

## **[DRAFT FAST TRACK] Gas Distribution Information Disclosure Amendments Determination (No.1) 2017**

**The Commission:**

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24 March 2015	NZCC 7	2015 Amendment to the Gas Distribution Information Disclosure Determination 2012
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Commerce Commission  
Wellington, New Zealand

**GAS DISTRIBUTION INFORMATION DISCLOSURE AMENDMENTS DETERMINATION (No.1)  
2017**

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Pursuant to Part 4 of the Commerce Act 1986, the Commerce Commission makes the following determination:

## **PART 1      GENERAL PROVISIONS**

### **1.1      PRINCIPAL DETERMINATION AMENDED**

- 1.1.1 This determination amends the **principal determination**.
- 1.1.2 Amendments to the body of the **principal determination** are marked as track changes in this **Amendment**.

### **1.2      COMMENCEMENT DATES**

- 1.2.1 The **principal determination** came into force on 1 October 2012.
- 1.2.2 This **Amendment** comes into force on [XX].

### **1.3      APPLICATION**

- 1.3.1 This determination applies to **gas distribution businesses** as suppliers of regulated goods and services under Part 4 of the **Act**.

### **1.4      INTERPRETATION**

- 1.4.1 In this determination, unless the context otherwise requires-
  - (1) Terms in bold type in the main body of this determination (including the attachment) have the meaning given to those terms in this section 1.4. Terms used in the schedules are defined in Schedule 16;
  - (2) Terms used in this determination that are defined in the **Act** but not in this determination, have the same meanings as in the **Act**;
  - (3) Terms used in this determination that are defined in the **IM determination** but not in this determination have the same meanings as in the **IM determination**;
  - (4) A word which denotes the singular also denotes the plural and vice versa;
  - (5) An obligation to do something is deemed to include an obligation to cause that thing to be done;
  - (6) Financial items must be measured and disclosed in accordance with **GAAP** unless otherwise required by this determination or the **IM determination**;

(7) Non-financial items must be measured and disclosed in accordance with standard industry practice unless otherwise required in this determination.

1.4.2 If there is any inconsistency between the main body of this determination (including the attachment) and any schedule to this determination, the main body of this determination prevails.

1.4.3 In this determination, the words or phrases in bold type bear the following meanings:

**A**

<b>Act</b>	means the Commerce Act 1986
<b>Allocated works under construction</b>	means, for the components of the <b>works under construction</b> roll-forward, the <b>works under construction</b> values after the application of clause 2.1.1 of the <b>IM determination</b>
<b>Allocation methodology type</b>	has the meaning given in the <b>IM determination</b>
<b>Allocator</b>	means the measure used to allocate <b>operating costs</b> or <b>regulated service asset values</b> that are <b>not directly attributable</b> as set out in clause 2.1.3 or clause 2.1.5 of the <b>IM determination</b>
<b><u>Amendment</u></b>	<b><u>means the Gas Distribution Information Disclosure Amendments Determination (No.1) 2017</u></b>
<b>AMP</b>	means <b>asset management plan</b>
<b>AMP planning period</b>	has the meaning specified in clause 3.4 of Attachment A to this determination
<b>AMP update</b>	has the meaning specified in clause 2.6.5 of this determination
<b>Asset management plan</b>	has the meaning in clause 2.6.1 of this determination
<b>Asset relocations</b>	in relation to expenditure, means <b>expenditure on assets</b> where the <b>primary driver</b> is the need to relocate assets due to third party requests, such as for the purpose of allowing road widening or similar needs. This expenditure

category includes **expenditure on assets** relating to the undergrounding of previously aboveground assets at the request of a third party

**Asset replacement and renewal**

means-

- (a) in relation to **capital expenditure, expenditure on assets**
- (b) in relation to **operational expenditure, operational expenditure**

where the **primary driver** is the need to maintain **network** asset integrity so as to maintain current security and/or quality of supply standards and includes expenditure to replace or renew assets incurred as a result of-

- the progressive physical deterioration of the condition of **network** assets or their immediate surrounds
- the obsolescence of **network** assets
- preventative replacement programmes, consistent with asset life-cycle management policies, or
- the need to ensure the ongoing physical security of the **network** assets

**Assets commissioned**

means-

- (a) in relation to the **unallocated RAB or unallocated works under construction**, the sum of value of **commissioned** assets as determined in accordance with clause 2.2.11 of the **IM determination**
- (b) in relation to the **RAB or allocated works under construction**, the value of the assets (as determined in accordance with paragraph (a)) which is allocated to the **gas distribution services** in accordance with clause 2.1.1 of the **IM determination**
- (c) in relation to forecast information, a forecast of the value of the assets (as determined in accordance with paragraph (b)) for a future **disclosure year**



**Audited disclosure information** means information disclosed under any of clauses 2.3.1 and 2.3.2 of this determination, the SAIDI and SAIFI information disclosed in Schedule 10a(ii) under subclauses 2.5.1(1)(e) and 2.5.2(1)(e) and the explanatory notes disclosed in boxes 1 to 12 of Schedule 14 under clause 2.7

**B**

**C**

**Capital contributions** has the meaning given in the **IM determination**

**Capital expenditure** means-

- (a) in relation to the **unallocated works under construction**, costs:
  - (i) incurred in the acquisition or development of an asset during the **disclosure year** that is, or is intended to be, **commissioned**; and
  - (ii) that are included or are intended to be included in the value of **assets commissioned** relating to the **unallocated RAB**
- (b) in relation to the Report on **related party transactions**, costs:
  - (i) incurred in the acquisition or development of an asset during the **disclosure year** that is, or is intended to be, **commissioned**; and
  - (ii) that are included or are intended to be included in the value of **assets commissioned** relating to the **RAB**; and
  - (iii) that are as a result of **related party transactions**
- (c) in all other instances, costs:
  - (i) incurred or forecast to be incurred in the acquisition or development of an

	asset during the <b>disclosure year</b> that is, or is intended to be, <b>commissioned</b> ; and
	(ii) that are included or are intended to be included in the value of <b>assets commissioned</b> relating to the <b>RAB</b>
<b>Commencement date</b>	means the date specified in clause 1.2.1 of this determination
<b>Commission</b>	means the Commerce Commission
<b>Commissioned</b>	has the meaning given in the <b>IM determination</b>
<b>Constant prices</b>	means, in relation to the prospective disclosures made under clauses 2.6.1, 2.6.3, and 2.6.6 of this determination, prices expressed in New Zealand dollars as at the mid-point of the <b>current year</b> . Constant price expenditure forecasts are forecasts based on constant price assumptions
<b>Consumer</b>	means a <b>person</b> that consumes or acquires <b>gas distribution services</b>
<b>Consumer connection</b>	in relation to expenditure, means <b>expenditure on assets</b> where the <b>primary driver</b> is the establishment of a new customer connection point or alterations to an existing customer connection point. This expenditure category includes <b>expenditure on assets</b> relating to-  (a) connection assets and/or parts of the <b>network</b> for which the expenditure is recoverable in total, or in part, by a contribution from the customer requesting the new or altered connection point; and (b) both gas injection and offtake points of connection
<b>Consumer group</b>	means the category of <b>consumer</b> used by the <b>GDB</b> for the purposes of setting <b>prices</b>
<b>Contract</b>	means a contract for the supply of goods or services (or both) whether or not the contract, or any part of the contract, is in writing and, for the avoidance of doubt, includes-

- (a) a contract under which goods or services, (or both) are being supplied, although some or all of the terms and conditions in relation to the supply of those goods or services have not been settled; and
- (b) any operating agreement, side letter, or documentation that influences, adjusts or amends the terms and conditions of the contract

**Contracting services**

means the following services, when provided under a **contract** between the **GDB** and a **related party**-

- (a) construction and maintenance
- (b) **network** management
- (c) connection and disconnection services

**Cost of financing**

means the cost of financing incurred by a **GDB** and accumulated during the construction phase of a project that creates a new **network** asset, determined in accordance with clause 2.2.11(2) of the **IM determination** and allocated to the **gas distribution services** in accordance with clause 2.1.1 of the **IM determination**

**CPP**

has the meaning given in the **IM determination**

**Current year or CY**

means-

- (a) in relation to the historic disclosures made under clause 2.3.1 of this determination, the **disclosure year** of the report
- (b) in relation to the prospective disclosures made under clauses 2.6.1, 2.6.3, and 2.6.6 of this determination, the **disclosure year** in which the report is prepared

**CY, CY-X or CY+X**

means-

- (a) the **current year**; or
- (b) where a '-' precedes 'X', the Xth year preceding the **current year**; or
- (c) where a '+' precedes the 'X', the Xth year following the **current year**

**D**

<b>Directly attributable</b>	has the meaning given in the <b>IM determination</b>
<b>Director</b>	has the meaning given in the <b>IM determination</b>
<b>Disclosure year</b>	means- (a) for Vector and for GasNet the 12 month period ending on 30 June of the year the disclosure relates to <u>(for example, disclosure year 2017 is the 12 months ended 30 June 2017)</u> <del>or, if the term disclosure year is preceded by a year, the 12 month period ended on 30 June of that year</del> (b) for <u>First Gas and</u> Powerco the 12 month period ending on 30 September of the year the disclosure relates <u>to (for example, disclosure year 2018 is the 12 months ended 30 September 2018)</u> <del>or if the term disclosure year is preceded by a year, the 12 month period ended on 30 September of that year</del> (c) <u>in the case of 'disclosure year 2017' for First Gas, the period from 1 July 2016 to 30 September 2017</u>
<b>DPP regulatory period</b>	has the meaning given in the <b>IM determination</b>

**E**

<b>EDB</b>	has the meaning given in the Electricity Distribution Services Input Methodologies Determination 2012 [2012] NZCC 26, including, for the avoidance of doubt, any amendment in effect at the time this determination comes into force
<b>Error</b>	means incorrect information disclosed in accordance with the <b>principal determination</b> as amended at the time of the disclosure, in such a way that-

- (a) the data is incorrect;
  - (b) a statement is incorrect; or
  - (c) the compilation of disclosed information is inconsistent with the **principal determination** as amended at the time of disclosure; and
- is not where-
- (d) the correction is to the **initial RAB**;
  - (e) an estimate has changed due to new information becoming available;
  - (f) the change is a **lost and found assets adjustment**;

**Expenditure on assets**

means the expenditure relating to costs included or expected to be included in a closing **RAB** value and is equal to **capital expenditure** plus **value of capital contributions** less **value of vested assets** less **cost of financing**, where **capital expenditure** has meaning (b) or, in respect of **related party transactions**, meaning (c) as set out in this determination

**F**

**Fault**

means a physical condition that causes a device, component or **network** element to fail to perform in the required manner

**G**

**GAAP**

means generally accepted accounting practice in New Zealand, as defined in the **IM determination**

**Gas distribution services**

has the meaning given in the **IM determination**

**Gas pipeline services**

has the meaning given in s 55A of the **Act**

**GDB (or gas distribution business)**

means GDB as that term is defined in the **IM determination**

**GTB**

has the meaning given in the Gas Transmission Services Input Methodologies Determination 2012 [2012] NZCC 28, including, for the

avoidance of doubt, any amendment in effect at the time this determination comes into force

H

I

**ICP**

means installation control point being the point at which a **consumer** installation is deemed to have gas supplied, and which represents the **consumer** installation on the registry

**IM determination**

means the Gas Distribution Services Input Methodologies Determination 2012 [2012] NZCC 27, including amendments in effect at the time this determination comes into force

**Independent auditor**

means a **person** who-

- (a) is qualified for appointment as auditor of a company under the Companies Act 1993 or, where the **GDB** is a public entity (as defined in s 4 of the Public Audit Act 2001), is the Auditor-General;
- (b) has no relationship with, or interest in, the **GDB** that is likely to involve a conflict of interest;
- (c) has not assisted with the compilation of the information or provided advice or opinions (other than in relation to audit reports) on the methodologies or processes used in compiling the information; and
- (d) is not associated with nor directed by any **person** who has provided any such assistance, advice, or opinion

**Indirectly affected data and statements**

means data or statements which are incorrect only because they relied on disclosed data or statements that are affected by an **error**

**Initial RAB**

has the meaning given in the **IM determination**

**Interruption**

means a loss of gas supply upstream of the

customer isolation **valve** (riser valve)

## L

### Legislative and regulatory

in relation to expenditure, means **expenditure on assets** where the **primary driver** is a new regulatory or legal requirement that results in the creation of, or modification to, **network assets**

### Line charge revenue

means revenue from **prices**

### Lost and found assets adjustment

means:

- (a) in relation to the **unallocated RAB**, the value of found assets as determined in accordance with clause 2.2.12 of the **IM determination**, less the value of lost assets. The value of a lost asset is the unallocated opening **RAB** value of the asset less regulatory depreciation as unallocated opening **RAB** value and regulatory depreciation are determined in accordance with the **IM determination**;
- (b) in relation to the **RAB**, the value of the asset (as determined in accordance with paragraph (a)) which is allocated to **gas distribution services** in accordance with clause 2.1.1 of the **IM determination**
- (c) in relation to the regulatory tax asset base roll-forward, the sum of regulatory tax asset values for found assets less the sum of regulatory tax asset values of lost assets, where 'found assets' and 'lost assets' have the meanings given in the **IM determination**

## M

### Main pipe

means the pipes that transport gas from the bulk supply transmission **system** to each

**service pipe**

**Mark-up**

means the percentage margin charged on the directly attributable cost incurred by the **related party** in providing a good or service which is included in the price of the good or service

**N**

**Network**

has the meaning given in the **IM determination**

**Nominal New Zealand dollars**

in relation to an expenditure or revenue forecast, means the New Zealand dollar prices expected to apply in the year of the transaction

**Non-network assets**

means assets related to the provision of **gas pipeline services** but that are not a **network asset**, and include-

- (a) information and technology **systems**;
- (b) asset management **systems**;
- (c) office buildings, depots and workshops;
- (d) office furniture and equipment;
- (e) motor vehicles;
- (f) tools, plant and machinery; and
- (g) any other assets under **GAAP** that are not **network assets**

**Non-standard contract**

means a **contract** for **gas distribution services** that is not a **standard contract**

**Not directly attributable**

means:

- (a) in relation to **operating costs, operating costs** that are not **directly attributable**;
- (b) in relation to **regulated service asset values, regulated service asset values** that are not **directly attributable**

**O**

**Operating cost**

has the meaning given in the **IM determination**



<b>Operational expenditure</b>	means <b>operating costs</b> after applying clause 2.1.1 of the <b>IM determination</b> , except in relation to the Report on <b>related party transactions</b> where it means <b>operating costs</b> from <b>related party transactions</b> as determined after applying clause 2.1.1 of the <b>IM determination</b> and clause 2.3.6 of this determination
<b>Original disclosure</b>	means disclosures made in accordance with the <b>principal determination</b> as amended at the time of the disclosure which contains a material or non-material <b>error</b>
<b>Other reliability, safety and environment</b>	in relation to expenditure, means <b>expenditure on assets</b> where the <b>primary driver</b> is to improve <b>network</b> reliability or safety or to mitigate the environmental impacts of the <b>network</b> , but is not included in either of the <b>quality of supply</b> or <b>legislative and regulatory</b> categories. For example, this category may include <b>expenditure on assets</b> where the <b>primary driver</b> is to ensure staff safety or meet the <b>GDB's</b> environmental policies

**P**

<b>Person</b>	has the same meaning as defined in s 2 of the <b>Act</b>
<b>Planned interruption</b>	means any <b>interruption</b> in respect of which not less than 24 hours notice was given, either to the public or to all gas <b>consumers</b> affected by the <b>interruption</b>
<b>Prescribed contract</b>	in relation to a <b>GDB</b> , means- <ul style="list-style-type: none"> <li>(a) a <b>contract</b> under which the <b>GDB</b> supplies <b>gas pipeline services</b>; or</li> <li>(b) a <b>contract</b> for <b>related services</b>, if goods or services are to be supplied under the <b>contract</b> by-                     <ul style="list-style-type: none"> <li>(i) the <b>GDB</b>; or</li> </ul> </li> </ul>

- (ii) a **person** that is a **related party** of the **GDB**; or
- (iii) a **person** that carries out **gas pipeline services** by means of works owned by the **GDB**; or
- (iv) a **person** that is a **related party** of a **person** of the kind referred to in subclause (iii)

**Prescribed terms and conditions**

means, in relation to a **contract** for the supply of **gas distribution services** or for **related services**, the terms and conditions of the **contract** that-

- (a) describe the goods or services to be supplied under the **contract**;
- (b) determine, or provide for the determination of the quantity or amount of those goods or services;
- (c) specify, determine, or provide for the determination of the-
  - (i) **price** at which those goods or services are to be supplied;
  - (ii) timing of payment for those goods or services;
  - (iii) security for payment for those goods or services; and
  - (iv) **GDB's** obligations and responsibilities (if any) to **consumers** in the event that the supply of **gas pipeline services** to **consumers** is interrupted

**Price component**

means the various tariffs, fees and charges that constitute the components of the total **price** paid, or payable, by a **consumer**

**Prices**

has the meaning given in the **IM determination**

<b>Pricing principles</b>	means, in relation to the supply of <b>gas pipeline services</b> , the principles as defined in clause 2.5.2 of the <b>IM determination</b>
<b>Pricing strategy</b>	means a decision made by the <b>Directors</b> of the <b>GDB</b> on the <b>GDB's</b> plans or strategy to amend or develop <b>prices</b> in the future, and recorded in writing
<b>Pricing year</b>	means the 12-month period for which <b>prices</b> are set using the pricing methodology disclosed under clause 2.4.1 of this determination
<b>Primary driver</b>	<p>means the primary reason for a decision to incur a cost in the year the cost was incurred or forecast to be incurred.</p> <p>For example, an asset may be relocated at the request of a third party and, at the same time, capacity on the asset increased to take account of expected future demand. If it is the third party request that required the asset to be relocated at that time, then the <b>expenditure on assets</b> would be allocated to <b>asset relocation</b>. If the deadline for relocating the asset was not imminent, but the project had to be completed to allow for the increase in capacity, then the <b>expenditure on assets</b> would be allocated to <b>system growth</b>.</p> <p>Where there is more than one driver for a cost, and the cost is a significant proportion of <b>operational expenditure</b> or <b>expenditure on assets</b>, expenditure may be apportioned between expenditure categories according to the relative importance of each driver to the decision, or the project divided into cost categories</p>
<b>Principal determination</b>	means the Gas Distribution Information Disclosure Determination 2012, as published on 1 October 2012
<b>Publicly disclose</b>	<p>means to-</p> <p>(a) disclose the information to the public on the Internet at the <b>GDB's</b> usual publicly accessible website;</p>

- (b) make copies of the information available for inspection by any **person** during ordinary office hours, at the principal office of the **GDB** making the public disclosure and
- (c) within 10 working days of being requested to do so by any **person**, provide that **person** with a copy of the information, either by post or for collection (during ordinary office hours) from that principal office, whichever the **person** prefers; and
- (d) within 5 working days after the information is disclosed to the public, provide a copy of the information to the **Commission** in the form that it is disclosed to the public and in an electronic format that is compatible with Microsoft Excel or Microsoft Word (as the case may be),

and **public disclosure** and **publicly disclosing** have corresponding meanings

## Q

### Quality of supply

in relation to expenditure, means **expenditure on assets** where the **primary driver** is the need to meet improved security and/or quality of supply standards. This may include expenditure to-

- (a) reduce the overall **interruption/fault** rate of the **network**;
- (b) reduce the average time that **consumers** are affected by **planned interruptions** and/or **unplanned interruptions**; or
- (c) reduce the average number of **consumers** affected by **planned interruptions** and/or **unplanned interruptions**

## R

### RAB

means regulatory asset base and for the components of the RAB roll-forward, the values after applying clause 2.1.1 of the **IM**

	<b>determination</b>
<b>Record</b>	has the meaning given in section 4 of the Public Records Act 2005
<b>Regulated service</b>	has the meaning given in the <b>IM determination</b>
<b>Regulated service asset values</b>	has the meaning given in the <b>IM determination</b>
<b>Related party</b>	has the meaning given in the <b>IM determination</b>
<b>Related party transaction</b>	means a transaction with a <b>related party</b>
<b>Related services</b>	<p>means goods or services (other than the supply or conveyance of gas or gas appliances) supplied or to be supplied under a <b>contract</b> in any case where-</p> <p>(a) there is a linkage between-</p> <p style="padding-left: 20px;">(i) that <b>contract</b>; and</p> <p style="padding-left: 20px;">(ii) a <b>contract</b> for the supply or conveyance of gas</p> <p style="padding-left: 40px;">by reason that the consideration for the supply of those goods or services is linked to, or combined with, payment for the supply or conveyance of that gas; and</p> <p>(b) the monetary value of the goods or services supplied, or to be supplied, under the <b>contract</b> referred to in (a)(i), in respect of-</p> <p style="padding-left: 20px;">(i) the period of 12 months immediately before the information relating to the <b>contract</b> for the supply or conveyance of gas referred to in (a)(ii) is <b>publicly disclosed</b> as required by clauses 2.4.9 or 2.4.12 of this determination; or</p> <p style="padding-left: 20px;">(ii) the period of 12 months immediately after that information is <b>publicly disclosed</b></p> <p style="padding-left: 40px;">amounts to or will amount to more than 1% of the monetary value or projected monetary value of the <b>contract</b> referred to in (a)(ii)</p>
<b>Routine and corrective maintenance and inspection</b>	in relation to expenditure, means <b>operational expenditure</b> where the <b>primary driver</b> is the activities specified in planned or programmed inspection, testing and maintenance work

schedules and includes-

- (a) **fault** rectification work that is undertaken at a time or date subsequent to any initial **fault** response and restoration activities
- (b) routine inspection
- (c) functional and intrusive testing of assets, plant and equipment including critical spares and equipment
- (d) helicopter, vehicle and foot patrols, including negotiation of landowner access
- (e) asset surveys
- (f) environmental response
- (g) painting of **network** assets
- (h) outdoor and indoor maintenance of **stations**, including weed and vegetation clearance, lawn mowing and fencing
- (i) maintenance of access tracks, including associated security structures and weed and vegetation clearance
- (j) customer-driven maintenance
- (k) notices issued

## S

<b>Service pipe</b>	means the pipes used for the transport of gas from the <b>main pipe</b> to the customer isolation <b>valve</b> (riser valve)
<b>Shared asset</b>	means a <b>network</b> asset used by more than one <b>consumer</b> in order to receive <b>gas pipeline services</b>
<b>Sole use assets</b>	means assets connected to the <b>network</b> for use by only 1 connecting <b>consumer</b> in order to receive <b>gas pipeline services</b>
<b>Special contract term</b>	means- <ul style="list-style-type: none"> <li>(a) a non-price term in a <b>contract</b> which materially differs from the terms which the parties in their respective positions would usually include in an arm's length <b>contract</b>; or</li> <li>(b) the omission of a material non-price term from a <b>contract</b>, when the parties in their respective positions would usually include that</li> </ul>

- term in an arm's length **contract**; or
- (c) a non-price term in a **contract** resulting from a tender process, which materially varies from, or was not included in, the contractual basis on which the tender proposals were requested or the terms proposed by the lowest qualifying tender from an unrelated party, which credibly could have performed the services

**Standard contract**

means, any **contract** (being a **contract** for the provision of **gas pipeline services**) between a **GDB** and any other **person**, where-

- (a) the **price** at which the **gas pipeline services** are to be provided under the **contract** is determined solely by reference to a schedule of **prescribed terms and conditions**, being a schedule that is **publicly disclosed**; and
- (b) at least 4 other **persons** have such **contracts** with the **GDB**, and none of those other **persons** is a **related party** of the **GDB**, or is a **related party** of those other **persons**

**Station**

means a facility at which an operation on and/or measurement of the gas occurs by means of device(s) installed at the facility

**Sub-network**

means, in relation to **network** assets of ~~Vector, either the assets located in the Auckland geographic region or the assets located outside that region; and~~

Powerco, either the assets located in the Wellington and the Hutt Valley and Porirua geographic regions or the assets located outside those regions

**System**

means, in relation to a pipeline owner, a configuration of connected pipes and other fittings that are used or intended to be used for the conveyance or supply of gas

**System growth**

in relation to expenditure, means **expenditure on assets** where the **primary driver** is a change in demand on a part of the **network** which results in

a requirement for either additional capacity to meet this demand or additional investment to maintain current security and/or quality of supply standards due to the increased demand. This expenditure category includes **expenditure on assets** associated with SCADA and telecommunications assets

**T**

**Target revenue** means the revenue that the **GDB** expects to obtain from **prices**

**Total opening RAB value** means-

- (a) in relation to the **unallocated RAB**, the sum of unallocated opening **RAB** values as determined in accordance with the **IM determination**;
- (b) in relation to the **RAB**, the sum of opening **RAB** values as determined in accordance with the **IM determination**

**Transitional AMP** has the meaning specified in subclause 2.13.9(2) of this determination

**U**

**Unallocated RAB** means for the components of the **RAB** roll-forward, the values before the application of clause 2.1.1 of the **IM determination**

**Unallocated works under construction** means for the components of the **works under construction** roll-forward, the **works under construction** values before the application of clause 2.1.1 of the **IM determination**

**Unplanned interruption** means any **interruption** that is not a **planned interruption**

**V**

**Value of capital contributions** means the value of **capital contributions** received by a **GDB** and accumulated during the



	construction phase of a project that creates a new network asset, determined in accordance with clause 2.2.11(1)(h) of the <b>IM determination</b> and allocated to the <b>gas distribution services</b> in accordance with the allocation of the regulated service asset values set out in clause 2.1.1 of the <b>IM determination</b>
<b>Value of vested assets</b>	means the consideration incurred by a <b>GDB</b> and accumulated during the construction phase of a project that creates a new <b>network</b> asset, determined in accordance with clause 2.2.11(1)(i) of the <b>IM determination</b> and allocated to the <b>gas distribution services</b> in accordance with clause 2.1.1 of the <b>IM determination</b>
<b>Valve</b>	means a fitting installed in a pipeline designed to control the flow of gas
	<b>W</b>
<b>Works under construction</b>	means- <ul style="list-style-type: none"> <li>(a) in relation to <b>unallocated works under construction</b>, the value of <math>q</math> calculated using the following formula:             <math display="block">q = a + b - c + d</math>             where-             <ul style="list-style-type: none"> <li><math>a</math> = <b>unallocated works under construction</b> - preceding <b>disclosure year</b>;</li> <li><math>b</math> = <b>capital expenditure</b>;</li> <li><math>c</math> = <b>assets commissioned</b>; and</li> <li><math>d</math> = adjustment resulting from asset allocation;</li> </ul> </li> <li>(b) in relation to <b>allocated works under construction</b>, the value (as determined in accordance with paragraph (a)) which was allocated to <b>gas pipeline services</b> in accordance with clause 2.1.1 of the <b>IM determination</b></li> </ul>

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## **PART 2 DISCLOSURE REQUIREMENTS**

### **2.1 INFORMATION DISCLOSURE**

2.1.1 Subject to sections 2.11 and 2.13, from the **commencement date** every **GDB** must comply with the information disclosure requirements set out in this determination.

### **2.2 APPLICABLE INPUT METHODOLOGIES**

2.2.1 Every **GDB** must apply the requirements set out in the following subparts of the **IM determination** as applicable, when complying with this determination-

- (1) Subpart 1 of part 2, cost allocation;
- (2) Subpart 2 of part 2, asset valuation;
- (3) Subpart 3 of part 2, treatment of taxation;
- (4) Subpart 5 of part 2, pricing methodologies.

## 2.3 FINANCIAL INFORMATION FOR THE DISCLOSURE YEAR

*Annual disclosure relating to financial information for the disclosure year*

2.3.1 Subject to clause 2.13.1, within 6 months after the end of each **disclosure year**, every **GDB** must disclose information relating to its financial position by-

- (1) Completing each of the following reports by inserting all information relating to the **gas pipeline services** supplied by the **GDB** for that **disclosure year**-
  - (a) the Analytical Ratios set out in Schedule 1;
  - (b) the Report on Return on Investment set out in Schedule 2;
  - (c) the Report on Regulatory Profit set out in Schedule 3;
  - (d) the Report on Value of the Regulatory Asset Base (Rolled Forward) set out in Schedule 4;
  - (e) the Report on Regulatory Tax Allowance set out in Schedule 5a;
  - (f) the Report on Related Party Transactions set out in Schedule 5b;
  - (g) the Report on Term Credit Spread Differential Allowance set out in Schedule 5c;
  - (h) the Report on Cost Allocations set out in Schedule 5d;
  - (i) the Report on Asset Allocations set out in Schedule 5e;
  - (j) the Report on Capital Expenditure for the Disclosure Year set out in Schedule 6a;
  - (k) the Report on Operational Expenditure for the Disclosure Year set out in Schedule 6b;
  - (l) the Comparison of Forecasts to Actual Expenditure set out in Schedule 7; and
- (2) **Publicly disclosing** each of those reports.

2.3.2 Subject to clause 2.13.1, within 6 months and 5 working days after the end of each **disclosure year**, every **GDB** must disclose to the **Commission** information supporting the information disclosed in accordance with clause 2.3.1 by completing each of the following reports by inserting all information relating to the information supplied by the **GDB** in Schedules 5d and 5e for that **disclosure year**-

- (1) the Report Supporting Cost Allocations set out in Schedule 5f;
- (2) the Report Supporting Asset Allocations set out in Schedule 5g.

*Alternative method for return on investment information*

2.3.3 In completing the Report on Return on Investment in Schedule 2-

- (1) Each **GDB** must disclose information in accordance with part 2(iii) of Schedule 2 if during the first three months or last three months of the **disclosure year** the value of **assets commissioned** by the **GDB** exceeds 10% of the **total opening RAB values**;
- (2) Otherwise a **GDB** may elect to disclose information in accordance with part 2(iii) of Schedule 2.

*Term credit spread differential allowance*

2.3.4 The Report on Term Credit Spread Differential Allowance in Schedule 5c is only required to be completed by qualifying suppliers as qualifying suppliers is defined in the **IM determination**.

*Allocation of assets and operating costs*

2.3.5 In completing the Report on Cost Allocations in Schedule 5d and the Report on Asset Allocations in Schedule 5e every **GDB** must **publicly disclose**, for each **operational expenditure** category in Schedule 5d and each asset category in Schedule 5e that has **not directly attributable** costs-

- (1) A description of the **not directly attributable** costs or assets;
- (2) The **allocation methodology types** used to allocate the **not directly attributable** costs or assets;
- (3) Where more than one allocation method is used, the percentage of **not directly attributable** costs or assets allocated using each method;
- (4) Where ABAA or OVABAA methodologies are used, whether the **allocators** are proxy asset allocators, proxy cost allocators or causal allocators, as ABAA,

OVABAA, proxy assets allocator, proxy cost allocator and causal are defined in the **IM determination**; and

- (5) The **allocators** used and the rationale for using each **allocator**.

*Related party transactions*

2.3.6 For the purpose of clause 2.3.1, the cost of any service, good, or asset from a **related party** must be-

- (1) For the cost of a **commissioned** asset or a component of a **commissioned** asset acquired from a **related party**, as determined in accordance with clauses 2.2.11(1)(e)-(g) of the **IM determination**;
- (2) For any service or good which was acquired from a **related party**, one of the following-
  - (a) at the **directly attributable** cost incurred by the **related party** in accordance with the cost allocation process set out in clause 2.1.1 of the **IM determination**, provided that the cost incurred by the **related party** in providing the service to the **GDB**-
    - (i) is fair and reasonable to the **GDB**; and
    - (ii) is substantially the same as the cost incurred by the **related party** in providing the same type of services to third parties; or
  - (b) for gas **contracting services** to maintain or develop the **network**, at the directly attributable cost incurred by the **related party**, determined in accordance with the cost allocation process set out in clause 2.1.1 of the **IM determination**, plus a **mark-up** which does not exceed 17.2%; or
  - (c) the price paid by the **GDB**, where-
    - (i) at least 50% of the **related party's** sales of services or goods, are to third parties, and third parties may purchase the same or similar services, or goods, from the **related party** on substantially the same terms and conditions, including price; or
    - (ii) that price is substantially the same as the price paid for the same or substantially similar services or goods (including any adjustments for inflation using CPI or an appropriate input price index) on substantially the same terms and conditions in

the preceding 3 **disclosure years** from a party other than a **related party**; or

- (d) at the price paid by the **GDB**, where—
- (i) the price paid for all services, goods, and assets acquired from that **related party** is less than 1% of the **GDB's** total revenue from the **regulated service** for that year; and
  - (ii) the total price paid for all **related party transactions** is less than 5% of the **GDB's** total revenue from the **regulated service**;  
or
- (e) at the price paid by the **GDB** to the **related party** following a competitive tender process, provided that—
- (i) the price is no more than 5% higher than the price of the lowest conforming tender received;
  - (ii) all relevant information material to consideration of a proposal was provided to third parties, or made available upon request;
  - (iii) at least one other qualifying proposal was received;
  - (iv) the final agreement for the provision of the services or goods by the **related party** does not include any **special contract terms**; and
  - (v) the **GDB** retains for a period of 7 years following the closing date of tender proposals a **record** of the tender and tender process, including request for information and/or proposal, the criteria used for the assessment of proposals, reasons for acceptance or rejection of proposals, and all proposals and requests for information on the tender for the purposes of making proposals;
- (f) the price paid by the **GDB**, provided—
- (i) the price cannot otherwise be determined under subclauses (a) to (e); and
  - (ii) no fewer than 2 **directors** of the **GDB** provide a written certification that they are satisfied that the price or prices paid for all services, goods, or assets determined in accordance with

this paragraph reflect the price or prices that would be received in an arm's-length transaction; or

(g) nil.

2.3.7 For the purpose of clause 2.3.1, the price received for any sale or supply of services, goods, or assets to a **related party**, must be one of the following-

- (1) If the **related party** is another **GDB**, an **EDB**, or **GTB** required to publicly disclose the price paid or cost incurred in accordance with another **Commission** determination, then the price received must be that disclosed by the **related party**; or
- (2) If the price received cannot be determined under subclause (1), then-
  - (a) at the price received from the **related party**, where the **GDB** makes at least 50% of its revenue from the provision of similar services to unrelated parties, and the price charged by the **GDB** to the **related party** is substantially the same as the price charged to third parties for similar services, goods, or assets on substantially the same terms and conditions; or
  - (b) at the price received from the **related party**, provided that no fewer than 2 directors of the **GDB** provide a written certification that they are satisfied that the prices received for all services, goods, or assets provided to **related parties** reflect the price or prices that would be received in an arm's length transaction; or
  - (c) at the cost incurred by the **GDB** in providing the service, good, or asset.

*Information on capital expenditure projects*

2.3.8 In completing the Report on Capital Expenditure for the Disclosure Year in Schedule 6a, every **GDB** must disclose the following information in relation to material projects and programmes-

- (1) Separately disclose **consumer connection** expenditure for each consumer type defined by the **GDB** in 6a(iii) of Schedule 6a;
- (2) For each material **asset relocation** project in Schedule 6a-
  - (a) separately disclose a brief description of the project and its value in 6a(v) of Schedule 6a;



- (b) provide any additional commentary, including the purpose of the project and a description of the assets relocated for each project in Schedule 14 (Mandatory Explanatory Notes);
- (3) For each material **quality of supply** project in Schedule 6a-
  - (a) separately disclose a brief description of the project and its value in 6a(vi) in Schedule 6a;
  - (b) provide any additional commentary, including the purpose of the project and a description of the assets affected for each project in Schedule 14 (Mandatory Explanatory Notes);
- (4) For each material **legislative and regulatory** project in Schedule 6a-
  - (a) separately disclose a brief description of the **legislative and regulatory** requirement and the value of the project in 6a (vii) in Schedule 6a;
  - (b) provide any additional commentary, including the purpose of the projects and a description of the assets affected for each project in Schedule 14 (Mandatory Explanatory Notes);
- (5) For each material **other reliability, safety and environment** project in Schedule 6a-
  - (a) separately disclose a brief description of the project and its value in 6a(viii) of Schedule 6a;
  - (b) provide any additional commentary, including the purpose of the project and a description of the assets affected for each project in Schedule 14 (Mandatory Explanatory Notes);
- (6) For each material **non-network assets** project in Schedule 6a-
  - (a) separately disclose a brief description of the project and its value in 6a(ix) in Schedule 6a;
  - (b) provide any additional commentary, including the purpose of the project and a description of the assets affected for each project in Schedule 14 (Mandatory Explanatory Notes).

*Information on physical service life potential*

2.3.9 For all assets or groups of assets where the **GDB** has changed the asset(s)' depreciation profile or the asset(s) was **commissioned** during the **disclosure year**, and the asset(s)' life service potential was determined by an engineer in accordance

with clause 2.2.8 of the **IM determination**, within 6 months after the end of each **disclosure year**, the **GDB** must **publicly disclose** the report written by the engineer which was prepared in accordance with clause 2.2.8(3)(b) of the **IM determination**.

## 2.4 PRICING AND RELATED INFORMATION

### *Disclosure of pricing methodologies*

2.4.1 Every **GDB** must **publicly disclose**, before the start of each **pricing year**, a pricing methodology which-

- (1) Describes the methodology, in accordance with clause 2.4.3, used to calculate the **prices** payable or to be payable;
- (2) Describes any changes in **prices** and **target revenues**;
- (3) Explains, in accordance with clause 2.4.5, the approach taken with respect to pricing in **non-standard contracts**;
- (4) Explains whether, and if so how, the **GDB** has sought the views of **consumers**, their expectations in terms of **price** and quality, and reflected those views in calculating the **prices** payable or to be payable. If the **GDB** has not sought the views of **consumers**, the reasons for not doing so must be disclosed.

2.4.2 Any change in the pricing methodology or adoption of a different pricing methodology, must be **publicly disclosed** at least 20 working days before **prices** determined in accordance with the change or the different pricing methodology take effect.

2.4.3 Every disclosure under clause 2.4.1 must-

- (1) Include sufficient information and commentary to enable interested **persons** to understand how **prices** were set for each **consumer group**, including the assumptions and statistics used to determine **prices** for each **consumer group**;
- (2) Demonstrate the extent to which the pricing methodology is consistent with the **pricing principles** and explain the reasons for any inconsistency between the pricing methodology and the **pricing principles**;
- (3) State the **target revenue** expected to be collected for the **pricing year** to which the pricing methodology applies;
- (4) Where applicable, identify the key components of **target revenue** required to cover the costs and return on investment associated with the **GDB's** provision

of **gas pipeline services**. Disclosure must include the numerical value of each of the components;

- (5) State the **consumer groups** for whom **prices** have been set, and describe-
  - (a) the rationale for grouping **consumers** in this way;
  - (b) the method and the criteria used by the **GDB** to allocate **consumers** to each of the **consumer groups**;
- (6) If **prices** have changed from **prices** disclosed for the immediately preceding **pricing year**, explain the reasons for changes, and quantify the difference in respect of each of those reasons;
- (7) Where applicable, describe the method used by the **GDB** to allocate the **target revenue** among **consumer groups**, including the numerical values of the **target revenue** allocated to each **consumer group** and the rationale for allocating it in this way;
- (8) State the proportion of **target revenue** (if applicable) that is collected through each **price component** as **publicly disclosed** under clause 2.4.18.

2.4.4 Every disclosure under clause 2.4.1 must, if the **GDB** has a **pricing strategy**-

- (1) Explain the **pricing strategy** for the next 5 **pricing years** (or as close to 5 years as the **pricing strategy** allows), including the current **pricing year** for which **prices** are set;
- (2) Explain how and why **prices** are expected to change as a result of the **pricing strategy**;
- (3) If the **pricing strategy** has changed from the preceding **pricing year**, identify the changes and explain the reasons for the changes.

2.4.5 Every disclosure under clause 2.4.1 must-

- (1) Describe the approach to setting **prices** for **non-standard contracts**, including-
  - (a) the extent of **non-standard contract** use, including the number of **ICPs** represented by **non-standard contracts** and the value of **target revenue** expected to be collected from **consumers** subject to **non-standard contracts**;

- (b) how the **GDB** determines whether to use a **non-standard contract**, including any criteria used;
  - (c) any specific criteria or methodology used for determining **prices** for **consumers** subject to **non-standard contracts**, and the extent to which these criteria or that methodology are consistent with the **pricing principles**;
- (2) Describe the **GDB's** obligations and responsibilities (if any) to **consumers** subject to **non-standard contracts** in the event that the supply of **gas pipeline services** to the **consumer** is interrupted. This description must explain-
- (a) the extent of the differences in the relevant terms between **standard contracts** and **non-standard contracts**;
  - (b) any implications of this approach for determining **prices** for **consumers** subject to **non-standard contracts**.

#### *Disclosure of capital contributions*

##### 2.4.6 Every **GDB** must at all times **publicly disclose**-

- (1) A description of its current policy or methodology for determining **capital contributions**, including-
  - (a) the circumstances (or how to determine the circumstances) under which the **GDB** may require a **capital contribution**;
  - (b) how the amount payable of any **capital contribution** is determined. Disclosure must include a description of how the costs of any assets (if applicable), including any **shared assets** and any **sole use assets** that are included in the amount of the **capital contribution**, are calculated;
  - (c) the extent to which any policy or methodology applied is consistent with the relevant **pricing principles**;
- (2) A statement of whether a **consumer** or any other **person** can use an independent contractor to undertake some or all of the work covered by the **capital contribution** sought by the **GDB**;
- (3) If the **GDB** has a standard schedule of **capital contributions** charges, the current version of that standard schedule.

##### 2.4.7 When a **consumer** or other **person** from whom the **GDB** seeks a **capital contribution**, queries the **capital contribution** charge (and when the charge is not covered in the

standard schedule of **capital contribution** charges, or no such schedule exists) a **GDB** must, within 10 working days of receiving the request, provide reasonable explanation to any reasonable query from that **consumer** or other **person** of the components of that charge and how these were determined.

2.4.8 The requirements in clauses 2.4.6 and 2.4.7 apply if-

- (1) The **GDB** determines the amount of **capital contributions**; or
- (2) The **GDB** has or can obtain information about the policy or methodology used by another **person** to determine **capital contributions** where the **GDB** receives those **capital contributions**.

*Disclosure of prescribed terms and conditions of contracts*

2.4.9 Every **GDB** must, not later than 20 working days after entering into a **prescribed contract** that is a **standard contract**, **publicly disclose** the prescribed terms and conditions of the **prescribed contract**.

2.4.10 Subject to section 53C(4) of the **Act**, if any **prescribed terms and conditions** of a **prescribed contract** that is also a **standard contract** (including a **prescribed contract** that was entered into before the **commencement date** of this determination) are modified, the **GDB** must, not later than 20 working days after those modifications take effect, **publicly disclose**-

- (1) The prescribed contract concerned;
- (2) The modifications made to the **prescribed terms and conditions**.

2.4.11 For the purposes of this section, **public disclosure** by a **GDB** of the **prescribed terms and conditions** of a **standard contract** is to be regarded as **public disclosure** by that **GDB** in relation to all of its **standard contracts** with the same **prescribed terms and conditions**.

2.4.12 Subject to section 53C(4) of the **Act**, every **GDB** must, in respect of all **prescribed contracts** that are **non-standard contracts** entered into during the **disclosure year**, no earlier than 6 months after the end of that **disclosure year**, either-

- (1) **Publicly disclose** a description of the goods or services to be supplied under the **prescribed contract** and the quantity or amount of those goods or services; or
- (2) **Publicly disclose** the **prescribed terms and conditions** of each **prescribed contract** with the exception of **prescribed terms and conditions** that specify,

determine, or provide for the determination of the **price** at which goods or services are to be supplied.

2.4.13 For any **contract** for which information is **publicly disclosed** under clause 2.4.12, unless **prescribed terms and conditions** have been **publicly disclosed** under subclause 2.4.12(2), every **GDB** must, within 20 working days of a request by any **person**, provide to that **person** and **publicly disclose** the **prescribed terms and conditions** of the **prescribed contract**, with the exception of **prescribed terms and conditions** that specify, determine, or provide for the determination of the **price** at which goods or services are to be supplied.

2.4.14 Clauses 2.4.15 and 2.4.16 apply to **prescribed contracts** that are **non-standard contracts**-

- (1) For which information was disclosed in any previous **disclosure year** under clause 2.4.12 or clause 2.4.13; or
- (2) Which were entered into before the **commencement date**.

2.4.15 Subject to section 53C(4) of the **Act**, if any **prescribed terms and conditions** of a **prescribed contract** described under clause 2.4.14 are modified, every **GDB** must immediately **publicly disclose**, no earlier than 6 months after the end of the **disclosure year** in which the **prescribed contract** was modified-

- (1) The existence of the **prescribed contract** described in clause 2.4.14 that has been modified; and
- (2) The fact of its modification.

2.4.16 Within 20 working days of a request by any **person**, the **GDB** must provide to the **person** and **publicly disclose** the **prescribed terms and conditions** of the **prescribed contract** described in clause 2.4.15, with the exception of **prescribed terms and conditions** that specify, determine or provide for the determination of the **price** at which goods and services are to be supplied.

2.4.17 Every **GDB** must, when **publicly disclosing** or disclosing on request to any **person** (as the case may be) the **prescribed terms and conditions** of a **non-standard contract** under any of clauses 2.4.12, 2.4.13, or 2.4.16, include the following information-

- (1) The maximum hourly amount of gas (in gigajoules) to be conveyed to the **consumer** under the **contract**, or (if the amount is not quantified in the **contract**) a reasonable estimate of that amount based on the duration of the **contract**;

- (2) The pressure or pressures at which the gas is to be supplied or conveyed under that **contract**, or (if the pressure is not specified in the **contract**) a reasonable estimate of that pressure.

*Disclosure of prices*

2.4.18 Every **GDB** must at all times **publicly disclose**-

- (1) Each current **price** expressed in a manner that enables individual **consumers** to determine-
  - (a) the **consumer group** or **consumer groups** applicable to them;
  - (b) the total **price** for **gas pipeline services** applicable to them;
  - (c) the **prices** represented by each **price component** applicable to them;
- (2) The number (or estimated number) of **consumers** which must pay each **price**;
- (3) The date at which each **price** was or will be first introduced;
- (4) The **price** that was payable immediately before each current **price** (if any) expressed in the manner referred to in subclause (1).

2.4.19 Every **GDB** must, at least 20 working days before changing or withdrawing a **price** or introducing a new **price** that is payable by 5 or more **consumers**-

- (1) **Publicly disclose**-
  - (a) the information specified in clause 2.4.18 in respect of that **price**;
  - (b) an explanation of the reasons for the new **price** or the changed or withdrawn **price**.
- (2) In addition, either-
  - (a) give written notice to each **consumer** by whom that **price** is, or in the case of a withdrawn **price** would have been, payable, including the information specified in clause 2.4.18 in respect of that **price**; or
  - (b) notify **consumers** in the news section of either-
    - (i) 2 separate editions of each newspaper; or
    - (ii) news media accessible using the internet;

that is widely read by **consumers** connected to that **GDB's network**, details of the changed **price**, including-

- (iii) the changed **price** alongside the immediately preceding **price** applicable;
- (iv) contact details where further details of the new or changed **price** can be found including the URL of the **GDB's** publicly accessible website.

2.4.20 Every **GDB** must, in respect of-

- (1) All new **prices** payable; or
- (2) In the case of withdrawn **prices**, the **prices** which would have been payable;

by 4 or fewer **consumers**, at least 20 working days before introducing a new **price**, give written notice to each **consumer** by whom that **price** is payable, the information specified in clause 2.4.18 in respect of that **price**.

*Annual disclosure of information on billed quantities and line charge revenues*

2.4.21 Subject to clause 2.13.1, within 6 months after the end of each **disclosure year**, every **GDB** must **publicly disclose** the information specified in Schedule 8.

2.4.22 Subject to clause 2.13.1, if **prices** differ between **sub-networks**, a separate Schedule 8 must be completed for each **sub-network**.

## **2.5 NON-FINANCIAL INFORMATION RELATING TO NETWORK ASSETS**

2.5.1 Subject to clause 2.13.1, within 6 months after the end of each **disclosure year**, every **GDB** must—

- (1) Complete each of the following reports by inserting all information relating to the **gas distribution services** supplied by the **GDB** for the **disclosure years** provided for in the following reports-
  - (a) the Asset Register set out in Schedule 9a;
  - (b) the Asset Age Profile set out in Schedule 9b;
  - (c) the Report on Pipeline Data set out in Schedule 9c;
  - (d) the Report on Demand set out in Schedule 9d;



- (e) the Report on Network Reliability and Interruptions set out in Schedule 10a;
  - (f) the Report on Network Integrity and Consumer Service set out in Schedule 10b; and
- (2) **publicly disclose** each of these reports.

2.5.2 Subject to clause 2.13.1, if a **GDB** has **sub-networks**, within 6 months after the end of each **disclosure year**, a **GDB** must—

- (1) complete each of the following reports by inserting all information relating to the **gas distribution services** supplied by the **GDB** in relation to each **sub-network** for the **disclosure years** provided for in the following reports-
- (a) the Asset Register set out in Schedule 9a;
  - (b) the Asset Age Profile set out in Schedule 9b;
  - (c) the Report on Pipeline Data set out in Schedule 9c;
  - (d) the Report on Demand set out in Schedule 9d;
  - (e) the Report on Network Reliability and Interruptions set out in Schedule 10a;
  - (f) the Report on Network Integrity and Consumer Service set out in Schedule 10b; and
- (2) **publicly disclose** each of these reports.

## 2.6 ASSET MANAGEMENT PLANS AND FORECAST INFORMATION

2.6.1 Subject to clauses 2.6.3 and 2.13, before the start of each **disclosure year** commencing with the **disclosure year** 2014, every **GDB** must-

- (1) Complete an **AMP** that-
- (a) relates to the **gas distribution services** supplied by the **GDB**;
  - (b) meets the purposes of **AMP** disclosure set out in clause 2.6.2;
  - (c) has been prepared in accordance with Attachment A to this determination;

- (d) contains the information set out in in the schedules described in clause 2.6.6;
    - (e) contains the Report on Asset Management Maturity as described in Schedule 13;
  - (2) Complete the Report on Asset Management Maturity in accordance with the requirements specified in Schedule 13; and
  - (3) **Publicly disclose** the **AMP**.
- 2.6.2 The purposes of **AMP** disclosure referred to in subclause 2.6.1(1)(b) are that the **AMP**-
  - (1) Must provide sufficient information for interested **persons** to assess whether-
    - (a) assets are being managed for the long term;
    - (b) the required level of performance is being delivered; and
    - (c) costs are efficient and performance efficiencies are being achieved;
  - (2) Must be capable of being understood by interested **persons** with a reasonable understanding of the management of infrastructure assets;
  - (3) Should provide a sound basis for the ongoing assessment of asset-related risks, particularly high impact asset-related risks.
- 2.6.3 Subject to clauses 2.6.4 and 2.13.9 a **GDB** may elect to complete and **publicly disclose** an **AMP update**, as described in clause 2.6.5, before the start of a **disclosure year**, instead of an **AMP**, as described in clause 2.6.1(1), unless the start of that **disclosure year** is-
  - (1) between 6 (inclusive) and 18 months after the start of the **DPP regulatory period**; or
  - (2) between 18 (inclusive) and 30 months before the start of the next **DPP regulatory period**.
- 2.6.4 A **GDB** must not complete and **publicly disclose** an **AMP update** instead of an **AMP** if it has not previously **publicly disclosed** an **AMP** under clause 2.6.1.
- 2.6.5 For the purpose of clause 2.6.3, the **AMP update** must-
  - (1) Relate to the **gas distribution services** supplied by the **GDB**;

- (2) Identify any material changes to the **network** development plans disclosed in the last **AMP** under clause 12 of Attachment A or in the last **AMP update** disclosed under this clause 2.6.5;
- (3) Identify any material changes to the lifecycle asset management (maintenance and renewal) plans disclosed in the last **AMP** pursuant to clause 13 of Attachment A or in the last **AMP update** disclosed under this clause;
- (4) Provide the reasons for any material changes to the previous disclosures in the Report on Forecast Capital Expenditure set out in Schedule 11a and Report on Forecast Operational Expenditure set out in Schedule 11b;
- (5) Identify any changes to the asset management practices of the **GDB** that would affect a Schedule 13 Report on Asset Management Maturity disclosure; and
- (6) Contain the information set out in the schedules described in 2.6.6.

2.6.6 Subject to clause 2.13.2, before the start of each **disclosure year**, each **GDB** must complete and **publicly disclose** each of the following reports by inserting all information relating to the **gas distribution services** supplied by the **GDB** for the **disclosure years** provided for in the following reports-

- (1) the Report on Forecast Capital Expenditure in Schedule 11a;
- (2) the Report on Forecast Operational Expenditure in Schedule 11b;
- (3) the Report on Asset Condition in Schedule 12a;
- (4) the Report on Forecast Utilisation in Schedule 12b;
- (5) the Report on Forecast Demand in Schedule 12c.

## **2.7 EXPLANATORY NOTES TO DISCLOSED INFORMATION**

2.7.1 Subject to clause 2.13.1, within 6 months after the end of each **disclosure year**, every **GDB** must complete and **publicly disclose** the Schedule of Mandatory Explanatory Notes (Schedule 14) by inserting all information relating to information disclosed in accordance with clauses 2.3.1, 2.4.21, 2.4.22, and subclauses 2.5.1(1)(e) and 2.5.2(1)(e).

- (1) In relation to details of any insurance cover for the assets used to provide **gas distribution services**, the explanatory notes in Schedule 14 must include-

- (a) the **GDB's** approaches and practices in regard to the insurance of assets, including the level of insurance;
  - (b) in respect of any self insurance, the level of reserves, details of how reserves are managed and invested, and details of any reinsurance.
- (2) Where an item disclosed in accordance with clause 2.3.1 is classified differently from the previous year, the explanatory notes in Schedule 14 must include the-
- (a) nature of the item reclassified;
  - (b) value of the item in the current **disclosure year** and in the previous **disclosure year**;
  - (c) classification of the item in the previous **disclosure year**;
  - (d) classification of the item in the current **disclosure year**; and
  - (e) reason why the item has been reclassified.

2.7.2 Subject to clause 2.13.6, before the start of each **disclosure year**, every **GDB** must complete and **publicly disclose** the Mandatory Explanatory Notes on Forecast Information in Schedule 14a by inserting all relevant information relating to information disclosed in accordance with clause 2.6.6.

2.7.3 Within 6 months after the end of each **disclosure year**, every **GDB** may **publicly disclose** any further comments on the information disclosed in accordance with clauses 2.3.1, 2.4.21, 2.4.22, 2.5.1 and 2.5.2, in Schedule 15.

## **2.8 ASSURANCE REPORTS**

2.8.1 Where a **GDB** is required to **publicly disclose** any **audited disclosure information**, the **GDB** must-

- (1) Procure an assurance report by an **independent auditor** in respect of that **audited disclosure information**, that is prepared in accordance with Standard on Assurance Engagements 3100 – Compliance Engagements (SAE 3100) and International Standard on Assurance Engagements 3000 (ISAE (NZ) 3000) or their successor standards, signed by the **independent auditor** (either in his or her own name or that of his or her firm), that-
  - (a) is addressed to the **directors** of the **GDB** and to the **Commission** as the intended users of the assurance report;

- (b) states-
- (i) that it has been prepared in accordance with Standard on Assurance Engagements 3100 – Compliance Engagements (SAE 3100) and International Standard on Assurance Engagements 3000 (ISAE (NZ) 3000) or their successor standards; and
  - (ii) the work done by the **independent auditor**; and
  - (iii) the scope and limitations of the assurance engagement; and
  - (iv) the existence of any relationship (other than that of auditor) which the **independent auditor** has with, or any interests which the **independent auditor** has in, the **GDB** or any of its subsidiaries; and
  - (v) whether the **independent auditor** has obtained sufficient recorded evidence and explanations that he or she required and, if not, the information and explanations not obtained; and
  - (vi) whether, in the **independent auditor**'s opinion, as far as appears from an examination, the information used in the preparation of the **audited disclosure information** has been properly extracted from the **GDB**'s accounting and other **records**, sourced from its financial and non-financial systems; and
  - (vii) whether, in the **independent auditor**'s opinion, as far as appears from an examination of them, proper **records** to enable the complete and accurate compilation of the **audited disclosure information** required by the Gas Distribution Information Disclosure Determination 2012 have been kept by the **GDB** and, if not, the **records** not so kept; and
- (c) states, whether (and, if not, the respects in which it has not), in the **independent auditor**'s opinion, the **GDB** has complied, in all material respects, with the Gas Distribution Information Disclosure Determination 2012 in preparing the **audited disclosure information**; and
- (2) **Publicly disclose** the **independent auditor**'s assurance report prepared in accordance with subclause (1) at the same time as the **GDB publicly discloses** the **audited disclosure information**.

- 2.8.2 Subject to clause 2.8.3, where a **GDB publicly discloses** information under clause 2.12.1 or 2.12.2 and the **GDB** was required to procure an assurance report under clause 2.8.1 for the **original disclosure**, the **GDB** must procure an assurance report to the information disclosed under clause 2.12.1 or 2.12.2 to the standard of the assurance report procured for the **original disclosure**.
- 2.8.3 In applying clause 2.8.2, the assurance required for **indirectly affected data and statements** disclosures is whether the disclosed **error** has been corrected and subsequently correctly reflected in the revised **indirectly affected data and statements**.

## 2.9 CERTIFICATES

- 2.9.1 Subject to clause 2.13.5, where a **GDB** is required to **publicly disclose** any information under clauses 2.6.1, 2.6.3, 2.6.6 and 2.7.2, and subclause 2.13.9(1)(b), the **GDB** must at that time **publicly disclose** a certificate in the form set out in Schedule 17 in respect of that information, duly signed by 2 **directors** of the **GDB**.
- 2.9.2 Where a **GDB** is required to **publicly disclose** any information under clause 2.4.1, the **GDB** must at that time **publicly disclose** a certificate in the form set out in Schedule 18 in respect of that information, duly signed by 2 **directors** of the **GDB**.
- 2.9.3 Subject to clause 2.13.4, where a **GDB** is required to **publicly disclose**, or disclose to the **Commission**, any information under any of clause 2.3.1, 2.3.2, 2.4.21, 2.4.22, 2.5.1, 2.5.2 and 2.7.1, the **GDB** must at that time **publicly disclose** a certificate in the form set out in Schedule 19 in respect of that information, duly signed by 2 **directors** of the **GDB**.
- 2.9.4 Subject to clause 2.9.5, where a **GDB publicly discloses** information under clause 2.12.1 or 2.12.2, the **GDB** must **publicly disclose** a certificate under clause 2.12.1 or 2.12.2 to the standard of the certificate disclosed with the **original disclosure**.
- 2.9.5 In applying clause 2.9.4, the certification required for **indirectly affected data and statements** disclosures is whether the disclosed **error** has been corrected and subsequently correctly reflected in the revised **indirectly affected data and statements**.

## 2.10 RETENTION AND CONTINUING DISCLOSURES

- 2.10.1 A **GDB** that is required by this determination to **publicly disclose** any information must retain, and continuously **publicly disclose**, that information for at least 7 years from the date that information is first required to be **publicly disclosed**.

## 2.11 EXEMPTIONS

2.11.1 The **Commission** may at any time, by written notice to a **GDB**-

- (1) Exempt the **GDB** from any or all of the requirements of this determination, for a period and on such terms and conditions as the **Commission** specifies in the notice; and
- (2) Amend or revoke any such exemption.

## 2.12 DISCLOSURE OF ERRORS IN PREVIOUSLY DISCLOSED INFORMATION

2.12.1 Subject to clause 2.13.8, within 7 months of identifying a material **error**, a **GDB** must-

- (1) **publicly disclose**-
  - (a) a description of the **error** including the quantum of the **error** and a summary of the disclosures, data and statements affected by the **error**;
  - (b) the reason for the **error**;
  - (c) the data and statements from the **original disclosure** affected by the **error**;
  - (d) in a manner which is consistent with the **principal determination** including any amendments in effect at the time of the **original disclosure**, materially correct revised data or statements affected by the **error**;
  - (e) a certificate in accordance with clause 2.9.4; and
  - (f) where applicable, an assurance report in accordance with clause 2.8.2.
- (2) disclose the information outlined in subclause (1) when **publicly disclosing** the **original disclosure** in accordance with clause 2.10.1.

2.12.2 Subject to clause 2.13.8, if a **GDB** identifies a non-material **error**, a **GDB** may, within 7 months of identifying the non-material **error**, **publicly disclose** it in accordance with clause 2.12.1.

2.12.3 Information disclosed in accordance with this determination that refers to or relies on information contained in a previous disclosure must be consistent with the previous disclosure, unless an **error** disclosure related to that information has been made in accordance with clause 2.12.1 or 2.12.2.

2.12.4 Information disclosed after an **error** disclosure is made in accordance with clause 2.12.1 or 2.12.2 must be consistent with the **error** disclosure made in accordance with clause 2.12.1 or 2.12.2.

## **2.13 TRANSITIONAL PROVISIONS**

2.13.1 For the **disclosure year** 2014, in complying with the requirements set out in clauses 2.3.1, 2.3.2, 2.4.21, 2.4.22, 2.5.1, 2.5.2 and 2.7.1, Powerco must comply with the requirements specified in clauses 2.3.1, 2.3.2, 2.4.21, 2.4.22, 2.5.1, 2.5.2 and 2.7.1 of the **principal determination** (in the form of the reports set out therein), instead of the requirements set out in clauses 2.3.1, 2.3.2, 2.4.21, 2.4.22, 2.5.1, 2.5.2 and 2.7.1 of this determination.

- (1) When completing the reports and the Schedule of Mandatory Explanatory Notes specified in clauses 2.3.1, 2.3.2, 2.4.21, 2.4.22, 2.5.1, 2.5.2 and 2.7.1 of the **principal determination**, Powerco must use the definitions from clause 1.4.3 and Schedule 16 of the **principal determination**.

2.13.2 For the **disclosure year** 2016, in complying with the requirements set out in clause 2.6.6, GasNet and Vector must comply with either the requirements specified in subclauses 2.6.5(1) and 2.6.5(3) of the **principal determination** (in the form of the reports set out therein), or the requirements set out in clause 2.6.6 of this determination.

- (1) If GasNet and/or Vector elect(s) to complete the reports specified in subclause 2.6.5(1) of the **principal determination**, when completing these reports, GasNet and/or Vector (as applicable) must use the definitions from clause 1.4.3 and Schedule 16 of the **principal determination**.



- 2.13.3 Before the start of **disclosure year** 2016 or within six months of the start of **disclosure year** 2016, if GasNet and/or Vector elect(s) to complete the reports specified in subclause 2.6.5(1) of the **principal determination**, GasNet and/or Vector must **publicly disclose** the completed reports.
- 2.13.4 For the **disclosure year** 2014, in complying with the requirements set out in clause 2.9.3, Powerco must comply with either the requirements specified in clause 2.9.3 of the **principal determination** (in the form of the certificate set out therein), or the requirements set out in clause 2.9.3 of this determination.
- 2.13.5 For the **disclosure year** 2016, in complying with the requirements set out in clause 2.9.1, GasNet and Vector must comply with either the requirements specified in clause 2.9.1 of the **principal determination** (in the form of the certificate set out therein), or the requirements set out in clause 2.9.1 of this determination.
- 2.13.6 For the **disclosure year** 2016, in complying with the requirements set out in clause 2.7.2, GasNet and Vector must complete and **publicly disclose** the explanatory notes either before the start of **disclosure year** 2016, or within six months of the start of **disclosure year** 2016.
- (1) If GasNet and/or Vector elect(s) to complete the explanatory notes before the start of **disclosure year** 2016, GasNet and/or Vector must complete and **publicly disclose** either the explanatory notes specified in Schedule 14a of the **principal determination** or the explanatory notes specified in Schedule 14a of this determination.
- 2.13.7 For the **disclosure year** 2015 and **disclosure year** 2016, in completing the Report on Return on Investment set out in Schedule 2, every **GDB** must calculate the following **CY-1** and **CY-2** disclosures in accordance with this determination-
- (1) ROI – comparable to a post tax WACC reflecting all revenue earned;
- (2) ROI – comparable to a post tax WACC excluding revenue earned from financial incentives;
- (3) ROI – comparable to a post tax WACC excluding revenue earned from financial incentives and wash-ups;
- (4) ROI – comparable to a vanilla WACC reflecting all revenue earned;
- (5) ROI – comparable to a vanilla WACC excluding revenue earned from financial incentives; and

- (6) ROI – comparable to a vanilla WACC excluding revenue earned from financial incentives and wash-ups.

2.13.8 In complying with clauses 2.12.1 and 2.12.2 before 1 September 2015, **GDBs** must **publicly disclose** the information described in clause 2.12.1 either before 1 September 2015 or within 7 months of identifying the material or non-material **error**.

2.13.9 Notwithstanding any requirements set out in clauses 2.6.1, 2.6.2, 2.6.3, 2.6.4 and 2.6.5, the following transitional provision applies to GasNet in respect of each **disclosure year** before and during the first **DPP regulatory period**-

- (1) If GasNet has not **publicly disclosed** an **AMP** under clauses 2.6.1 and 2.6.2 then GasNet may elect to-
  - (a) not comply with clauses 2.6.1 and 2.6.2 in the current **disclosure year**; and
  - (b) complete and **publicly disclose** before the start of the **disclosure year** a **transitional AMP** that meets the requirements of subclause (2);
- (2) The **transitional AMP** must-
  - (a) relate to the **gas distribution services** supplied by the **GDB**;
  - (b) be identifiable as a **transitional AMP** prepared pursuant to clause (2) of this determination;
  - (c) include the minimum requirements set out in subclause (3);
  - (d) include the forecast information set out in clause 2.6.6;
  - (e) include the Report on Asset Management Maturity in Schedule 13;
  - (f) identify where the **GDB** considers the **AMP** does not yet conform to the requirements in clause 2.6.1, and set out the actions the **GDB** is taking to ensure the **AMP** will conform before the end of the first **DPP regulatory period**;
  - (g) identify any actions the **GDB** has completed in order to conform to the requirements in clause 2.6.1;
- (3) The **transitional AMP** must include the following-

- (a) a summary that provides a brief overview of the contents and highlights information that the **GDB** considers significant;
- (b) details of the background and objectives of the **GDB's** asset management and planning processes;
- (c) details of the **AMP planning period**, which must cover at least a projected period of 10 years commencing with the **disclosure year** following the date on which the **AMP** is required to be disclosed;
- (d) the date that it was approved by the **directors**;
- (e) a description of stakeholder interests, as set out in clause 3.7 of attachment A;
- (f) a description of the accountabilities and responsibilities for asset management, as set out in clause 3.8 of attachment A;
- (g) an overview of asset management strategy and delivery;
- (h) an overview of systems and information management data;
- (i) an overview of asset management documentation, controls and review processes;
- (j) details of the assets covered;
- (k) a clear identification or definition of a set of asset management performance indicators;
- (l) a description of **network** development plans and lifecycle management processes, covering material projects and programmes across the planning period;
- (m) details of risk policies, assessment and mitigation.

~~Sue Begg, Deputy Chair~~

~~Dated at Wellington this \_\_\_\_\_ day of \_\_\_\_\_ 2015.~~

~~COMMERCE COMMISSION~~

## ATTACHMENT A: ASSET MANAGEMENT PLANS

This attachment sets out the mandatory disclosure requirements with respect to **AMPs**. The text in italics provides a commentary on those requirements. The purpose of the commentary is to provide guidance on the expected content of disclosed **AMPs**. The commentary has been prepared on the basis that **GDBs** will implement best practice asset management processes.

### AMP design

1. The core elements of asset management—
  - 1.1 A focus on measuring **network** performance, and managing the assets to achieve performance targets;
  - 1.2 Monitoring and continuously improving asset management practices;
  - 1.3 Close alignment with corporate vision and strategy;
  - 1.4 That asset management is driven by clearly defined strategies, business objectives and service level targets;
  - 1.5 That responsibilities and accountabilities for asset management are clearly assigned;
  - 1.6 An emphasis on knowledge of what assets are owned and why, the location of the assets and the condition of the assets;
  - 1.7 An emphasis on optimising asset utilisation and performance;
  - 1.8 That a total life cycle approach should be taken to asset management;
  - 1.9 That the use of 'non-network' solutions and demand management techniques as alternatives to asset acquisition is considered.
2. The disclosure requirements are designed to produce **AMPs** that:
  - 2.1 Are based on, but are not limited to, the core elements of asset management identified in clause 1;
  - 2.2 Are clearly documented and made available to all stakeholders;
  - 2.3 Contain sufficient information to allow interested **persons** to make an informed judgement about the extent to which the **GDB's** asset management processes meet best practice criteria and outcomes are consistent with outcomes produced in competitive markets;
  - 2.4 Specifically support the achievement of disclosed service level targets;

- 2.5 Emphasise knowledge of the performance and risks of assets and identify opportunities to improve performance and provide a sound basis for ongoing risk assessment;
- 2.6 Consider the mechanics of delivery including resourcing;
- 2.7 Consider the organisational structure and capability necessary to deliver the **AMP**;
- 2.8 Consider the organisational and contractor competencies and any training requirements;
- 2.9 Consider the systems, integration and information management necessary to deliver the plans;
- 2.10 To the extent practical, use unambiguous and consistent definitions of asset management processes and terminology consistent with the terms used in this attachment to enhance comparability of asset management practices over time and between **GDBs**; and
- 2.11 Promote continual improvements to asset management practices.

*Disclosing an **AMP** does not constrain a **GDB** from managing its assets in a way that differs from the **AMP** if its circumstances change after preparing the plan or if the **GDB** adopts improved asset management practices.*

### **Contents of the AMP**

3. The **AMP** must include the following:
  - 3.1 A summary that provides a brief overview of the contents and highlights information that the **GDB** considers significant;
  - 3.2 Details of the background and objectives of the **GDB's** asset management and planning processes; and
  - 3.3 A purpose statement which:
    - (a) makes clear the purpose and status of the **AMP** in the **GDB's** asset management practices. The purpose statement must also include a statement of the objectives of the asset management and planning processes;
    - (b) states the corporate mission or vision as it relates to asset management;
    - (c) identifies the documented plans produced as outputs of the annual business planning process adopted by the **GDB**;

- (d) states how the different documented plans relate to one another, with particular reference to any plans specifically dealing with asset management; and
- (e) includes a description of the interaction between the objectives of the **AMP** and other corporate goals, business planning processes and plans.

*The purpose statement should be consistent with the **GDB's** vision and mission statements, and show a clear recognition of stakeholder interest.*

- 3.4 Details of the **AMP planning period**, which must cover at least a projected period of 10 years commencing with the **disclosure year** following the date on which the **AMP** is disclosed.

*Good asset management practice recognises the greater accuracy of short-to-medium term planning, and will allow for this in the **AMP**. The **asset management information planning information** for the second 5 years of the **AMP planning period** need not be presented in the same detail as the first 5 years.*

- 3.5 The date that it was approved by the **directors**.
- 3.6 A description of each of the legislative requirements directly affecting management of the assets, and details of:
- (a) how the **GDB** meets the requirements; and
  - (b) the impact on asset management.
- 3.7 A description of stakeholder interests (owners, **consumers**, etc) which identifies important stakeholders and indicates:
- (a) how the interests of stakeholders are identified;
  - (b) what these interests are;
  - (c) how these interests are accommodated in asset management practices; and
  - (d) how conflicting interests are managed.
- 3.8 A description of the accountabilities and responsibilities for asset management on at least 3 levels, including-
- (a) governance—a description of the extent of **director** approval required for key asset management decisions and the extent to which asset management outcomes are regularly reported to **directors**;

- (b) executive—an indication of how the in-house asset management and planning organisation is structured; and
- (c) field operations—an overview of how field operations are managed, including a description of the extent to which field work is undertaken in-house and the areas where outsourced contractors are used.

3.9 All significant assumptions-

- (a) quantified where possible;
- (b) clearly identified in a manner that makes their significance understandable to interested **persons**, including-
- (c) A description of changes proposed where the information is not based on the **GDB**'s existing business;
- (d) the sources of uncertainty and the potential effect of the uncertainty on the prospective information; and
- (e) the price inflator assumptions used to prepare the financial information disclosed in **nominal New Zealand dollars** in the Report on Forecast Capital Expenditure set out in Schedule 11a and the Report on Forecast Operational Expenditure set out in Schedule 11b.

3.10 A description of the factors that may lead to a material difference between the prospective information disclosed and the corresponding actual information recorded in future disclosures.

3.11 An overview of asset management strategy and delivery.

*To support the Report on Asset Management Maturity disclosure and assist interested **persons** to assess the maturity of asset management strategy and delivery, the **AMP** should identify-*

- (a) how the asset management strategy is consistent with the **GDB**'s other strategy and policies;
- (b) how the asset strategy takes into account the life cycle of the assets;
- (c) the link between the asset management strategy and the **AMP**; and
- (d) processes that ensure costs, risks and system performance will be effectively controlled when the **AMP** is implemented.



3.12 An overview of systems and information management data.

*To support the Report on Asset Management Maturity disclosure and assist interested **persons** to assess the maturity of systems and information management, the **AMP** should describe:*

- (a) the processes used to identify asset management data requirements that cover the whole of life cycle of the assets;
- (b) the systems used to manage asset data and where the data is used, including an overview of the systems to record asset conditions and operation capacity and to monitor the performance of assets;
- (c) the systems and controls to ensure the quality and accuracy of asset management information; and
- (d) the extent to which the systems, processes and controls are integrated.

3.13 A statement covering any limitations in the availability or completeness of asset management data and disclose any initiatives intended to improve the quality of this data.

*Discussion of the limitations of asset management data is intended to enhance the transparency of the **AMP** and identify gaps in the asset management system.*

3.14 A description of the processes used within the **GDB** for:

- (a) managing routine asset inspections and **network** maintenance;
- (b) planning and implementing **network** development projects; and
- (c) measuring **network** performance.

3.15 An overview of asset management documentation, controls and review processes.

*To support the Report on Asset Management Maturity disclosure and assist interested **persons** to assess the maturity of asset management documentation, controls and review processes, the **AMP** should:*

- (a) *identify the documentation that describes the key components of the asset management system and the links between the key components;*

- (b) *describe the processes developed around documentation, control and review of key components of the asset management system;*
- (c) *where the **GDB** outsources components of the asset management system, the processes and controls that the **GDB** uses to ensure efficient and cost effective delivery of its asset management strategy;*
- (d) *where the **GDB** outsources components of the asset management system, the systems it uses to retain core asset knowledge in-house; and*
- (e) *audit or review procedures undertaken in respect of the asset management system.*

3.16 An overview of communication and participation processes.

*To support the Report on Asset Management Maturity disclosure and assist interested **persons** to assess the maturity of asset management documentation, controls and review processes, the **AMP** should-*

- (a) *communicate asset management strategies, objectives, policies and plans to stakeholders involved in the delivery of the asset management requirements, including contractors and consultants; and*
- (b) *demonstrate staff engagement in the efficient and cost effective delivery of the asset management requirements.*

3.17 The **AMP** must present all financial values in **constant price** New Zealand dollars except where specified otherwise.

3.18 The **AMP** must be structured and presented in a way that the **GDB** considers will support the purposes of **AMP** disclosure set out in clause 2.6.2 of the determination.

#### **Assets covered**

4. The **AMP** must provide details of the assets covered, including-

- 4.1 A map and high-level description of the areas covered by the **GDB**, including the region(s) covered; and
- 4.2 A description of the **network** configuration, including-

*if sub-networks exist, the network configuration information should be disclosed for each sub-network.*

- (a) A map or maps, with any cross-referenced information contained in an accompanying schedule, showing the physical location of:
  - (i) All **main pipes**, distinguished by operating pressure;
  - (ii) All **ICPs** that have a significant impact on **network** operations or asset management priorities, and a description of that impact;
  - (iii) All gate **stations**;
  - (iv) All pressure regulation **stations**; and
- (b) if applicable, the locations where a significant change has occurred since the previous disclosure of the information referred to in subclause 4.2(a), including-
  - (i) a description of the parts of the **network** that are affected by the change; and
  - (ii) a description of the nature of the change.

#### **Network assets by category**

- 5. The **AMP** must describe the **network** assets by providing the following information for each asset category-
  - 5.1 pressure;
  - 5.2 description and quantity of assets;
  - 5.3 age profiles; and
  - 5.4 a discussion of the results of formal risk assessments of the assets, further broken down by subcategory as appropriate. Systemic issues leading to the premature replacement of assets or parts of assets should be discussed.
- 6. The asset categories discussed in clause 5 should include at least the following:
  - 6.1 the categories listed in the Report on Forecast Capital Expenditure in Schedule 11a(iii); and
  - 6.2 assets owned by the **GDB** but installed at gate **stations** owned by others.

**Service Levels**

7. The **AMP** must clearly identify or define a set of performance indicators for which annual performance targets have been defined. The annual performance targets must be consistent with business strategies and asset management objectives and be provided for each year of the **AMP planning period**. The targets should reflect what is practically achievable given the current **network** configuration, condition and planned expenditure levels. The targets should be disclosed for each year of the **AMP planning period**.
8. Performance indicators for which targets are defined in clause 7 must include—
  - 8.1 the DPP requirements required under the price quality path determination applying to the regulatory assessment period in which the next **disclosure year** falls;
  - 8.2 **consumer** oriented indicators that preferably differentiate between different consumer types;
  - 8.3 indicators of asset performance, asset efficiency and effectiveness, and service efficiency, such as technical and financial performance indicators related to the efficiency of asset utilisation and operation; and
  - 8.4 the performance indicators disclosed in Schedule 10b of the determination.
9. The **AMP** must describe the basis on which the target level for each performance indicator was determined. Justification for target levels of service includes **consumer** expectations or demands, legislative, regulatory, and other stakeholders' requirements or considerations. The **AMP** should demonstrate how stakeholder needs were ascertained and translated into service level targets.
10. Targets should be compared to historic values where available to provide context and scale to the reader.
11. Where forecast expenditure is expected to materially affect performance against a target defined in clause 7, the target should be consistent with the expected change in the level of performance.

*Performance against target must be monitored for disclosure in the Evaluation of Performance section of each subsequent **AMP**.*

**Network Development Planning**

12. **AMPs** must provide a detailed description of **network** development plans, including—

- 12.1 A description of the planning criteria and assumptions for **network** development;
- 12.2 Planning criteria for **network** developments should be described logically and succinctly. Where probabilistic or scenario-based planning techniques are used, this should be indicated and the methodology briefly described; and
- 12.3 The use of standardised designs may lead to improved cost efficiencies. This section should discuss:
- (a) the categories of assets and designs that are standardised; and
  - (b) the approach used to identify standard designs.
- 12.4 A description of the criteria used to determine the capacity of equipment for different types of assets or different parts of the **network**.
- The criteria described should relate to the **GDB's** philosophy in managing planning risks.*
- 12.5 A description of the process and criteria used to prioritise **network** development projects and how these processes and criteria align with the overall corporate goals and vision.
- 12.6 Details of demand forecasts, the basis on which they are derived, and the specific **network** locations where constraints are expected due to forecast increases in demand:
- (a) explain the load forecasting methodology and indicate all the factors used in preparing the load estimates;
  - (b) provide separate forecasts to at least **system** level covering at least a minimum five year forecast period. Discuss how uncertain but substantial individual projects/developments that affect load are taken into account in the forecasts, making clear the extent to which these uncertain increases in demand are reflected in the forecasts; and
  - (c) identify any **network** or equipment constraints that may arise due to the anticipated growth in demand during the **AMP planning period**.

*The **AMP** should include a description of the methodology and assumptions used to produce the utilisation and capacity forecasts and a discussion of the limitations of the forecasts, methodology and assumptions. The **AMP** should also discuss any capacity limitations identified or resolved in years during which an **AMP** was not disclosed.*

12.7 Analysis of the significant **network** level development options identified and details of the decisions made to satisfy and meet target levels of service, including-

- (a) the reasons for choosing a selected option for projects where decisions have been made;
- (b) alternative options considered for projects that are planned to start in the next five years; and
- (c) consideration of planned innovations that improve efficiencies within the **network**, such as improved utilisation, extended asset lives, and deferred investment.

12.8 A description and identification of the **network** development programme and actions to be taken, including associated expenditure projections. The **network** development plan must include-

- (a) a detailed description of the material projects and a summary description of the non-material projects currently underway or planned to start within the next 12 months;
- (b) a summary description of the programmes and projects planned for the following four years (where known); and
- (c) an overview of the material projects being considered for the remainder of the **AMP planning period**.

*For projects included in the **AMP** where decisions have been made, the reasons for choosing the selected option should be stated which should include how target levels of service will be impacted. For other projects planned to start in the next five years, alternative options should be discussed.*

### **Lifecycle Asset Management Planning (Maintenance and Renewal)**

13. The **AMP** must provide a detailed description of the lifecycle asset management processes, including—

13.1 The key drivers for maintenance planning and assumptions;

13.2 Identification of **routine and corrective maintenance and inspection** policies and programmes and actions to be taken for each asset

category, including associated expenditure projections. This must include-

- (a) the approach to inspecting and maintaining each category of assets, including a description of the types of inspections, tests and condition monitoring carried out and the intervals at which this is done;
- (b) any systemic problems identified with any particular asset types and the proposed actions to address these problems; and
- (c) budgets for maintenance activities broken down by asset category for the **AMP planning period**;

13.3 Identification of **asset replacement and renewal** policies and programmes and actions to be taken for each asset category, including associated expenditure projections. This must include-

- (a) the processes used to decide when and whether an asset is replaced or refurbished, including a description of the factors on which decisions are based, and consideration of future demands on the **network** and the optimum use of existing **network** assets;
- (b) a description of innovations that have deferred asset replacements;
- (c) a description of the projects currently underway or planned for the next 12 months;
- (d) a summary of the projects planned for the following four years (where known); and
- (e) an overview of other work being considered for the remainder of the **AMP planning period**; and

13.4 The asset categories discussed in clauses 13.2 and 13.3 should include at least the categories in clause 6.

### **Non-Network Development, Maintenance and Renewal**

14. **AMPs** must provide a summary description of material non-network development, maintenance and renewal plans, including—

- 14.1 a description of **non-network assets**;
- 14.2 development, maintenance and renewal policies that cover them;

- 14.3 a description of material **capital expenditure** projects (where known) planned for the next five years; and
- 14.4 a description of material maintenance and renewal projects planned (where known) for the next five years.

### **Risk Management**

- 15. **AMPs** must provide details of risk policies, assessment, and mitigation, including—
  - 15.1 Methods, details and conclusions of risk analysis;
  - 15.2 Strategies used to identify areas of the **network** that are vulnerable to high impact low probability events and a description of the resilience of the **network** and asset management systems to such events;
  - 15.3 A description of the policies to mitigate or manage the risks of events identified in clause 15.2; and
  - 15.4 Details of emergency response and contingency plans.

*Asset risk management forms a component of a **GDB's** overall risk management plan or policy, focusing on the risks to assets and maintaining service levels. **AMPs** should demonstrate how the **GDB** identifies and assesses asset related risks and describe the main risks within the **network**. The focus should be on credible low-probability, high-impact risks. Risk evaluation may highlight the need for specific development projects or maintenance programmes. Where this is the case, the resulting projects or actions should be discussed, linking back to the development plan or maintenance programme.*

### **Evaluation of performance**

- 16. **AMPs** must provide details of performance measurement, evaluation, and improvement, including—
  - 16.1 A review of progress against plan, both physical and financial;
    - (a) referring to the most recent disclosures made under clause 2.5.1 of the determination, discussing any significant differences and highlighting reasons for substantial variances;
    - (b) commenting on the progress of development projects against that planned in the previous **AMP** and provide reasons for substantial variances along with any significant construction or other problems experienced; and
    - (c) commenting on progress against maintenance initiatives and programmes and discuss the effectiveness of these programmes noted.



- 16.2 An evaluation and comparison of actual service level performance against targeted performance-
  - (a) in particular, comparing the actual and target service level performance for all the targets discussed in the previous **AMP** under clause 7 and explain any significant variances.
- 16.3 An evaluation and comparison of the results of the asset management maturity assessment disclosed in the Report on Asset Management Maturity set out in Schedule 13 against relevant objectives of the **GDB's** asset management and planning processes.
- 16.4 An analysis of gaps identified in clauses 16.2 and 16.3. Where significant gaps exist (not caused by one-off factors), the **AMP** must describe any planned initiatives to address the situation.

### **Capability to deliver**

17. **AMPs** must describe the processes used by the **GDB** to ensure that-
  - 17.1 The **AMP** is realistic and the objectives set out in the plan can be achieved; and
  - 17.2 The organisation structure and the processes for authorisation and business capabilities will support the implementation of the **AMP** plans.

### Schedule 1: Analytical Ratios

		Company Name <input type="text"/>																									
		For Year Ended <input type="text"/>																									
<b>SCHEDULE 1: ANALYTICAL RATIOS</b>																											
<p>This schedule calculates expenditure, revenue and service ratios from the information disclosed. The disclosed ratios may vary for reasons that are company specific and, as a result, must be interpreted with care. The Commerce Commission will publish a summary and analysis of information disclosed in accordance with the ID determination. This will include information disclosed in accordance with this and other schedules, and information disclosed under the other requirements of the determination.</p> <p>This information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.</p>																											
sch ref																											
7	<b>1(i): Expenditure Metrics</b>																										
8		<table border="1"> <thead> <tr> <th style="text-align: center;">Expenditure per TJ energy delivered to ICPs (\$/TJ)</th> <th style="text-align: center;">Expenditure per average no. of ICPs (\$/ICP)</th> <th style="text-align: center;">Ratio of expenditure to maximum monthly load (\$ per GJ/month)</th> <th style="text-align: center;">Expenditure per km of pipeline for supply (\$/km)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> </tbody> </table>	Expenditure per TJ energy delivered to ICPs (\$/TJ)	Expenditure per average no. of ICPs (\$/ICP)	Ratio of expenditure to maximum monthly load (\$ per GJ/month)	Expenditure per km of pipeline for supply (\$/km)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
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9	Operational expenditure																										
10	Network																										
11	Non-network																										
12																											
13	Expenditure on assets																										
14	Network																										
15	Non-network																										
16																											
17	<b>1(ii): Revenue Metrics</b>																										
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-	-																										
-	-																										
-	-																										
19	Total line charge revenue																										
20	Standard consumer line charge revenue																										
21	Non-standard consumer line charge revenue																										
22																											
23	<b>1(iii): Service Intensity Measures</b>																										
24																											
25	Demand density	-	Maximum monthly load (GJ per month) per system length																								
26	Volume density	-	Quantity of gas delivered per km of system length (TJ/km)																								
27	Connection point density	-	Average number of ICPs in disclosure year per system length																								
28	Energy intensity	-	Total GJ delivered to ICPs per average number of ICPs in disclosure year																								
29																											
30	<b>1(iv): Composition of Revenue Requirement</b>																										
31		<table border="1"> <thead> <tr> <th style="text-align: center;">(\$000)</th> <th style="text-align: center;">% of revenue</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> </tbody> </table>	(\$000)	% of revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-							
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-	-																										
32	Operational expenditure																										
33	Pass-through and recoverable costs excluding financial incentives and wash-ups																										
34	Total depreciation																										
35	Total revaluations																										
36	Regulatory tax allowance																										
37	Regulatory profit/(loss) including financial incentives and wash-ups																										
38	Total regulatory income																										
39																											
40	<b>1(v): Reliability</b>																										
41																											
42	Interruption rate	-	Interruptions per 100km of system length																								

## Schedule 2: Report on Return on Investment

Company Name   
 For Year Ended

### SCHEDULE 2: REPORT ON RETURN ON INVESTMENT

This schedule requires information on the Return on Investment (ROI) for the GDB relative to the Commerce Commission's estimates of post tax WACC and vanilla WACC. GDBs must calculate their ROI based on a monthly basis if required by clause 2.3.3 of the ID Determination or if they elect to. If a GDB makes this election, information supporting this calculation must be provided in 2(iii).

GDBs must provide explanatory comment on their ROI in Schedule 14 (Mandatory Explanatory Notes).

This information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.

sch ref

2(i): Return on Investment		CY-2	CY-1	Current Year CY
		%	%	%
7	<b>2(i): Return on Investment</b>			
8				
9	<b>ROI – comparable to a post tax WACC</b>			
10	Reflecting all revenue earned			
11	Excluding revenue earned from financial incentives			-
12	Excluding revenue earned from financial incentives and wash-ups			-
13				
14	<b>Mid-point estimate of post tax WACC</b>			
15	25th percentile estimate			
16	75th percentile estimate			
17				
18				
19	<b>ROI – comparable to a vanilla WACC</b>			
20	Reflecting all revenue earned			-
21	Excluding revenue earned from financial incentives			-
22	Excluding revenue earned from financial incentives and wash-ups			-
23				
24	<b>WACC rate used to set regulatory price path</b>			
25				
26	<b>Mid-point estimate of vanilla WACC</b>			
27	25th percentile estimate			
28	75th percentile estimate			
29				
30	<b>2(ii): Information Supporting the ROI</b>			
31				
32	Total opening RAB value			
33	plus Opening deferred tax			
34	<b>Opening RIV</b>			
35				
36	<b>Line charge revenue</b>			
37				
38	Expenses cash outflow			
39	plus Assets commissioned			
40	less Asset disposals			
41	plus Tax payments			
42	less Other regulated income			
43	<b>Mid-year net cash flows</b>			
44				
45	<b>Term credit spread differential allowance</b>			
46				
47	Total closing RAB value			
48	less Adjustment resulting from asset allocation			
49	less Lost and found assets adjustment			
50	plus Closing deferred tax			
51	<b>Closing RIV</b>			
52				
53	<b>ROI – comparable to a vanilla WACC</b>			
54				
55	Leverage (%)			44%
56	Cost of debt assumption (%)			
57	Corporate tax rate (%)			
58				
59	<b>ROI – comparable to a post tax WACC</b>			
60				

61	<b>2(iii): Information Supporting the Monthly ROI</b>						
62							
63	Opening RIV					N/A	
64							
65							
66							
67							
68							
69							
70							
71							
72							
73							
74							
75							
76							
77							
78							
79	<b>Total</b>						
80							
81	Tax Payments					N/A	
82							
83	Term credit spread differential allowance					N/A	
84							
85	Closing RIV					N/A	
86							
87	Monthly ROI – comparable to a vanilla WACC					N/A	
88							
89	Monthly ROI – comparable to a post tax WACC					N/A	
90							
91							
92	<b>2(iv): Year-End ROI Rates for Comparison Purposes</b>						
93							
94	Year-end ROI – comparable to a vanilla WACC					-	
95							
96	Year-end ROI – comparable to a post tax WACC					-	
97							
98	<i>* these year-end ROI values are comparable to the ROI reported in pre 2012 disclosures by GDBs and do not represent the Commission's current view on ROI.</i>						
99							
100	<b>2(v): Financial Incentives and Wash-Ups</b>						
101							
102	Net recoverable costs allowed under incremental rolling incentive scheme						
103	Other financial incentives						
104	<b>Financial incentives</b>						
105							
106	<b>Impact of financial incentives on ROI</b>						
107							
108	Input methodology claw-back						
109	Recoverable customised price-quality path costs						
110	Other wash-ups						
111	<b>Wash-up costs</b>						
112							
113	<b>Impact of wash-up costs on ROIs</b>						

### Schedule 3: Report on Regulatory Profit

		Company Name		
		For Year Ended		
<b>SCHEDULE 3: REPORT ON REGULATORY PROFIT</b>				
This schedule requires information on the calculation of regulatory profit for the GDB for the disclosure year. GDBs must complete all sections and must provide explanatory comment on their regulatory profit in Schedule 14 (Mandatory Explanatory Notes).				
This information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.				
sch ref				
7	<b>3(i): Regulatory Profit</b>			(\$000)
8	Income			
9	Line charge revenue			-
10	plus Gains / (losses) on asset disposals			
11	plus Other regulated income (other than gains / (losses) on asset disposals)			
12				
13	<b>Total regulatory income</b>			-
14	Expenses			
15	less Operational expenditure			-
16				
17	less Pass-through and recoverable costs excluding financial incentives and wash-ups			-
18				
19	<b>Operating surplus / (deficit)</b>			-
20				
21	less Total depreciation			-
22				
23	plus Total revaluations			-
24				
25	<b>Regulatory profit / (loss) before tax</b>			-
26				
27	less Term credit spread differential allowance			-
28				
29	less Regulatory tax allowance			-
30				
31	<b>Regulatory profit/(loss) including financial incentives and wash-ups</b>			-
32				
33	<b>3(ii): Pass-through and recoverable costs excluding financial incentives and wash-ups</b>			(\$000)
34	Pass through costs			
35	Rates			
36	Commerce Act levies			
37	Industry Levies			
38	CPP specified pass through costs			
39	Recoverable costs excluding financial incentives and wash-ups			
40	Other recoverable costs excluding financial incentives and wash-ups			
41	<b>Pass-through and recoverable costs excluding financial incentives and wash-ups</b>			-
42				
43				
44	<b>3(iii): Incremental Rolling Incentive Scheme</b>			(\$000)
45		CY-1	CY	
46				
47	Allowed controllable opex			
48	Actual controllable opex			
49				
50	<b>Incremental change in year</b>			
51				
52		Previous years' incremental change	Previous years' incremental change adjusted for inflation	
53	CY-5 [year]			
54	CY-4 [year]			
55	CY-3 [year]			
56	CY-2 [year]			
57	CY-1 [year]			
58	<b>Net incremental rolling incentive scheme</b>			-
59				
60	<b>Net recoverable costs allowed under incremental rolling incentive scheme</b>			-
61				
62	<b>3(iv): Merger and Acquisition Expenditure</b>			(\$000)
63				
64	Merger and acquisition expenditure			
65				
66	Provide commentary on the benefits of merger and acquisition expenditure to the gas distribution business, including required disclosures in accordance with section 2.7, in Schedule 14 (Mandatory Explanatory Notes)			
67				(\$000)
68	<b>3(v): Other Disclosures</b>			(\$000)
69				
70	Self-insurance allowance			

### Schedule 4: Report on Value of the Regulatory Asset Base (Rolled Forward)

Company Name For Year Ended									
<p><b>SCHEDULE 4: REPORT ON VALUE OF THE REGULATORY ASSET BASE (ROLLED FORWARD)</b>                  This schedule requires information on the calculation of the Regulatory Asset Base (RAB) value to the end of this disclosure year. This informs the ROI calculation in Schedule 2. GDBs must provide explanatory comment on the value of their RAB in Schedule 14 (Mandatory Explanatory Notes). This information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.</p>									
		RAB CY-4 (\$000)	RAB CY-4 (\$000)	RAB CY-4 (\$000)	RAB CY-4 (\$000)	RAB CY-4 (\$000)	RAB CY-4 (\$000)	RAB CY-4 (\$000)	RAB CY-4 (\$000)
<p><b>4(i): Regulatory Asset Base Value (Rolled Forward)</b></p>									
7	Total opening RAB value								
8	less Total depreciation								
9	plus Total revaluations								
10	plus Assets commissioned								
11	less Asset disposals								
12	plus Lost and found assets adjustment								
13	plus Adjustment resulting from asset allocation								
14	Total closing RAB value								
15									
16									
17									
18									
19									
20									
21									
22									
23									
24									
25									
<p><b>4(ii): Unallocated Regulatory Asset Base</b></p>									
26	Total opening RAB value								
27	less								
28	Total depreciation								
29	plus								
30	Total revaluations								
31	plus								
32	Assets commissioned (other than below)								
33	Assets acquired from a regulated supplier								
34	Assets acquired from a related party								
35	Assets commissioned								
36	less								
37	Asset disposals (other than below)								
38	Asset disposals to a regulated supplier								
39	Asset disposals to a related party								
40	Asset disposals								
41	plus								
42	Lost and found assets adjustment								
43	plus								
44	Adjustment resulting from asset allocation								
45	Total closing RAB value								
46									
47									
48									
49									
50									

\* The 'unallocated RAB' is the total value of those assets used wholly or partially to provide gas distribution services without any allowance being made for the allocation of costs to services provided by the supplier that are not gas distribution services. The RAB value represents the value of these assets after applying this cost allocation. Neither value includes works under construction.







## Schedule 5a: Report on Regulatory Tax Allowance

Company Name   
 For Year Ended

### SCHEDULE 5a: REPORT ON REGULATORY TAX ALLOWANCE

This schedule requires information on the calculation of the regulatory tax allowance. This information is used to calculate regulatory profit/loss in Schedule 3 (regulatory profit). GDBs must provide explanatory commentary on the information disclosed in this schedule, in Schedule 14 (Mandatory Explanatory Notes). This information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.

*sch ref*

			(\$000)
7	<b>5a(i): Regulatory Tax Allowance</b>		
8	Regulatory profit / (loss) before tax		-
9			
10	<i>plus</i> Income not included in regulatory profit / (loss) before tax but taxable	*	
11	Expenditure or loss in regulatory profit / (loss) before tax but not deductible	*	
12	Amortisation of initial differences in asset values	-	
13	Amortisation of revaluations	-	
14			-
15			
16	<i>less</i> Total revaluations	-	
17	Income included in regulatory profit / (loss) before tax but not taxable	*	
18	Expenditure or loss deductible but not in regulatory profit / (loss) before tax	*	
19	Notional deductible interest	-	
20			-
21			
22	<b>Regulatory taxable income</b>		-
23			
24	<i>less</i> Utilised tax losses		
25	Regulatory net taxable income		-
26			
27	Corporate tax rate (%)		
28	<b>Regulatory tax allowance</b>		-
29			
30	* Workings to be provided in Schedule 14		
31			
32	<b>5a(ii): Disclosure of Permanent Differences</b>		
33	In Schedule 14, Box 5, provide descriptions and workings of items recorded in the asterisked categories in Schedule 5a(i).		
34	<b>5a(iii): Amortisation of Initial Difference in Asset Values</b>		(\$000)
35			
36	Opening unamortised initial differences in asset values		
37	<i>less</i> Amortisation of initial differences in asset values	-	
38	<i>plus</i> Adjustment for unamortised initial differences in assets acquired		
39	<i>less</i> Adjustment for unamortised initial differences in assets disposed		
40	Closing unamortised initial differences in asset values		-
41			
42	Opening weighted average remaining useful life of relevant assets (years)		
43			

44	<b>5a(iv): Amortisation of Revaluations</b>		(\$000)
45			
46	Opening sum of RAB values without revaluations		
47			
48	Adjusted depreciation		
49	Total depreciation	-	
50	Amortisation of revaluations		-
51			
52	<b>5a(v): Reconciliation of Tax Losses</b>		(\$000)
53			
54	<b>Opening tax losses</b>		
55	plus Current period tax losses		
56	less Utilised tax losses		
57	<b>Closing tax losses</b>		-
58	<b>5a(vi): Calculation of Deferred Tax Balance</b>		(\$000)
59			
60	<b>Opening deferred tax</b>		
61			
62	plus Tax effect of adjusted depreciation	-	
63			
64	less Tax effect of tax depreciation	-	
65			
66	plus Tax effect of other temporary differences*		
67			
68	less Tax effect of amortisation of initial differences in asset values	-	
69			
70	plus Deferred tax balance relating to assets acquired in the disclosure year		
71			
72	less Deferred tax balance relating to assets disposed in the disclosure year	-	
73			
74	plus Deferred tax cost allocation adjustment	-	
75			
76	<b>Closing deferred tax</b>		-
77			
78	<b>5a(vii): Disclosure of Temporary Differences</b>		
79	<i>In Schedule 14, Box 6, provide descriptions and workings of items recorded in the asterisked category in Schedule 5a(vi) (Tax effect of other temporary differences).</i>		
80			
81	<b>5a(viii): Regulatory Tax Asset Base Roll-Forward</b>		
82			(\$000)
83	<b>Opening sum of regulatory tax asset values</b>		
84	less Tax depreciation		
85	plus Regulatory tax asset value of assets commissioned		
86	less Regulatory tax asset value of asset disposals		
87	plus Lost and found assets adjustment		
88	plus Adjustments resulting from asset allocation		
89	plus Other adjustments to the RAB tax value		
90	<b>Closing sum of regulatory tax asset values</b>		-

**Schedule 5b: Report on Related Party Transactions**

Company Name  
For Year Ended

**SCHEDULE 5b: REPORT ON RELATED PARTY TRANSACTIONS**  
 This schedule provides information on the valuation of related party transactions, in accordance with section 2.3.6 and 2.3.7 of the ID determination.  
 This information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.

*sch ref*

7	<b>5b(i): Summary—Related Party Transactions</b>	
8	Total regulatory income	(\$000)
9	Operational expenditure	
10	Capital expenditure	
11	Market value of asset disposals	
12	Other related party transactions	

  

13	<b>5b(ii): Entities Involved in Related Party Transactions</b>	
14	Name of related party	Related party relationship
15		
16		
17		
18		
19		
20	<i>* include additional rows if needed</i>	

  

21	<b>5b(iii): Related Party Transactions</b>				
22	Name of related party	Related party transaction type	Description of transaction	Value of transaction (\$000)	Basis for determining value
23		[Select one]			[Select one]
24		[Select one]			[Select one]
25		[Select one]			[Select one]
26		[Select one]			[Select one]
27		[Select one]			[Select one]
28		[Select one]			[Select one]
29		[Select one]			[Select one]
30		[Select one]			[Select one]
31		[Select one]			[Select one]
32		[Select one]			[Select one]
33		[Select one]			[Select one]
34		[Select one]			[Select one]
35		[Select one]			[Select one]
36		[Select one]			[Select one]
37		[Select one]			[Select one]
38	<i>* include additional rows if needed</i>				

**Schedule 5c: Report on Term Credit Spread Differential Allowance**

	Company Name For Year Ended									
<p><b>SCHEDULE 5c: REPORT ON TERM CREDIT SPREAD DIFFERENTIAL ALLOWANCE</b></p> <p>This schedule is only to be completed if, as at the date of the most recently published financial statements, the weighted average original tenor of the debt portfolio (both qualifying debt and non-qualifying debt) is greater than five years. This information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.</p>										
7										
8										
9										
10	<b>5c(i): Qualifying Debt (may be Commission only)</b>									
11	Issuing party	Issue date	Pricing date	Original tenor (in years)	Coupon rate (%)	Book value at issue date (NZD)	Book value at date of financial statements (NZD)	Term Credit Spread Difference	Cost of executing an interest rate swap	Debt issue cost readjustment
12										
13										
14										
15										
16	<i>* Include additional rows if needed</i>									
17										
18	<b>5c(ii): Attribution of Term Credit Spread Differential</b>									
19										
20	<b>Gross term credit spread differential</b>									
21	Total book value of interest bearing debt									
22	Leverage									
23	Average opening and closing F&B values									
24	Attribution Rate (%)									
25	Term credit spread differential allowance									
26										
27										

**Schedule 5d: Report on Cost Allocations**

Company Name		For Year Ended						
<b>SCHEDULE 5d: REPORT ON COST ALLOCATIONS</b>								
This schedule provides information on the allocation of operational costs. GDBs must provide explanatory comment on their cost allocation in Schedule 14 (Mandatory Explanatory Notes) including on the impact of any reclassifications. This information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.								
sch ref	<b>5d(i): Operating Cost Allocations</b>			Value allocated (\$000s)				
				Arm's length deduction	Gas distribution services	Non-gas distribution services	Total	OVABAA allocation increase (\$000s)
7	<b>Service interruptions, incidents and emergencies</b>							
8		Directly attributable						
9		Not directly attributable						
10		<b>Total attributable to regulated service</b>						
11		<b>Routine and corrective maintenance and inspection</b>						
12		Directly attributable						
13		Not directly attributable						
14		<b>Total attributable to regulated service</b>						
15		<b>Asset replacement and renewal</b>						
16		Directly attributable						
17		Not directly attributable						
18		<b>Total attributable to regulated service</b>						
19		<b>System operations and network support</b>						
20		Directly attributable						
21		Not directly attributable						
22		<b>Total attributable to regulated service</b>						
23		<b>Business support</b>						
24		Directly attributable						
25		Not directly attributable						
26		<b>Total attributable to regulated service</b>						
27		<b>Operating costs directly attributable</b>						
28		Directly attributable						
29		Not directly attributable						
30		<b>Total attributable to regulated service</b>						
31		<b>Operating costs not directly attributable</b>						
32		Directly attributable						
33		Not directly attributable						
34		<b>Operational expenditure</b>						

	Arm's length deduction	Value allocated (\$000s)	Non-gas distribution services	OVBAA allocation increase (\$000s)
		Gas distribution services		Total
35	<b>5d(ii): Other Cost Allocations</b>			
36	<b>Pass through and recoverable costs</b>			
37	<b>Pass through costs</b>			
38	Directly attributable			
39	Not directly attributable			
40	<b>Total attributable to regulated service</b>			
41	<b>Recoverable costs</b>			
42	Directly attributable			
43	Not directly attributable			
44	<b>Total attributable to regulated service</b>			
45	<b>5d(iii): Changes in Cost Allocations* †</b>			
46	<b>Change in cost allocation 1</b>			
47	Cost category			
48	Original allocator or line items			
49	New allocator or line items			
50				
51				
52	Rationale for change			
53				
54				
55				
56	<b>Change in cost allocation 2</b>			
57	Cost category			
58	Original allocator or line items			
59	New allocator or line items			
60				
61	Rationale for change			
62				
63				
64				
65	<b>Change in cost allocation 3</b>			
66	Cost category			
67	Original allocator or line items			
68	New allocator or line items			
69				
70	Rationale for change			
71				
72				
73	* a change in cost allocation must be completed for each cost allocator change that has occurred in the disclosure year. A movement in an allocator metric is not a change in allocator or component.			
74	† include additional rows if needed			

## Schedule 5e: Report on Asset Allocations

Company Name   
 For Year Ended

**SCHEDULE 5e: REPORT ON ASSET ALLOCATIONS**

This schedule requires information on the allocation of asset values. This information supports the calculation of the RAB value in Schedule 4. GDBs must provide explanatory comment on their cost allocation in Schedule 14 (Mandatory Explanatory Notes), including on the impact of any changes in asset allocations. This information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.

*sch ref*

7	<b>5e(i): Regulated Service Asset Values</b>			
8			Value allocated (\$000s)	
9			Gas distribution services	
10	<b>Main pipe</b>			
11	Directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
12	Not directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
13	<b>Total attributable to regulated service</b>	<input style="width: 80%; height: 15px;" type="text"/>	-	
14	<b>Service pipe</b>			
15	Directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
16	Not directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
17	<b>Total attributable to regulated service</b>	<input style="width: 80%; height: 15px;" type="text"/>	-	
18	<b>Stations</b>			
19	Directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
20	Not directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
21	<b>Total attributable to regulated service</b>	<input style="width: 80%; height: 15px;" type="text"/>	-	
22	<b>Line valve</b>			
23	Directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
24	Not directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
25	<b>Total attributable to regulated service</b>	<input style="width: 80%; height: 15px;" type="text"/>	-	
26	<b>Special crossings</b>			
27	Directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
28	Not directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
29	<b>Total attributable to regulated service</b>	<input style="width: 80%; height: 15px;" type="text"/>	-	
30	<b>Other network assets</b>			
31	Directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
32	Not directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
33	<b>Total attributable to regulated service</b>	<input style="width: 80%; height: 15px;" type="text"/>	-	
34	<b>Non-network assets</b>			
35	Directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
36	Not directly attributable	<input style="width: 80%; height: 15px;" type="text"/>		
37	<b>Total attributable to regulated service</b>	<input style="width: 80%; height: 15px;" type="text"/>	-	
38				
39	<b>Regulated service asset value directly attributable</b>	<input style="width: 80%; height: 15px;" type="text"/>		
40	<b>Regulated service asset value not directly attributable</b>	<input style="width: 80%; height: 15px;" type="text"/>	-	
41	<b>Total closing RAB value</b>	<input style="width: 80%; height: 15px;" type="text"/>	-	
42				
43	<b>5e(ii): Changes in Asset Allocations* †</b>			
44				
45	<b>Change in asset value allocation 1</b>		(\$000)	
46			CY-1	Current Year (CY)
47	Asset category	<input style="width: 150px; height: 15px;" type="text"/>	Original allocation	<input style="width: 50px; height: 15px;" type="text"/>
48	Original allocator or line items	<input style="width: 150px; height: 15px;" type="text"/>	New allocation	<input style="width: 50px; height: 15px;" type="text"/>
49	New allocator or line items	<input style="width: 150px; height: 15px;" type="text"/>	Difference	<input style="width: 50px; height: 15px;" type="text"/>
50				-
51	Rationale for change	<input style="width: 100%; height: 20px;" type="text"/>		
52				
53				
54	<b>Change in asset value allocation 2</b>		(\$000)	
55			CY-1	Current Year (CY)
56	Asset category	<input style="width: 150px; height: 15px;" type="text"/>	Original allocation	<input style="width: 50px; height: 15px;" type="text"/>
57	Original allocator or line items	<input style="width: 150px; height: 15px;" type="text"/>	New allocation	<input style="width: 50px; height: 15px;" type="text"/>
58	New allocator or line items	<input style="width: 150px; height: 15px;" type="text"/>	Difference	<input style="width: 50px; height: 15px;" type="text"/>
59				-
60	Rationale for change	<input style="width: 100%; height: 20px;" type="text"/>		
61				
62				
63	<b>Change in asset value allocation 3</b>		(\$000)	
64			CY-1	Current Year (CY)
65	Asset category	<input style="width: 150px; height: 15px;" type="text"/>	Original allocation	<input style="width: 50px; height: 15px;" type="text"/>
66	Original allocator or line items	<input style="width: 150px; height: 15px;" type="text"/>	New allocation	<input style="width: 50px; height: 15px;" type="text"/>
67	New allocator or line items	<input style="width: 150px; height: 15px;" type="text"/>	Difference	<input style="width: 50px; height: 15px;" type="text"/>
68				-
69	Rationale for change	<input style="width: 100%; height: 20px;" type="text"/>		
70				
71				
72	<i>component.</i>			
73	<i>† include additional rows if needed</i>			

**Schedule 5f: Report Supporting Cost Allocations**

<div style="display: flex; justify-content: space-between; align-items: center;"> <span style="font-size: small;">Company Name</span> <div style="border: 1px solid black; width: 150px; height: 15px;"></div> </div> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 5px;"> <span style="font-size: small;">For Year Ended</span> <div style="border: 1px solid black; width: 150px; height: 15px;"></div> </div>										
sch ref	Line item*	Allocation methodology type <small>e.g. ABAA</small>	Allocator	Allocator type	Allocator Metric (%)		Value allocated (\$000)			OVABAA allocation increase (\$000)
					Gas distribution services	Non-gas distribution services	Arm's length deduction	Gas distribution services	Non-gas distribution services	
7										
8	Have costs been allocated in aggregate using ACAM in accordance with clause 2.1.1(3) of the IM Determination?	[Select one]								
9										
10										
11										
12	<b>Service interruptions, incidents and emergencies</b>									
13	Insert cost description	e.g. ABAA	Allocator 1	[Select one]						
14	Insert cost description	e.g. ABAA	Allocator 2	[Select one]						
15	Insert cost description	e.g. ABAA	Allocator 3	[Select one]						
16	Insert cost description	e.g. ABAA	Allocator 4	[Select one]						
17	<b>Not directly attributable</b>									
18	<b>Routine and corrective maintenance and inspection</b>									
19	Insert cost description	e.g. ABAA	Allocator 1	[Select one]						
20	Insert cost description	e.g. ABAA	Allocator 2	[Select one]						
21	Insert cost description	e.g. ABAA	Allocator 3	[Select one]						
22	Insert cost description	e.g. ABAA	Allocator 4	[Select one]						
23	<b>Not directly attributable</b>									
24	<b>Asset replacement and renewal</b>									
25	Insert cost description	e.g. ABAA	Allocator 1	[Select one]						
26	Insert cost description	e.g. ABAA	Allocator 2	[Select one]						
27	Insert cost description	e.g. ABAA	Allocator 3	[Select one]						
28	Insert cost description	e.g. ABAA	Allocator 4	[Select one]						
29	<b>Not directly attributable</b>									
30										



31	<b>System operations and network support</b>									
32	Insert cost description	e.g. ABAA	Allocator 1	[Select one]						
33	Insert cost description	e.g. ABAA	Allocator 2	[Select one]						
34	Insert cost description	e.g. ABAA	Allocator 3	[Select one]						
35	Insert cost description	e.g. ABAA	Allocator 4	[Select one]						
36	Not directly attributable									
37	<b>Business support</b>									
38	Insert cost description	e.g. ABAA	Allocator 1	[Select one]						
39	Insert cost description	e.g. ABAA	Allocator 2	[Select one]						
40	Insert cost description	e.g. ABAA	Allocator 3	[Select one]						
41	Insert cost description	e.g. ABAA	Allocator 4	[Select one]						
42	Not directly attributable									
43	Operating costs not directly attributable									
44										
45	<b>Pass through and recoverable costs</b>									
46	<b>Pass through costs</b>									
47	Insert cost description	e.g. ABAA	Allocator 1	[Select one]						
48	Insert cost description	e.g. ABAA	Allocator 2	[Select one]						
49	Insert cost description	e.g. ABAA	Allocator 3	[Select one]						
50	Insert cost description	e.g. ABAA	Allocator 4	[Select one]						
51	Not directly attributable									
52	<b>Recoverable costs</b>									
53	Insert cost description	e.g. ABAA	Allocator 1	[Select one]						
54	Insert cost description	e.g. ABAA	Allocator 2	[Select one]						
55	Insert cost description	e.g. ABAA	Allocator 3	[Select one]						
56	Insert cost description	e.g. ABAA	Allocator 4	[Select one]						
57	Not directly attributable									
58	* include additional rows if needed									

### Schedule 5g: Report Supporting Asset Allocations

Company Name

For Year Ended

**SCHEDULE 5g: REPORT SUPPORTING ASSET ALLOCATIONS**

This schedule requires additional detail on the asset allocation methodology applied in allocating asset values that are not directly attributable, to support the information provided in Schedule 5e (Report on Asset Allocations). This schedule is not required to be publicly disclosed, but must be disclosed to the Commission. This information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.

sch ref

7	Line Item*	Allocation methodology type	Allocator	Allocator type	Allocator Metric (%)		Value allocated (\$000)			OVABAA allocation increase (\$000)
					Gas distribution services	Non-gas distribution services	Arm's length deduction	Gas distribution services	Non-gas distribution services	
8	Have assets been allocated in aggregate using ACAM in accordance with clause 2.1.1(3) of the IM Determination? <span style="border: 1px solid black; padding: 2px;">[Select one]</span>									
9										
10										
11										
12	<b>Main pipe</b>									
13	Insert asset description	e.g. ABAA	Allocator 1	[Select one]						
14	Insert asset description	e.g. ABAA	Allocator 2	[Select one]						
15	Insert asset description	e.g. ABAA	Allocator 3	[Select one]						
16	Insert asset description	e.g. ABAA	Allocator 4	[Select one]						
17	<b>Not directly attributable</b>									
18	<b>Service pipe</b>									
19	Insert asset description	e.g. ABAA	Allocator 1	[Select one]						
20	Insert asset description	e.g. ABAA	Allocator 2	[Select one]						
21	Insert asset description	e.g. ABAA	Allocator 3	[Select one]						
22	Insert asset description	e.g. ABAA	Allocator 4	[Select one]						
23	<b>Not directly attributable</b>									
24	<b>Stations</b>									
25	Insert asset description	e.g. ABAA	Allocator 1	[Select one]						
26	Insert asset description	e.g. ABAA	Allocator 2	[Select one]						
27	Insert asset description	e.g. ABAA	Allocator 3	[Select one]						
28	Insert asset description	e.g. ABAA	Allocator 4	[Select one]						
29	<b>Not directly attributable</b>									



### Schedule 6a: Report on Capital Expenditure for the Disclosure Year

		Company Name		
		For Year Ended		
<b>SCHEDULE 6a: REPORT ON CAPITAL EXPENDITURE FOR THE DISCLOSURE YEAR</b>				
<p>This schedule requires a breakdown of capital expenditure on assets incurred in the disclosure year, including any assets in respect of which capital contributions are received, but excluding assets that are vested assets. Information on expenditure on assets must be provided on an accounting accruals basis and must exclude finance costs. GDBs must provide explanatory comment on their expenditure on assets in Schedule 14 (Explanatory notes to templates). This information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.</p>				
sch ref			(\$000)	(\$000)
7	<b>6a(i): Expenditure on Assets</b>			
8	Consumer connection			-
9	System growth			-
10	Asset replacement and renewal			-
11	Asset relocations			-
12	Reliability, safety and environment:			
13	Quality of supply		-	
14	Legislative and regulatory		-	
15	Other reliability, safety and environment		-	
16	<b>Total reliability, safety and environment</b>			-
17	<b>Expenditure on network assets</b>			-
18	Expenditure on non-network assets			-
19				-
20	<b>Expenditure on assets</b>			-
21	plus Cost of financing			-
22	less Value of capital contributions			-
23	plus Value of vested assets			-
24				-
25	<b>Capital expenditure</b>			-
26	<b>6a(ii): Subcomponents of Expenditure on Assets (where known)</b>			(\$000)
27	Research and development			-
28	<b>6a(iii): Consumer Connection</b>			
29	<i>Consumer types defined by GDB*</i>		(\$000)	(\$000)
30	[GDB consumer type]			
31	[GDB consumer type]			
32	[GDB consumer type]			
33	[GDB consumer type]			
34	[GDB consumer type]			
35	<i>* include additional rows if needed</i>			
36	<b>Consumer connection expenditure</b>			-
37				-
38	less Capital contributions funding consumer connection expenditure			-
39	<b>Consumer connection less capital contributions</b>			-

40			
41	<b>6a(iv): System Growth and Asset Replacement and Renewal</b>		Asset Replacement and Renewal
42		System Growth	Renewal
43		(\$000)	(\$000)
44	<b>Intermediate pressure</b>		
45	Main pipe		
46	Service pipe		
47	Stations		
48	Line valve		
49	Special crossings		
50	<b>Intermediate pressure - total</b>	-	-
51	<b>Medium pressure</b>		
52	Main pipe		
53	Service pipe		
54	Stations		
55	Line valve		
56	Special crossings		
57	<b>Medium pressure - total</b>	-	-
58	<b>Low pressure</b>		
59	Main pipe		
60	Service pipe		
61	Line valve		
62	Special crossings		
63	<b>Low pressure - total</b>	-	-
64	<b>Other network assets</b>		
65	Monitoring and control systems		
66	Cathodic protection systems		
67	Other assets (other than above)		
68	<b>Other network assets - total</b>	-	-
69			
70	<b>System growth and asset replacement and renewal expenditure</b>	-	-
71	<i>less</i> Capital contributions funding system growth and asset replacement and renewal		
72	<b>System growth and asset replacement and renewal less capital contributions</b>	-	-
73	<b>6a(v): Asset Relocations</b>		
74	<i>Project or programme*</i>	(\$000)	(\$000)
75	[Description of material project or programme]		
76	[Description of material project or programme]		
77	[Description of material project or programme]		
78	[Description of material project or programme]		
79	[Description of material project or programme]		
80	<i>* include additional rows if needed</i>		
81	All other projects or programmes - asset relocations		
82	<b>Asset relocations expenditure</b>		-
83	<i>less</i> Capital contributions funding asset relocations		
84	<b>Asset relocations less capital contributions</b>		-

85	<b>6a(vi): Quality of Supply</b>		
86	<i>Project or programme*</i>		
87	[Description of material project or programme]	(\$000)	(\$000)
88	[Description of material project or programme]		
89	[Description of material project or programme]		
90	[Description of material project or programme]		
91	[Description of material project or programme]		
92	<i>* include additional rows if needed</i>		
93	All other projects or programmes - quality of supply		
94	<b>Quality of supply expenditure</b>		
95	<i>less</i> Capital contributions funding quality of supply		
96	<b>Quality of supply less capital contributions</b>		
97			
98	<b>6a(vii): Legislative and Regulatory</b>		
99	<i>Project or programme*</i>		
100	[Description of material project or programme]	(\$000)	(\$000)
101	[Description of material project or programme]		
102	[Description of material project or programme]		
103	[Description of material project or programme]		
104	[Description of material project or programme]		
105	<i>* include additional rows if needed</i>		
106	All other projects or programmes - legislative and regulatory		
107	<b>Legislative and regulatory expenditure</b>		
108	<i>less</i> Capital contributions funding legislative and regulatory		
109	<b>Legislative and regulatory less capital contributions</b>		
110			
111	<b>6a(viii): Other Reliability, Safety and Environment</b>		
112	<i>Project or programme*</i>		
113	[Description of material project or programme]	(\$000)	(\$000)
114	[Description of material project or programme]		
115	[Description of material project or programme]		
116	[Description of material project or programme]		
117	[Description of material project or programme]		
118	<i>* include additional rows if needed</i>		
119	All other projects or programmes - other reliability, safety and environment		
120	<b>Other reliability, safety and environment expenditure</b>		
121	<i>less</i> Capital contributions funding other reliability, safety and environment		
122	<b>Other reliability, safety and environment less capital contributions</b>		
123	<b>6a(ix): Non-Network Assets</b>		
124	<b>Routine expenditure</b>		
125	<i>Project or programme*</i>		
126	[Description of material project or programme]	(\$000)	(\$000)
127	[Description of material project or programme]		
128	[Description of material project or programme]		
129	[Description of material project or programme]		
130	[Description of material project or programme]		
131	<i>* include additional rows if needed</i>		
132	All other projects or programmes - routine expenditure		
133	<b>Routine expenditure</b>		
134	<b>Atypical expenditure</b>		
135	<i>Project or programme*</i>		
136	[Description of material project or programme]	(\$000)	(\$000)
137	[Description of material project or programme]		
138	[Description of material project or programme]		
139	[Description of material project or programme]		
140	[Description of material project or programme]		
141	<i>* include additional rows if needed</i>		
142	All other projects or programmes - atypical expenditure		
143	<b>Atypical expenditure</b>		
144			
145	<b>Expenditure on non-network assets</b>		

**Schedule 6b: Report on Operational Expenditure for the Disclosure Year**

	Company Name For Year Ended	
<b>SCHEDULE 6b: REPORT ON OPERATIONAL EXPENDITURE FOR THE DISCLOSURE YEAR</b>		
This schedule requires a breakdown of operational expenditure incurred in the current disclosure year. GDBs must provide explanatory comment on their operational expenditure in Schedule 14 (Explanatory notes to templates). This includes explanatory comment on any atypical operational expenditure and assets replaced or renewed as part of asset replacement and renewal operational expenditure, and additional information on insurance. This information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.		
<i>sch ref</i>		(\$000)
7		(\$000)
8	<b>6b(i): Operational Expenditure</b>	
9	Service interruptions, incidents and emergencies	
10	Routine and corrective maintenance and inspection	
11	Asset replacement and renewal	
12	<b>Network opex</b>	
13	System operations and network support	
14	Business support	
15	<b>Non-network opex</b>	
16	<b>Operational expenditure</b>	
17	<b>6b(ii): Subcomponents of Operational Expenditure (where known)</b>	
18	Research and development	
19	Insurance	

## Schedule 7: Comparison of Forecasts to Actual Expenditure

	<i>Company Name</i>			
	<i>For Year Ended</i>			
<b>SCHEDULE 7: COMPARISON OF FORECASTS TO ACTUAL EXPENDITURE</b>				
<p>This schedule compares actual revenue and expenditure to the previous forecasts that were made for the disclosure year. Accordingly, this schedule requires the forecast revenue and expenditure information from previous disclosures to be inserted.</p> <p>GDBs must provide explanatory comment on the variance between actual and target revenue and forecast expenditure in Schedule 14 (Mandatory Explanatory Notes). This information is part of the audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8. For the purpose of this audit, target revenue and forecast expenditures only need to be verified back to previous disclosures.</p>				
<i>sch ref</i>				
8	<b>7(i): Revenue</b>	<b>Target (\$000) <sup>1</sup></b>	<b>Actual (\$000)</b>	<b>% variance</b>
9	Line charge revenue	-	-	-
10	<b>7(ii): Expenditure on Assets</b>	<b>Forecast (\$000) <sup>2</sup></b>	<b>Actual (\$000)</b>	<b>% variance</b>
11	Consumer connection	-	-	-
12	System growth	-	-	-
13	Asset replacement and renewal	-	-	-
14	Asset relocations	-	-	-
15	Reliability, safety and environment:			
16	Quality of supply	-	-	-
17	Legislative and regulatory	-	-	-
18	Other reliability, safety and environment	-	-	-
19	<b>Total reliability, safety and environment</b>	-	-	-
20	<b>Expenditure on network assets</b>	-	-	-
21	Expenditure on non-network assets	-	-	-
22	<b>Expenditure on assets</b>	-	-	-
23	<b>7(iii): Operational Expenditure</b>			
24	Service interruptions, incidents and emergencies	-	-	-
25	Routine and corrective maintenance and inspection	-	-	-
26	Asset replacement and renewal	-	-	-
27	<b>Network opex</b>	-	-	-
28	System operations and network support	-	-	-
29	Business support	-	-	-
30	<b>Non-network opex</b>	-	-	-
31	<b>Operational expenditure</b>	-	-	-
32	<b>7(iv): Subcomponents of Expenditure on Assets (where known)</b>			
33	Research and development	-	-	-
34	<b>7(v): Subcomponents of Operational Expenditure (where known)</b>			
35	Research and development	-	-	-
36	Insurance	-	-	-
37	<i>1 From the nominal dollar target revenue for the pricing year disclosed under clause 2.4.3(3) of this determination</i>			
38	<i>2 From the CY+1 nominal dollar expenditure forecasts disclosed in accordance with clause 2.6.6 for the forecast period starting at the beginning of the disclosure year (the second to last disclosure of Schedules 11a and 11b)</i>			





**Schedule 9a: Asset Register**

		Company Name For Year Ended		Network / Sub-network Name	
		Items at start of year (quantity)	Items at end of year (quantity)	Net change	Data accuracy (1-4)
Operating Pressure	Asset Category	Asset Class	Units		
8	Intermediate Pressure	Main pipe	km	-	[Select one]
9	Intermediate Pressure	Main pipe	km	-	[Select one]
10	Intermediate Pressure	Main pipe	km	-	[Select one]
11	Intermediate Pressure	Service pipe	km	-	[Select one]
12	Intermediate Pressure	Service pipe	km	-	[Select one]
13	Intermediate Pressure	Service pipe	km	-	[Select one]
14	Intermediate Pressure	Stations	No.	-	[Select one]
15	Intermediate Pressure	Line valve	No.	-	[Select one]
16	Intermediate Pressure	Special crossings	No.	-	[Select one]
17	Medium Pressure	Main pipe	km	-	[Select one]
18	Medium Pressure	Main pipe	km	-	[Select one]
19	Medium Pressure	Main pipe	km	-	[Select one]
20	Medium Pressure	Service pipe	km	-	[Select one]
21	Medium Pressure	Service pipe	km	-	[Select one]
22	Medium Pressure	Service pipe	km	-	[Select one]
23	Medium Pressure	Stations	No.	-	[Select one]
24	Medium Pressure	Line valve	No.	-	[Select one]
25	Medium Pressure	Special crossings	No.	-	[Select one]
26	Low Pressure	Main pipe	km	-	[Select one]
27	Low Pressure	Main pipe	km	-	[Select one]
28	Low Pressure	Main pipe	km	-	[Select one]
29	Low Pressure	Service pipe	km	-	[Select one]
30	Low Pressure	Service pipe	km	-	[Select one]
31	Low Pressure	Service pipe	km	-	[Select one]
32	Low Pressure	Line valve	No.	-	[Select one]
33	Low Pressure	Special crossings	No.	-	[Select one]
34	All	Monitoring and control systems	No.	-	[Select one]
35	All	Cathodic protection systems	No.	-	[Select one]
36	All	Cathodic protection units	No.	-	[Select one]

**SCHEDULE 9a: ASSET REGISTER**

This schedule requires a summary of the quantity of assets that make up the network, by asset category and asset class.

sch ref



**Schedule 9c: Report on Pipeline Data**

	<i>Company Name</i>	<i>For Year Ended</i>	<i>Network / Sub-network Name</i>
<b>SCHEDULE 9c: REPORT ON PIPELINE DATA</b>			
This schedule requires a summary of the key characteristics of the pipeline network.			
<i>sch ref</i>			
8	<b>Network Information (end of year)</b>		
9	<b>System length by material (defined by GDB)</b>		
10	[Pipeline material 1 e.g. Steel, PE, Other]	Length (km)	%
11	[Pipeline material 2 e.g. Steel, PE, Other]		
12	[Pipeline material 3 e.g. Steel, PE, Other]		
13	[Pipeline material 4 e.g. Steel, PE, Other]		
14	[Pipeline material 5 e.g. Steel, PE, Other]		
15	[Pipeline material 6 e.g. Steel, PE, Other]		
16	<b>System length</b>		
17			
18	<b>By operating pressure:</b>		
19	Intermediate pressure	System length (km) (at year end)	Weighted average pipe diameter (mm)
20	Medium pressure	Number of ICPs (at year end)	Gas conveyed for Persons not involved in the GDB (TJ)
21	Low pressure		
22	<b>Total</b>		

### Schedule 9d: Report on Demand

	<i>Company Name</i>	
	<i>For Year Ended</i>	
	<i>Network / Sub-network Name</i>	

**SCHEDULE 9d: REPORT ON DEMAND**  
 This schedule requires a summary of the key measures of network demand for the disclosure year (number of new connections including, maximum monthly loads and total gas conveyed)

*sch ref*

8	
9	<b>9d(i): Consumer Connections</b>
10	<b>Number of ICPs connected in year by consumer type</b>
11	
12	<i>Consumer types defined by GDB</i>
13	<b>Number of</b>
14	<b>connections (ICPs)</b>
15	[GDB consumer type]
16	[GDB consumer type]
17	[GDB consumer type]
18	<b>Total</b>
19	
20	<b>9d(ii): Gas Delivered</b>
21	Number of ICPs at year end
22	Maximum daily load
23	Maximum monthly load
24	Number of directly billed ICPs
25	Total gas conveyed
26	Average daily delivery
27	
28	<b>Load factor</b>

		connections
		(GJ per day)
		(GJ per month)
		(at year end)
		(GJ per annum)
	-	(GJ per day)
	-	

## Schedule 10a: Report on Network Reliability and Interruptions

	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Company Name</td> <td style="width: 100%;"></td> </tr> <tr> <td style="padding: 2px;">For Year Ended</td> <td></td> </tr> <tr> <td style="padding: 2px;">Network / Sub-network Name</td> <td></td> </tr> </table>	Company Name		For Year Ended		Network / Sub-network Name																							
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For Year Ended																													
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<b>SCHEDULE 10a: REPORT ON NETWORK RELIABILITY AND INTERRUPTIONS</b>																													
This schedule requires a summary of the key measures of network reliability (interruptions, SAIDI, SAIFI and CAIDI) for the disclosure year. GDBs must provide explanatory comment on their network reliability for the disclosure year in Schedule 14 (Explanatory Notes to Templates). The SAIDI and SAIFI information is part of audited disclosure information (as defined in section 1.4 of the ID determination), and so is subject to the assurance report required by section 2.8.																													
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8	<b>10a(i): Interruptions</b>																												
9	<b>Interruptions by class</b>																												
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	Actual																												
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28	<b>10a(ii): Reliability</b>																												
29	<b>Overall reliability</b>																												
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Region_05			-																										
39																													
40																													
41																													
42																													
43																													

## Schedule 10b: Report on Network Integrity and Consumer Service

	Company Name	
	For Year Ended	
	Network / Sub-network Name	

**SCHEDULE 10b: REPORT ON NETWORK INTEGRITY AND CONSUMER SERVICE**  
 This schedule requires a summary of the key measures of network integrity (gas escapes, response time to emergencies etc) for the disclosure year.

*sch ref*

8 **10b(i): System Condition and Integrity**

9 **Number of confirmed public reported gas escapes per system length**  
(escapes/1000 km) Actual

Region_01	
Region_02	
Region_03	
Region_04	
Region_05	

15 **Number of leaks detected by routine survey per system length**  
(leaks/1000 km) Actual

Region_01	
Region_02	
Region_03	
Region_04	
Region_05	

21 **Number of third party damage events per system length**  
(events/1000 km) Actual

Region_01	
Region_02	
Region_03	
Region_04	
Region_05	

27 **Number of poor pressure events due to network causes** Actual

Region_01	
Region_02	
Region_03	
Region_04	
Region_05	

34 **Number of telephone calls to emergency numbers answered within 30 seconds per total number of calls** Actual

Region_01	
Region_02	
Region_03	
Region_04	
Region_05	

40 **Product control—safety of distribution gas** Actual

41 Number of non-compliant odour tests [ ]

42 **10b(ii): Consumer Service**

43 **Response time to emergencies (RTE)**

	Proportion of emergencies responded to within 1 hour (%)	Proportion of emergencies responded to within 3 hours (%)	Average call response time (hours)	Number of emergencies
Region_01				
Region_02				
Region_03				
Region_04				
Region_05				

49 **Number of complaints** Actual

50 Number of complaints per average total consumer numbers [ ]

### Schedule 11a: Report on Forecast Capital Expenditure

		Company Name AMP Planning Period										
		Current Year CY	CY+1	CY+2	CY+3	CY+4	CY+5	CY+6	CY+7	CY+8	CY+9	CY+10
7												
8												
9												
10												
11												
12												
13												
14												
15												
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**SCHEDULE 11a: REPORT ON FORECAST CAPITAL EXPENDITURE**

This schedule requires a breakdown of forecast expenditure on assets for the current disclosure year and a 10 year planning period. The forecasts should be consistent with the supporting information set out in the AMP. The forecast is to be expressed in both constant price and nominal dollar terms. Also required is a forecast of the value of commissioned assets (i.e., the value of RAB additions). GDBs must provide explanatory comment on the difference between constant price and nominal dollar forecasts of expenditure on assets in Schedule 14a (Mandatory Explanatory Notes). This information is not part of audited disclosure information.

sch ref

**11a(i): Expenditure on Assets Forecast**

- Consumer connection
- System growth
- Asset replacement and renewal
- Asset relocations
- Reliability, safety and environment:
- Quality of supply
- Legislative and regulatory
- Other reliability, safety and environment
- Total reliability, safety and environment**
- Expenditure on network assets**
- Expenditure on non-network assets
- Expenditure on assets**

- plus
- Cost of financing
- less
- Value of capital contributions
- Value of vested assets
- plus
- Capital expenditure forecast**

Assets commissioned

- Consumer connection
- System growth
- Asset replacement and renewal
- Asset relocations
- Reliability, safety and environment:
- Quality of supply
- Legislative and regulatory
- Other reliability, safety and environment
- Total reliability, safety and environment**
- Expenditure on network assets**
- Expenditure on non-network assets
- Expenditure on assets**

**Subcomponents of expenditure on assets (where known)**

Research and development











**Schedule 11b: Report on Forecast Operational Expenditure**

		Company Name										
		AMP Planning Period										
		Current year CY	CY+1	CY+2	CY+3	CY+4	CY+5	CY+6	CY+7	CY+8	CY+9	CY+10
<b>SCHEDULE 11b: REPORT ON FORECAST OPERATIONAL EXPENDITURE</b>		<p>This schedule requires a breakdown of forecast operational expenditure for the disclosure year and a 10 year planning period. The forecasts should be consistent with the supporting information set out in the AMP. The forecast is to be expressed in both constant price and nominal dollar terms. GBs must provide explanatory comment on the difference between constant price and nominal dollar operational expenditure forecasts in Schedule 14a (Mandatory Explanatory Notes). This information is not part of audited disclosure information.</p>										
<i>sch.ref</i>												
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10	<b>Operational Expenditure Forecast</b>											
11	Service interruptions, incidents and emergencies											
12	Routine and corrective maintenance and inspection											
13	Asset replacement and renewal											
14	<b>Network opex</b>											
15	System operations and network support											
16	Business support											
17	<b>Non-network opex</b>											
18	<b>Operational expenditure</b>											
19												
20												
21												
22	Service interruptions, incidents and emergencies											
23	Routine and corrective maintenance and inspection											
24	Asset replacement and renewal											
25	<b>Network opex</b>											
26	System operations and network support											
27	Business support											
28	<b>Non-network opex</b>											
29	<b>Operational expenditure</b>											
30												
31												
32	<b>Subcomponents of operational expenditure (where known)</b>											
33	Research and development											
34	Insurance											
35												
36												
37	<b>Difference between nominal and real forecasts</b>											
38	Service interruptions, incidents and emergencies											
39	Routine and corrective maintenance and inspection											
40	Asset replacement and renewal											
41	<b>Network opex</b>											
42	System operations and network support											
43	Business support											
44	<b>Non-network opex</b>											
45	<b>Operational expenditure</b>											

**Schedule 12a: Report on Asset Condition**

		Company Name		AMP Planning Period								
		Asset condition at start of planning period (percentage of units by grade)										
sch ref		Operating Pressure	Asset category	Asset class	Units	Grade				Data accuracy (1-4)	% of asset forecast to be replaced in next 5 years	
						Grade 1	Grade 2	Grade 3	Grade 4			Grade unknown
7												
8		Intermediate Pressure	Main pipe	IP PE main pipe	km							[Select one]
9		Intermediate Pressure	Main pipe	IP steel main pipe	km							[Select one]
10		Intermediate Pressure	Main pipe	IP other main pipe	km							[Select one]
11		Intermediate Pressure	Service pipe	IP PE service pipe	km							[Select one]
12		Intermediate Pressure	Service pipe	IP steel service pipe	km							[Select one]
13		Intermediate Pressure	Service pipe	IP other service pipe	km							[Select one]
14		Intermediate Pressure	Stations	Intermediate pressure DRS	No.							[Select one]
15		Intermediate Pressure	Line valve	IP line valves	No.							[Select one]
16		Intermediate Pressure	Special crossings	IP crossings	No.							[Select one]
17		Medium Pressure	Main pipe	MP PE main pipe	km							[Select one]
18		Medium Pressure	Main pipe	MP steel main pipe	km							[Select one]
19		Medium Pressure	Main pipe	MP other main pipe	km							[Select one]
20		Medium Pressure	Service pipe	MP PE service pipe	km							[Select one]
21		Medium Pressure	Service pipe	MP steel service pipe	km							[Select one]
22		Medium Pressure	Service pipe	MP other service pipe	km							[Select one]
23		Medium Pressure	Stations	Medium pressure DRS	No.							[Select one]
24		Medium Pressure	Line valve	MP line valves	No.							[Select one]
25		Medium Pressure	Special crossings	MP special crossings	No.							[Select one]
26		Low Pressure	Main pipe	LP PE main pipe	km							[Select one]
27		Low Pressure	Main pipe	LP steel main pipe	km							[Select one]
28		Low Pressure	Main pipe	LP other main pipe	km							[Select one]
29		Low Pressure	Service pipe	LP PE service pipe	km							[Select one]
30		Low Pressure	Service pipe	LP steel service pipe	km							[Select one]
31		Low Pressure	Service pipe	LP other service pipe	km							[Select one]
32		Low Pressure	Line valve	LP line valves	No.							[Select one]
33		Low Pressure	Special crossings	LP special crossings	No.							[Select one]
34		All	Monitoring and control systems	Remote terminal units	No.							[Select one]
35		All	Cathodic protection systems	Cathodic protection	No.							[Select one]
36												

**SCHEDULE 12a: REPORT ON ASSET CONDITION**

This schedule requires a breakdown of asset condition by asset class as at the start of the forecast year. The data accuracy assessment relates to the percentage values disclosed in the asset condition columns. Also required is a forecast of the percentage of units to be replaced in the next 5 years. All information should be consistent with the information provided in the AMP and the expenditure on assets forecast in Schedule 11a.

### Schedule 12b: Report on Forecast Utilisation

Company Name   
 AMP Planning Period

**SCHEDULE 12b: REPORT ON FORECAST UTILISATION**

This Schedule requires a breakdown of current and forecast utilisation (for heavily utilised pipelines) consistent with the information provided in the AMP and the demand forecast in schedule S12c.

sch ref

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**Forecast Utilisation of Heavily Utilised Pipelines**

**Utilisation**

Region	Network	Pressure system	Nominal operating pressure (NOP) (kPa)	Minimum operating pressure (MinOP) (kPa)	Total capacity at MinOP (scmh)	Remaining capacity at MinOP (scmh)	Unit	Current Year CY	CY+1	CY+2	CY+3	CY+4	CY+5	Comment
							scmh							
							kPa							
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							scmh							
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							kPa							

\* Current year utilisation figures may be estimates. Year 1–5 figures show the utilisation forecast to occur given the expected system configuration for each year, including the effect of any new investment in the pressure system.

**Disclaimer for supply enquiries**

**Notes and assumptions**

### Schedule 12c: Report on Forecast Demand

Company Name

AMP Planning Period

#### SCHEDULE 12c: REPORT ON FORECAST DEMAND

This schedule requires a forecast of new connections (by consumer type), peak demand and energy volumes for the disclosure year and a 5 year planning period. The forecasts should be consistent with the supporting information set out in the AMP as well as the assumptions used in developing the expenditure forecasts in Schedule 11a and Schedule 11b and the capacity and utilisation forecasts in Schedule 12b.

*sch ref*

#### 12c(i) Consumer Connections

Number of ICPs connected in year by consumer type

Current year CY      CY+1      CY+2      CY+3      CY+4      CY+5

*Consumer types defined by GDB*

[GDB consumer type]						
[GDB consumer type]						
[GDB consumer type]						
[GDB consumer type]						
[GDB consumer type]						

<b>Total</b>	-	-	-	-	-	-
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#### 12c(ii): Gas Delivered

Current year CY      CY+1      CY+2      CY+3      CY+4      CY+5

Number of ICPs at year end (at year end)						
Maximum daily load (GJ per day)						
Maximum monthly load (GJ per month)						
Number of directly billed ICPs (at year end)						
Total gas conveyed (GJ per annum)						
Average daily delivery (GJ per day)	-	-	-	-	-	-
Load factor	-	-	-	-	-	-



### **Schedule 13: Report on Asset Management Maturity**

1. When required to complete the Report on Asset Management Maturity under clause 2.6.1, each GDB must-
  - 1.1 ensure that the person responsible for managing network assets (or a similar level individual) in the organisation takes responsibility for completing this report, including-
    - 1.1.1 Organising people within the organisation to answer the questions;
    - 1.1.2 Arranging for all information to be captured in the Report on Asset Management Maturity;
    - 1.1.3 Reporting to the organisation on the results of the assessment;
    - 1.1.4 Planning the assessment process, including;
      - (a) determining the form the assessment process is to take. In this context, the principal formats are generally taken to be interviews, facilitated groups/panels or a combination of the two;
      - (b) arranging for appropriate outsourced service providers and stakeholders to act as respondents during the assessment exercise;
      - (c) providing appropriate pre-assessment communication (and training where appropriate) to ensure that, as a minimum, the proposed respondents are aware of the process and the part within it that they are being asked to play;
      - (d) identifying which questions are to be asked of which respondents.
  - 1.2 specify in the Report on Asset Management Maturity the standard of asset management practice that the GDB has used as the reference standard.
  - 1.3 fill out the following columns in the Report on Asset Management Maturity set out below
    - 1.3.1 'User guidance': guidance (if required) on completing each question of the report.

This column can be used by the person responsible for completing the Report on Asset Management Maturity to provide guidance to the persons coordinating responses to each question.

- 1.3.2 'Evidence—Summary': the information/evidence used to support the assessed rating.

The cells in this column should be completed by persons coordinating responses to each question.

- 1.3.3 'Score': the appropriate maturity rating (this must be a whole number between 0 and 4).

To meet Report on Asset Management Maturity level 4 maturity, the GDB's processes must surpass the standards that must be complied with in an internationally accepted asset management specification. The Report on Asset Management Maturity questionnaire has been prepared to conform to the PAS 55 specification. However, a similar specification, if available, may be used for the purpose of disclosure.

2. When disclosing the Report on Asset Management Maturity in the AMP, a GDB must include at least the following columns-

- 2.1 'Question No';
- 2.2 'Function';
- 2.3 'Question';
- 2.4 'Score';
- 2.5 'Evidence—Summary';
- 2.6 'Why';
- 2.7 'Who';
- 2.8 'Record/documented information'; and
- 2.9 a maturity level column which includes, for each row, the corresponding definition of the maturity level 'score' selected for each 'question'.

3. Guidance notes on completing the Report on Asset Management Maturity

- 3.1 *Part of the value of a formal asset management system is the definition and standardisation of terms. A common understanding of terms helps interested persons to understand the asset management concepts and processes that apply to the GDB. In particular, it helps the GDB's employees and suppliers to understand and improve asset management concepts and processes.*

- 3.2 *The report will not provide an effective assessment of the maturity of the GDB's asset management capability and processes unless the preparation of the report is supported by senior management of the GDB.*
- 3.3 *The level of effort required to complete the report should be consistent with a gap analysis exercise rather than the level typically involved with an audit for certification.*
- 3.4 *An audit involves a systematic, independent process for the collection and analysis of evidence to support a rating whereas the report is intended to be used by providing a reference to supporting evidence or an explanation of the self-assessment.*
- 3.5 *The level of documentation within an asset management system is expected to be consistent with factors such as the size of the company, complexity of processes and competence of personnel.*
- 3.6 *The definitions provided in the report for each maturity rating should provide sufficient information for a GDB to objectively identify the level currently being achieved by the organisation.*

<div style="text-align: right; margin-bottom: 5px;">                     Company Name <input style="width: 150px;" type="text"/>                      AMP Planning Period <input style="width: 150px;" type="text"/>                      Asset Management Standard Applied <input style="width: 150px;" type="text"/> </div> <p><b>SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY</b>                      This schedule requires information on the GDB'S self-assessment of the maturity of its asset management practices.</p>								
Question No.	Function	Question	Score	Evidence—Summary	User Guidance	Why	Who	Record/document Information
3	Asset management policy	To what extent has an asset management policy been documented, authorised and communicated?				Widely used AM practice standards require an organisation to document, authorise and communicate its asset management policy (eg, as required in PAS 55 para 4.2 1). A key pre-requisite of any robust policy is that the organisation's top management must be seen to endorse and fully support it. Also vital to the effective implementation of the policy, is to tell the appropriate people of its content and their obligations under it. Where an organisation outsources some of its asset-related activities, then these people and their organisations must equally be made aware of the policy's content. Also, there may be other stakeholders, such as regulatory authorities and shareholders who should be made aware of it.	Top management. The management team that has overall responsibility for asset management.	The organisation's asset management policy, its organisational strategic plan, documents indicating how the asset management policy was based upon the needs of the organisation and evidence of communication.
10	Asset management strategy	What has the organisation done to ensure that its asset management strategy is consistent with other appropriate organisational policies and strategies, and the needs of stakeholders?				In setting an organisation's asset management strategy, it is important that it is consistent with any other policies and strategies that the organisation has and has taken into account the requirements of relevant stakeholders. This question examines to what extent the asset management strategy is consistent with other organisational policies and strategies (eg, as required by PAS 55 para 4.3.1 b) and has taken account of stakeholder requirements as required by PAS 55 para 4.3.1 c). Generally, this will take into account the same policies, strategies and stakeholder requirements as covered in drafting the asset management policy but at a greater level of detail.	Top management. The organisation's strategic planning team. The management team that has overall responsibility for asset management.	The organisation's asset management strategy document and other related organisational policies and strategies. Other than the organisation's strategic plan, these could include those relating to health and safety, environmental, etc. Results of stakeholder consultation.
11	Asset management strategy	In what way does the organisation's asset management strategy take account of the lifecycle of the assets, asset types and asset systems over which the organisation has stewardship?				Good asset stewardship is the hallmark of an organisation compliant with widely used AM standards. A key component of this is the need to take account of the lifecycle of the assets, asset types and asset systems. (For example, this requirement is recognised in 4.3.1 d) of PAS 55). This question explores what an organisation has done to take lifecycle into account in its asset management strategy.	Top management. People in the organisation with expert knowledge of the assets, asset types, asset systems and their associated life-cycles. The management team that has overall responsibility for asset management. Those responsible for developing and adopting methods and processes used in asset management	The organisation's documented asset management strategy and supporting working documents.
26	Asset management plan(s)	How does the organisation establish and document its asset management plan(s) across the life cycle activities of its assets and asset systems?				The asset management strategy need to be translated into practical plan(s) so that all parties know how the objectives will be achieved. The development of plan(s) will need to identify the specific tasks and activities required to optimize costs, risks and performance of the assets and/or asset system(s), when they are to be carried out and the resources required.	The management team with overall responsibility for the asset management system. Operations, maintenance and engineering managers.	The organisation's asset management plan(s).

<div style="text-align: right; margin-bottom: 0;"> <i>Company Name</i> <input type="text"/></div> <div style="text-align: right; margin-bottom: 0;"> <i>AMP Planning Period</i> <input type="text"/></div> <div style="text-align: right;"> <i>Asset Management Standard Applied</i> <input type="text"/></div>							
<b>SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)</b>							
Question No.	Function	Question	Maturity Level 0	Maturity Level 1	Maturity Level 2	Maturity Level 3	Maturity Level 4
3	Asset management policy	To what extent has an asset management policy been documented, authorised and communicated?	The organisation does not have a documented asset management policy.	The organisation has an asset management policy, but it has not been authorised by top management, or it is not influencing the management of the assets.	The organisation has an asset management policy, which has been authorised by top management, but it has had limited circulation. It may be in use to influence development of strategy and planning but its effect is limited.	The asset management policy is authorised by top management, is widely and effectively communicated to all relevant employees and stakeholders, and used to make these persons aware of their asset related obligations.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
10	Asset management strategy	What has the organisation done to ensure that its asset management strategy is consistent with other appropriate organisational policies and strategies, and the needs of stakeholders?	The organisation has not considered the need to ensure that its asset management strategy is appropriately aligned with the organisation's other organisational policies and strategies or with stakeholder requirements.  OR The organisation does not have an asset management strategy.	The need to align the asset management strategy with other organisational policies and strategies as well as stakeholder requirements is understood and work has started to identify the linkages or to incorporate them in the drafting of asset management strategy.	Some of the linkages between the long-term asset management strategy and other organisational policies, strategies and stakeholder requirements are defined but the work is fairly well advanced but still incomplete.	All linkages are in place and evidence is available to demonstrate that, where appropriate, the organisation's asset management strategy is consistent with its other organisational policies and strategies. The organisation has also identified and considered the requirements of relevant stakeholders.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
11	Asset management strategy	In what way does the organisation's asset management strategy take account of the lifecycle of the assets, asset types and asset systems over which the organisation has stewardship?	The organisation has not considered the need to ensure that its asset management strategy is produced with due regard to the lifecycle of the assets, asset types or asset systems that it manages.  OR The organisation does not have an asset management strategy.	The need is understood, and the organisation is drafting its asset management strategy to address the lifecycle of its assets, asset types and asset systems.	The long-term asset management strategy takes account of the lifecycle of some, but not all, of its assets, asset types and asset systems.	The asset management strategy takes account of the lifecycle of all of its assets, asset types and asset systems.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
26	Asset management plan(s)	How does the organisation establish and document its asset management plan(s) across the life cycle activities of its assets and asset systems?	The organisation does not have an identifiable asset management plan(s) covering asset systems and critical assets.	The organisation has asset management plan(s) but they are not aligned with the asset management strategy and objectives and do not take into consideration the full asset life cycle (including asset creation, acquisition, enhancement, utilisation, maintenance decommissioning and disposal).	The organisation is in the process of putting in place comprehensive, documented asset management plan(s) that cover all life cycle activities, clearly aligned to asset management objectives and the asset management strategy.	Asset management plan(s) are established, documented, implemented and maintained for asset systems and critical assets to achieve the asset management strategy and asset management objectives across all life cycle phases.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.

<div style="text-align: right;">                     Company Name <input type="text"/>                      AMP Planning Period <input type="text"/>                      Asset Management Standard Applied <input type="text"/> </div> <b>SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)</b>								
Question No.	Function	Question	Score	Evidence—Summary	User Guidance	Why	Who	Record/documented Information
27	Asset management plan(s)	How has the organisation communicated its plan(s) to all relevant parties to a level of detail appropriate to the receiver's role in their delivery?				Plans will be ineffective unless they are communicated to all those, including contracted suppliers and those who undertake enabling function(s). The plan(s) need to be communicated in a way that is relevant to those who need to use them.	The management team with overall responsibility for the asset management system. Delivery functions and suppliers.	Distribution lists for plan(s). Documents derived from plan(s) which detail the receivers role in plan delivery. Evidence of communication.
29	Asset management plan(s)	How are designated responsibilities for delivery of asset plan actions documented?				The implementation of asset management plan(s) relies on (1) actions being clearly identified, (2) an owner allocated and (3) that owner having sufficient delegated responsibility and authority to carry out the work required. It also requires alignment of actions across the organisation. This question explores how well the plan(s) set out responsibility for delivery of asset plan actions.	The management team with overall responsibility for the asset management system. Operations, maintenance and engineering managers. If appropriate, the performance management team.	The organisation's asset management plan(s). Documentation defining roles and responsibilities of individuals and organisational departments.
31	Asset management plan(s)	What has the organisation done to ensure that appropriate arrangements are made available for the efficient and cost effective implementation of the plan(s)?  (Note this is about resources and enabling support)				It is essential that the plan(s) are realistic and can be implemented, which requires appropriate resources to be available and enabling mechanisms in place. This question explores how well this is achieved. The plan(s) not only need to consider the resources directly required and timescales, but also the enabling activities, including for example, training requirements, supply chain capability and procurement timescales.	The management team with overall responsibility for the asset management system. Operations, maintenance and engineering managers. If appropriate, the performance management team. Where appropriate the procurement team and service providers working on the organisation's asset-related activities.	The organisation's asset management plan(s). Documented processes and procedures for the delivery of the asset management plan.
33	Contingency planning	What plan(s) and procedure(s) does the organisation have for identifying and responding to incidents and emergency situations and ensuring continuity of critical asset management activities?				Widely used AM practice standards require that an organisation has plan(s) to identify and respond to emergency situations. Emergency plan(s) should outline the actions to be taken to respond to specified emergency situations and ensure continuity of critical asset management activities including the communication to, and involvement of, external agencies. This question assesses if, and how well, these plan(s) triggered, implemented and resolved in the event of an incident. The plan(s) should be appropriate to the level of risk as determined by the organisation's risk assessment methodology. It is also a requirement that relevant personnel are competent and trained.	The manager with responsibility for developing emergency plan(s). The organisation's risk assessment team. People with designated duties within the plan(s) and procedure(s) for dealing with incidents and emergency situations.	The organisation's plan(s) and procedure(s) for dealing with emergencies. The organisation's risk assessments and risk registers.

<div style="text-align: right;">                     Company Name <input type="text"/>                      AMP Planning Period <input type="text"/>                      Asset Management Standard Applied <input type="text"/> </div>							
SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)							
Question No.	Function	Question	Maturity Level 0	Maturity Level 1	Maturity Level 2	Maturity Level 3	Maturity Level 4
27	Asset management plan(s)	How has the organisation communicated its plan(s) to all relevant parties to a level of detail appropriate to the receiver's role in their delivery?	The organisation does not have plan(s) or their distribution is limited to the authors.	The plan(s) are communicated to some of those responsible for delivery of the plan(s).  OR Communicated to those responsible for delivery is either irregular or ad-hoc.	The plan(s) are communicated to most of those responsible for delivery but there are weaknesses in identifying relevant parties resulting in incomplete or inappropriate communication. The organisation recognises improvement is needed as is working towards resolution.	The plan(s) are communicated to all relevant employees, stakeholders and contracted service providers to a level of detail appropriate to their participation or business interests in the delivery of the plan(s) and there is confirmation that they are being used effectively.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
29	Asset management plan(s)	How are designated responsibilities for delivery of asset plan actions documented?	The organisation has not documented responsibilities for delivery of asset plan actions.	Asset management plan(s) inconsistently document responsibilities for delivery of plan actions and activities and/or responsibilities and authorities for implementation inadequate and/or delegation level inadequate to ensure effective delivery and/or contain misalignments with organisational accountability.	Asset management plan(s) consistently document responsibilities for the delivery of actions but responsibility/authority levels are inappropriate/ inadequate, and/or there are misalignments within the organisation.	Asset management plan(s) consistently document responsibilities for the delivery actions and there is adequate detail to enable delivery of actions. Designated responsibility and authority for achievement of asset plan actions is appropriate.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
31	Asset management plan(s)	What has the organisation done to ensure that appropriate arrangements are made available for the efficient and cost effective implementation of the plan(s)?  (Note this is about resources and enabling support)	The organisation has not considered the arrangements needed for the effective implementation of plan(s).	The organisation recognises the need to ensure appropriate arrangements are in place for implementation of asset management plan(s) and is in the process of determining an appropriate approach for achieving this.	The organisation has arrangements in place for the implementation of asset management plan(s) but the arrangements are not yet adequately efficient and/or effective. The organisation is working to resolve existing weaknesses.	The organisation's arrangements fully cover all the requirements for the efficient and cost effective implementation of asset management plan(s) and realistically address the resources and timescales required, and any changes needed to functional policies, standards, processes and the asset management information system.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
33	Contingency planning	What plan(s) and procedure(s) does the organisation have for identifying and responding to incidents and emergency situations and ensuring continuity of critical asset management activities?	The organisation has not considered the need to establish plan(s) and procedure(s) to identify and respond to incidents and emergency situations.	The organisation has some ad-hoc arrangements to deal with incidents and emergency situations, but these have been developed on a reactive basis in response to specific events that have occurred in the past.	Most credible incidents and emergency situations are identified. Either appropriate plan(s) and procedure(s) are incomplete for critical activities or they are inadequate. Training/ external alignment may be incomplete.	Appropriate emergency plan(s) and procedure(s) are in place to respond to credible incidents and manage continuity of critical asset management activities consistent with policies and asset management objectives. Training and external agency alignment is in place.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.

Company Name AMP Planning Period Asset Management Standard Applied								
<b>SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)</b>								
Question No.	Function	Question	Score	Evidence—Summary	User Guidance	Why	Who	Record/documented Information
37	Structure, authority and responsibilities	What has the organisation done to appoint member(s) of its management team to be responsible for ensuring that the organisation's assets deliver the requirements of the asset management strategy, objectives and plan(s)?				In order to ensure that the organisation's assets and asset systems deliver the requirements of the asset management policy, strategy and objectives responsibilities need to be allocated to appropriate people who have the necessary authority to fulfil their responsibilities. (This question, relates to the organisation's assets eg, para b), s 4.4.1 of PAS 55, making it therefore distinct from the requirement contained in para a), s 4.4.1 of PAS 55).	Top management. People with management responsibility for the delivery of asset management policy, strategy, objectives and plan(s). People working on asset-related activities.	Evidence that managers with responsibility for the delivery of asset management policy, strategy, objectives and plan(s) have been appointed and have assumed their responsibilities. Evidence may include the organisation's documents relating to its asset management system, organisational charts, job descriptions of post-holders, annual targets/objectives and personal development plan(s) of post-holders as appropriate.
40	Structure, authority and responsibilities	What evidence can the organisation's top management provide to demonstrate that sufficient resources are available for asset management?				Optimal asset management requires top management to ensure sufficient resources are available. In this context the term 'resources' includes manpower, materials, funding and service provider support.	Top management. The management team that has overall responsibility for asset management. Risk management team. The organisation's managers involved in day-to-day supervision of asset-related activities, such as frontline managers, engineers, foremen and chargehands as appropriate.	Evidence demonstrating that asset management plan(s) and/or the process(es) for asset management plan implementation consider the provision of adequate resources in both the short and long term. Resources include funding, materials, equipment, services provided by third parties and personnel (internal and service providers) with appropriate skills competencies and knowledge.
42	Structure, authority and responsibilities	To what degree does the organisation's top management communicate the importance of meeting its asset management requirements?				Widely used AM practice standards require an organisation to communicate the importance of meeting its asset management requirements such that personnel fully understand, take ownership of, and are fully engaged in the delivery of the asset management requirements (eg, PAS 55 s 4.4.1 g).	Top management. The management team that has overall responsibility for asset management. People involved in the delivery of the asset management requirements.	Evidence of such activities as road shows, written bulletins, workshops, team talks and management walkabouts would assist an organisation to demonstrate it is meeting this requirement of PAS 55.
45	Outsourcing of asset management activities	Where the organisation has outsourced some of its asset management activities, how has it ensured that appropriate controls are in place to ensure the compliant delivery of its organisational strategic plan, and its asset management policy and strategy?				Where an organisation chooses to outsource some of its asset management activities, the organisation must ensure that these outsourced process(es) are under appropriate control to ensure that all the requirements of widely used AM standards (eg, PAS 55) are in place, and the asset management policy, strategy objectives and plan(s) are delivered. This includes ensuring capabilities and resources across a time span aligned to life cycle management. The organisation must put arrangements in place to control the outsourced activities, whether it be to external providers or to other in-house departments. This question explores what the organisation does in this regard.	Top management. The management team that has overall responsibility for asset management. The manager(s) responsible for the monitoring and management of the outsourced activities. People involved with the procurement of outsourced activities. The people within the organisations that are performing the outsourced activities. The people impacted by the outsourced activity.	The organisation's arrangements that detail the compliance required of the outsourced activities. For example, this this could form part of a contract or service level agreement between the organisation and the suppliers of its outsourced activities. Evidence that the organisation has demonstrated to itself that it has assurance of compliance of outsourced activities.



Company Name _____ AMP Planning Period _____ Asset Management Standard Applied _____							
<b>SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)</b>							
Question No.	Function	Question	Maturity Level 0	Maturity Level 1	Maturity Level 2	Maturity Level 3	Maturity Level 4
37	Structure, authority and responsibilities	What has the organisation done to appoint member(s) of its management team to be responsible for ensuring that the organisation's assets deliver the requirements of the asset management strategy, objectives and plan(s)?	Top management has not considered the need to appoint a person or persons to ensure that the organisation's assets deliver the requirements of the asset management strategy, objectives and plan(s).	Top management understands the need to appoint a person or persons to ensure that the organisation's assets deliver the requirements of the asset management strategy, objectives and plan(s).	Top management has appointed an appropriate people to ensure the assets deliver the requirements of the asset management strategy, objectives and plan(s) but their areas of responsibility are not fully defined and/or they have insufficient delegated authority to fully execute their responsibilities.	The appointed person or persons have full responsibility for ensuring that the organisation's assets deliver the requirements of the asset management strategy, objectives and plan(s). They have been given the necessary authority to achieve this.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
40	Structure, authority and responsibilities	What evidence can the organisation's top management provide to demonstrate that sufficient resources are available for asset management?	The organisation's top management has not considered the resources required to deliver asset management.	The organisations top management understands the need for sufficient resources but there are no effective mechanisms in place to ensure this is the case.	A process exists for determining what resources are required for its asset management activities and in most cases these are available but in some instances resources remain insufficient.	An effective process exists for determining the resources needed for asset management and sufficient resources are available. It can be demonstrated that resources are matched to asset management requirements.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
42	Structure, authority and responsibilities	To what degree does the organisation's top management communicate the importance of meeting its asset management requirements?	The organisation's top management has not considered the need to communicate the importance of meeting asset management requirements.	The organisations top management understands the need to communicate the importance of meeting its asset management requirements but does not do so.	Top management communicates the importance of meeting its asset management requirements but only to parts of the organisation.	Top management communicates the importance of meeting its asset management requirements to all relevant parts of the organisation.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
45	Outsourcing of asset management activities	Where the organisation has outsourced some of its asset management activities, how has it ensured that appropriate controls are in place to ensure the compliant delivery of its organisational strategic plan, and its asset management policy and strategy?	The organisation has not considered the need to put controls in place.	The organisation controls its outsourced activities on an ad-hoc basis, with little regard for ensuring for the compliant delivery of the organisational strategic plan and/or its asset management policy and strategy.	Controls systematically considered but currently only provide for the compliant delivery of some, but not all, aspects of the organisational strategic plan and/or its asset management policy and strategy. Gaps exist.	Evidence exists to demonstrate that outsourced activities are appropriately controlled to provide for the compliant delivery of the organisational strategic plan, asset management policy and strategy, and that these controls are integrated into the asset management system	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.

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SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)								
Question No.	Function	Question	Score	Evidence—Summary	User Guidance	Why	Who	Record/document Information
48	Training, awareness and competence	How does the organisation develop plan(s) for the human resources required to undertake asset management activities - including the development and delivery of asset management strategy, process(es), objectives and plan(s)?				There is a need for an organisation to demonstrate that it has considered what resources are required to develop and implement its asset management system. There is also a need for the organisation to demonstrate that it has assessed what development plan(s) are required to provide its human resources with the skills and competencies to develop and implement its asset management systems. The timescales over which the plan(s) are relevant should be commensurate with the planning horizons within the asset management strategy considers e.g. if the asset management strategy considers 5, 10 and 15 year time scales then the human resources development plan(s) should align with these. Resources include both 'in house' and external resources who undertake asset management activities.	Senior management responsible for agreement of plan(s). Managers responsible for developing asset management strategy and plan(s). Managers with responsibility for development and recruitment of staff (including HR functions). Staff responsible for training. Procurement officers. Contracted service providers.	Evidence of analysis of future work load plan(s) in terms of human resources. Document(s) containing analysis of the organisation's own direct resources and contractors resource capability over suitable timescales. Evidence, such as minutes of meetings, that suitable management forums are monitoring human resource development plan(s). Training plan(s), personal development plan(s), contract and service level agreements.
49	Training, awareness and competence	How does the organisation identify competency requirements and then plan, provide and record the training necessary to achieve the competencies?				Widely used AM standards require that organisations to undertake a systematic identification of the asset management awareness and competencies required at each level and function within the organisation. Once identified the training required to provide the necessary competencies should be planned for delivery in a timely and systematic way. Any training provided must be recorded and maintained in a suitable format. Where an organisation has contracted service providers in place then it should have a means to demonstrate that this requirement is being met for their employees. (eg, PAS 55 refers to frameworks suitable for identifying competency requirements).	Senior management responsible for agreement of plan(s). Managers responsible for developing asset management strategy and plan(s). Managers with responsibility for development and recruitment of staff (including HR functions). Staff responsible for training. Procurement officers. Contracted service providers.	Evidence of an established and applied competency requirements assessment process and plan(s) in place to deliver the required training. Evidence that the training programme is part of a wider, co-ordinated asset management activities training and competency programme. Evidence that training activities are recorded and that records are readily available (for both direct and contracted service provider staff) e.g. via organisation wide information system or local records database.
50	Training, awareness and competence	How does the organization ensure that persons under its direct control undertaking asset management related activities have an appropriate level of competence in terms of education, training or experience?				A critical success factor for the effective development and implementation of an asset management system is the competence of persons undertaking these activities. Organisations should have effective means in place for ensuring the competence of employees to carry out their designated asset management function(s). Where an organisation has contracted service providers undertaking elements of its asset management system then the organisation shall assure itself that the outsourced service provider also has suitable arrangements in place to manage the competencies of its employees. The organisation should ensure that the individual and corporate competencies it requires are in place and actively monitor, develop and maintain an appropriate balance of these competencies.	Managers, supervisors, persons responsible for developing training programmes. Staff responsible for procurement and service agreements. HR staff and those responsible for recruitment.	Evidence of a competency assessment framework that aligns with established frameworks such as the asset management Competencies Requirements Framework (Version 2.0); National Occupational Standards for Management and Leadership; UK Standard for Professional Engineering Competence, Engineering Council, 2005.
53	Communication, participation and consultation	How does the organisation ensure that pertinent asset management information is effectively communicated to and from employees and other stakeholders, including contracted service providers?				Widely used AM practice standards require that pertinent asset management information is effectively communicated to and from employees and other stakeholders including contracted service providers. Pertinent information refers to information required in order to effectively and efficiently comply with and deliver asset management strategy, plan(s) and objectives. This will include for example the communication of the asset management policy, asset performance information, and planning information as appropriate to contractors.	Top management and senior management representative(s), employee's representative(s), employee's trade union representative(s); contracted service provider management and employee representative(s); representative(s) from the organisation's Health, Safety and Environmental team. Key stakeholder representative(s).	Asset management policy statement prominently displayed on notice boards, intranet and internet; use of organisation's website for displaying asset performance data; evidence of formal briefings to employees, stakeholders and contracted service providers; evidence of inclusion of asset management issues in team meetings and contracted service provider contract meetings; newsletters, etc.

Company Name <input type="text"/> AMP Planning Period <input type="text"/> Asset Management Standard Applied <input type="text"/>							
<b>SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)</b>							
Question No.	Function	Question	Maturity Level 0	Maturity Level 1	Maturity Level 2	Maturity Level 3	Maturity Level 4
48	Training, awareness and competence	How does the organisation develop plan(s) for the human resources required to undertake asset management activities - including the development and delivery of asset management strategy, process(es), objectives and plan(s)?	The organisation has not recognised the need for assessing human resources requirements to develop and implement its asset management system.	The organisation has recognised the need to assess its human resources requirements and to develop a plan(s). There is limited recognition of the need to align these with the development and implementation of its asset management system.	The organisation has developed a strategic approach to aligning competencies and human resources to the asset management system including the asset management plan but the work is incomplete or has not been consistently implemented.	The organisation can demonstrate that plan(s) are in place and effective in matching competencies and capabilities to the asset management system including the plan for both internal and contracted activities. Plans are reviewed integral to asset management system process(es).	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
49	Training, awareness and competence	How does the organisation identify competency requirements and then plan, provide and record the training necessary to achieve the competencies?	The organisation does not have any means in place to identify competency requirements.	The organisation has recognised the need to identify competency requirements and then plan, provide and record the training necessary to achieve the competencies.	The organisation is the process of identifying competency requirements aligned to the asset management plan(s) and then plan, provide and record appropriate training. It is incomplete or inconsistently applied.	Competency requirements are in place and aligned with asset management plan(s). Plans are in place and effective in providing the training necessary to achieve the competencies. A structured means of recording the competencies achieved is in place.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
50	Training, awareness and competence	How does the organization ensure that persons under its direct control undertaking asset management related activities have an appropriate level of competence in terms of education, training or experience?	The organization has not recognised the need to assess the competence of person(s) undertaking asset management related activities.	Competency of staff undertaking asset management related activities is not managed or assessed in a structured way, other than formal requirements for legal compliance and safety management.	The organization is in the process of putting in place a means for assessing the competence of person(s) involved in asset management activities including contractors. There are gaps and inconsistencies.	Competency requirements are identified and assessed for all persons carrying out asset management related activities - internal and contracted. Requirements are reviewed and staff reassessed at appropriate intervals aligned to asset management requirements.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
53	Communication, participation and consultation	How does the organisation ensure that pertinent asset management information is effectively communicated to and from employees and other stakeholders, including contracted service providers?	The organisation has not recognised the need to formally communicate any asset management information.	There is evidence that the pertinent asset management information to be shared along with those to share it with is being determined.	The organisation has determined pertinent information and relevant parties. Some effective two way communication is in place but as yet not all relevant parties are clear on their roles and responsibilities with respect to asset management information.	Two way communication is in place between all relevant parties, ensuring that information is effectively communicated to match the requirements of asset management strategy, plan(s) and process(es). Pertinent asset information requirements are regularly reviewed.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.

<div style="text-align: right;">                     Company Name <input type="text"/>                      AMP Planning Period <input type="text"/>                      Asset Management Standard Applied <input type="text"/> </div> <b>SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)</b>								
Question No.	Function	Question	Score	Evidence—Summary	User Guidance	Why	Who	Record/document Information
59	Asset Management System documentation	What documentation has the organisation established to describe the main elements of its asset management system and interactions between them?				Widely used AM practice standards require an organisation maintain up to date documentation that ensures that its asset management systems (ie, the systems the organisation has in place to meet the standards) can be understood, communicated and operated. (eg, s 4.5 of PAS 55 requires the maintenance of up to date documentation of the asset management system requirements specified throughout s 4 of PAS 55).	The management team that has overall responsibility for asset management. Managers engaged in asset management activities.	The documented information describing the main elements of the asset management system (process(es)) and their interaction.
62	Information management	What has the organisation done to determine what its asset management information system(s) should contain in order to support its asset management system?				<p>Effective asset management requires appropriate information to be available. Widely used AM standards therefore require the organisation to identify the asset management information it requires in order to support its asset management system. Some of the information required may be held by suppliers.</p> <p>The maintenance and development of asset management information systems is a poorly understood specialist activity that is akin to IT management but different from IT management. This group of questions provides some indications as to whether the capability is available and applied. Note: To be effective, an asset information management system requires the mobilisation of technology, people and process(es) that create, secure, make available and destroy the information required to support the asset management system.</p>	The organisation's strategic planning team. The management team that has overall responsibility for asset management. Information management team. Operations, maintenance and engineering managers	Details of the process the organisation has employed to determine what its asset information system should contain in order to support its asset management system. Evidence that this has been effectively implemented.
63	Information management	How does the organisation maintain its asset management information system(s) and ensure that the data held within it (them) is of the requisite quality and accuracy and is consistent?				<p>The response to the questions is progressive. A higher scale cannot be awarded without achieving the requirements of the lower scale.</p> <p>This question explores how the organisation ensures that information management meets widely used AM practice requirements (eg, s 4.4.6 (a), (c) and (d) of PAS 55).</p>	The management team that has overall responsibility for asset management. Users of the organisational information systems.	The asset management information system, together with the policies, procedure(s), improvement initiatives and audits regarding information controls.
64	Information management	How has the organisation's ensured its asset management information system is relevant to its needs?				Widely used AM standards need not be prescriptive about the form of the asset management information system, but simply require that the asset management information system is appropriate to the organisations needs, can be effectively used and can supply information which is consistent and of the requisite quality and accuracy.	The organisation's strategic planning team. The management team that has overall responsibility for asset management. Information management team. Users of the organisational information systems.	The documented process the organisation employs to ensure its asset management information system aligns with its asset management requirements. Minutes of information systems review meetings involving users.

<div style="text-align: right; margin-bottom: 0;">                     Company Name <input type="text"/>                      AMP Planning Period <input type="text"/>                      Asset Management Standard Applied <input type="text"/> </div> <b>SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)</b>							
Question No.	Function	Question	Maturity Level 0	Maturity Level 1	Maturity Level 2	Maturity Level 3	Maturity Level 4
59	Asset Management System documentation	What documentation has the organisation established to describe the main elements of its asset management system and interactions between them?	The organisation has not established documentation that describes the main elements of the asset management system.	The organisation is aware of the need to put documentation in place and is in the process of determining how to document the main elements of its asset management system.	The organisation is in the process of documenting its asset management system and has documentation in place that describes some, but not all, of the main elements of its asset management system and their interaction.	The organisation has established documentation that comprehensively describes all the main elements of its asset management system and the interactions between them. The documentation is kept up to date.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
62	Information management	What has the organisation done to determine what its asset management information system(s) should contain in order to support its asset management system?	The organisation has not considered what asset management information is required.	The organisation is aware of the need to determine in a structured manner what its asset information system should contain in order to support its asset management system and is in the process of deciding how to do this.	The organisation has developed a structured process to determine what its asset information system should contain in order to support its asset management system and has commenced implementation of the process.	The organisation has determined what its asset information system should contain in order to support its asset management system. The requirements relate to the whole life cycle and cover information originating from both internal and external sources.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
63	Information management	How does the organisation maintain its asset management information system(s) and ensure that the data held within it (them) is of the requisite quality and accuracy and is consistent?	There are no formal controls in place or controls are extremely limited in scope and/or effectiveness.	The organisation is aware of the need for effective controls and is in the process of developing an appropriate control process(es).	The organisation has developed a controls that will ensure the data held is of the requisite quality and accuracy and is consistent and is in the process of implementing them.	The organisation has effective controls in place that ensure the data held is of the requisite quality and accuracy and is consistent. The controls are regularly reviewed and improved where necessary.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
64	Information management	How has the organisation's ensured its asset management information system is relevant to its needs?	The organisation has not considered the need to determine the relevance of its management information system. At present there are major gaps between what the information system provides and the organisations needs.	The organisation understands the need to ensure its asset management information system is relevant to its needs and is determining an appropriate means by which it will achieve this. At present there are significant gaps between what the information system provides and the organisations needs.	The organisation has developed and is implementing a process to ensure its asset management information system is relevant to its needs. Gaps between what the information system provides and the organisations needs have been identified and action is being taken to close them.	The organisation's asset management information system aligns with its asset management requirements. Users can confirm that it is relevant to their needs.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.

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Question No.	Function	Question	Score	Evidence—Summary	User Guidance	Why	Who	Record/document Information
69	Risk management process(es)	How has the organisation documented process(es) and/or procedure(s) for the identification and assessment of asset and asset management related risks throughout the asset life cycle?				Risk management is an important foundation for proactive asset management. Its overall purpose is to understand the cause, effect and likelihood of adverse events occurring, to optimally manage such risks to an acceptable level, and to provide an audit trail for the management of risks. Widely used standards require the organisation to have process(es) and/or procedure(s) in place that set out how the organisation identifies and assesses asset and asset management related risks. The risks have to be considered across the four phases of the asset lifecycle (eg, para 4.3.3 of PAS 55).	The top management team in conjunction with the organisation's senior risk management representatives. There may also be input from the organisation's Safety, Health and Environment team. Staff who carry out risk identification and assessment.	The organisation's risk management framework and/or evidence of specific process(es) and/ or procedure(s) that deal with risk control mechanisms. Evidence that the process(es) and/or procedure(s) are implemented across the business and maintained. Evidence of agendas and minutes from risk management meetings. Evidence of feedback in to process(es) and/or procedure(s) as a result of incident investigation(s). Risk registers and assessments.
79	Use and maintenance of asset risk information	How does the organisation ensure that the results of risk assessments provide input into the identification of adequate resources and training and competency needs?				Widely used AM standards require that the output from risk assessments are considered and that adequate resource (including staff) and training is identified to match the requirements. It is a further requirement that the effects of the control measures are considered, as there may be implications in resources and training required to achieve other objectives.	Staff responsible for risk assessment and those responsible for developing and approving resource and training plan(s). There may also be input from the organisation's Safety, Health and Environment team.	The organisations risk management framework. The organisation's resourcing plan(s) and training and competency plan(s). The organisation should be able to demonstrate appropriate linkages between the content of resource plan(s) and training and competency plan(s) to the risk assessments and risk control measures that have been developed.
82	Legal and other requirements	What procedure does the organisation have to identify and provide access to its legal, regulatory, statutory and other asset management requirements, and how is requirements incorporated into the asset management system?				In order for an organisation to comply with its legal, regulatory, statutory and other asset management requirements, the organisation first needs to ensure that it knows what they are (eg, PAS 55 specifies this in s 4.4.8). It is necessary to have systematic and auditable mechanisms in place to identify new and changing requirements. Widely used AM standards also require that requirements are incorporated into the asset management system (e.g. procedure(s) and process(es))	Top management. The organisations regulatory team. The organisation's legal team or advisors. The management team with overall responsibility for the asset management system. The organisation's health and safety team or advisors. The organisation's policy making team.	The organisational processes and procedures for ensuring information of this type is identified, made accessible to those requiring the information and is incorporated into asset management strategy and objectives
88	Life Cycle Activities	How does the organisation establish implement and maintain process(es) for the implementation of its asset management plan(s) and control of activities across the creation, acquisition or enhancement of assets. This includes design, modification, procurement, construction and commissioning activities?				Life cycle activities are about the implementation of asset management plan(s) i.e. they are the "doing" phase. They need to be done effectively and well in order for asset management to have any practical meaning. As a consequence, widely used standards (eg, PAS 55 s 4.5.1) require organisations to have in place appropriate process(es) and procedure(s) for the implementation of asset management plan(s) and control of lifecycle activities. This question explores those aspects relevant to asset creation.	Asset managers, design staff, construction staff and project managers from other impacted areas of the business, e.g. Procurement	Documented process(es) and procedure(s) which are relevant to demonstrating the effective management and control of life cycle activities during asset creation, acquisition, enhancement including design, modification, procurement, construction and commissioning.

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SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)							
Question No.	Function	Question	Maturity Level 0	Maturity Level 1	Maturity Level 2	Maturity Level 3	Maturity Level 4
69	Risk management process(es)	How has the organisation documented process(es) and/or procedure(s) for the identification and assessment of asset and asset management related risks throughout the asset life cycle?	The organisation has not considered the need to document process(es) and/or procedure(s) for the identification and assessment of asset and asset management related risks throughout the asset life cycle.	The organisation is aware of the need to document the management of asset related risk across the asset lifecycle. The organisation has plan(s) to formally document all relevant process(es) and procedure(s) or has already commenced this activity.	The organisation is in the process of documenting the identification and assessment of asset related risk across the asset lifecycle but it is incomplete or there are inconsistencies between approaches and a lack of integration.	Identification and assessment of asset related risk across the asset lifecycle is fully documented. The organisation can demonstrate that appropriate documented mechanisms are integrated across life cycle phases and are being consistently applied.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
79	Use and maintenance of asset risk information	How does the organisation ensure that the results of risk assessments provide input into the identification of adequate resources and training and competency needs?	The organisation has not considered the need to conduct risk assessments.	The organisation is aware of the need to consider the results of risk assessments and effects of risk control measures to provide input into reviews of resources, training and competency needs. Current input is typically ad-hoc and reactive.	The organisation is in the process ensuring that outputs of risk assessment are included in developing requirements for resources and training. The implementation is incomplete and there are gaps and inconsistencies.	Outputs from risk assessments are consistently and systematically used as inputs to develop resources, training and competency requirements. Examples and evidence is available.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
82	Legal and other requirements	What procedure does the organisation have to identify and provide access to its legal, regulatory, statutory and other asset management requirements, and how is requirements incorporated into the asset management system?	The organisation has not considered the need to identify its legal, regulatory, statutory and other asset management requirements.	The organisation identifies some its legal, regulatory, statutory and other asset management requirements, but this is done in an ad-hoc manner in the absence of a procedure.	The organisation has procedure(s) to identify its legal, regulatory, statutory and other asset management requirements, but the information is not kept up to date, inadequate or inconsistently managed.	Evidence exists to demonstrate that the organisation's legal, regulatory, statutory and other asset management requirements are identified and kept up to date. Systematic mechanisms for identifying relevant legal and statutory requirements.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
88	Life Cycle Activities	How does the organisation establish implement and maintain process(es) for the implementation of its asset management plan(s) and control of activities across the creation, acquisition or enhancement of assets. This includes design, modification, procurement, construction and commissioning activities?	The organisation does not have process(es) in place to manage and control the implementation of asset management plan(s) during activities related to asset creation including design, modification, procurement, construction and commissioning.	The organisation is aware of the need to have process(es) and procedure(s) in place to manage and control the implementation of asset management plan(s) during activities related to asset creation including design, modification, procurement, construction and commissioning but currently do not have these in place (note: procedure(s) may exist but they are inconsistent/incomplete).	The organisation is in the process of putting in place process(es) and procedure(s) to manage and control the implementation of asset management plan(s) during activities related to asset creation including design, modification, procurement, construction and commissioning. Gaps and inconsistencies are being addressed.	Effective process(es) and procedure(s) are in place to manage and control the implementation of asset management plan(s) during activities related to asset creation including design, modification, procurement, construction and commissioning.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.

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SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)								
Question No.	Function	Question	Score	Evidence—Summary	User Guidance	Why	Who	Record/document Information
91	Life Cycle Activities	How does the organisation ensure that process(es) and/or procedure(s) for the implementation of asset management plan(s) and control of activities during maintenance (and inspection) of assets are sufficient to ensure activities are carried out under specified conditions, are consistent with asset management strategy and control cost, risk and performance?				Having documented process(es) which ensure the asset management plan(s) are implemented in accordance with any specified conditions, in a manner consistent with the asset management policy, strategy and objectives and in such a way that cost, risk and asset system performance are appropriately controlled is critical. They are an essential part of turning intention into action (eg, as required by PAS 55 s 4.5.1).	Asset managers, operations managers, maintenance managers and project managers from other impacted areas of the business	Documented procedure for review. Documented procedure for audit of process delivery. Records of previous audits, improvement actions and documented confirmation that actions have been carried out.
95	Performance and condition monitoring	How does the organisation measure the performance and condition of its assets?				Widely used AM standards require that organisations establish implement and maintain procedure(s) to monitor and measure the performance and/or condition of assets and asset systems. They further set out requirements in some detail for reactive and proactive monitoring, and leading/lagging performance indicators together with the monitoring or results to provide input to corrective actions and continual improvement. There is an expectation that performance and condition monitoring will provide input to improving asset management strategy, objectives and plan(s).	A broad cross-section of the people involved in the organisation's asset-related activities from data input to decision-makers, i.e. an end-to-end assessment. This should include contactors and other relevant third parties as appropriate.	Functional policy and/or strategy documents for performance or condition monitoring and measurement. The organisation's performance monitoring frameworks, balanced scorecards etc. Evidence of the reviews of any appropriate performance indicators and the action lists resulting from these reviews. Reports and trend analysis using performance and condition information. Evidence of the use of performance and condition information shaping improvements and supporting asset management strategy, objectives and plan(s).
99	Investigation of asset-related failures, incidents and nonconformities	How does the organisation ensure responsibility and the authority for the handling, investigation and mitigation of asset-related failures, incidents and emergency situations and non conformance is clear, unambiguous, understood and communicated?				Widely used AM standards require that the organisation establishes implements and maintains process(es) for the handling and investigation of failures incidents and non-conformities for assets and sets down a number of expectations. Specifically this question examines the requirement to define clearly responsibilities and authorities for these activities, and communicate these unambiguously to relevant people including external stakeholders if appropriate.	The organisation's safety and environment management team. The team with overall responsibility for the management of the assets. People who have appointed roles within the asset-related investigation procedure, from those who carry out the investigations to senior management who review the recommendations. Operational controllers responsible for managing the asset base under fault conditions and maintaining services to consumers. Contractors and other third parties as appropriate.	Process(es) and procedure(s) for the handling, investigation and mitigation of asset-related failures, incidents and emergency situations and non conformance. Documentation of assigned responsibilities and authority to employees. Job Descriptions, Audit reports. Common communication systems i.e. all Job Descriptions on Internet etc.
105	Audit	What has the organisation done to establish procedure(s) for the audit of its asset management system (process(es))?				This question seeks to explore what the organisation has done to comply with the standard practice AM audit requirements (eg, the associated requirements of PAS 55 s 4.6.4 and its linkages to s 4.7).	The management team responsible for its asset management procedure(s). The team with overall responsibility for the management of the assets. Audit teams, together with key staff responsible for asset management. For example, Asset Management Director, Engineering Director. People with responsibility for carrying out risk assessments	The organisation's asset-related audit procedure(s). The organisation's methodology(s) by which it determined the scope and frequency of the audits and the criteria by which it identified the appropriate audit personnel. Audit schedules, reports etc. Evidence of the procedure(s) by which the audit results are presented, together with any subsequent communications. The risk assessment schedule or risk registers.



<div style="text-align: right; margin-bottom: 5px;">                     Company Name <input style="width: 150px;" type="text"/>                      AMP Planning Period <input style="width: 150px;" type="text"/>                      Asset Management Standard Applied <input style="width: 150px;" type="text"/> </div> <b>SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)</b>							
Question No.	Function	Question	Maturity Level 0	Maturity Level 1	Maturity Level 2	Maturity Level 3	Maturity Level 4
91	Life Cycle Activities	How does the organisation ensure that process(es) and/or procedure(s) for the implementation of asset management plan(s) and control of activities during maintenance (and inspection) of assets are sufficient to ensure activities are carried out under specified conditions, are consistent with asset management strategy and control cost, risk and performance?	The organisation does not have process(es)/procedure(s) in place to control or manage the implementation of asset management plan(s) during this life cycle phase.	The organisation is aware of the need to have process(es) and procedure(s) in place to manage and control the implementation of asset management plan(s) during this life cycle phase but currently do not have these in place and/or there is no mechanism for confirming they are effective and where needed modifying them.	The organisation is in the process of putting in place process(es) and procedure(s) to manage and control the implementation of asset management plan(s) during this life cycle phase. They include a process for confirming the process(es)/procedure(s) are effective and if necessary carrying out modifications.	The organisation has in place process(es) and procedure(s) to manage and control the implementation of asset management plan(s) during this life cycle phase. They include a process, which is itself regularly reviewed to ensure it is effective, for confirming the process(es)/ procedure(s) are effective and if necessary carrying out modifications.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
95	Performance and condition monitoring	How does the organisation measure the performance and condition of its assets?	The organisation has not considered how to monitor the performance and condition of its assets.	The organisation recognises the need for monitoring asset performance but has not developed a coherent approach. Measures are incomplete, predominantly reactive and lagging. There is no linkage to asset management objectives.	The organisation is developing coherent asset performance monitoring linked to asset management objectives. Reactive and proactive measures are in place. Use is being made of leading indicators and analysis. Gaps and inconsistencies remain.	Consistent asset performance monitoring linked to asset management objectives is in place and universally used including reactive and proactive measures. Data quality management and review process are appropriate. Evidence of leading indicators and analysis.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
99	Investigation of asset-related failures, incidents and nonconformities	How does the organisation ensure responsibility and the authority for the handling, investigation and mitigation of asset-related failures, incidents and emergency situations and non conformance is clear, unambiguous, understood and communicated?	The organisation has not considered the need to define the appropriate responsibilities and the authorities.	The organisation understands the requirements and is in the process of determining how to define them.	The organisation are in the process of defining the responsibilities and authorities with evidence. Alternatively there are some gaps or inconsistencies in the identified responsibilities/authorities.	The organisation have defined the appropriate responsibilities and authorities and evidence is available to show that these are applied across the business and kept up to date.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
105	Audit	What has the organisation done to establish procedure(s) for the audit of its asset management system (process(es))?	The organisation has not recognised the need to establish procedure(s) for the audit of its asset management system.	The organisation understands the need for audit procedure(s) and is determining the appropriate scope, frequency and methodology(s).	The organisation is establishing its audit procedure(s) but they do not yet cover all the appropriate asset-related activities.	The organisation can demonstrate that its audit procedure(s) cover all the appropriate asset-related activities and the associated reporting of audit results. Audits are to an appropriate level of detail and consistently managed.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.

Company Name \_\_\_\_\_  
 AMP Planning Period \_\_\_\_\_  
 Asset Management Standard Applied \_\_\_\_\_

**SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)**

Question No.	Function	Question	Score	Evidence—Summary	User Guidance	Why	Who	Record/documented Information
109	Corrective & Preventative action	How does the organisation instigate appropriate corrective and/or preventive actions to eliminate or prevent the causes of identified poor performance and non conformance?				Having investigated asset related failures, incidents and non-conformances, and taken action to mitigate their consequences, an organisation is required to implement preventative and corrective actions to address root causes. Incident and failure investigations are only useful if appropriate actions are taken as a result to assess changes to a businesses risk profile and ensure that appropriate arrangements are in place should a recurrence of the incident happen. Widely used AM standards also require that necessary changes arising from preventive or corrective action are made to the asset management system.	The management team responsible for its asset management procedure(s). The team with overall responsibility for the management of the assets. Audit and incident investigation teams. Staff responsible for planning and managing corrective and preventive actions.	Analysis records, meeting notes and minutes, modification records. Asset management plan(s), investigation reports, audit reports, improvement programmes and projects. Recorded changes to asset management procedure(s) and process(es). Condition and performance reviews. Maintenance reviews
113	Continual Improvement	How does the organisation achieve continual improvement in the optimal combination of costs, asset related risks and the performance and condition of assets and asset systems across the whole life cycle?				Widely used AM standards have requirements to establish, implement and maintain process(es)/procedure(s) for identifying, assessing, prioritising and implementing actions to achieve continual improvement. Specifically there is a requirement to demonstrate continual improvement in optimisation of cost risk and performance/condition of assets across the life cycle. This question explores an organisation's capabilities in this area—looking for systematic improvement mechanisms rather than reviews and audit (which are separately examined).	The top management of the organisation. The manager/team responsible for managing the organisation's asset management system, including its continual improvement. Managers responsible for policy development and implementation.	Records showing systematic exploration of improvement. Evidence of new techniques being explored and implemented. Changes in procedure(s) and process(es) reflecting improved use of optimisation tools/techniques and available information. Evidence of working parties and research.
115	Continual Improvement	How does the organisation seek and acquire knowledge about new asset management related technology and practices, and evaluate their potential benefit to the organisation?				One important aspect of continual improvement is where an organisation looks beyond its existing boundaries and knowledge base to look at what 'new things are on the market'. These new things can include equipment, process(es), tools, etc. An organisation which does this (eg, by the PAS 55 s 4.6 standards) will be able to demonstrate that it continually seeks to expand its knowledge of all things affecting its asset management approach and capabilities. The organisation will be able to demonstrate that it identifies any such opportunities to improve, evaluates them for suitability to its own organisation and implements them as appropriate. This question explores an organisation's approach to this activity.	The top management of the organisation. The manager/team responsible for managing the organisation's asset management system, including its continual improvement. People who monitor the various items that require monitoring for 'change'. People that implement changes to the organisation's policy, strategy, etc. People within an organisation with responsibility for investigating, evaluating, recommending and implementing new tools and techniques, etc.	Research and development projects and records, benchmarking and participation knowledge exchange professional forums. Evidence of correspondence relating to knowledge acquisition. Examples of change implementation and evaluation of new tools, and techniques linked to asset management strategy and objectives.

Company Name _____ AMP Planning Period _____ Asset Management Standard Applied _____							
<b>SCHEDULE 13: REPORT ON ASSET MANAGEMENT MATURITY (cont)</b>							
Question No.	Function	Question	Maturity Level 0	Maturity Level 1	Maturity Level 2	Maturity Level 3	Maturity Level 4
109	Corrective & Preventative action	How does the organisation instigate appropriate corrective and/or preventive actions to eliminate or prevent the causes of identified poor performance and non conformance?	The organisation does not recognise the need to have systematic approaches to instigating corrective or preventive actions.	The organisation recognises the need to have systematic approaches to instigating corrective or preventive actions. There is ad-hoc implementation for corrective actions to address failures of assets but not the asset management system.	The need is recognized for systematic instigation of preventive and corrective actions to address root causes of non compliance or incidents identified by investigations, compliance evaluation or audit. It is only partially or inconsistently in place.	Mechanisms are consistently in place and effective for the systematic instigation of preventive and corrective actions to address root causes of non compliance or incidents identified by investigations, compliance evaluation or audit.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
113	Continual Improvement	How does the organisation achieve continual improvement in the optimal combination of costs, asset related risks and the performance and condition of assets and asset systems across the whole life cycle?	The organisation does not consider continual improvement of these factors to be a requirement, or has not considered the issue.	A Continual Improvement ethos is recognised as beneficial, however it has just been started, and or covers partially the asset drivers.	Continuous improvement process(es) are set out and include consideration of cost risk, performance and condition for assets managed across the whole life cycle but it is not yet being systematically applied.	There is evidence to show that continuous improvement process(es) which include consideration of cost risk, performance and condition for assets managed across the whole life cycle are being systematically applied.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.
115	Continual Improvement	How does the organisation seek and acquire knowledge about new asset management related technology and practices, and evaluate their potential benefit to the organisation?	The organisation makes no attempt to seek knowledge about new asset management related technology or practices.	The organisation is inward looking, however it recognises that asset management is not sector specific and other sectors have developed good practice and new ideas that could apply. Ad-hoc approach.	The organisation has initiated asset management communication within sector to share and, or identify 'new' to sector asset management practices and seeks to evaluate them.	The organisation actively engages internally and externally with other asset management practitioners, professional bodies and relevant conferences. Actively investigates and evaluates new practices and evolves its asset management activities using appropriate developments.	The organisation's process(es) surpass the standard required to comply with requirements set out in a recognised standard.  The assessor is advised to note in the Evidence section why this is the case and the evidence seen.

**Schedule 14: Mandatory Explanatory Notes**

1. This schedule requires GDBs to provide explanatory notes to information provided in accordance with clauses 2.3.1, 2.4.21, 2.4.22, and subclauses 2.5.1(1)(e) and 2.5.2(1)(e).
2. This schedule is mandatory—GDBs must provide the explanatory comment specified below, in accordance with clause 2.7.1. Information provided in boxes 1 to 12 of this schedule is part of the audited disclosure information, and so is subject to the assurance requirements specified in section 2.8.
3. Schedule 15 (Voluntary Explanatory Notes to Schedules) provides for GDBs to give additional explanation of disclosed information should they elect to do so.

*Return on Investment (Schedule 2)*

4. In the box below, comment on return on investment as disclosed in Schedule 2. This comment must include information on reclassified items in accordance with subclause 2.7.1(2).

**Box 1: Explanatory comment on return on investment**

[Insert text here]

*Regulatory Profit (Schedule 3)*

5. In the box below, comment on regulatory profit for the disclosure year as disclosed in Schedule 3. This comment must include-
  - 5.1 a description of material items included in other regulated income (other than gains / (losses) on asset disposals), as disclosed in 3(i) of Schedule 3
  - 5.2 information on reclassified items in accordance with subclause 2.7.1(2).

**Box 2: Explanatory comment on regulatory profit**

[Insert text here]

*Merger and acquisition expenses (3(iv) of Schedule 3)*

6. If the GDB incurred merger and acquisitions expenditure during the disclosure year, provide the following information in the box below:

- 6.1 information on reclassified items in accordance with subclause 2.7.1(2)
- 6.2 any other commentary on the benefits of the merger and acquisition expenditure to the GDB.

**Box 3: Explanatory comment on merger and acquisition expenditure**

[Insert text here]

*Value of the Regulatory Asset Base (Schedule 4)*

7. In the box below, comment on the value of the regulatory asset base (rolled forward) in Schedule 4. This comment must include information on reclassified items in accordance with subclause 2.7.1(2).

**Box 4: Explanatory comment on the value of the regulatory asset based (rolled forward)**

[Insert text here]

*Regulatory tax allowance: disclosure of permanent differences (5a(i) of Schedule 5a)*

8. In the box below, provide descriptions and workings of the material items recorded in the following asterisked categories of 5a(i) of Schedule 5a-
  - 8.1 Income not included in regulatory profit / (loss) before tax but taxable
  - 8.2 Expenditure or loss in regulatory profit / (loss) before tax but not deductible
  - 8.3 Income included in regulatory profit / (loss) before tax but not taxable
  - 8.4 Expenditure or loss deductible but not in regulatory profit / (loss) before tax

**Box 5: Regulatory tax allowance: permanent differences**

[Insert text here]

*Regulatory tax allowance: disclosure of temporary differences (5a(vi) of Schedule 5a)*

9. In the box below, provide descriptions and workings of material items recorded in the asterisked category 'Tax effect of other temporary differences' in 5a(vi) of Schedule 5a.

**Box 6: Tax effect of other temporary differences (current disclosure year)**

[Insert text here]

*Related party transactions: disclosure of related party transactions (Schedule 5b)*

10. In the box below, provide descriptions of related party transactions beyond those disclosed on Schedule 5b including identification and descriptions as to the nature of directly attributable costs disclosed under subclause 2.3.6(2)(b).

**Box 7: Related party transactions**

[Insert text here]

*Cost allocation (Schedule 5d)*

11. In the box below, comment on cost allocation as disclosed in Schedule 5d. This comment must include information on reclassified items in accordance with subclause 2.7.1(2).

**Box 8: Cost allocation**

[Insert text here]

*Asset allocation (Schedule 5e)*

12. In the box below, comment on asset allocation as disclosed in Schedule 5e. This comment must include information on reclassified items in accordance with subclause 2.7.1(2).

**Box 9: Commentary on asset allocation**

[Insert text here]

*Capital Expenditure for the Disclosure Year (Schedule 6a)*

13. In the box below, comment on expenditure on assets for the disclosure year, as disclosed in Schedule 6a. This comment must include-

- 13.1 a description of the materiality threshold applied to identify material projects and programmes described in Schedule 6a;
- 13.2 information on reclassified items in accordance with subclause 2.7.1(2).

**Box 10: Explanation of capital expenditure for the disclosure year**

[Insert text here]

*Operational Expenditure for the Disclosure Year (Schedule 6b)*

- 14. In the box below, comment on operational expenditure for the disclosure year, as disclosed in Schedule 6b. This comment must include-
  - 14.1 Commentary on assets replaced or renewed with asset replacement and renewal operational expenditure, as reported in 6b(i) of Schedule 6b
  - 14.2 Information on reclassified items in accordance with subclause 2.7.1(2)
  - 14.3 Commentary on any material atypical expenditure included in operational expenditure disclosed in Schedule 6b, including the value of the expenditure, the purpose of the expenditure, and the operational expenditure categories the expenditure relates to.

**Box 11: Explanation of operational expenditure for the disclosure year**

[Insert text here]

*Variance between forecast and actual expenditure (Schedule 7)*

- 15. In the box below, comment on variance in actual to forecast expenditure for the disclosure year, as reported in Schedule 7. This comment must include information on reclassified items in accordance with subclause 2.7.1(2).

**Box 12: Explanatory comment on variance in actual to forecast expenditure**

[Insert text here]

*Information relating to revenues and quantities for the disclosure year*

16. In the box below, please explain reasons for any material differences between target revenue disclosed before the start of the pricing year in accordance with clause 2.4.1 and subclause 2.4.3(3), and total billed line charge revenue for the disclosure year as disclosed in Schedule 8.

**Box 13: Explanatory comment relating to revenue for the disclosure year**

[Insert text here]

17. If price category codes or consumer groups (as applicable) have been changed in a disclosure year, please explain in the box below the effect of this on the allocation of ICPs, quantities and revenues between consumer groups disclosed in Schedule 8.

**Box 14: Explanatory comment relating to changed price category codes or consumer groups**

[Insert text here]

*Network Reliability for the Disclosure Year (Schedule 10a)*

18. In the box below, comment on network reliability for the disclosure year, as disclosed in Schedule 10a.

**Box 15: Commentary on network reliability for the disclosure year**

[Insert text here]



*Insurance cover*

19. In the box below, provide details of any insurance cover for the assets used to provide gas pipeline services, including-
- 19.1 The GDB's approaches and practices in regard to the insurance of assets, including the level of insurance;
  - 19.2 In respect of any self insurance, the level of reserves, details of how reserves are managed and invested, and details of any reinsurance.

**Box 16: Explanation of insurance cover**

[Insert text here]

*Amendments to previously disclosed information*

20. In the box below, provide information about amendments to previously disclosed information disclosed in accordance with clause 2.12.1 in the last 7 years, including:
- 20.1 a description of each error; and
  - 20.2 for each error, reference to the web address where the disclosure made in accordance with clause 2.12.1 is publicly disclosed.

**Box 17: Disclosure of amendment to previously disclosed information**

[Insert text here]

### **Schedule 14a: Mandatory Explanatory Notes on Forecast Information**

1. This schedule requires GDBs to provide explanatory notes to reports prepared in accordance with clause 2.6.6.
2. This schedule is mandatory—GDBs must provide the explanatory comment specified below, in accordance with clause 2.7.2. This information is not part of the audited disclosure information, and so is not subject to the assurance requirements specified in section 2.8.

#### *Commentary on difference between nominal and constant price capital expenditure forecasts (Schedule 11a)*

3. In the box below, comment on the difference between nominal and constant price capital expenditure for the current disclosure year and the 10 year planning period, as disclosed in Schedule 11a.

**Box 1: Commentary on difference between nominal and constant price capital expenditure forecasts**  
[Insert text here]

#### *Commentary on difference between nominal and constant price operational expenditure forecasts (Schedule 11b)*

4. In the box below, comment on the difference between nominal and constant price operational expenditure for the current disclosure year and the 10 year planning period, as disclosed in Schedule 11b.

**Box 2: Commentary on difference between nominal and constant price operational expenditure forecasts**  
[Insert text here]

### **Schedule 15: Voluntary Explanatory Notes**

1. This schedule enable GDBs to provide, should they wish to:
  - 1.1 additional explanatory comment to reports prepared in accordance with clauses 2.3.1, 2.4.21, 2.4.22, 2.5.1, and 2.5.2.
  - 1.2 information on any substantial changes to information disclosed in relation to a prior disclosure year, as a result of final wash-ups.
2. Information in this schedule is not part of the audited disclosure information, and so is not subject to the assurance requirements specified in section 2.8.
3. Provide additional explanatory comment in the box below.

**Box 1: Voluntary explanatory comment on disclosed information**

[Insert text below]

**Schedule 16: Definitions of Terms used in Schedules 1 to 15**

1. This schedule provides definitions for terms used in Schedules 1 to 15 of this determination.
2. Where terms used in the schedules are defined in section 1.4 of this determination but are not defined below, they have the meanings set out in section 1.4 of this determination. Terms used in the schedules that are defined in the IM determination have the meanings set out in the IM determination. Otherwise, unless defined below, terms used in the schedules have meanings consistent with industry practice.

Term	Definition
% of asset forecast to be replaced in next 5 years	means the % of asset quantity forecast to be replaced in next 5 years consistent with the capital expenditure forecast
% variance	means: $q = \frac{a - b}{b} \times 100$ where: $a$ = actual expenditure $b$ = forecast expenditure
25th percentile estimate	means the 25th percentile estimate for the range of the mid-point post tax WACC or mid-point vanilla WACC determined by the Commission in accordance with clause 2.4.7 of the IM determination
75th percentile estimate	means the 75th percentile estimate for the range of the mid-point post tax WACC or mid-point vanilla WACC determined by the Commission in accordance with clause 2.4.7 of the IM determination
Actual controllable opex	has the meaning given in the IM determination
Actual expenditure	means, in relation to: (a) a disclosure year, expenditure for that disclosure year (b) the regulatory period, expenditure for the disclosure years from the start of the regulatory period to the current disclosure year
Adjusted depreciation	has the meaning given in the IM determination

Adjustment for unamortised initial differences in assets acquired	means for assets acquired from another regulated supplier, the value of the unamortised initial differences in asset values for those assets acquired as unamortised initial differences in asset values is determined in accordance with the input methodologies that apply to the regulated goods or services supplied by that regulated supplier
Adjustment for unamortised initial differences in assets disposed	means the value of opening unamortised initial differences in asset values for assets that are disposed of during the year
Adjustment resulting from asset allocation	<p>means</p> <p>(a) in relation to the works under construction roll-forward, the change in works under construction resulting from a change in asset allocation assumptions for assets included in works under construction, where increases in the value of works under construction are positive and decreases are negative</p> <p>(b) in relation to the regulatory tax asset base roll-forward, the change in sum of regulatory tax asset values resulting from a change in asset allocation assumptions for assets included in sum of regulatory tax asset values, where increases in the value of sum of regulatory tax asset values are positive and decreases are negative</p> <p>(c) in all other instances, the value of <math>q</math> calculated using the following formula:</p> $q = a - (b - c + d + e - f + g)$ <p>where:</p> <p><math>a</math> = total closing RAB value</p> <p><math>b</math> = total opening RAB value</p> <p><math>c</math> = total depreciation</p> <p><math>d</math> = total revaluations</p> <p><math>e</math> = assets commissioned</p> <p><math>f</math> = asset disposals</p> <p><math>g</math> = lost and found assets adjustment</p> <p>The formula must be calculated using component values that relate to the RAB. These component values are the values that result from the application of clause 2.1.1 of the IM determination</p>
All other projects or programmes	means, within an expenditure category, the total of projects and programmes that are not material projects and programmes.

Allocator metric	has the meaning given in the IM determination
Allocator type	has the meaning given in the IM determination
Allowed controllable opex	has the meaning given in the IM determination
Amortisation of initial differences in asset values	has the meaning given in paragraph (a) of the defined term in the IM determination
Amortisation of revaluations	has the meaning given in paragraph (a) of the defined term in the IM determination
Arm's-length deduction	has the meaning given in the IM determination
Asset category transfers	means the value of an asset transferred between asset categories
Asset condition at start of planning period (percentage of units by grade)	means the proportion of the quantity of each asset class assessed against the asset condition categories (grade 1 to 4), reflecting the likelihood of short, medium or longer term intervention. Suppliers are able to apply their own criteria for intervention when populating the table.
Asset disposals	means:  (a) in relation to the unallocated RAB, the sum of unallocated opening RAB values less regulatory depreciation of disposed assets, as determined in accordance with input methodologies applicable to that asset in the IM determination;  (b) in relation to the RAB, the value (as determined in accordance with paragraph (a)) which was allocated to gas distribution services in accordance with clause 2.1.1 of the IM determination
Asset disposals (other than below)	means asset disposals other than asset disposals to a regulated supplier and asset disposals to a related party
Asset disposals to a regulated supplier	means asset disposals disposed of to a regulated supplier
Asset disposals to a related party	means asset disposals disposed of to a related party

Asset or assets with changes to depreciation	<p>means a description of assets or groups of assets where the supplier has changed the asset(s)' depreciation profile or the asset(s) was commissioned during the disclosure year; and at least one of the following applies:</p> <ul style="list-style-type: none"> <li>(a) the asset(s) is a reduced life asset or dedicated asset(s) as those terms are used in clause 2.2.8(5) of the IM determination</li> <li>(b) the asset(s) depreciation profile was changed or set in accordance with the CPP process</li> <li>(c) the asset(s) physical service life potential was determined by an engineer in accordance with clause 2.2.8(3) of the IM determination</li> <li>(d) the GDB chooses to disclose details about the asset(s) depreciation profile</li> <li>(e) the asset is a composite asset (as that term is used in clause 2.2.8(5) of the IM determination) and at least one of the clauses (a) to (d) applies to one of its component assets</li> </ul>
Assets acquired from a regulated supplier	<p>means:</p> <ul style="list-style-type: none"> <li>(a) in relation to the unallocated RAB, the sum of value of assets acquired from another regulated supplier as determined in accordance with clause 2.2.11(1)(e) of the IM determination;</li> <li>(b) in relation to the RAB, the sum of value of the assets (as determined in accordance with paragraph (a)) which is allocated to the gas distribution services in accordance with clause 2.1.1 of the IM determination</li> </ul>
Assets acquired from a related party	<p>means:</p> <ul style="list-style-type: none"> <li>(a) in relation to the unallocated RAB, the sum of value of assets acquired from a related party as determined in accordance with clauses 2.2.11(1)(f) and (g) of the IM determination;</li> <li>(b) in relation to the RAB, the sum of value of the assets (as determined in accordance with paragraph (a)) which is allocated to the gas distribution services in accordance with clause 2.1.1 of the IM determination</li> </ul>
Assets commissioned (other than below)	<p>means assets commissioned other than assets acquired from a regulated supplier and assets acquired from a related party</p>
Attribution rate	<p>means:</p> $q = \frac{a \times b}{c}$ <p>where:</p> <ul style="list-style-type: none"> <li><i>a</i> = average opening and closing RAB values</li> <li><i>b</i> = a leverage rate of 44%</li> <li><i>c</i> = total book value of interest bearing debt</li> </ul>

Atypical expenditure	means expenditure on non-network assets that is 'one-off' or 'exceptional'
Average daily delivery (GJ per day)	means: $q = \frac{a}{b}$ where: <i>a</i> = total gas conveyed <i>b</i> = number of days in the disclosure year
Average opening and closing RAB values	means: $q = \frac{a + b}{2}$ where: <i>a</i> = opening RAB value <i>b</i> = closing RAB value
Average total number of distribution customers	means the average of customer numbers measured at the start of the disclosure year and at the end of the disclosure year
Basis for determining value	means the subclause under either: (a) clause 2.2.11(5) of the IM determination; or (b) clauses 2.3.6 or 2.3.7 of this determination applied in the valuation of the related party transactions
Billed quantities	means the quantities associated with price components upon which the consumer's bill for gas distribution services is based, expressed in the units of measure used by the GDB for setting prices (for example volumes of gas delivered in GJ)
Book value	means: (a) in relation to the issue date, the book value in New Zealand dollars of a qualifying debt or non-qualifying debt on the issue date (b) in relation to the date of financial statements, the book value in New Zealand dollars of a qualifying debt or non-qualifying debt as at the end of the period of the GDB's latest general purpose financial statements



Business support	<p>in relation to expenditure, means operational expenditure associated with the following corporate activities:</p> <ul style="list-style-type: none"> <li>• HR and training (other than operational training)</li> <li>• finance and regulation including compliance activities, valuations and auditing</li> <li>• CEO and director costs</li> <li>• legal services</li> <li>• consulting services (excluding engineering/technical consulting)</li> <li>• property management</li> <li>• corporate communications</li> <li>• corporate IT</li> <li>• industry liaison and participation</li> <li>• commercial activities including pricing, billing, revenue collection and marketing</li> <li>• liaison with GTBs, customers and gas retailers</li> </ul>
CAIDI (Customer Average Interruption Duration Index)	<p>means:</p> $q = \frac{a}{b}$ <p>where:</p> <p><math>a</math> = SAIDI  <math>b</math> = SAIFI</p>
Capital contributions funding asset relocations	means the value of capital contributions that are paid to the GDB in relation to asset relocation expenditure
Capital contributions funding asset replacement and renewal	means the value of capital contributions that are paid to the GDB in relation to asset replacement and renewal expenditure
Capital contributions funding consumer connection	means the value of capital contributions that are paid to the GDB in relation to consumer connection expenditure
Capital contributions funding legislative and regulatory	means the value of capital contributions that are paid to the GDB in relation to legislative and regulatory expenditure

Capital contributions funding other reliability, safety and environment	means the value of capital contributions that are paid to the GDB in relation to other reliability, safety and environment expenditure
Capital contributions funding quality of supply	means the value of capital contributions that are paid to the GDB in relation to quality of supply expenditure
Capital contributions funding system growth	means the value of capital contributions that are paid to the GDB in relation to system growth expenditure
Cathodic protection systems	means a system that inhibits the corrosion of a metallic gas pipe by means of an impressed current or sacrificial anodes
Class A (planned interruptions by GTB)	means planned interruptions, caused by a GTB, when the GDB is able to give 10 business days' notice to either the customer or its retailer or arrange the interruption with the customer or its retailer; unless otherwise arranged with the customer or its retailer.
Class B (planned interruptions on the network)	means planned interruptions, excluding those caused by a GTB, when the GDB is able to give 10 business days' notice to either the customer or its retailer or arrange the interruption with the customer or its retailer; unless otherwise arranged with the customer or its retailer.
Class C (unplanned interruptions on the network)	means an unplanned interruption on the GDB's network, excluding interruptions cause by third party damage and excluding any occurrence of insufficient system capability to provide the required quantity of gas to a supply point due to a failure on the transmission network
Class D (unplanned interruptions by GTB)	means an occurrence of insufficient system capability to provide the required quantity of gas to a point of supply due to a failure on the transmission network
Class I (unplanned interruptions caused by third party damage)	means an unplanned interruption on the GDB's network caused by a third party damage event

Closing deferred tax	has the meaning given in clause 2.3.7(2) of the IM determination
Closing RAB value under 'non-standard' depreciation	means the closing RAB value or sum of closing RAB values as determined in accordance with Part 2 subpart 2 of the IM determination for the relevant asset or assets with non-standard depreciation
Closing RAB value under 'standard' depreciation	means: (a) in relation to assets or groups of assets where depreciation is included in depreciation - no standard life asset, 'not applicable' (b) in relation to assets or groups of assets where depreciation is included in depreciation - modified life assets or depreciation - alternative depreciation determined in accordance with CPP, the sum of closing RAB values as determined in accordance with the IM determination as if the closing RAB value and all preceding closing RAB values had been calculated in accordance with clause 2.1.1 of the IM determination applying a physical asset life determined in accordance with either clause 2.2.8(e)(iii) or (f) of the IM determination for the relevant asset or assets with non-standard depreciation
Closing RIV	means total closing RAB values less adjustment resulting from asset allocation less lost and found assets adjustment plus closing deferred tax
Closing sum of regulatory tax asset values	means the sum of regulatory tax asset values for assets that have a value included in total closing RAB value plus the regulatory tax asset values of assets referred to in clause 2.3.9(4)(b) of the IM determination
Closing tax losses	has the meaning given in clause 2.3.2(4) of the IM determination
Closing unamortised initial differences in asset values	means closing unamortised initial differences in asset values determined in accordance with clause 2.3.5(5) of the IM determination
Commerce Act levies	means a cost specified in clause 3.1.2(2)(b)(i) of the IM determination
Consumer type	means a category of consumers as defined by the GDB that is typical of the type of consumer connected to the network. This may refer to consumer groups as used for pricing, physical connection attributes or any other attribute that the GDB considers appropriate.

Corporate tax rate	has the meaning given in the IM determination
Cost of debt assumption	means the sum of the risk free rate, debt premium estimates and debt issuance costs as published by the Commission in accordance with clauses 2.4.1 to 2.4.11 of the IM determination for each disclosure year
Cost of executing an interest rate swap	has the meaning given in the IM determination
Coupon rate	means: (a) where the information is available publicly, the nominal coupon rate of interest of a qualifying debt on the issue date; (b) where the nominal coupon rate of interest of a qualifying debt on the issue date is not available publicly, either the nominal coupon rate of interest or the basis for determining the nominal coupon rate of interest of a qualifying debt on the issue date
CPI <sub>4</sub>	has the meaning given in clause 2.2.9(4) of the IM determination
CPI <sub>4</sub> <sup>-4</sup>	has the meaning given in clause 2.2.9(4) of the IM determination
CPP specified pass through costs	means a cost specified in clause 3.1.2(1)(b)(ii) of the IM determination
Current period tax losses	has the meaning given in clause 2.3.2(5) of the IM determination
Data accuracy (1–4)	means the GDB's assessment of the accuracy of the data provided, using one of the following options:  1 – means that good quality data is not available for any of the assets in the category and estimates are likely to contain significant error  2 – means that good quality data is available for some assets but not for others and the data provided includes estimates of uncounted assets within the category  3 – means that data is available for all assets but includes a level of estimation where there is understood to be some poor quality data for some of the assets within the category  4 – means that good quality data is available for all of the assets in the category

Debt issue cost readjustment	has the meaning given in clause 2.4.11(4) of the IM determination
Deferred tax balance relating to assets acquired in the disclosure year	has the meaning given in clause 2.3.7(3) of the IM determination
Deferred tax balance relating to assets disposed in the disclosure year	means the amount of deferred tax associated with asset disposals. The definition assumes a deferred tax asset position. If the deferred tax balances relating to the asset disposals is a liability it must be entered as a negative amount
Deferred tax cost allocation adjustment	means cost allocation adjustments as defined in clause 2.3.7(5) of the IM determination
Depreciation - alternative depreciation in accordance with CPP	means: (a) in relation to the unallocated RAB, the sum of unallocated depreciation calculated in accordance with clause 2.2.6 of the IM determination; (b) in relation to the RAB, depreciation calculated in accordance with clause 2.2.6 or 2.2.8(4) of the IM determination
Depreciation - modified life assets	means: (a) in relation to the unallocated RAB, the sum of unallocated depreciation calculated in accordance with clause 2.2.5(1) of the IM determination; (b) in relation to the RAB, depreciation calculated in accordance with clause 2.2.5(2) of the IM determination; of assets with a physical asset life determined in accordance with clauses 2.2.8(1)(b) or 2.2.8(2) of the IM determination or where clauses 2.2.8(1)(d) and 2.2.8(1)(e)(iv) of the IM determination apply with reference to assets with a physical asset life determined in accordance with clauses 2.2.8(1)(b) or 2.2.8(2) of the IM determination

Depreciation - no standard life assets	<p>means:</p> <p>(a) in relation to the unallocated RAB, the sum of unallocated depreciation calculated in accordance with clause 2.2.5(1) of the IM determination;</p> <p>(b) in relation to the RAB, depreciation calculated in accordance with clause 2.2.5(2) of the IM determination;</p> <p>of assets with a physical asset life determined in accordance with clauses 2.2.8(1)(a) or 2.2.8(1)(d) or 2.2.8(1)(e)(iv)-(v) or 2.2.8(1)(g) of the IM determination or where clauses 2.2.8(1)(d) and 2.2.8(1)(e)(iv) of the IM determination apply with reference to assets with a physical asset life determined in accordance with clauses 2.2.8(1)(a) or 2.2.8(1)(d) or 2.2.8(1)(e)(iv)-(v) or 2.2.8(1)(g) of the IM determination</p>
Depreciation - standard	<p>means:</p> <p>(a) in relation to the unallocated RAB, the sum of unallocated depreciation calculated in accordance with clause 2.2.5(1) of the IM determination;</p> <p>(b) in relation to the RAB, depreciation calculated in accordance with clause 2.2.5(2) of the IM determination;</p> <p>excluding depreciation - alternative depreciation in accordance with CPP, depreciation - modified life assets, and depreciation - no standard life assets</p>
Depreciation charge for the period (RAB)	means the depreciation or sum of depreciation as determined in accordance with the IM determination for the relevant asset or assets with non-standard depreciation
Description of transaction	means a brief description of the transaction with a related party, including the goods or services provided to or by the GDB as part of that transaction
Direct billing	in relation to expenditure, means operational expenditure associated with directly billing end consumers and recovering payments due. This includes billing services, credit and debtor management, associated customer call centres, and customer account management
Disposed asset	has the meaning given in paragraph (a) of the defined term in the IM determination
DRS	means district regulator station
Expenditure on non-network assets	means expenditure on assets relating to non-network assets

Expenditure or loss deductible but not in regulatory profit / (loss) before tax	means expenditure or loss deductible but not in regulatory profit / (loss) before tax as determined in accordance with clause 2.3.3(4)(b) of the IM determination
Expenditure or loss in regulatory profit / (loss) before tax but not deductible	means expenditure or loss in regulatory profit / (loss) before tax but not deductible as determined in accordance with clause 2.3.3(2)(b) of the IM determination
Expenses cash outflow	means operational expenditure plus pass through and recoverable costs excluding financial incentives and wash-ups
Financial incentives	means the net recoverable costs allowed under net incremental rolling incentive scheme and other financial incentives
Forecast expenditure	means, in relation to: (a) current disclosure year, the forecast expenditure for the current disclosure year disclosed pursuant to subclauses 2.6.6(1) and 2.6.6(2) of this determination immediately prior to the start of the current disclosure year (b) regulatory period, the forecast expenditure for the disclosure years from the start of the regulatory period to the current disclosure year disclosed pursuant to Part 5 of the IM determination where a CPP is in place for the current disclosure year or disclosed pursuant to subclauses 2.6.6(1) and 2.6.6(2) of this determination prior to the start of the disclosure year preceding the regulatory period where a CPP is not in place for the current disclosure year
Gains / (losses) on asset disposals	means, in relation to- (a) asset disposals to a related party, nil; (b) asset disposals to a regulated supplier, nil; (c) asset disposals (other than below), means- $q = a - b$ where $a$ = total sale price of the assets $b$ = asset disposals (other than below)

Gas conveyed for Persons not involved in the GDB (TJ)	means the total amount of gas conveyed through the network or sub-network for persons not in a prescribed business relationship with the GDB
Grade 1	means the end of serviceable life, immediate intervention required
Grade 2	means material deterioration but asset condition still within serviceable life parameters. Intervention likely to be required within 3 years.
Grade 3	means normal deterioration requiring regular monitoring
Grade 4	means good or as new condition
Grade unknown	means condition unknown or not yet assessed
Gross term credit spread differential	means the sum of term credit spread difference, cost of executing an interest rate swap and debt issue cost readjustment for qualifying debt
Highest rate of capitalised finance applied	means the highest rate of finance used as the cost of financing capitalised in works under construction
Impact of financial incentives on ROIs	means- $q = a - b$ where $a =$ ROI – comparable to a vanilla WACC – reflecting all revenue earned $b =$ ROI – comparable to a vanilla WACC - excluding revenue earned from financial incentives
Impact of wash-up costs on ROIs	means- $q = a - b$ where $a =$ ROI – comparable to a vanilla WACC – excluding revenue earned from financial incentives $b =$ ROI – comparable to a vanilla WACC – excluding revenue earned from financial incentives and wash-up costs
Income included in regulatory profit / (loss) before tax but not taxable	means income included in regulatory profit / (loss) before tax but not taxable as determined in accordance with clause 2.3.3(4)(a) of the IM determination excluding total revaluations



Income not included in regulatory profit / (loss) before tax but taxable	means income not included in regulatory profit / (loss) before tax that is taxable as determined in accordance with clause 2.3.3(2)(a) of the IM determination
Incremental gain/(loss) in year	means the incremental change or incremental adjustment term for the disclosure year determined in accordance with clause 3.3.1 of the IM determination
Industry levies	means a cost specified in clauses 3.1.2(1)(b)(i) and 3.1.2(2)(b)(ii)-(iv) of the IM determination
Input Methodology claw back	means a cost specified in clause 3.1.3(1)(b) of the IM determination
Insurance	means a contract of insurance as defined in the Insurance (Prudential Supervision) Act 2010
Intermediate pressure (IP)	means an operating pressure greater than 700 kPa but not exceeding 2,000 kPa.
Issue date	means the day on which a qualifying debt or non-qualifying debt is issued
Items at end of year (quantity)	means the total quantity of assets in the prescribed asset category and asset class installed in the network at the end of the disclosure year, expressed in the prescribed unit
Items at start of year (quantity)	means the total quantity of assets in the prescribed asset category and asset class installed in the network at the start of the disclosure year, expressed in the prescribed unit
Leverage	has the meaning given in the IM determination
Line item	has the meaning given in the IM determination
Line valve	means a valve for stopping the flow of gas within a main pipe.

Load factor	<p>means</p> $\frac{a}{12 \times b} \times 100$ <p>where</p> <p><math>a</math> = total gas conveyed (GJ per annum) on the network or sub-network</p> <p><math>b</math> = maximum monthly load (GJ per month) on the network or sub-network</p>
Low Pressure (LP)	means an operating pressure at, or below, 7 kPa.
Market value of asset disposals	means the market value of disposed assets sold or transferred to a related party
Material projects and programmes	means projects or programmes with actual or forecast total expenditure greater than the materiality threshold that is developed and applied by the GDB
Maximum daily load (GJ per day)	means the maximum amount of gas entering a network, or sub-network in a day during the disclosure year, measured in GJ
Maximum monthly load (GJ per month)	means the maximum amount of gas entering a network, or sub-network, in a month during the disclosure year, measured in GJ
Medium pressure (MP)	means an operating pressure above 7 kPa but not exceeding 700 kPa.
Merger and acquisition expenditure	means expenditure related to merger and acquisition activities irrespective of the outcome of the merger or acquisition, but proportionate to the extent the benefits of the merger or acquisition would relate to gas distribution services. Disclosure of the benefits to gas distribution services is required for the merger and acquisition expenditure to be recognised.
Mid-point estimate of post tax WACC	means the mid-point estimate of post tax WACC for the 5 year period commencing on the first day of the disclosure year determined by the Commission in accordance with clause 2.4.1 of the IM determination
Mid-point estimate of vanilla WACC	means the mid-point estimate of vanilla WACC for the 5 year period commencing on the first day of the disclosure year determined by the Commission in accordance with clause 2.4.1 of the IM determination

Mid-year net cash outflows	means expenses cash outflow plus assets commissioned less asset disposals plus tax payments less other regulated income														
Monitoring and control system	means a system, including relocatable devices, that monitors and/or controls the operating state of a network.														
Monthly net cash outflows	means expenses cash outflow plus assets commissioned less asset disposals less other regulated income														
Monthly ROI – comparable to a post tax WACC	means the monthly ROI comparable to the vanilla WACC less the product of the cost of debt (%), the leverage and the corporate tax rate														
Monthly ROI – comparable to a vanilla WACC	<p>means the internal rate of return for a schedule of cash flows that occur according to a schedule of dates where the schedules of cash flows and dates are-</p> <table border="0"> <thead> <tr> <th><u>Cash flows</u></th> <th><u>Dates</u></th> </tr> </thead> <tbody> <tr> <td>- Opening RIV</td> <td>365 before year-end</td> </tr> <tr> <td>- Monthly net cash outflows</td> <td>15<sup>th</sup> of the month incurred</td> </tr> <tr> <td>Line charge revenue</td> <td>20<sup>th</sup> of the month following accrual</td> </tr> <tr> <td>- Tax payments</td> <td>182 days before year-end</td> </tr> <tr> <td>- Term credit spread differential allowance</td> <td>Year-end</td> </tr> <tr> <td>Closing RIV</td> <td>Year-end</td> </tr> </tbody> </table>	<u>Cash flows</u>	<u>Dates</u>	- Opening RIV	365 before year-end	- Monthly net cash outflows	15 <sup>th</sup> of the month incurred	Line charge revenue	20 <sup>th</sup> of the month following accrual	- Tax payments	182 days before year-end	- Term credit spread differential allowance	Year-end	Closing RIV	Year-end
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- Term credit spread differential allowance	Year-end														
Closing RIV	Year-end														
Name of related party	means the legal name of the related party that has entered into a transaction with the GDB														
Net incremental rolling incentive scheme	means the sum of previous years' incremental gain/loss from the 5 disclosure years preceding the current disclosure year														
Net recoverable costs allowed under incremental rolling incentive scheme	<p>means, where:</p> <p>(a) net incremental rolling incentive scheme is positive, net incremental rolling incentive scheme;</p> <p>(b) net incremental rolling incentive scheme is nil or negative, nil</p>														
Network opex	means the sum of operational expenditure relating to service interruptions, incidents and emergencies, routine and corrective maintenance and inspection, and asset replacement and renewal														
New allocation	means the operating costs or regulated service asset values allocated to gas distribution services in accordance with the new allocator and line items for each of the relevant disclosure years														

New allocator or line item	means the allocator or line items that are used subsequent to the change in allocator or line items
No. with age unknown	means the total quantity of assets in the prescribed asset category and asset class installed in the network for which no installation information is known and no default date has been assigned
No. with default dates	means the total quantity of assets in the prescribed asset category and asset class installed in the network at the end of the disclosure year where the original installation year is unknown and that have accordingly been allocated to a default installation year, expressed in the prescribed unit
Non-gas distribution services	means services of the GDB that are not gas distribution services
Non-network opex	means the sum of operational expenditure relating to system operations and network support, and business support
Non-qualifying debt	means interest bearing debt that is not a qualifying debt
Non-standard consumer	means any consumer that is not a standard consumer
Notional deductible interest	has the meaning given in clause 2.3.4(2) of the IM determination
Notional revenue foregone from posted discounts	means, for the purposes of Schedule 8, the revenue anticipated from posted discounts had they not been applied. Posted discounts means a discount to charges payable for the supply of gas pipeline services (a) that is offered by the GDB in a published tariff schedule; and (b) the take-up of which is determined by consumers.
Number of assets at disclosure year end by installation date	means the total quantity of assets in the prescribed asset category and asset class installed in the network at the end of the disclosure year that were first installed in the prescribed year, expressed in the prescribed unit
Number of complaints	means the number of individual expressions of dissatisfaction formally communicated made by a person to the GDB, related to the GDBs controlled gas business, gas services offered, or the complaint-handling process itself, where a response or resolution is explicitly or implicitly expected.

Number of confirmed public reported gas escapes per system length (escapes/1000 km)	means any confirmed escape of gas reported to the GDB; excluding third party damage events, leaks detected by routine survey and no traces events. Calculated as Number of confirmed public reported escapes of gas per system length kms $\times$ 1000. Measurement of PRE will be limited against assets for which the GDB is responsible, i.e. assets upstream of, and including, the customer isolation valve (CIV)
Number of connections (Number of ICPs connected in year by consumer type)	means the number of new active ICPs or agreed points of supply, in the disclosure year
Number of directly billed ICPs (at year end)	means the number of customer connections the GDB bills directly, as at the end of the disclosure year
Number of emergencies	means the sum of the number of following events: An unplanned escape and/or ignition of gas that requires the active involvement of any emergencies service (i.e., fire service, ambulance); or an unplanned disruption in the supply of gas that affects more than five ICPs; or the need to evacuate premises as the result of escape or ignition of gas
Number of ICPs (at year end)	means the number of active ICPs or agreed points of supply, as at the end of the current disclosure year
Number of leaks detected by routine survey per system length (leaks/1000 km)	means the number of leaks detected on system by routine network survey  Calculated as Number of leaks detected on the network by routine network survey / system length in kms $\times$ 1000.
Number of non-compliant odour tests	means the number of tests where gas does not comply with the New Zealand Standard on Gas detection and odourisation
Number of poor pressure events due to network causes	means the number of confirmed unplanned incidents where delivery pressure drops below target levels within a pressure system. Incidents caused by low gate station pressure and third party damage events to the network should be excluded.

Number of telephone calls to emergency numbers answered within 30 seconds per total number of calls	means the number of calls to the emergency number answered within 30 seconds per total number of calls to the emergency number
Number of third party damage events per system length (events/1000 km)	means the number of third party damage events divided by system length kms multiplied by 1000
Number of unplanned outage events	means the number of unplanned interruptions that affect more than 5 ICPs
Number of unplanned outage events caused by third party damage	means the number of unplanned interruptions that affect more than 5 ICPs caused by a third party event and excludes interruptions caused by related parties or contractors in the service of the GDB
Opening deferred tax	has the meaning given in the IM determination
Opening RIV	means the sum of total opening RAB values plus opening deferred tax
Opening sum of RAB values without revaluations	means the sum of opening RAB values as determined in accordance with the IM determination, calculated as if no amount of revaluation calculated in accordance with the IM determination had been included in the calculation of any of those opening RAB values following the determination of the initial RAB
Opening sum of regulatory tax asset values	means the sum of regulatory tax asset values for assets included in the total opening RAB value plus the regulatory tax asset values of assets referred to in clause 2.3.9(4)(b) of the IM determination
Opening tax losses	has the meaning given in clause 2.3.2(3) of the IM determination
Opening unamortised initial differences in asset values	has the meaning given in clause 2.3.5(2) of the IM determination

Opening value of fully depreciated, disposed and lost assets	<p>means</p> <p>(a) in relation to the unallocated RAB, the sum of unallocated RAB values of assets included in the total opening RAB values that are fully depreciated during the disclosure year, asset disposals and lost assets included in lost and found assets adjustment;</p> <p>(b) in relation to the RAB, the sum of RAB values of assets included in the total opening RAB values of assets that are fully depreciated during the disclosure year, asset disposals and lost assets included in the lost and found assets adjustment</p>
Opening weighted average remaining useful life of relevant assets (years)	<p>means</p> $q = a - b$ <p>where:</p> <p><math>a =</math> the 2010 weighted average remaining asset life of assets included in the initial RAB calculated by using initial RAB values as weights, where remaining asset life is the remaining asset life as defined in the IM determination</p> <p><math>b =</math> disclosure year less 2010</p>
Operating surplus / (deficit)	means total regulatory income less operational expenditure less pass through and recoverable costs excluding financial incentives and wash-ups
Original allocation	means the operational expenditure or regulated service asset values allocated to gas distribution services in accordance with the allocations and line items made in the previous disclosure year
Original allocator or line items	means the allocator or line items that were used prior to the change in allocator or line items
Original tenor	<p>means:</p> <p>(a) where the qualifying debt or non-qualifying debt is not issued to a related party, the term of a qualifying debt or non-qualifying debt at the issue date;</p> <p>(b) where the qualifying debt or non-qualifying debt is issued to a related party, the shorter of the-</p> <p>(i) the tenor of the qualifying debt; or</p> <p>(ii) the period from the qualifying debt's issue date to the earliest date on which its repayment is or may be required</p>

Other adjustments to the RAB tax value	<p>means</p> $q = a - (b + c - d - e + f + g)$ <p>where:</p> <p><i>a</i> = closing sum of regulatory tax asset values</p> <p><i>b</i> = opening sum of regulatory tax asset values</p> <p><i>c</i> = regulatory tax asset value of assets commissioned</p> <p><i>d</i> = regulatory tax asset value of asset disposals</p> <p><i>e</i> = tax depreciation</p> <p><i>f</i> = lost and found assets adjustment</p> <p><i>g</i> = adjustment resulting from asset allocation</p>
Other assets	means other network assets that are not monitoring and control systems or cathodic protection systems
Other financial incentives	means recoverable costs specified by the Commission under clause 53V(2)(c) of the Act, and classified by the Commission as a financial incentive
Other network assets	means network assets used by the GDB to provide gas distribution services that are not intermediate pressure main pipe, medium pressure main pipe, low pressure main pipe, service pipe, stations, line valves, or special crossings
Other recoverable costs excluding financial incentives and wash-ups	means recoverable costs specified by the Commission under clause 53V(2)(c) of the Act, excluding other financial incentives and other wash-ups
Other regulated income	has the meaning given in the IM determination
Other regulated income (other than gains / (losses) on asset disposals	means other regulated income excluding gains / (losses) on asset disposals
Other related party transactions	means the value of related party transactions that are not disclosed as total regulatory income, operational expenditure, capital expenditure or market value of asset disposals
Other wash-ups	means recoverable costs specified by the Commission under clause 53V(2)(c) of the Act, and classified by the Commission as a wash-up



OVABAA allocation increase	has the meaning given in the IM determination
Pass through and recoverable costs excluding financial incentives and wash-up costs	means the sum of (a) rates; (b) Commerce Act levies; (c) industry levies; (d) CPP specified pass through costs; and (e) other recoverable costs excluding financial incentives and wash-ups
Pressure system	means a configuration of connected pipes and fittings, at the same nominal operating pressure, used for the conveyance of gas
Previous years' incremental gain/(loss)	means the incremental change and incremental adjustment term for the disclosure year in question determined in accordance with clause 3.3.1 of the IM determination
Previous years' incremental gain/(loss) adjusted for inflation	means the previous years' incremental gain/(loss) carried forward by applying the inflation rate in accordance with clause 3.3.2(1) of the IM determination
Price category code	means the relevant code in the schedule published by the GDB that uniquely identifies a consumer group for an ICP
Pricing date	means the day on which a qualifying debt is priced
Proportion of emergencies responded to within 1 hour (%)	means the number of emergencies responded to within 60 minutes / total number of emergencies.
Proportion of emergencies responded to within 3 hours (%)	means the number of emergencies responded to within 180 minutes / total number of emergencies.
Qualifying debt	has the meaning given in paragraph (a) of the defined term in clause 1.1.4(2) of the IM determination
Rates	means a cost specified in clause 3.1.2(2)(a) of the IM determination
Rationale for change	means the rationale for changing the allocator or line items, including whether the change occurred because of change in circumstance or another reason

Reason for non-standard depreciation	means: (a) in relation to assets or groups of assets where depreciation is included in depreciation - no standard life asset, 'no standard life'; (b) in relation to assets or groups of assets where depreciation is included in depreciation - modified life assets, 'modified life'; (c) in relation to assets or groups of assets where depreciation is included in depreciation - alternative depreciation determined in accordance with CPP, 'CPP amendment'
Recoverable costs	has the meaning set out in the IM determination
Recoverable customised price-quality path costs	means costs specified in either clause 3.1.3(1)(c),(d),(e),(f) or (g) of the IM determination
Region	means the portions of the network to which each posted standard price schedule applies
Regulated supplier	has the meaning given in the IM determination
Regulatory investment value	means opening RIV
Regulatory net taxable income	has the meaning given in clause 2.3.1(2) of the IM determination
Regulatory period	has the meaning given in the IM determination
Regulatory profit / (loss) before tax	means the value of $q$ calculated using the following formula: $q = a - b + c$ where: $a$ = operating surplus / (deficit) $b$ = total depreciation $c$ = total revaluations
Regulatory profit / (loss) including financial incentives and wash-ups	means the regulatory profit / (loss) before tax less the regulatory tax allowance and less term credit spread differential allowance
Regulatory tax allowance	has the meaning given in clause 2.3.1 of the IM determination
Regulatory tax asset value	has the meaning given in the IM determination
Regulatory tax asset value of asset disposals	means the sum of regulatory tax asset values for assets that have a value in asset disposals

Regulatory tax asset value of assets commissioned	means the sum of regulatory tax asset values for assets that have a value in assets commissioned
Regulatory taxable income	has the meaning given in the IM determination
Reliability, Safety and Environment	in relation to expenditure, means the sum of quality of supply, legislative and regulatory, and other reliability, safety and environment
Research and development	<p>in relation to expenditure, means expenditure on assets or operational expenditure where the primary driver for the expenditure relates to increasing the efficient provision of gas pipeline services through:</p> <ul style="list-style-type: none"> <li>• implementing an original and planned investigation undertaken with the prospect of gaining new scientific or technical knowledge or understanding; or</li> <li>• applying research findings or other knowledge to a plan or design for the production of new or substantially improved materials, devices, products, processes, systems or services before the start of commercial production or use.</li> </ul>
Response time to emergencies (RTE)	means the time elapsed from when an emergency is reported to a GDB representative until the GDB's personnel arrives at the location of the emergency.
Revaluation rate	has the meaning given in the IM determination
ROI	means return on investment

ROI – comparable to a post tax WACC	<p>means-</p> <p>(a) in relation to the ROI – comparable to a post tax WACC reflecting all revenue earned</p> $q = a - (d \times e \times f)$ <p>(b) in relation to the ROI – comparable to a post tax WACC excluding revenue earned from financial incentives</p> $q = b - (d \times e \times f)$ <p>(c) in relation to the ROI – comparable to a post tax WACC excluding revenue earned from financial incentives and wash-ups</p> $q = c - (d \times e \times f)$ <p>where</p> <p><math>a</math> = ROI – comparable to a vanilla WACC reflecting all revenue earned</p> <p><math>b</math> = ROI – comparable to a vanilla WACC excluding revenue earned from financial incentives</p> <p><math>c</math> = ROI – comparable to a vanilla WACC excluding revenue earned from financial incentives and wash-ups</p> <p><math>d</math> = cost of debt assumption</p> <p><math>e</math> = leverage</p> <p><math>f</math> = corporate tax rate</p>
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ROI – comparable to a vanilla WACC	<p>means the internal rate of return for a schedule of cash flows that occur according to a schedule of dates where the schedules of cash flows and dates-</p> <p>(a) in relation to the ROI – comparable to a vanilla WACC reflecting all revenue earned, are-</p> <table border="0"> <thead> <tr> <th style="text-align: left;"><u>Cash flows</u></th> <th style="text-align: left;"><u>Dates</u></th> </tr> </thead> <tbody> <tr> <td>- Opening RIV</td> <td>365 days before year-end</td> </tr> <tr> <td>- Mid-year net cash outflows</td> <td>182 days before year-end</td> </tr> <tr> <td>Line charge revenue</td> <td>148 days before year-end</td> </tr> <tr> <td>- Term credit spread differential allowance</td> <td>Year-end</td> </tr> <tr> <td>Closing RIV</td> <td>Year-end</td> </tr> </tbody> </table> <p>(b) in relation to the ROI – comparable to a vanilla WACC excluding revenue earned from financial incentives, are-</p> <table border="0"> <thead> <tr> <th style="text-align: left;"><u>Cash flows</u></th> <th style="text-align: left;"><u>Dates</u></th> </tr> </thead> <tbody> <tr> <td>- Opening RIV</td> <td>365 days before year-end</td> </tr> <tr> <td>- (Mid-year net cash outflows less (financial incentives multiplied by the corporate tax rate))</td> <td>182 days before year-end</td> </tr> <tr> <td>Line charge revenue less financial incentives</td> <td>148 days before year-end</td> </tr> <tr> <td>- Term credit spread differential allowance</td> <td>Year-end</td> </tr> <tr> <td>Closing RIV</td> <td>Year-end</td> </tr> </tbody> </table> <p>(c) in relation to the ROI – comparable to a vanilla WACC excluding revenue earned from financial incentives and wash-ups, are-</p> <table border="0"> <thead> <tr> <th style="text-align: left;"><u>Cash flows</u></th> <th style="text-align: left;"><u>Dates</u></th> </tr> </thead> <tbody> <tr> <td>- Opening RIV</td> <td>365 days before year-end</td> </tr> <tr> <td>- (Mid-year net cash outflows less (financial incentives and wash-ups multiplied by the corporate tax rate))</td> <td>182 days before year-end</td> </tr> <tr> <td>Line charge revenue less financial incentives and wash-up costs</td> <td>148 days before year-end</td> </tr> <tr> <td>- Term credit spread differential allowance</td> <td>Year-end</td> </tr> <tr> <td>Closing RIV</td> <td>Year-end</td> </tr> </tbody> </table>	<u>Cash flows</u>	<u>Dates</u>	- Opening RIV	365 days before year-end	- Mid-year net cash outflows	182 days before year-end	Line charge revenue	148 days before year-end	- Term credit spread differential allowance	Year-end	Closing RIV	Year-end	<u>Cash flows</u>	<u>Dates</u>	- Opening RIV	365 days before year-end	- (Mid-year net cash outflows less (financial incentives multiplied by the corporate tax rate))	182 days before year-end	Line charge revenue less financial incentives	148 days before year-end	- Term credit spread differential allowance	Year-end	Closing RIV	Year-end	<u>Cash flows</u>	<u>Dates</u>	- Opening RIV	365 days before year-end	- (Mid-year net cash outflows less (financial incentives and wash-ups multiplied by the corporate tax rate))	182 days before year-end	Line charge revenue less financial incentives and wash-up costs	148 days before year-end	- Term credit spread differential allowance	Year-end	Closing RIV	Year-end
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Routine expenditure	means expenditure on assets related to non-network assets that is not atypical expenditure																																				

SAIDI (System Average Interruption Duration Index)	means (Sum of (unplanned interruption durations) - Sum of (unplanned interruption durations caused by transmission faults))/ average total ICP numbers x1000
SAIFI (System Average Interruption Frequency Index)	means Sum of (no of ICPs affected by each unplanned interruption not caused by transmission faults)/ average total ICP numbers x 1000
Self-insurance allowance	means any self-insurance allowance allowed by the Commission through a CPP
Service interruptions, incidents and emergencies	In relation to expenditure, means operational expenditure where the primary driver is an unplanned instantaneous event or incident that impairs the normal operation of network assets. This relates to reactive work (either temporary or permanent) undertaken in the immediate or short term in response to an unplanned event. This category also includes the direct cost of providing a service to respond to reported gas escapes, loss of supply and low pressure reports to make safe, including a repair allowance, the cost of rechecks, restoring supply, provision for 24/7 response and any waiting/non-productive time for response teams. Includes back-up assistance required to restore supply, repair leaks or make safe. It also includes operational support used during the outage or emergency response. It also includes any necessary response to events arising upstream. It does not include expenditure on activities performed proactively to mitigate the impact such an event would have should it occur. Planned follow-up activities resulting from an event which were unable to be permanently repaired in the short term are to be included under routine and corrective maintenance and inspection
Special crossings	means a section of main pipe or service pipe and associated assets (i.e., support structures, vents, casings etc.), where the associated assets are installed for the purpose of crossing a road, railway or river etc
Standard consumer	means a consumer of the GDB that has a standard contract with that GDB for the provision of gas pipeline services
System length (km) (at year end)	means the total length of pipeline (in kilometres) that forms the network as at the end of the current disclosure year
System operations and network	In relation to expenditure, means operational expenditure where the primary driver is the management of the network and includes

support	<p>expenditure relating to control centre and office-based system operations, including-</p> <ul style="list-style-type: none"> <li>• asset management planning including preparation of the AMP, load forecasting, network modelling</li> <li>• network and engineering design (excluding design costs capitalised for capital projects)</li> <li>• network policy development (including the development of environmental, technical and engineering policies)</li> <li>• standards and manuals for network management</li> <li>• network record keeping and asset management databases including GIS</li> <li>• outage recording</li> <li>• connection and customer records/customer management databases (including embedded generators)</li> <li>• customer queries and call centres (not associated with direct billing)</li> <li>• operational training for network management and field staff</li> <li>• operational vehicles and transport</li> <li>• IT &amp; telecoms for network management (including IT support for asset management systems)</li> <li>• day to day customer management including responding to queries on new connections, disconnections and reconnections, embedded generators</li> <li>• network planning and system studies</li> <li>• logistics (procurement) and stores</li> <li>• network asset site expenses and leases</li> <li>• Route/easement management (including locating pipelines for third parties, mark cuts, stand-overs, obstructions, plans and permits)</li> <li>• surveying of new sites to identify work requirements</li> <li>• engineering/technical consulting services (excluding costs capitalised)</li> <li>• contractor/contracts management (excluding costs capitalised)</li> <li>• transmission operator liaison and management</li> <li>• network related research and development</li> </ul>
Tax depreciation	has the meaning given in clause 2.3.8(3) of the IM determination

Tax effect	has the meaning given in the IM determination
Tax effect of adjusted depreciation	means the tax effect of adjusted depreciation, using the definitions of “tax effect” and “adjusted depreciation” in this schedule
Tax effect of amortisation of initial differences in asset values	means the tax effect of amortisation of initial differences in asset values, using the definition of “tax effect” and “amortisation of initial difference in asset values” in this schedule
Tax effect of other temporary differences	means the tax effect of positive temporary differences less negative temporary differences but excluding deferred tax balances relating to assets disposed in the disclosure year. Positive temporary differences and negative temporary differences have the meanings given in clause 2.3.8(4) and (5) of the IM determination
Tax effect of tax depreciation	means the tax effect of tax depreciation using the definitions of “tax effect” and “tax depreciation” in this schedule
Tax payments	means regulatory tax allowance less opening deferred tax plus closing deferred tax
Term credit spread difference	has the meaning given in the IM determination
Term credit spread differential allowance	has the meaning given in the IM determination
Third party damage event	means an event where a third party has caused damage requiring repair to the network or associated equipment <i>(Note: third party damage excludes damage caused by related parties or by contractors in the service of the GDB)</i>
Total attributable to regulated service	means the sum of directly attributable costs or assets and not directly attributable costs or assets that are attributable to gas distribution services
Total book value of interest bearing debt	means the sum of book value of qualifying debt and non-qualifying debt at the date of the latest general purpose financial statements



Total closing RAB value	means: (a) in relation to the unallocated RAB, the sum of unallocated closing RAB values as determined in accordance with the IM determination; (b) in relation to the RAB, the sum of closing RAB values as determined in accordance with the IM determination
Total depreciation	means: (a) in relation to the unallocated RAB, the sum of unallocated depreciation as determined in accordance with the IM determination; (b) in relation to the RAB or regulatory profit, the sum of depreciation as determined in accordance with the IM determination
Total gas conveyed (GJ per annum)	means the amount of gas entering a network, or sub-network, in the disclosure year, measured in GJ
Total opening RAB value subject to revaluation	means: (a) in relation to the unallocated RAB, total opening RAB values - unallocated RAB less opening value of fully depreciated, disposed and lost assets - unallocated RAB; (b) in relation to the RAB, total opening RAB values - RAB less opening value of fully depreciated, disposed and lost assets – RAB
Total regulatory income	means- (a) in relation to the Report on Regulatory Profit, the sum of line charge revenue, gains / (losses) on asset disposals and other regulated income (b) in relation to the Report on Related party transactions, income from related party transactions as determined after applying clauses 2.3.6 and 2.3.7 of this determination
Total revaluations	means: (a) in relation to the unallocated RAB, the sum of unallocated revaluation as determined in accordance with the IM determination; (b) in relation to the RAB or regulatory profit, the sum of revaluations as determined in accordance with the IM determination
Transmission network	has the same meaning as in the IM determination
Utilised tax losses	has the meaning given paragraph (a) of the defined term in the IM determination

Value of transaction	means the value of the related party transaction as determined in accordance with clauses 2.3.6 and 2.3.7 of this determination
WACC rate used to set regulatory price path	means- (a) in relation to a GDB subject to a section 52P determination setting out the requirements of a default price-quality path, the WACC estimate determined in accordance with clause 4.4.7(1) of the IM determination for the DPP regulatory period the disclosure year fall within; (b) in relation to a GDB subject to an amendment to a section 52P determination setting out the requirements of a CPP, the WACC estimate used to set that CPP determination for the disclosure year
Wash-up costs	means the sum of- (a) input methodology claw-back; (b) recoverable customised price-quality path costs; and (c) other wash-ups
Weighted average expected total asset life	means the weighted average expected total asset life of assets calculated by using the opening RAB values as weights where opening RAB value has the meaning given in the IM determination
Weighted average pipe diameter (mm)	means the weighted average pipe diameter, expressed in millimetres, based on the length of pipeline that form the network
Weighted average remaining asset life	means the weighted average remaining asset life of assets calculated by using the opening RAB values as weights where remaining asset life and opening RAB value has the meaning given in the IM determination
Year-end ROI – comparable to a post tax WACC	means the year-end ROI – comparable to the vanilla WACC less the product of the cost of debt assumption(%), the leverage and the corporate tax rate

Year-end ROI – comparable to a vanilla WACC	<p>means:</p> $q = \frac{a - (b + c)}{d + (e \times .5)}$ <p>where:</p> <p><math>a</math> = Regulatory profit / (loss) including financial incentives and wash-ups <math>b</math> = Financial incentives <math>c</math> = Wash-ups <math>d</math> = Opening RIV <math>e</math> = Assets commissioned</p>
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## **Schedule 17: Certification for Year-beginning Disclosures**

### Clause 2.9.1

- 1 We, [insert full names], being directors of [name of GDB] certify that, having made all reasonable enquiry, to the best of our knowledge:
  - (a) the following attached information of [name of GDB] prepared for the purposes of clauses 2.6.1, 2.6.3, 2.6.6 and 2.7.2 \*[and subclause 2.13.9(1)(b)] of the Gas Distribution Information Disclosure Determination 2012 in all material respects complies with that determination.
  - (b) The prospective financial or non-financial information included in the attached information has been measured on a basis consistent with regulatory requirements or recognised industry standards.
  - (c) The forecasts in Schedules 11a, 11b, 12a, 12b and 12c are based on objective and reasonable assumptions which both align with [name of GDB]'s corporate vision and strategy and are documented in retained records.

\*Delete if inapplicable

[Signatures of 2 directors]

[Date]

## **Schedule 18: Certification for Disclosures at the Beginning of a Pricing Year**

### Clause 2.9.2

- 1 We, [insert full names], being directors of [name of GDB] certify that, having made all reasonable enquiry, to the best of our knowledge:
  - (a) the following attached information of [name of GDB] prepared for the purposes of clause 2.4.1 of the Gas Distribution Information Disclosure Determination 2012 in all material respects complies with that determination.
  - (b) The prospective financial or non-financial information included in the attached information has been forecast on a basis consistent with regulatory requirements or recognised industry standards.

[Signatures of 2 directors]

[Date]

## **Schedule 19: Certification for Year-end Disclosures**

### Clause 2.9.3

- 1 We, [insert full names], being directors of [name of GDB] certify that, having made all reasonable enquiry, to the best of our knowledge:
  - a) the information prepared for the purposes of clauses 2.3.1, 2.3.2, 2.4.21, 2.4.22, 2.5.1, 2.5.2 and 2.7.1 of the Gas Distribution Information Disclosure Determination 2012 in all material respects complies with that determination; and
  - b) the historical information used in the preparation of Schedules 8, 9a, 9b, 9c, 9d, 10a, 10b and 14 has been properly extracted from the [name of GDB]'s accounting and other records sourced from its financial and non-financial systems, and that sufficient appropriate records have been retained [and if not, what records and systems were used].

\*[In respect of related party costs and revenues recorded in accordance with subclauses 2.3.6(1) (when valued in accordance with clause 2.2.11(5)(h)(ii) of the Gas Distribution Services Input Methodologies Determination 2010), 2.3.6(2)(f) and 2.3.7(2)(b), we certify that, having made all reasonable enquiry, including enquiries of our related parties, we are satisfied that to the best of our knowledge and belief the costs and revenues recorded for related party transactions reasonably reflect the price or prices that would have been paid or received had these transactions been at arm's-length.]

\* [in respect of the application of OVABAA in the allocation of costs or assets in accordance with clause 2.1.5 of the IM determination, we certify that, having made all reasonable enquiry, including enquiries of our related policies, we are satisfied that to the best of our knowledge and belief, the unregulated service would be unduly deterred if the OVABAA allocation was less than that disclosed.]

\*Delete if inapplicable

[Signatures of 2 directors]

[Date]