot be provided, please include the costs in another category and provide an explanation in the 'Notes' below					
A. Network Operating Costs		4.1			
B. Network Maintenance ("NM") Costs	Inspection	4.2			
	Maintenance & Repair	4.3			
	Vegetation management	4.4			
	Emergency response	4.5			
	Other NM Costs	4.6			
	(Total NM costs)				
C. Other Costs	Meter reading	4.7			
	Customer service	4.8			
	Advertising & Marketing	4.9			
	Full Retail Contestability	4.10			
	Corporate Affairs				
	Shared Services - Property				
	Shared Services - IS				
Total Other Operating Costs	4.11				
D. Public Lighting		4.12			
E. Total corporate overheads included in cost categories A - D					
(Does not include overheads for Unregulated services)					
<b>Related Party Transactions (nominal \$'000)</b>					
Total value of related party transactions					
<b>Notes</b>					
1. Add rows if required					