

POWERCO GAS PRICING

Distribution Services

- Gas Pricing
- Billing and Settlement Policy and Processes

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1 DEFINITIONS AND GENERAL CONDITIONS

1.1 Introduction

- 1.1.1 This Gas Pricing and Billing and Settlement Policy and Processes document applies to the Distributor's Gas Network. Sections 1, 2, 3 and 4 set out the notified amended Charges and varies or replaces any pricing material or information memorandum previously notified by the Distributor under any Network Agreement.
- 1.1.2 To avoid doubt, to the extent that any other material previously notified by the Distributor under any Network Agreement applied to pricing of Gas distribution services, this document replaces that previous pricing material.
- 1.1.3 The contents of this document apply until replaced or varied by notice from Powerco, subject to any applicable Network Agreement and any ISA.
- 1.1.4 Section 5 sets out the Distributor's policy and process for billing and settlement. If your Network Agreement does not provide for an information memorandum which forms part of the Network Agreement, Section 5 does not comprise part of the notified amended Charges for the purposes of the Network Agreement. If your Network Agreement does provide for an information memorandum which forms part of the Network Agreement, then Section 5 applies as part of the Network Agreement (as that information memorandum).
- 1.1.5 For full details of the conditions of connection to and conveyance of Gas across the Gas Network, refer to your relevant Network Agreement.

1.2 Definitions

- 1.2.1 Terms in this document which have defined meanings set out elsewhere in the Network Agreement have those defined meanings in this document unless otherwise provided below or the context requires.
- 1.2.2 General definitions used in this document:
- “**Billable Charges**” means fixed charges.
- “**Billed Full Charges**” means fixed, consumption and, if the meter is owned by the Distributor, metering charges.
- “**Charges**” means the Charges as defined in the Network Agreement and includes Billable Charges and Billed Full Charges.
- “**Commercial**” means a non-Residential dwelling.

“Consumption Month” means the month in respect of which the Charges to the Retailer relate to and are being invoiced.

“Distributor” means Distributor or Powerco Limited (as the case may be) as referred to in the Network Agreement.

“End-Consumer” means the Consumer, End-Consumer or End User (as the case may be) as defined in the Network Agreement.

“Fully Variable Tariff Option” means the fully variable tariff option for line Charges set out in the table in section 2.3 and applying in respect of End-Consumers in the End-Consumer Load Group, G06.

“Gas” means natural gas.

“Gas Gate Code” is the relevant code which identifies the Loss Factor as described in section 4.

“Gas Network” means the Gas Network, Distribution Network, or Distribution System (as the case may be) as defined in the Network Agreement.

“Gas Registry” means the central database of record owned by the Gas Industry Company for ICP switching and maintenance.

“GMS Pricing Book” means the “Powerco Gas Pricing – Metering Services” schedule notified to you by Powerco from time to time.

“Injection Point” means Injection Point or Receipt Point (as the case may be) as defined in the Network Agreement and includes gas gates.

“Interest Rate” means Interest Rate, Bill Rate, or Bank Base Rate (as the case may be) as defined in the Network Agreement.

“Invoice Month” means the month immediately following a Consumption Month being the month an invoice is issued and due for payment.

“ISA” means a contract between the Distributor and the Retailer governing the pricing at an individual site or sites, separate from this schedule and the GMS Pricing Book.

“Load Group” and **“End-Consumer Load Group”** mean a group comprising End-Consumers sharing the same Load Group Code.

“Load Group Code” is the code applying to each End-Consumer as described in section 2.1.3.

“Losses” means Losses or Unaccounted for Gas (“UFG”) (as the case may be) on the relevant Gas Network expressed as a percentage as defined in the Network Agreement and described in section 4.

“Loss Factor” means the relevant loss factor described in section 4.

“Network Agreement” means the agreement under which you are provided with distribution services relating to Powerco’s gas distribution network, and includes any Use of Network Agreement, Network Services Agreement or Agreement for Use of Network Services (as the case may be) that this document forms a part of.

“Non-Network Fault” means a fault that affects the installed equipment that is beyond the Gas Network, typically (but not necessarily) involving equipment (other than the Distributor’s Equipment) located at an End-Consumer’s premises.

“Projections” mean estimations of consumption for End-Consumers calculated by the Distributor.

“Point of Connection” means Point of Connection or Delivery Point (as the case may be) as defined in the Network Agreement.

“Retailer” means Retailer or Network User (as the case may be) as defined in the Network Agreement.

“scm/hr” means standard cubic meters per hour.

“Specific Gas Network Charges” are those Charges described in section 1.3.5.

“Time of Use Meter” or **“ToU Meter”** means a metering device that measures consumptions by periodic intervals.

1.2.3 References to “section” or “sections” are references to terms of this document unless otherwise stated.

1.3 General Conditions – Gas Network

1.3.1 For the purpose of calculating Gas Network Charges the Loss Factors need to be applied to the measured or calculated Gas conveyed to Points of Connection.

1.3.2 All Charges are expressed before the addition of Goods and Services Tax (“GST”), if any. If GST is payable in respect of any supply to which the Charges relate, the Distributor may invoice that GST to the Retailer in addition to, and along with, those Charges.

1.3.3 Introduction to Gas Network Charges:

- a. The Distributor's standard Gas Network Charges are designed to cover the cost of transporting Gas over the Gas Network to End-Consumers' homes and businesses.
- b. Each End-Consumer's Point of Connection is assigned an Installation Control Point ("ICP") number and linked to an Injection Point. An End-Consumer Load Group line charge is then assigned to this ICP number.
- c. End-Consumer Load Group Charges relate to the cost of owning, operating and maintaining the Gas Network as it currently exists.

1.3.4 Load Group Charges do not cover:

- a. The cost of the Gas transported on the Gas network;
- b. Gas transmission costs (charged by the operator of the Gas Transmission System – currently Vector Limited);
- c. Losses (in the sense that the value of the Losses is not recovered by the rates for Load Group Charges);
- d. Gas Measurement Systems;
- e. Reading of meters and/or ToU Meters;
- f. Reconciliation/Allocation services;
- g. Specific Gas Network Charges; or
- h. Pass Through Charges (identified generally in this document).

1.3.5 "Specific Gas Network Charges" are Charges relating to:

- a. the Connection of additional End-Consumers to the Gas Network;
- b. the Modification, relocation or removal of a current End-Consumer Point of Connection;
- c. the Disconnection and reconnection of a Point of Connection; and
- d. any additions to an existing Point of Connection required for ToU Metering.

The Specific Gas Network Charges are defined in this schedule and/or the GMS Pricing Book.

1.3.6 A summary of the Gas Networks and Injection Points is:

GAS NETWORK	Hawke's Bay (2)	Manawatu & Horowhenua (3)	Wellington (4)	Hutt Valley & Porirua (5)	Taranaki (6)
Vector Gate Station Points of Injection (Injection Points)	Dannevirke Hastings Mangatainoka Pahiatua Takapau	Ashhurst Feilding Foxton Kakariki Kairanga Levin Longburn Oroua Downs Palmerston North	Tawa A	Pauatahanui 1 Belmont Waitangarua Pauatahanui 2 (Horsefield)	New Plymouth Waitara Oakura Okato Pungarehu1 Pungarehu2 Opunake Matapu Kapuni Kaponga Manaia Inglewood Stratford Eltham Hawera Patea Waverley

1.3.7 End-Consumer category:

- a. End-Consumers are grouped into categories based on End-Consumer load size.
- b. End-Consumer categories are G06, G11, G12, G14, G16, G18, G30 and G40.
- c. Load size is based on the End-Consumer's peak Gas Network usage and, in the case of G06 and G11, the annual Gas usage (subject to section 2.1.4).

1.3.8 The peak Gas Network usage for an End-Consumer is:

- a. the meter set capacity; or
- b. the rating of a load limiting device where such a device is fitted; or
- c. a lesser quantity than the meter set capacity where it is demonstrated to the Distributor's satisfaction that such a lesser quantity is appropriate based on the load characteristics and capacity requirement of that End-Consumer; or
- d. a lesser quantity than the meter set capacity where the installed nameplate capacity is to the Distributor's satisfaction significantly less than the meter set.

1.3.9 The annual Gas usage for an End-Consumer is:

- a. the sum of the previous 12 months usage as determined by the Distributor; or
- b. an estimated 12 months usage as determined by the Distributor; or
- c. another amount if agreed by both the Retailer and the Distributor.

1.3.10 The following table summarises the End-Consumer Load Groups:

END-CONSUMER LOAD GROUP	DEFINITION
G06	End-Consumers with a load size of less than or equal to 10 scm/hr and an annual Gas usage of less than 16 GJ (subject to section 2.1.4).
G11	End-Consumers with a load size of less than or equal to 10 scm/hr and an annual Gas usage equal to 16 GJ or greater (subject to section 2.1.4).
G12	End-Consumers with a load size greater than 10 scm/hr and less than or equal to 25 scm/hr.
G14	End-Consumers with a load size greater than 25 scm/hr and less than or equal to 60 scm/hr.
G16	End-Consumers with a load size greater than 60 scm/hr and less than or equal to 140 scm/hr.
G18	End-Consumers with a load size greater than 140 scm/hr and less than or equal to 200 scm/hr.
G30	End-Consumers for whom network services are individually priced.
G40	End-Consumers for whom network services are individually priced and who have a ToU Meter.

1.3.11 Point of Connection Status

- a. Each End-Consumer Point of Connection on the Distributor's Gas Network has a connection status as described in the table set out in section 1.3.12 and is billed accordingly. The Distributor maintains a database of the status of each Point of Connection on its Gas Network.
- b. The Distributor will update the connection status on the Distributor's database in accordance with status changes recorded on the Gas Registry, subject to certain conditions as described in section 1.3.13. In changing the connection status, the Retailer must comply with the terms of Gas (Switching Arrangements) Rules 2008. This replaces the obligation previously on the Retailer to

notify the Distributor of any change in the connection status of each Point of Connection within three working days of any change taking place.

1.3.12 The applicable point of connection status for the Distributor are:

POINT OF CONNECTION STATUS DESCRIPTION			
Status (In accordance with Gas (Switching Arrangements) Rules 2008.)	Code (In accordance with Gas (Switching Arrangements) Rules 2008.)	Description	Billing Status
New	NEW	New Points of Connection have not been energized. No meter	Not billed.
Ready	READY	ICP status code is "Ready" on Gas Registry (GIR), gas is ready to flow.	Billable Charges charged to Prospective Retailer. (However, if data indicates that the point of connection is actually active, then Billed Full Charges charged to Retailer (in which case, Retailer to change status with Gas Registry).)
Active (Connected)	ACTC (Active-Contracted) and ACTV (Active-Vacant)	Connected and energised Point of Connection.	Billed Full Charges charged to Retailer.
Inactive (Disconnected)	INACT (Inactive-Transitional) and INACP (Inactive-Permanent)	Point of Connection that has been disconnected in accordance with Distributor's requirements set out in section 1.3.13, and recorded in the Gas Registry in accordance with the requirements of the Gas (Switching Arrangements) Rules 2008. The Retailer may not use either Status as a credit control tool.	Billed Full Charges stops the day after field work has been completed to disconnect the Point of Connection, subject to certain conditions as described in Section 1.3.13(e). (However, if, at any time, data indicates that the point of connection is actually active, then Billed Full Charges will be charged to Retailer (in which case, Retailer to change status with Gas Registry).) Billed Full Charges charged to Retailer restarts on the day that field work is completed to reconnect the Point of Connection.

POINT OF CONNECTION STATUS DESCRIPTION			
Status (In accordance with Gas (Switching Arrangements) Rules 2008.)	Code (In accordance with Gas (Switching Arrangements) Rules 2008.)		
		Description	Billing Status
Decommissioned	DECR	Point of Connection that has been decommissioned in accordance with Distributor's requirements – see section 1.3.13.	Billed Full Charges, if not already stopped, stops the day after the Distributor completes the Decommissioning process as described in section 1.3.14.

1.3.13 Disconnection and Reconnection Process

- a. For disconnections, the Point of Connection shall be physically isolated from the Gas service. To achieve this, the Retailer initiating the disconnection, shall:
 - i Advise the End-Consumer of the proposed disconnection if not initiated by the End-Consumer; and
 - ii Arrange for a Distributor approved person to close and cap or plug the service valve, and cap or plug the pipe-work downstream of the service valve; and
 - iii Fit status tags to the service valve.
- b. As an alternative to capping or plugging of the service valve, the service valve shall be closed and tagged, and the pipe at the outlet of the Gas measurement system (GMS) shall be capped or plugged.
- c. When a disconnection has been completed, the responsible Retailer that arranged the disconnection shall record within three working days the change of connection status on the Gas Registry, by changing the ICP status to INACT (Inactive-Transitional) or INACP (Inactive-Permanent) in accordance with Rules 59.7 or 59.8 respectively of the Gas (Switching Arrangements) Rules 2008; at the same time recording on the Gas Registry the date the field work was completed. The Retailer may not use either connection status as a credit control tool.
- d. Upon notification from the Gas Registry that the ICP status has changed to INACT or INACP, then the Distributor will record the ICP as Disconnected in the Distributor's database, and billing will

cease the day after the field work was completed, subject to certain conditions as per section 1.3.13 (e).

- e. The Distributor reserves the right to determine that an ICP is billable, despite the Registry status being set to INACT or INACP, in the following circumstances:
 - i. If the responsible Retailer is requested for details of field work completed to ensure that the Point of Connection is physically isolated from the Gas service, and the responsible Retailer is unable or unwilling to provide these details; or the field service records show the work was completed on a different date to that recorded in the Gas Registry.
 - ii. If gas is recorded as being used at the Point of Connection, during the period that the ICP Registry status was set to INACT or INACP.
 - iii. If a site visit undertaken by the Distributor or its agent finds that the gas supply is connected.
- f. When a reconnection has been completed, the responsible Retailer that arranged the reconnection shall record within three working days the change of connection status on the Gas Registry, by changing the ICP status to ACTV or ACTC in accordance with Rule 59.9 of the Gas (Switching Arrangements) Rules 2008; at the same time recording on the Gas Registry the date the field work was completed.
- g. Upon notification from the Gas Registry that the ICP status has been changed to ACTV or ACTC, the Distributor will record the ICP as Active in the Distributor's database and billing will commence from the date the field work was completed.
- h. The Distributor reserves the right to challenge the status of an ICP if information received from a Retailer, or other source, indicates, in the Distributor's reasonable opinion that that status is incorrect. In that situation, the Distributor may charge the Retailer the charges that reflect the status indicated by that information.

1.3.14 Decommissioning Process

- a. For decommissioning the Point of Connection shall be physically isolated from the Gas main. Decommissioning may only be completed by the Distributor who will terminate the Point of Connection Gas supply from the Network at or near to the Point of Connection's boundary.

1.3.15 Gas Retailer Switching Process

- a. Parties involved in the Gas Retailer Switching Process will comply with all requirements of the Gas (Switching Arrangements) Rules 2008.
- b. The Distributor will bill the responsible Retailer as recorded in the Gas Registry.
- c. The responsible Retailer will remain responsible for payment of the Distributor's charges until such time as either:
 - i Notification is received from the Gas Registry of a change of responsible Retailer, as per Rule 72.2.3 of the Gas (Switching Arrangements) Rules, or
 - ii The Point of Connection is decommissioned as per section 1.3.14 of this document.
- d. However, subject to section 1.3.13(e), no distribution charges will be billable during any period that the ICP is disconnected in accordance with section 1.3.13.
- e. Where Notification is received from the Gas Registry, as per Rule 78.3.1 of the Gas (Switching Arrangements) Rules 2008, of a gas switching withdrawal, then responsibility for payment of the Distributor's charges will revert to the previous responsible Retailer, and remain with that Retailer until one of the events in section 1.3.15(c) occurs.
- f. The Distributor retains the right not to recognise a Retailer switch where:
 - i The switching Retailer is not a party to a valid and subsisting Network Agreement with the Distributor to which the relevant consumer installation is connected (in accordance with Rule 65.2.3 of the Gas (Switching Arrangements) Rules 2008); or
 - ii The winning Retailer has not executed an individual site agreement for a G30 or G40 End-Consumer.

2 GAS PRICING

2.1 Line Charges

2.1.1 For a description of the Injection Points relating to each Gas Network refer to section 1.3.6.

2.1.2 Charge Structure: The Gas Network Charge structure comprises a simple fixed (\$ per day) and variable (\$/GJ) price split for the majority of standard Gas Network line charges. G30 and G40 End-Consumers pricing structures are based on negotiated Charges for each relevant individual End-Consumer, as determined by the Distributor and agreed with the Retailer on a case-by-case basis.¹

2.1.3 Load Group Code: The Load Group Code for the Gas Network is a combination of the area code and the function code given in the table below:

LOAD GROUP CODE					
END-CONSUMER LOAD GROUP	NETWORK				
	Hawke's Bay (2)	Manawatu & Horowhenua (3)	Wellington (4)	Hutt Valley & Porirua (5)	Taranaki (6)
G06	2G06	3G06	4G06	5G06	6G06
G11	2G11	3G11	4G11	5G11	6G11
G12	2G12	3G12	4G12	5G12	6G12
G14	2G14	3G14	4G14	5G14	6G14
G16	2G16	3G16	4G16	5G16	6G16
G18	2G18	3G18	4G18	5G18	6G18
G30	2G30	3G30	4G30	5G30	6G30
G40	2G40	3G40	4G40	5G40	6G40

2.1.4 Fully Variable Tariff Option: The Charges include a Fully Variable Tariff Option in respect of Residential End-Consumers within End-Consumer Load

¹ The Distributor may by notice to the Retailer revise pricing for G30 and G40 End-Consumers for periods for which pricing is not determined by an ISA or other contract between the Distributor and the Retailer. If the Retailer does not accept that pricing, the Distributor may move such G30 and G40 End-Consumers to another applicable Load Group.

Group G06 (see section 2.3 table of Standard Gas Line Charges). The Fully Variable Tariff Option is appropriate for End-Consumers who use less than 16 gigajoules of gas per annum. An End-Consumer who meets the criteria for End-Consumer Load Group G06 or G011, through its responsible retailer, regardless of its annual consumption, can choose which of End-Consumer Load Group G06 and G11 Load Group it wants to apply.

- 2.1.5 The Distributor's Load Group Change Fee as detailed in section 3 (not applicable to End-Consumers switching between Retailers provided the End-Consumer remains on the same Load Group when such a switch between Retailers occurs), is payable by the Retailer when the Retailer changes the Load Group to which an End-Consumer is assigned more than once in any 12 month period (i.e. the fee is payable for the second and each subsequent Load Group change recorded within a 12 month period).
- 2.1.6 The Distributor will bill the Retailer if it is the responsible Retailer (see section 1.3.15).

2.2 Calculation of Variable Charges

- 2.2.1 The variable Charges are determined by reference to the loss-adjusted consumption data.
- 2.2.2 Loss adjusted consumption data is calculated as the consumption data submitted by the Retailer (or, if required, estimated by the Distributor) for each ICP on the relevant Gas Network multiplied by the Loss Factor notified for the relevant Injection Point.
- 2.2.3 The Retailer is to provide accurate consumption data for each ICP. The Distributor will apply the Loss Factor (as set out in Section 4) applicable to the relevant Injection Points as provided for in the relevant Network Agreement.
- 2.2.4 If the Retailer has not provided to the Distributor, in respect of the relevant month, consumption data which is accurate to the Distributor's satisfaction, the Distributor will estimate the consumption data (or the ToU/contracted data component of that consumption data, as the case may be) for that month.

2.3 Gas Line Charges

SCHEDULE OF END-CONSUMER LOAD GROUP CHARGES						
(Excluding GST)						
End Consumer		Hawke's Bay	Manawatu & Horowhenua	Wellington	Hutt Valley & Porirua	Taranaki
Load Group		(2)	(3)	(4)	(5)	(6)
G06	Variable	\$16.5371	\$16.5757	\$18.2766	\$17.8325	\$15.7672
	(\$/GJ)					
G11	Fixed	\$0.5445	\$0.5445	\$0.5495	\$0.5495	\$0.5445
	(\$ day)					
	Variable	\$4.6615	\$4.7001	\$6.0789	\$5.8496	\$3.8893
	(\$/GJ)					
G12	Fixed	\$1.0566	\$1.1665	\$0.8321	\$0.7850	\$1.6882
	(\$ day)					
	Variable	\$3.9630	\$3.9976	\$5.9468	\$5.5231	\$3.3291
	(\$/GJ)					
G14	Fixed	\$3.0977	\$3.4688	\$5.6291	\$4.9854	\$3.9669
	(\$ day)					
	Variable	\$3.3948	\$3.8838	\$5.7230	\$5.6210	\$1.7170
	(\$/GJ)					
G16	Fixed	\$3.8540	\$4.5115	\$8.1874	\$8.1874	\$5.6144
	(\$ day)					
	Variable	\$3.2119	\$3.8252	\$5.1125	\$4.5370	\$1.6509
	(\$/GJ)					
G18	Fixed	\$7.0734	\$8.1828	\$12.5911	\$12.5804	\$9.1445
	(\$ day)					
	Variable	\$3.2371	\$3.3945	\$4.9416	\$4.3930	\$1.6058
	(\$/GJ)					
G30	Such prices agreed in completed duly executed Individual Site Agreement Offer Forms					
G40	Such prices agreed in completed duly executed Individual Site Agreement Offer Forms					

2.4 Pass Through Costs

- 2.4.1 The Distributor passes through to End-Consumers, and to those End-Consumers (if any) that the Distributor bills directly, those costs (for example, industry levies, Commerce Commission approved costs) arising in the course of its provision of gas distribution services that are largely beyond its control.
- 2.4.2 Subject to section 2.4.3, those costs are the subject of the following charge and allocation methodologies:
- a. The total amount of any such charges is allocated between the Gas Networks (as described in section 1.3.6) in proportion to their respective \$/GJ volumes for that month.
 - b. The amount so allocated to each Gas Network is then allocated between the End-Consumers in that Gas Network in proportion to their respective GJ volumes on the Gas Network reconciled for that month.
 - c. The Retailer shall be charged accordingly.
- 2.4.3 The Distributor can, allocate the costs using a different methodology where it, in its absolute discretion, deems it necessary.

3 OTHER CHARGES

3.1 Other Charges

3.1.1 All other Charges are also invoiced directly to the Retailer by the Distributor (and not to the End-Consumer).

	FEE	GAS CHARGE (excluding GST)
1	LOAD GROUP CHANGE FEE:	
	<p>This fee is payable by the Retailer where a Point of Connection changes Load Group more than once in any 12 month period (i.e. is payable for the second and each subsequent Load Group change recorded in any 12 month period)².</p> <p>The Load Group Change Fee is not applicable to Points of Connection switching Retailers provided the Point of Connection remains on the same Load Group.</p> <p>Where a switch results in a change of Load Group, the new Retailer will pay the Load Group Change Fee. The Load Group Change Fee may be waived by the Distributor where the Point of Connection is changing Load Groups due to an increase in demand resulting from the installation of new Gas appliances.</p> <p>A change to a Load Group can only take effect at the beginning of a calendar month.</p>	\$50 per Point of Connection
2	NON-NETWORK FAULT CALLOUT FEE:	
	<p>This fee is payable by the Retailer when the Retailer requests a fault service call via the Distributor's national service desk that, upon investigation, is determined to be a Non-Network Fault. In the case of a Non-Network Fault, the service provider may nevertheless offer a repair option directly to the End-Consumer. If the End-Consumer accepts the service provider's repair option, costs including the callout charge will be recovered from the End-Consumer and the Retailer will not be charged the Non-Network Fault Callout Fee.</p> <p>Note: The Distributor does not undertake work on a non-network pipe installation as this work needs to be undertaken by registered Gas fitters.</p> <p>If the service provider does offer a repair option directly to the End-Consumer, it is not doing so as the Distributor's agent but as an independent contractor to the End-Consumer.</p>	<ul style="list-style-type: none"> - \$125 per callout Monday – Friday 8.00am – 5.00pm. - \$250 per callout at all other times.

² Load group changes should be emailed to datamanager@powerco.co.nz

FEE		GAS CHARGE (excluding GST)
3	DISCONNECTION FEE:	
	Refer to GMS Pricing Book	
4	RECONNECTION FEE:	
	Refer to GMS Pricing Book.	
5	DECOMMISSION FEE:	
	This fee is payable by the Retailer for time and materials when the Distributor decommissions and caps the service main at a disconnected Point of Connection.	\$500 per Point of Connection for End-Consumers on the G06 and G11 End-Consumer Load Groups. Price for all other End-Consumer Load Groups on application by the Retailer before disconnection.
6	AD HOC REPORT FEE:	
	Payable where a Retailer requests an ad hoc report that is not generally supplied by the Distributor.	\$100 per hour of Distributor time taken to produce that report.

- 3.1.2 All Non-Network Fault work, or Retailer or End-Consumer services not listed above will be charged to the Retailer on a time and materials basis at market rates as determined by the Distributor at its sole discretion (and such determination of the rates shall be final and conclusive as between the Retailer and the Distributor). Any contracting work for which the Retailer or End-Consumer engages an independent contractor will be the sole responsibility of, and at the sole cost of, the Retailer.
- 3.1.3 Note: In the interests of safety, only the Distributor's approved personnel are to undertake work upstream of the outlet of the GMS, including capping of the riser valve. Retailers may arrange temporary isolation of a Gas service by closing and tagging the service valve, including capping of the meter outlet if required, but this work must be undertaken by suitably qualified and appropriately certified Gas fitters.
- 3.1.4 The above schedule of Charges is separate to any fees that may be levied by the Gas meter owner.

3.2 Distributor Gas Connection Criteria and Rates

3.2.1 The Charges (below) payable by the Retailer for the connection of a new Gas ICP depends upon:

- a. the nature of the connection – standard or non-standard;
- b. the length of the service pipe required for the connection; and
- c. the nature of the load being connected.

3.2.2 These Charges are applicable only for Residential connections. The Charge for commercial and industrial connections will need to be applied for (and is determined by Powerco) on a case-by-case basis.

3.3 Standard vs Non-Standard Connections

Standard Connection	Non-Standard Connection
<p>Gas main must be in street. Gas main must run past the property that has requested a Gas connection. Gas main must be on the same side of the road centerline.</p>	<p>Gas main not running past the property – requires a mains extension.</p> <p>Gas main may be on the other side of the centreline – requires a road-crossing quotation.</p> <p>Property is located down a right of way and no Gas is available.</p> <p>If the property is located at the top or bottom of a cliff/bank or has a steep section.</p> <p>Property has a creek or river crossing. Property is located in a right of way access way.</p> <p>Road or rail crossings are required or the Gas main located in road carriageway.</p> <p>Connection requires trenching or drilling through rock.</p>

3.3.1 The Charges for all non-standard connections are provided by the Distributor on application by the Retailer. The Charge for each non-standard connection will be a factor of the actual time and material required to connect each End-Consumer and the expected End-Consumer load.

3.4 Standard Connection - Hot Water or Central Heating Load

Boundary to meter <10 m No trench provided	Contribution (excluding GST)	Additional Lengths (excluding GST)
Boundary to meter location <10 m. Gas main located in berm. Trench provided by the Distributor. Services over 21 m will require the Distributor to quote as a non-standard connection.	Free connection	\$55 per metre
Boundary to meter <20 m Trench provided by End-Consumer	Contribution (excluding GST)	Additional Lengths (excluding GST)
Boundary to meter location <20 m. Trench provided by End-Consumer. Gas main located in berm. Open trench over 31 m will require the Distributor to quote as a non-standard connection.	Free connection	\$55 per metre

- 3.4.1 The Charges applied to the Additional Lengths in this section are rates applied by the Contractor engaged by the Distributor that will be passed on to the Retailer for each standard connection. Any subsequent changes to these rates will be notified to the Retailer by the Distributor prior to the changes to the Charges being applied.

3.5 Standard Connection - Heating or Cooking Load

Boundary to meter <10 m No trench provided	Contribution (excluding GST)	Additional Lengths (excluding GST)
Boundary to meter location <10 m. Gas main located in berm. Trench provided by the Distributor. Services over 21 m will require the Distributor to quote as a non-standard connection.	Contribution required from End-Consumer will be priced on application.	\$55 per metre
Boundary to meter <20 m Trench provided by End-Consumer	Contribution (excluding GST)	Additional Lengths (excluding GST)
Boundary to meter location <20 m. Trench provided by End-Consumer. Gas main located in berm. Open trench over 31 m will require the Distributor to quote as a non-standard connection	Contribution required from End-Consumer will be priced on application.	\$55 per metre

- 3.5.1 The Charges applied to the Additional Lengths in this section are rates applied by the Contractor engaged by the Distributor that will be passed on

to the Retailer for each standard connection. Any subsequent changes to these rates will be notified to the Retailer by the Distributor prior to the changes to the Charges being applied.

4 GAS GATE CODES AND LOSS FACTORS

4.1.1 The following Loss Factors will be applied from 1 October 2013

Gas Gate Codes	Injection Point (Gas Gate)	Gas Network	Losses	Loss Factor
DAN05001	Dannevirke	Hawke's Bay	0.47%	1.005
HST05210	Hastings	Hawke's Bay	0.47%	1.005
MGK05401	Mangatainoka	Hawke's Bay	0.47%	1.005
PHT04901	Pahiatua	Hawke's Bay	0.47%	1.005
TKP05101	Takapau	Hawke's Bay	0.47%	1.005
ASH34301	Ashurst	Manawatu & Horowhenua	1.55%	1.016
FLD03001	Feilding	Manawatu & Horowhenua	1.55%	1.016
FOX22101	Foxton	Manawatu & Horowhenua	1.55%	1.016
KKI23701	Kakariki	Manawatu & Horowhenua	1.55%	1.016
KRG24101	Kairanga	Manawatu & Horowhenua	1.55%	1.016
LVN24401	Levin	Manawatu & Horowhenua	1.55%	1.016
LNB24301	Longburn	Manawatu & Horowhenua	1.55%	1.016
ORD24701	Oroua Downs	Manawatu & Horowhenua	1.55%	1.016
PLN24201	Palmerston North	Manawatu & Horowhenua	1.55%	1.016
TWA35610	Tawa A	Wellington	0.35%	1.004
PAH23201	Pauatahanui 1	Hutt Valley & Porirua	2.33%	1.024
BEL24510	Belmont	Hutt Valley & Porirua	2.33%	1.024
WTG06910	Waitangarua	Hutt Valley & Porirua	2.33%	1.024
PAH23101	Pauatahanui 2 (Horsefield)	Hutt Valley & Porirua	2.33%	1.024
NPL12101	New Plymouth	Taranaki	0.00%	1
WTR12001	Waitara	Taranaki	0.00%	1
OKU16701	Oakura	Taranaki	0.00%	1
OKA13201	Okato	Taranaki	0.00%	1
PGH15901	Pungarehu 2	Taranaki	0.00%	1
PGU13101	Pungarehu 1	Taranaki	0.00%	1
OPK13001	Opunake	Taranaki	0.00%	1

MTP20601	Matapu	Taranaki	0.00%	1
KAP12901	Kapuni	Taranaki	0.00%	1
KPA12401	Kaponga	Taranaki	0.00%	1
MNA23402	Manaia	Taranaki	0.00%	1
IGW11901	Inglewood	Taranaki	0.00%	1
STR10201	Stratford	Taranaki	0.00%	1
ELM12301	Eltham	Taranaki	0.00%	1
HWA20801	Hawera	Taranaki	0.00%	1
PTA20901	Patea	Taranaki	0.00%	1
WVY23601	Waverley	Taranaki	0.00%	1

Notes:

- Hawke's Bay Gas Network – 5 Injection Points
- Manawatu & Horowhenua Gas Network – 9 Injection Points
- Wellington Gas Network – 1 Injection Point
- Hutt Valley & Porirua Gas Network – 4 Injection Points
- Taranaki Gas Network – 17 Injection Points

5 BILLING AND SETTLEMENT POLICY AND PROCESS

5.1 Introduction

5.1.1 This section sets out a high level overview of the Distributor's policy and process for billing and settlement.

5.2 Billing Methodology

5.2.1 The Distributor's billing process includes fixed, variable, metering and other miscellaneous charges. The charges are billed monthly, in arrear. The month that the charges relate to is known as the Consumption Month, and the month the invoice is issued (and due for payment) is known as the Invoice Month. Invoiced amounts are based on Retailer consumption volume submissions (for variable charges) and the Distributor's record of ICP ownership and status details (for fixed charges).

5.3 Consumption Data

5.3.1 The Distributor may, from time to time, issue to Retailers detailed standards about the requirements (including format) for the consumption data and replacement data and the validation of that data.

5.3.2 Each Retailer is to provide consumption volumes in a normalised format (which is data adjusted to reflect a start and end date that matches the start and end date of the Consumption Month to be invoiced). To achieve this, each Retailer will adjust consumption volumes with accruals to account for the timing difference between the meter read date and the end of the Consumption Month to be billed.

5.3.3 Each Retailer must report a single quantity (being the sum of the read value (actual or estimate), plus (or minus) the net amount of current accrual, minus previous month accrual) for each ICP.

5.3.4 Normalised consumption volumes can be based on either As Billed data or Market data (as submitted to the Allocation Manager). Retailers may not switch between submission basis without consultation with, and approval by, the Distributor.

5.3.5 The Distributor will undertake data validation.

5.3.6 Each Retailer is to submit consumption data to the Distributor via the Distributor's online submission and file validation system. Files uploaded to the system must be compliant with the file format structure Gas Industry Company GIEP1 protocol. The first file uploaded for a consumption period is known as the Initial File (for that particular month). Each Retailer must

upload a single Initial File, which includes records for all ICPs on any of the Distributor's networks.

- 5.3.7 The Distributor's online submission system will validate a Retailer's file against the specifications of the GIEP1 protocol, and also the rules applicable to that Retailer's chosen basis of submission (As Billed normalised or Allocation Agent (AA) normalised methodology).

If individual records fail validation, Retailers will have an opportunity to fix those records if they wish to do so, otherwise the Distributor may then estimate volume for any such record.

- 5.3.8 Each Retailer must upload consumption files (for the Consumption Month to be billed) on or before the 5th working day of the Invoice Month. If the Distributor has not received an accepted consumption file at this deadline, the Distributor will estimate consumption volume for any ICP records absent.

5.4 Replacement Data

- 5.4.1 If any Retailer is to provide updated consumption data and have the Distributor reallocate consumption based charges, that Retailer must do so within 13 months of the original Consumption Month.
- 5.4.2 Replacement data (both full and partial) can be uploaded to the Distributor's online submission system at any time. Uploads will be subject to validation against file format and submission type business rules as applied by the Distributor from time to time, as per Initial Submissions. The latest replacement data submitted will be reconciled and billed when the Distributor runs its 4 and 13 month wash-up billing cycles.
- 5.4.3 For As Billed based submissions, the Retailer is to progressively adjust the volumes in each Retailer billing cycle. Accordingly, full replacement data is not accepted under this method. The exception to this rule is the replacement of consumption data that has been projected (estimated) by the Distributor. These volumes can be replaced with Partial Replacement files.
- 5.4.4 As Billed based submissions may include prior period corrections, which are not normalised. These volumes will be billed in total along with the normalised volumes provided in the submission. Prior period correction volumes that can be attributed to consumption periods outside the Distributor's wash-up limit will be disregarded.
- 5.4.5 For Market data based submissions, volumes are not progressively revised, but are to be replaced with replacement data. Replacement data can be full replacement (replacing an initial file in its entirety) or partial replacement (replacing specific ICP data or adding additional ICP data). Replacement files must comply with the GIEP1 protocol for full (R Files) and partial (X Files).

5.5 Fixed Charges

- 5.5.1 Fixed and metering charges will be based on the Distributor's database of ICP status.
- 5.5.2 Where retrospective changes to either Responsible Retailer or ICP status are recognised on the Gas Registry, the Distributor will re-bill as required to account for the changes to amounts previously billed. No changes beyond 13 months (from initial Consumption Month) will be recognised and re-billed.

5.6 Billing Process

- 5.6.1 The Distributor will calculate charges for the Consumption Month on the basis of the loss adjusted (as detailed in section 2.2) consumption data provided (or, if required, estimated), and the number of active ICP days. For any ICPs that were active during the Consumption Month, and consumption data has not been provided, the Distributor will project (estimate) consumption based on the ICPs historical consumption.
- 5.6.2 The account for charges for the Consumption Month will be electronically delivered to the Retailer no later than the 15th day of the Invoice Month, and will be payable on the 20th day of that same month or, if that day is not a working day, the next working day. If the Distributor fails to deliver an invoice to the Retailer by the 15th day of the Invoice Month, then the due date for payment will be extended by one working day for each working day that the invoice is late.
- 5.6.3 The Distributor will provide a detailed summary of all amounts invoiced, at the ICP level, with each invoice issued. The detail file will be in the GIEP1 file format. Any consumption volumes projected (estimated) by the Distributor will have a Read Status of PROJ within the file.

5.7 Wash-up Billing

- 5.7.1 The cyclical nature of meter reading makes it impractical to provide completely accurate figures for consumption at the end of each Consumption Month. It is therefore necessary to provide a structure for subsequent "wash-up" invoicing to account for changes to consumption data, retailer switches, and ICP status changes.
- 5.7.2 The Distributor will complete two cycles of wash-up of billing data. These will be at month four and month thirteen (from the month of initial consumption). Each cycle will account for changes in fixed and variable charges due, based on (backdated) retailer switches, status changes and replacement consumption data uploaded by Retailers.
- 5.7.3 A Use of Money Adjustment may be calculated as the wash-up amount multiplied by one-twelfth of the Use of Money Rate for each of the months

from the due date of the original invoice to the date of settlement of the wash-up amount. The Use of Money Rate will be the Interest Rate for the 1st working day of the relevant Invoice Month, plus two percentage points.

- 5.7.4 Wash-up invoices processed by 15th of the month will be payable by the 20th of the same month. Wash-up invoices processed after the 15th of the month will be payable by the 20th of the next month. These invoices will be delivered electronically to the Retailer.
- 5.7.5 The initial and wash-up billing schedule, for the period October 2013 to September 2014 is as follows:

Consumption Month	Invoice Month	4 Month Wash Up (changes since)	13 Month Wash Up (changes since)
Oct 2013	Nov 2013	Jul 2013	Oct 2012
Nov 2013	Dec 2013	Aug 2013	Nov 2012
Dec 2013	Jan 2014	Sep 2013	Dec 2012
Jan 2014	Feb 2014	Oct 2013	Jan 2013
Feb 2014	Mar 2014	Nov 2013	Feb 2013
Mar 2014	Apr 2014	Dec 2013	Mar 2013
Apr 2014	May 2014	Jan 2014	Apr 2013
May 2014	Jun 2014	Feb 2014	May 2013
Jun 2014	Jul 2014	Mar 2014	Jun 2013
Jul 2014	Aug 2014	Apr 2014	Jul 2013
Aug 2014	Sep 2014	May 2014	Aug 2013
Sep 2014	Oct 2014	Jun 2014	Sep 2013

