



Transmission REZ network operator reporting

Electricity networks reporting manual

September 2024

Energy >>

Acknowledgment of Country

IPART acknowledges the Traditional Custodians of the lands where we work and live. We pay respect to Elders both past and present.

We recognise the unique cultural and spiritual relationship and celebrate the contributions of First Nations peoples.

Tribunal Members

The Tribunal members for this review are:

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The Independent Pricing and Regulatory Tribunal

IPART's independence is underpinned by an Act of Parliament. Further information on IPART can be obtained from [IPART's website](#).

Amendment record

Date Issued	Amendments made
30 September 2024	First Issue. Reporting obligations for the ACEREZ Partnership.

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1 The purpose and status of this reporting manual

IPART has issued this Reporting Manual to outline additional reporting requirements that apply to the ACERREZ Partnership (Licence Holder) only. It is a condition of the Licence Holder's transmission operator's licence that it comply with any applicable Reporting Manuals issued by IPART.

In this Reporting Manual, the defined terms have the same meaning as those provided in the Licence Holder's Licence, unless specified otherwise.

The information gathered through the reporting requirements outlined in this document will allow IPART to:

- determine whether the Licence Holder is consistently and effectively meeting licence conditions and statutory obligations
- identify immediate risks and long-term trends
- identify trends that signify emerging issues across the industry with a view to developing safety measures or supporting industry safety initiatives where appropriate.

Other reporting manuals

IPART has issued other Reporting Manuals. Other Reporting Manuals applicable to the Licence Holder are:

- Incident reporting
- Safety management system performance measurement
- Compliance with critical infrastructure licence conditions
- Annual Compliance Reporting.

The reporting requirements specified in this Reporting Manual and other Reporting Manuals do not replace any requirements identified in licence conditions, legislation, statutory instruments or codes that apply to the Licence Holder. Compliance with Reporting Manuals is required in addition to, not in substitution for, compliance with other applicable obligations.

IPART will review the reporting requirements periodically to reflect any changes to statutory requirements and licence conditions.

IPART has also issued Audit Guidelines to guide the electricity network operators, including the Licence Holder, on how to ensure compliance with their audit obligations.

All Reporting Manuals and Audit Guidelines are available on [IPART's website](#).

2 Reporting requirements

2.1 Reporting requirements for the reliability and performance standard

The Licence Holder must report against the reliability and performance standards in the Licence including:

- Annual Report on compliance with the Reliability Standard and Availability Standard must include:
 - the Actual Reliability,
 - the Actual Availability, and
 - for each Completed RNI Separable Portion of the Transmission System, the proportion that each Completed RNI Separable Portion contributed to the Actual Reliability and Actual Availability.
- Investigation Report, Rectification Plan, and Cost-Benefit Assessment Report.

These reporting requirements commence after the end of the financial year in which any RNI Separable Portion of the Transmission System has achieved Infrastructure Completion. The reporting period for the reports are set out in Table 2.1.

2.1.1 Reporting period requirements

Table 2.1 below sets out:

- the type of report that the Licence Holder is required to submit to IPART under the licence conditions,
- the period of time to be covered by the report (reporting period), and
- the date the report must be submitted to IPART.

Table 2.1 Reporting requirements against reliability and performance standards licence conditions

Type of report	Reporting period	Report due date
Annual report		
Compliance with the Reliability Standard and Availability Standard (Condition 4.1 of Appendix 1)	1 July to 30 June	By 31 July in the same calendar year as the end of the reporting period or another date as advised by IPART.
Investigation Report (Condition 3.1(1) of Appendix 1)	1 July to 30 June	By 30 September immediately following the financial year in which the Reliability Standard and/or Availability Standard was not met or another date nominated by the Licence Holder and approved by IPART.
Rectification Plan or Cost-Benefit Assessment Report (Condition 3.3(2)-(3) of Appendix 1)	1 July to 30 June	By 31 December immediately following the financial year in which the Reliability Standard and/or Availability Standard was not met or another date nominated by the Licence Holder and approved by IPART.
Other reports		
Providing other information as requested by IPART (Condition 12 of the Licence)	1 July to 30 June	Date as specified by IPART in its request.

2.2 Information on reliability and performance audits

IPART may require that the Licence Holder's performance against the Reliability Standard and Availability Standard for the financial year be independently audited.

IPART will notify the Licence Holder in writing if an audit report for a particular financial year is required and the due date that the audit report is to be provided to IPART.

Further information on reliability and performance audits can be found in IPART's Electricity Network Audit Guidelines (see the guideline on *Audit fundamentals, process and findings*).¹

2.3 Reporting requirements for insurance

The Licence Holder must report against its licence condition requiring it to maintain appropriate insurance. The Licence Holder is required to:

- Give IPART a copy of each certificate of currency of the insurance it holds as required by the Licence
- Notify IPART of any subsequent change to:
 - the insurer or underwriters for an insurance policy held by the Licence Holder as required by the Licence
 - the type, scope or limit of insurance held by the Licence Holder as required by the Licence.

The reporting obligation is set out in Table 2.2.

¹ Available at on [IPART's website](#).

Table 2.2 Reporting requirements against insurance licence conditions

Type of report	Reporting period	Report due date
Compliance with the obligation to provide certificate of currency for each insurance that it holds (condition 5.2(1) of the Licence).	N/A	The Licence Holder must provide the certificate within 30 calendar days of the commencement date of the licence.
Compliance with the obligation to notify IPART of any changes to the insurer or underwriters for an insurance policy held by the licence holder (condition 5.2(2)(a) of the Licence) or the type, scope or limit of insurance held (condition 5.2(2)(b)).	N/A	Upon the expiry, replacement or otherwise in response to any change to the insurance, the Licence Holder must provide a new certificate of currency to IPART within 30 calendar days of the change occurring.

2.4 How to lodge reports

The Licence Holder must lodge the reports by email to energy@ipart.nsw.gov.au. It should provide contact details (phone, email) of the primary contact as well as an alternative contact for those times when the primary contact is unavailable.

The CEO or equivalent (e.g. Managing Director if there is no CEO) must sign off each report. We expect the sign-off to be in the form of a cover letter appended to the report. Where the CEO (or equivalent) has delegated this responsibility, IPART may request evidence of the delegation.

2.5 Additional information

Under condition 12 of the Licence, the Licence Holder must provide IPART with specified information in the manner and form, and within the timeframe, that IPART specifies.