

WR 4: NIW Scheme of Charges – Submission Timelines and Requirements

- 1 October 2008 – NIW submits draft charges scheme, draft (I)PS and draft tariff model to include details of any special agreements.¹
- Ongoing October 2008 to January 2009 as necessary – meetings/correspondence with NIW and CCNI to resolve any outstanding issues.
- 1 November 2008 – CCNI to provide comments to NIAUR on draft charges schemes.
- 8 December 2008 – NIAUR issues formal feedback letter on draft submission.
- 7 January 2009 – NIW submit final version of the charges scheme and all the sections of the (Interim) principal statement and tariff model.
- 27 February 2009 – NIAUR issues letter approving NIW charges scheme.

All submissions (draft and final) to the Utility Regulator must highlight any changes to the previous year charging scheme. The final Scheme of Charges must highlight changes from the draft scheme of charges.

Criteria for approval

NIAUR will use the following criteria for considering the 2009/10 Scheme of Charges

Completeness: for approval, the Charges Scheme must satisfy fully all the submission requirements below. In the event that this is not met, NIAUR will not approve the Charges Scheme proposed by NIW and may instead substitute the scheme with one of its own.

Good Information: a charges scheme must have, as its basis, reliable information. This requires that the submission must be consistent both internally and externally, and consistent with other submissions made to NIAUR including any relevant externally identified sources of information.

Consistency with Ministerial Guidance: NIW must submit charges that are consistent with Ministerial guidance on charging. Where ministerial guidance is absent, as might be the case for the submission of draft Scheme of Charges, submission assumptions must be clearly stated.

Justified re-balancing: Where NIW intends to change the balance of charges it must provide justification (with reference to the costs of supplying particular groups of customers) for doing so.

Considered incidence effects: The Charges Scheme submission should clearly identify the average impact of NIW's proposals and also any deviation from this average. The impact considered should be both the expected change in domestic customers' bills (where relevant) and the impact on the non-domestic group.

¹ Special Agreements means any charges not shown within the Scheme of Charges Publication.

Submission requirements

The submission should comprise four separate documents, plus any additional reports or background material required to substantiate information within the submission, e.g. tariff models. NIAUR may request copies of any reports referred to within the submission. Please note, this format does not preempt the structure and layout of the final Charges Scheme document, which is a decision for NIW.

The four required documents are:

1. A combined tariff model showing all domestic and non – domestic charges.
2. A (Interim) Principal Statement which fully meets the requirements of the licence.
3. A Charges Scheme document that explains each charge that NIW will levy on domestic and non – domestic customers.
4. A Commentary document that provides evidence that the criteria for any re-balancing (as outlined on previous page) have been satisfied.

These are now described in turn.

1. Combined Tariff Model

The combined tariff model must contain tariffs for both domestic and non – domestic customers. Three separate inputs are required:

- actual tariff multiplier values for the reference year (2007-08);
- tariffs for the setting year (2008-09);
- proposed tariffs for the charging year (2009-10).

2. An (Interim) Principal Statement

The (Interim) Principal Statement must comply fully with Condition B of the licence. Specifically the (Interim) Principal Statement must include the domestic and non-domestic correction factors.

3. NIW Charges Scheme document

This document should:

- describe the charges contained in the combined tariff model;
- describe and explain secondary services and the charges that will apply; and
- explain any other factors that NIW feels are material.

All customers charged directly by NIW will be charged in accordance with this Scheme. It is therefore imperative that the Charges Scheme document identifies all charges that NIW wishes to levy on its customers.

Any changes to the previous year's document should be highlighted in track changes.

4. Commentary document

The commentary document must explain how NIW has constructed tariffs that are consistent with the above stated criteria for approval. In particular, it should explain any re-balancing of tariffs with reference to costs of supply and also the incidence effects on identifiable customer groups.

The document must explain any assumptions used to populate the 2007-08 actual tariff multiplier information in the combined tariff model.

The document must include supporting information to verify that charges (including notional charges where applicable e.g. due to phasing) and standard charges are cost reflective.