

## Offshore transmission cost reporting – regulatory instructions and guidance

### Section 2: Cost Reporting

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**Target Audience:** Offshore transmission owners (OFTOs), potential bidders for offshore transmission assets, consumers and consumer representatives and other interested parties

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#### Overview:

These regulatory instructions and guidance (RIGs) are provided to OFTOs to enable them to complete the reporting templates that they are required to submit under their transmission licence. There are two sections to the RIGs, this being the second. It should be read in conjunction with the first section regarding revenue and incentive reporting which is available alongside this document.

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## Context

Ofgem, in collaboration with the Department of Energy and Climate Change (DECC), has established a new regulatory regime for offshore transmission networks to ensure that new offshore renewable generation projects are connected to the GB electricity grid economically and efficiently.

This regulatory regime has resulted in the creation of offshore transmission licensees and will create more in the future. One of the licence obligations these licensees have is to submit cost, revenue and incentive reporting to the Gas and Electricity Markets Authority (the Authority). This document provides licensees with detailed instructions for what to report and offers guidance on how to complete the reporting templates.

## Associated Documents

- Offshore transmission revenue and incentive reporting – regulatory instructions and guidance – Section 1: Revenue Reporting
- Revenue reporting pack
- Cost reporting pack

These are available from the Ofgem website [www.ofgem.gov.uk](http://www.ofgem.gov.uk).

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## Executive summary

This document is the Cost Reporting Regulatory Instructions and Guidance established under Amended Standard Condition E12 – D1 (Offshore Regulatory Reporting): Offshore Regulatory Reporting of the offshore transmission licence and covers provision by the licensee to the Gas and Electricity Markets Authority (the 'Authority'<sup>1</sup>) of information relating to the Licensee's costs, financial position and performance.

The information described in this document is required for a number of reasons:

### **1. Building knowledge**

Acquiring experience and knowledge of the actual costs involved in operating an offshore transmission licence will enable the Authority to evaluate subsequent tenders more effectively

### **2. Financial health**

In performing its functions, the Authority has regard to the need to secure that an OFTO can finance its offshore transmission activities and obligations. Monitoring enables us to respond as early as possible in the event an OFTO's financial health deteriorates

### **3. Licence compliance**

Condition E12 – D1 (Offshore Regulatory Reporting) of the licence requires that this information be collected and provided to Ofgem

The regulatory instructions and guidance (RIGs) provide a framework that enables OFTOs to collect the data and report it to Ofgem in a consistent format. The RIGs describe the information required to be provided to the Authority, guide licensees on how to provide this information and enable licensees to put the systems in place to collect the data to the detail we require.

These RIGs may be modified in accordance with the change control procedures detailed in Amended Standard Condition E12 – D1 (Offshore Regulatory Reporting). For the avoidance of doubt licensees must not change the structure of the RIGs – this includes adding or removing rows or columns even if there is no data in them. If a licensee identifies a need for a change then they should raise the matter with Ofgem and we can make the change to the master version of the reporting template as required.

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<sup>1</sup> Ofgem is the office of The Gas and Electricity Markets Authority ('the Authority'). The terms 'Ofgem' and the 'Authority' are used interchangeably in this document.

## 1. Introduction

1.1. Amended Standard Condition E12 – D1 (Offshore Regulatory Reporting) establishes the cost reporting regulatory instructions and guidance (“RIGs”).

1.2. The RIGs contain the specified information to be reported in the templates provided in Appendix 1. The specified information is described in Section 2.

1.3. Chapter 3 covers reporting arrangements and the provision of cost returns to the Authority with Chapter 4 providing details on completing the cost reporting templates.

1.4. For the avoidance of doubt this document is subordinate to the licence conditions. This document will not change, alter, or amend, any definition or obligation contained within the licence. In the event of any inconsistency between any licence conditions and this document, the licence condition(s) will take precedence.

1.5. The cost reporting RIGs may be modified, from time to time, in accordance with the change process set out in paragraphs 12 to 16 of Amended Standard Condition E12 – D1 (Offshore Regulatory Reporting). The Authority recognises that any significant changes to the scope or form of the information that it requests from the OFTOs could not only increase the regulatory burden upon licensees but may also increase the perception of regulatory risk. The Authority will take all reasonable steps to minimise the number of changes to the scope and form of the information it requests in relation to this document, consistent with the Authority carrying out its functions under the Electricity Act 1989 as amended.

1.6. If any of the guidance contained in this document is not sufficiently clear then the licensee should contact the Authority for further guidance and to discuss potential changes to the reporting templates which may be required. In the first instance queries should be directed to:

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0207 901 1815

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## 2. Specified information

2.1. The information to be provided as part of the cost reporting regime identified in Amended Standard Condition E12 – D1 (Offshore Regulatory Reporting) is specified in detail in Appendix 1 which consists of screen shots of the cost reporting templates which are themselves spreadsheets. This section sets out the definitions of the terms used in those spreadsheets. The headings used in this document mirror the headings used in the cost reporting templates (i.e. the spreadsheets).

2.2. All cost and revenue data should be reported on an accruals basis unless otherwise specified.

2.3. All monetary amounts should be reported in £m and to three decimal places.

2.4. All data is to be reported in nominal terms unless otherwise specified.

2.5. In several cases the cost reporting templates are designed to capture the data across the duration of the licence. In these cases all previous periods are to be completed with the outturn figures and all future periods are to be completed with forecasts.

2.6. A general principle to be applied in the completion of the cost reporting pack is:

**Where possible the data requested should be provided. Where it is not possible for any reason to provide the data in the detail required this should be explained in a commentary submitted alongside the reporting pack.**

2.7. The template includes 'spare' rows to cater for some variation in the way OFTOs are accounted for (eg under different accounting treatments). The Authority welcomes the opportunity to engage with OFTOs to further develop the reporting pack to be more flexible, if necessary, in dealing with different accounting approaches.

### Sign off

2.8. The input cells on the sign off sheet are to be completed by a director of the licensee once all other data has been collected in the return and immediately prior to submission of the return to the Authority.

2.9. Each individual tab of the return should be reviewed and the name of the preparer and the name of the reviewer recorded in the specified input cells on the left of each tab. The reviewer should also tick the box to indicate that the tab has been reviewed and all issues properly resolved.

2.10. For the avoidance of doubt the review of each tab need not necessarily be performed by a director of the licensee though the declaration on the 'Sign off' tab must be and the director making the declaration must have taken adequate steps to satisfy themselves that they are able to make the declaration shown on that tab.

## 1. Universal data

2.11. **Company number:** this should be the official company registration number issued by Companies House upon incorporation of the licensee.

2.12. **Company name:** this should be the official name of the company as reported on filings submitted to Companies House. In the event that the name of the company has changed during the year then the name reported in this tab should be the name as at year end, ie 31 March.

2.13. **Company short name:** this should be a standard abbreviation of the name of the licensee which should be used whenever the name of the licensee is to be abbreviated.

2.14. **Project:** this should be the name of the offshore transmission system their transmission licence is granted in respect of. For the avoidance of doubt in TR1 the names of these projects are:

- Barrow
- Greater Gabbard
- Gunfleet Sands
- Ormonde
- Robin Rigg
- Sheringham Shoal
- Thanet
- Walney 1
- Walney 2

2.15. **Reporting year:** this is the most recent year for which data are being submitted. The regulatory reporting year runs from 1 April to 31 March. It is anticipated that where licence grant does not coincide with the start of the regulatory reporting year that the first reporting period will be for a period of less than 12 months (i.e. to next 31 March). The convention used in naming reporting years is to use the name of the year in which the regulatory reporting year ends. For example, the regulatory reporting year which started on 1 April 2009 and ended on 31 March 2010 is referred to as '2010'.

2.16. **Version (Number):** where cost reporting templates have been resubmitted for any reason each submission should be separately identified by its version number. The version numbers should be successive positive integers such that the first submission is always version 1 and any subsequent resubmissions will be labelled version 2, 3, 4 etc.

The Authority's agreement is required before any resubmission of information set out in a report produced in accordance with these RIGs can be made and in any such instance the report concerned must be resubmitted in full. The resubmission must only be accompanied by a letter signed by a director where significant changes have been made and the Authority or the licensee decide such a letter is required.

In addition for each resubmission a separate explanation must be provided listing each and every cell that has been amended and sufficient commentary to explain the reasons for the changes.

**2.17. Submitted date:** paragraph 7 of Amended Standard Condition E12 – D1 requires that the completed cost reporting templates are submitted by 31 July following the end of the year to which the information relates. For example, the data for the reporting year 2011 should be submitted by 31 July 2011. This cell should specify the date on which the return was sent to the Authority.

**2.18. GAAP used in current year:** this cell shows the generally accepted accounting principles employed in the preparation of the accounts for the current reporting year. This cell links to tab 8 (Statement of comprehensive income) of the spreadsheet.

**2.19. Date to which last statutory accounts were made up:** this is the date to which accounts were prepared or are being prepared for submission to Companies House. This should be the most recent such date which fell within the reporting year. For example, if a licensee were to prepare its statutory accounts to 31 May each year then in the reporting year 2011 the 'Date to which last statutory accounts were made up' ought to be 31 May 2010 (since 31 May 2011 does not fall within the reporting year 2011).

## 2. Operating costs

**2.20. Income figures:** these lines reference the data in tab 8 (Statement of Comprehensive Income). They are included in this tab for ease of reference only.

**2.21. Operating and maintenance costs:** the split of O&M costs here is designed to be exclusive and universal such that any cost fits into one and only one category. If a cost arises which does not fit into precisely one category then the licensee is to contact Ofgem to discuss the matter. This situation is not expected to arise since the headings classify the costs according to the cause of the O&M activity and any given O&M cost should be identifiable as either ongoing, reactive or reserve build-up.

Where individuals are involved in different types of O&M work the associated labour costs should be allocated on an appropriate basis (e.g. hours worked). Overhead costs should not be absorbed into O&M or other activity costs but should be separately reported under SPV costs.



2.22. **Insurance:** the 'insurance type' shown in row 27 should be filled in as either 'self insurance' or 'third party insurance' to indicate the nature of the OFTO's insurance arrangements. Rows 31 – 45 are designed to record all aspects of property insurance costs. As with other cost reporting categories if a cost cannot be properly allocated to one of the categories shown then it is to be discussed with Ofgem. The insurance memo items in rows 53 - 74 are not included in the cost total. These rows should be completed to show the sum insured and deductible applicable to each of the asset classes and insurance categories shown.

2.23. **Decommissioning:** the 'accruals' line should record the decommissioning cost in a given period in accordance with the GAAP being used. Therefore if there is a net increase in decommissioning provision in the period then the movement should be shown here. The 'cash' line should record only actual expenditure on decommissioning, i.e. should not record provision movements.

2.24. **SPV costs:** all overhead costs are to be shown in rows 95 – 112. If the licensee identifies a cost which does not fit in to one of the categories shown then they are to use the 'other' cell provided and input the description of the costs in question.

2.25. **Replacement expenditure (various):** these cells are for recording the cost of any replacement capex. Items costing less than £1,000 should be aggregated and reported as 'low value items'. Items costing £1,000 or more should be separately identified and reported under the relevant heading (offshore platform, onshore to offshore transfer, etc.).

2.26. **Bid costs:** The costs associated with the tender process should be reported here split out by the categories shown with other categories of cost separately shown in the input cells provided.

In the event that these costs are capitalised then the check sheet will show an error and this should be explained by way of explanatory note submitted alongside the reporting pack. The amounts of these costs (whether expensed or capitalised) should be reported in the cost reporting pack.

2.27. **Other costs:** These cells should be used to record costs which do not fit in to any of the previous categories.

### 3. Financing - equity and sub-debt

2.28. **Equity:** the initial equity used to incorporate the licensee should be reported as an equity injection in the first period.

Dividends should be reported on the basis of date declared, i.e. dividends are to be reported if and only if the date on which they were declared falls within the reporting year.

The reporting convention is as shown in the spreadsheet: increases in equity are to be shown as positive, decreases are to be negative. Dividends declared should also be a positive figure.

If the licensee is involved in other equity transactions such as share buy-backs then they should contact Ofgem for guidance on how best to report this.

**2.29. Subordinated debt:** these cells are for recording the principal outstanding and any interest payments or compounding of interest. The name of each tranche ought to be sufficient to identify the counterparty and any significant terms of the loan which are not captured elsewhere.

The reporting convention is as shown in the spreadsheet: increases in debt are to be shown as positive, decreases are to be negative.

**2.30. Debt raised by holding companies:** Where a licensee is financed by debt which is raised at holding company level details of the respective balance sheet positions should be shown here along with the identity of the holding company.

The debt raised by this holding company should be included in the cost reporting pack as if the debt were raised by the licensee itself such that the cost reporting pack provides details of all the financing which specifically finances the licensee either directly or indirectly.

**2.31. Parties to debts:** Where one or more of the financial instruments detailed in the cost reporting pack was entered into by the holding company on the OFTOs behalf (eg if the HoldCo raises a bond and on-lends the proceeds to the licensee) then each such financial instrument should be identified. Hence in the bond example, the party to 'Bond 1' would be entered as 'HoldCo' in row 92. All financial instruments which the OFTO enters into on its own behalf should be identified as such in rows 84 – 102. Clearly 'Both' should be entered in rows 84 – 86 where there are loans between OFTO and HoldCo.

In situations where there is no debt raised at HoldCo level specifically for on-lending to the licensee then 'OFTO' should be entered in each of rows 84 – 102.

## 4. Financing - senior debt

**2.32. Senior debt:** as with the subordinated debt the name of the tranche should specify the counterparty and any key terms. In situations where the debt is syndicated amongst five or fewer banks then each bank should be named. Where more than five banks are involved in a given tranche then only the facility counterparty need be named.

The first debt brought forward figure should be £nil in all cases and the acquisition debt should be recorded as 'senior debt issued' in the first period.

The reporting convention is as shown in the spreadsheet: increases in debt are to be shown as positive, decreases are to be negative.

The London Interbank Offered Rate (LIBOR) figure reported for each period ought to be the weighted average of the LIBOR data used in the calculation of the interest due on the senior debt for that period.

## 5. Financing - bonds

2.33. **Bonds:** where a licensee has issued a bond the details are to be recorded in this tab. In the case of zero coupon bonds the notional increase in the amount of bond repayable should be recorded under the heading 'Unpaid coupons rolled up' . In the case of index linked bonds the increase or decrease in the value of the principal as a result of indexation should be recorded under the heading 'indexation adjustment' .

The description of the bond ought to include the coupon and maturity of the bond.

## 6. Financing - derivatives and other

2.34. **Derivatives:** it is anticipated that licensees will obtain one or more swaps as part of their hedging strategy. The data collected here are intended to enable the Authority to monitor the cash and fair value impacts of these swaps.

The cash flows for each swap 1 should show the notional amount payable and receivable on each swap, even if the swaps are settled on a net basis. In order to deduce the fair value of each swap it is necessary to discount the cash flows using an appropriate discount rate as shown in the spreadsheet. It is for the licensee to determine the value of the appropriate discount rate (e.g. by reference to index linked gilt curves). From these inputs the spreadsheet calculates the fair value of each swap as the NPV of future cash flows. The licensee should satisfy themselves that the fair value figures being reported are consistent with the fair value figures being used for accounting purposes (i.e. it should agree to the fair value of the derivative shown on the balance sheet).

In the case of other (i.e. non-swap) derivatives only the fair value needs to be reported. This fair value should also agree with the fair value used for accounting purposes.

2.35. **Swap type:** this cell is for recording the underlying attribute which is being swapped. If the licensee enters into a swap other than for interest or inflation then they should record it in the input cell in column G. The input cells in column G feed the drop down list available against 'swap type' in column D (e.g. G13 feeds D12).

2.36. **Swap underwriter(s):** in situations where the swaps are underwritten by a number of underwriters each of those underwriters should be listed in this cell with a semi-colon between underwriters.

2.37. **Other instruments:** these lines are intended to capture other financial instruments and securities such as performance bonds. The nature, purpose and keep terms (such as call date and conditions) should be stated in the description box.

### 3, 4 & 5. Financing - various

The following guidance applies variously to subordinated and senior debt and bonds and is therefore applicable to tabs 3, 4 and 5.

2.38. **Name of tranche:** The name of each tranche of each type of debt should identify the counterparty and any key terms associated with the debt.

2.39. **Interest rate:** The interest rate should be shown to three decimal places. Where the rate is variable the details should be specified in the cell, e.g. 'LIBOR+2.000%' .

2.40. **Amount issued:** The amount issued figure should be the year end figure such that the total of all amounts issued agrees to the balance sheet.

2.41. **Maturity:** If a loan has no fixed repayment date then brief details should be provided in the 'maturity' cell.

2.42. **Bonds:** The details of the bond should be specified in the cells provided. Any special characteristics (e.g. index linked or zero coupon) of the bond should be highlighted in the name of the bond.

### 7. Tax

In order to ensure that the data provided is as reliable as possible whilst simultaneously reducing the reporting burden the licensee should provide alongside the cost reporting pack a copy of the CT600 form which they have most recently provided to HMRC. We accept that this will mean there is a lag between the period to which the return relates and its eventual submission but this is unavoidable. The licensee should also provide screenshots of the CT600 in the cost reporting pack.

Should the CT600 or HMRC be replaced by successor form(s) or organisation(s) respectively then the references above should be interpreted as references to those successor form(s) or organisation(s).

In due course reconciliation from the CT600 to statutory accounts will be required though no reconciliation pro-forma is currently shown in the cost reporting pack. This is because there is limited value in trying to anticipate each licensee's particular circumstances as would be necessary for preparing such a pro-forma. Instead a reconciliation will be provided in a subsequent version of these RIGs as required. This can be expected once we have received a CT600 from two or more separate OFTO groups.

## 8. Statement of comprehensive income

The whole table should be completed with actual data for all elapsed periods (ie prior to and including the reporting year) and with forecast data for all future periods. This table and the statement of financial position attempt to be sufficiently flexible to reflect any of the possible accounting treatments an OFTO may adopt. Hence it is expected that some rows will contain only nil values - for example there would not likely be both IFRIC 12 amortisation and depreciation of operational assets.

**2.43. GAAP used (UK or IFRS):** All UK companies are expected to converge to IFRS in due course. In any event licensees should record which GAAP has been used in the preparation of the statement of comprehensive income for each year. The accounting treatment used in preparing the statement of comprehensive income and the statement of financial position should be specified in row 10. If the accounting treatment used is not shown in the drop down list in row 10 the licensee should select 'Other' and specify in row 11 the accounting treatment used.

**2.44. Revenue:** revenue should be reported in accordance with the GAAP specified at the top of the table.

**2.45. Other operating income:** other operating income should be reported in accordance with the GAAP specified at the top of the table.

**2.46. Operating costs:** operating costs should be reported in accordance with the GAAP specified at the top of the table. Where these figures are reported under the same headings as in the operating assumptions and operating costs tab then the figures should agree.

**2.47. Interest income and similar income:** these figures should be reported in accordance with the GAAP specified at the top of the table.

**2.48. Interest expense and other finance costs:** these figures should be reported in accordance with the GAAP specified at the top of the table. The interest payable figure should agree to the total interest payable on bonds, senior debt and subordinated debt. If the licensee has other interest which should be reported as interest payable under the GAAP being used and the table doesn't include the necessary row heading then they should contact Ofgem for guidance.

2.49. **Taxation:** these figures should be reported in accordance with the GAAP specified at the top of the table. These figures should be consistent with those in the operating assumptions tab. If there is a difference this needs to be explained.

2.50. **Other comprehensive income:** licensees should report here any items which are to be recognised directly in equity. If there are items which the licensee needs to recognise directly in equity and for which there is currently no heading then the licensee should contact Ofgem.

2.51. **Exceptional items:** All exceptional items should be included in the results shown in the statement of comprehensive income and explicitly identified in the memo item rows (rows 66 – 70). The description of each exceptional item should make it clear which element of profit and loss is being adjusted and the reason for the adjustment. The description should also clearly justify why the item is exceptional.

2.52. **Fair value gains and losses:** where the licensee has designated its swap arrangements as cash flow hedges and is consequently revaluing swaps to fair value and putting the revaluation through the income statement the revaluations associated with each swap should be shown in rows 73 – 78. Any other fair value gains or losses should be described in sufficient detail to justify why the item is a fair value gain or loss using the input cells provided.

## 9. Statement of financial position

If there are items which the licensee needs to report in the statement of financial position which do not currently have row headings then the licensee is to discuss the matter with Ofgem.

All items in the statement of financial position are to be reported in accordance with the GAAP shown at the top of the sheet.

2.53. **Cash reserve accounts:** These are memo items only and therefore do not form part of the statement of financial position – the statement of financial position should include all assets and liabilities and balance in its own right. The purpose of reporting this information here is twofold:

- i. to corroborate the reporting of financial ratios
- ii. to monitor licensee's financial position relative to the financial model submitted as part of the original bid.

Therefore the balances on these accounts should be as reported for bank covenant reporting and should only include the balances on the properly ring-fenced reserve accounts. The figure reported in row 93 should be the total cash held by the

licensee outside of reserve accounts. Hence the total of rows 84 to 92 should agree to the figure shown in row 31 (cash and cash equivalents).

## 10. Cash flow statement

If there are items which the licensee needs to report in the cash flow statement which do not currently have row headings then the licensee is to discuss the matter with Ofgem.

All items in the statement of financial position are to be reported in accordance with the GAAP shown at the top of the sheet.

## 11. Financial ratios

The purpose of this tab is to provide a summary of the licensee's financial position and compare this with the funder's covenants.

All data for past periods should be actual data. The return should also be completed for future periods based on forecast data.

These RIGs focus only on the cells where the licensee's input is required.

2.54. **Covenants:** The licensee should record the minimum annual debt service cover ratio and minimum loan life cover ratio specified by the lenders in the credit agreement(s). The figure reported should be the most strict (if different lenders have offered different terms) for the least severe situation (e.g. if distribution lock-up occurs at 1.15x and default occurs at 1.10x then 1.15x is the figure to be reported).

In situations where lenders have specified financial ratios as covenants as well as or instead of ADSCR and LLCR then these financial ratios are to be specified. These other covenants should be specified in rows 21 and 22 and the licensee's performance on these ratios should be specified in rows 26 and 27 respectively.

In situations where the licensee reports its ratios to debt providers on a consolidated basis (for instance where finance is provided other than directly to the licensee) then the ratios reported here should similarly be those consolidated ratios. The fact that the ratios are based on a consolidated position should also be noted and briefly described in a commentary to be provided alongside the reporting pack.

2.55. **Ratios:** These should be the ratios as reported to the licensee's funders. The actual ratios may be directly input (i.e. without supporting calculation) though the methodology used to calculate the ratio should be described in the relevant box below (see rows 35 to 44 of the reporting template).

**2.56. Transfer value and subsequent capex:** The licensee should include the transfer value and any subsequent capital expenditure or disposals. The transfer value reported should be the final ex-post transfer value as agreed with the Authority.

## 12. Reconciliation of internally consistent figures

No data needs to be entered by the licensee into this sheet. The licensee should still review the reconciliation tab to ensure that all data have been properly reconciled prior to submission to the Authority. Accordingly the reviewer details cell is still provided on the left of the sheet along with a check box to be completed as an indication that the sheet has been reviewed.

In situations where one of the checks reveals an internal inconsistency the matter should be explained in a short commentary to be submitted along with the reporting pack. These situations are only expected to arise in situations which were not foreseen at the time the reporting packs were constructed. Furthermore the licensee should discuss any such matters with Ofgem so that the reporting pack can be amended for the subsequent year's reporting to avoid any more internal inconsistencies.

## 13. Reconciliation to statutory accounts

In order to provide some comfort that the figures reported in the cost return are consistent with those reported in the statutory accounts the licensee will have to declare in each cost return how much of each of the reported profit and loss figures is attributable to the most recent statutory accounts and how much will be attributable to the next period's statutory accounts. The diagram below shows an example:

	2011												2012														
	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13
Revenue (£m):	<b>Stats #1</b>												<b>Stats #2</b>														
	4			9									5			7						3					
Revenue (£m):	<b>Regs #1</b>			<b>Regs #2</b>									<b>Regs #3</b>														
	4			14									10														
Revenue (£m):	<b>Cost return #1</b>			<b>Cost return #2</b>									<b>Cost return #3</b>														
	Previous: 0 Subsequent: 4			Previous: 9 Subsequent: 5									Previous: 7 Subsequent: 3														

In the example above the first cost return is provided in July 2011 and covers the period 1/1/11 – 31/3/11. All costs and revenues in that return should be reported as being attributable to a subsequent accounting period (column F in the return) since no statutory accounts had been drawn up prior to 31 March 2011. When the second cost return is submitted the 'Previous' figure (column E in the return) should be the balancing figure required to agree with the total figure submitted in the first set of statutory accounts.



This process requires licensees to make an estimate of how their revenue and costs are split across the year since the statutory accounts and Ofgem accepts that the split may not be precise since month end cut-off procedures are rarely as rigorous as year end ones. Nonetheless licensees should be able to make a reasonably reliable estimate based on the monthly accounts and the results should give the Authority some comfort that the figures reported are broadly in line with those which are subject to statutory audit.

**2.57. Attributable to last statutory accounts:** As described above this will be the balancing figure required to ensure that the current return's previous figure plus the previous period's subsequent figure total to the figure reported in the statutory accounts.

**2.58. Attributable to the statutory accounts for the year to [next accounting period]:** As described in the above example, these figures will be management's best estimate of the amount of costs and revenues reported in the cost return which are attributable to a set of statutory accounts which have not yet been prepared.

**2.59. Indexation adjustment:** The licensee should enter here the effect of rebasing revenues from 2010-11 figures (as reported in tab 10) to nominal prices.

**2.60. Total items included in cost return but not in statutory accounts:** This column is to be used for recording the total value of reconciling items of this sort. Note that the reconciling items should not be the result of timing differences since the structure of the reconciliation captures the appropriate costs and revenues for the period. Any reconciling totals must be supported by a breakdown of individual items where each item is properly explained. The Authority may ask for documentary support of reconciling items. This data should be reported in nominal terms.

**2.61. Total items included in statutory accounts but not in cost return:** This column is to be used for recording the total value of reconciling items of this sort. Note that the reconciling items should not be the result of timing differences since the structure of the reconciliation captures the appropriate costs and revenues for the period. Any reconciling totals must be supported by a breakdown of individual items where each item is properly explained. Ofgem may ask for documentary support of reconciling items. This data should be reported in nominal terms.

---

## 3. Reporting arrangements

### Audit requirements

3.1. Amended Standard Condition E12 – D1 makes certain references to audit requirements. The RIGs covering the year 2012-13 do not require an audit report to be submitted pursuant to this condition although the Authority may modify the RIGs<sup>2</sup> and such change may extend to introducing an audit requirement for some or all of the cost reporting where this is considered necessary by the Authority.

### Documents to submit

3.2. As part of the cost reporting each licensee should submit the following:

- The completed cost reporting templates in electronic format (to be submitted via email)
- Where relevant<sup>3</sup>, a report from the licensee's auditor setting out the findings of their agreed upon procedures (this will constitute the "auditor's report" referred to in the licence)
- Where relevant<sup>4</sup>, a hard copy of the cost return initialled by the licensee's auditors on each page to indicate that the version submitted is the same as the version on which the auditors prepared their work.

N.B. Audit reporting is not required under the RIGs covering 2012-13 but may be required as described above.

### Submission dates

3.3. As required by Amended Standard Condition E12 – D1 paragraph 7<sup>5</sup> this return should be submitted to the Authority by no later than 31 July of each relevant year. For example, the cost return for the year to 31 March 2013 should be submitted by 31 July 2013.

---

<sup>2</sup> Modifications would be made as described in Part E of Amended Standard Condition E12 – D1 (Offshore Regulatory Reporting)

<sup>3</sup> As noted above in paragraph 3.1 such an audit report is not required for the year 2012-13

<sup>4</sup> As noted above in paragraph 3.1 such an audit report is not required for the year 2012-13

<sup>5</sup> Found in 7(c) or 7(b) depending on whether you were granted a licence before the 1st January 2012 or after 1st January 2012, respectively.

**Submission process**

3.4. The documents listed under point 3.2 above should all be emailed to [offshore.reporting@ofgem.gov.uk](mailto:offshore.reporting@ofgem.gov.uk) and [daniel.rock@ofgem.gov.uk](mailto:daniel.rock@ofgem.gov.uk). Hard copies should also be sent to:

Daniel Rock  
Senior Manager, Financial Analysis  
Offshore Transmission  
Ofgem E-Serve  
9 Millbank  
London  
SW1P 3GE

## 4. Additional guidance for reporting on templates

### **Introduction**

4.1. This section sets out guidance for the reporting of the data required in the cost reporting templates.

### **Guidance**

4.2. Unless otherwise stated in the cost reporting templates data should be reported to the following level of precision:

For £m amounts to 3 decimal places

For percentages to 2 decimal places

4.3. The 'Cover' tab shows the key to the colour coding used in the cost reporting templates. Licensees should only enter data into yellow coloured cells. Where a licensee believes the cost reporting template needs to be amended in order to accommodate their reporting requirements this is to be raised with the Authority.

4.4. All data are to be reported in nominal prices unless otherwise stated.

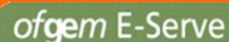
## Appendices

### Index

<b>Appendix</b>	<b>Name of Appendix</b>	<b>Page Number</b>
1	Cost reporting templates	19
2	Glossary	37
3	Feedback questionnaire	39

## Appendix 1 – Cost reporting templates

### Sign off

### OFFSHORE TRANSMISSION - COST reporting pack

Project: **Demo sands**OFTO: **[Offshore transmission operator 1]**Year: **2012-13**

### Sign off

#### Declaration

*The below declaration is to be signed off by a director of the licensee.*

Amended Standard Condition E12 - D1 of the Offshore Transmission Licence in paragraph 3 requires (amongst other things) that the licensee establish and maintain such systems and processes as necessary to ensure that 'the information collected and reported to the Authority is in all material respects accurate and complete and is fairly presented' and prepared in accordance with the regulatory instructions and guidance.

I, [Name of director], confirm that [Offshore transmission operator 1] is compliant with Amended Standard Condition E12 - D1 of its licence.

I also confirm that the covenants and ratios reported here are the same as those reported to our lenders for the equivalent period(s).

I also confirm that I am aware that section 59 of the Electricity Act 1989 provides that a person commits an offence if, in giving any information or .... for the purpose of any provision of this Part [1] ... he makes any statement which he knows to be false in a material particular, or recklessly makes any statement which is false in a material particular,

I also confirm that I am aware that Section 108 of the Electricity Act 1989 makes it possible for a director/officer to be guilty of an offence committed by a body corporate where it is committed with the 'consent....of that person'.

Name:

[Name of director]

Position:

Date:

#### Reviewed Section

x	<a href="#">1. Universal data</a>
x	<a href="#">2. Operating costs</a>
x	<a href="#">3. Financing - Equity and sub-debt</a>
x	<a href="#">4. Financing - senior debt</a>
x	<a href="#">5. Financing - bonds</a>
x	<a href="#">6. Financing - derivatives and other</a>
x	<a href="#">7. Tax</a>
x	<a href="#">8. Statement of comprehensive income</a>
x	<a href="#">9. Statement of financial position</a>
x	<a href="#">10. Cash flow statement</a>
x	<a href="#">11. Financial ratios</a>
x	<a href="#">12. Reconciliation of internally consistent figures</a>
x	<a href="#">13. Reconciliation to statutory accounts</a>

#### Prepared by

Prepared by	Reviewed by
Name of preparer	Name of reviewer
Name of preparer	Name of reviewer
Name of preparer	Name of reviewer
Name of preparer	Name of reviewer
Name of preparer	Name of reviewer
Name of preparer	Name of reviewer
Name of preparer	Name of reviewer
Name of preparer	Name of reviewer
Name of preparer	Name of reviewer
Name of preparer	Name of reviewer
Name of preparer	Name of reviewer
N/a	Name of reviewer
Name of preparer	Name of reviewer

**1. Universal data**

 	<p><b>OFFSHORE TRANSMISSION - COST reporting pack</b></p> <p>Project: <b>Demo sands</b></p> <p>OFTO: <b>[Offshore transmission operator 1]</b></p> <p>Year: <b>2012-13</b></p>
--	--

[Index](#)

**1. Universal data**

Prepared by:

Name of preparer: Company number:

Company name:

Reviewed by: Company short name:

Name of reviewer: Project:

Reviewed Reporting year: (enter 2011 for 2010/11)

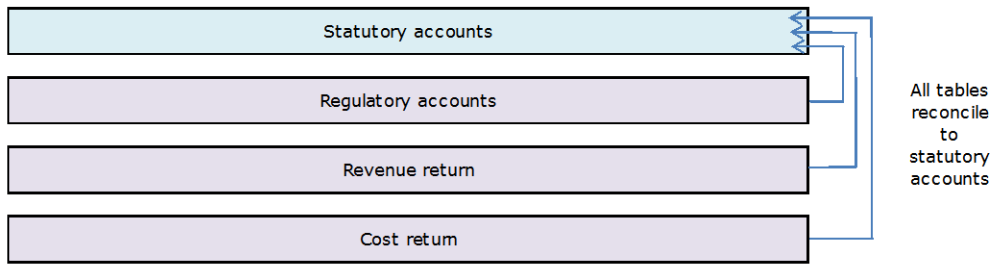
Version (number):

Submitted date:

GAAP used in current year:

Date to which last statutory accounts were made up:

[Offshore transmission operator 1]
OFTO1
Demo sands
2013
0
31 December 2012



2. Operating costs

ofgem		OFFSHORE TRANSMISSION - COST reporting pack												
ofgem E-Serve		Project: Demo sands												
Index		OFTO: [Offshore transmission operator 1]												
2. Operating costs		Year: 2012-13												
Prepared by: For the year ending 31st March:		3 d.p.												
Name of preparer		2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031												
Income		£m												
Revenue		-												
Other operating income		-												
Total income		-												
Total operating costs (excl. depreciation)		-												
EBITDA		-												
Taxation		-												
EBIDA		-												
Operating and maintenance costs		£m												
Ongoing O&M (planned)		-												
Reactive maintenance (unplanned)		-												
Total O&M		-												
Insurance		£m												
Insurance type		-												
Insurance costs		£m												
Overall costs		-												
Premium excluding IPT		-												
Insurance Premium Tax (IPT)		-												
Broker fees		-												
Other - please specify		-												
Other - please specify		-												
Sub total		-												
Other Insurance Costs and risk contingencies applied		£m												
Property damage "all risks" insurance		-												
Onshore		-												
Offshore		-												
Sub-sea cable		-												
Business interruption insurance		-												
Third Party Public & Products Liability Insurance		-												
Insurances required by law/ other		-												
Sub total		-												
Total insurance cost		-												
Insurance memo items		* Where different rates apply for different parts of the assets then please provide a breakdown.												
Property damage "all risks" insurance		£m												
Onshore		-												
Sum Insured/Rateable Factor*		-												
Deductible*		-												
Offshore		-												
Sum Insured/Rateable Factor*		-												
Deductible*		-												
Sub-sea cable		-												
Sum Insured/Rateable Factor*		-												
Deductible*		-												
Business interruption insurance		-												
Sum Insured/Rateable Factor*		-												
Deductible*		-												
Third Party Public & Products Liability Insurance		-												
Sum Insured/Rateable Factor*		-												
Deductible*		-												
Insurances required by law/ other		-												
Sum Insured/Rateable Factor*		-												
Deductible*		-												



Cost RIGs

26 April 2013

<b>Decommissioning</b>																			
Decommissioning cost - accruals basis	£m																		
Decommissioning cost - cash basis	£m																		
<b>SPV costs</b>																			
SPV Management	£m																		
Accounting	£m																		
Tax	£m																		
Legal	£m																		
Licence fees	£m																		
Network rates	£m																		
Crown Estate lease costs	£m																		
Other rates	£m																		
Ratings surveillance	£m																		
Office & Property Costs	£m																		
Travel & Subsistence	£m																		
IT, Telephony, Printing and Stationery	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
<b>Total SPV cost</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Replacement costs</b>																			
<b>Replacement expenditure - Offshore platform</b>																			
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
<b>Total offshore platform</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Replacement expenditure - Onshore to offshore transfer</b>																			
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
<b>Total onshore to offshore transfer</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Replacement expenditure - Onshore cable works</b>																			
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
<b>Total onshore cable works</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Replacement expenditure - Onshore substation</b>																			
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
<b>Total onshore substation</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total replacement costs</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Bid costs</b>																			
Success fees	£m																		
Financial advice	£m																		
Legal advice	£m																		
Technical advice	£m																		
Other professional advice	£m																		
Contingency	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
<b>Total bid costs</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Other costs</b>																			
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
Other - please overwrite	£m																		
<b>Total other costs</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**3. Financing - Equity and intercompany debt**

**ofgem** OFFSHORE TRANSMISSION - COST reporting pack  
**ofgem E-Serve** Project: **Demo sands**  
 OFTO: **[Offshore transmission operator 1]**  
 Year: **2012-13**

[Index](#)

3. Financing - Equity and intercompany debt		2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
Prepared by:	For the year ending 31st March:	3 d.p.																					
Name of preparer																							
<b>Equity</b>																							
Reviewed by:	Equity in issue - b/f (enter as +ve)	£m																					
Name of reviewer	Equity injection (enter as +ve)	£m																					
Reviewed	Equity redemption (enter as -ve)	£m																					
	Equity in issue - c/f	£m																					
	Dividends declared	£m																					
<b>Intercompany debt</b>																							
<b>Intercompany debt - tranche 1</b>																							
Overwrite with name of tranche																							
	Interest rate	%																					
	Amount issued	£m																					
	Issue date	dd/mm/yy																					
	Maturity	dd/mm/yy																					
	Intercompany debt in issue - b/f (enter as +ve)	£m																					
	Intercompany debt issued (enter as +ve)	£m																					
	Intercompany debt interest rolled up (enter as -ve)	£m																					
	Intercompany debt repaid (enter as -ve)	£m																					
	Intercompany debt in issue - c/f	£m																					
	Interest payments (enter as +ve)	£m																					
<b>Intercompany debt - tranche 2</b>																							
Overwrite with name of tranche																							
	Interest rate	%																					
	Amount issued	£m																					
	Issue date	dd/mm/yy																					
	Maturity	dd/mm/yy																					
	Intercompany debt in issue - b/f (enter as +ve)	£m																					
	Intercompany debt issued (enter as +ve)	£m																					
	Intercompany debt interest rolled up (enter as -ve)	£m																					
	Intercompany debt repaid (enter as -ve)	£m																					
	Intercompany debt in issue - c/f	£m																					
	Interest payments (enter as +ve)	£m																					

**Intercompany debt - tranche 3**

Overwrite with name of tranche

Interest rate	%																					
Amount issued	£m																					
Issue date	dd/mm/yy																					
Maturity	dd/mm/yy																					

Intercompany debt in issue - b/f (enter as -ve)	£m																					
Intercompany debt issued (enter as +ve)	£m																					
Intercompany debt interest rolled up (enter as -ve)	£m																					
Intercompany debt repaid (enter as -ve)	£m																					
Intercompany debt in issue - c/f	£m																					

Interest payments (enter as +ve)	£m																					
----------------------------------	----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**Intercompany debt - total**

Intercompany debt in issue - b/f (enter as -ve)	£m																					
Intercompany debt issued (enter as +ve)	£m																					
Intercompany debt interest rolled up (enter as -ve)	£m																					
Intercompany debt repaid (enter as -ve)	£m																					
Intercompany debt in issue - c/f	£m																					
Interest payments (enter as +ve)	£m																					

**Debt raised by holding companies**

This section is only relevant where external special purpose finance is raised by a holding company and on-lent to the licensee.

Name of holding company		[HoldCo]																				
Value of [HoldCo]'s receivable from [Offshore transmission operator 1]	£m																					
Value of [Offshore transmission operator 1]'s payable to [HoldCo]	£m																					

**Parties to debts**

Please identify which entities are party to the debts detailed in this reporting template

Intercompany debt - tranche 1																						
Intercompany debt - tranche 2																						
Intercompany debt - tranche 3																						
Senior debt - tranche 1																						
Senior debt - tranche 2																						
Senior debt - tranche 3																						
Senior debt - tranche 4																						
Senior debt - tranche 5																						
Bond 1																						
Bond 2																						
Bond 3																						
Swap 1																						
Swap 2																						
Swap 3																						
Other derivative 1																						
Other derivative 2																						
Other instrument 1																						
Other instrument 2																						
Other instrument 3																						

4. Financing - senior debt

**ofgem** OFFSHORE TRANSMISSION - COST reporting pack  
**ofgem E-Serve** Project: Dem o sands  
 OFTO: [Offshore transmission operator 1]  
 Year: 2012-13

[Index](#)

4. Financing - senior debt

Prepared by: [Name of preparer] For the year ending 31st March: 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031

Reviewed by: **Senior debt - tranche 1**

**Senior debt - tranche 1**

Interest rate (margin) % [ ]

Amount issued £m [ ]

Issue date dd/mm/yy [ ]

Maturity dd/mm/yy [ ]

LIBOR % [ ]

Senior debt in issue - b/f (enter as +ve) £m [ ]

Senior debt issued (enter as +ve) £m [ ]

Senior debt interest rolled up (enter as +ve) £m [ ]

Senior debt repaid (enter as -ve) £m [ ]

Senior debt in issue - c/f £m [ ]

Interest payments (enter as +ve) £m [ ]

**Senior debt - tranche 2**

**Senior debt - tranche 2**

Interest rate (margin) % [ ]

Amount issued £m [ ]

Issue date dd/mm/yy [ ]

Maturity dd/mm/yy [ ]

LIBOR % [ ]

Senior debt in issue - b/f (enter as +ve) £m [ ]

Senior debt issued (enter as +ve) £m [ ]

Senior debt interest rolled up (enter as +ve) £m [ ]

Senior debt repaid (enter as -ve) £m [ ]

Senior debt in issue - c/f £m [ ]

Interest payments (enter as +ve) £m [ ]

Cost RIGs

26 April 2013

**Senior debt - tranche 3**

Overwrite with name of tranche

Interest rate (margin)	%	
Amount issued	£m	
Issue date	dd/mm/yy	
Maturity	dd/mm/yy	

LIBOR	%																			
-------	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Senior debt in issue - b/f (enter as +ve)	£m		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Senior debt issued (enter as +ve)	£m																			
Senior debt interest rolled up (enter as +ve)	£m																			
Senior debt repaid (enter as -ve)	£m																			
Senior debt in issue - c/f	£m		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Interest payments (enter as +ve)	£m																			
----------------------------------	----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**Senior debt - tranche 4**

Overwrite with name of tranche

Interest rate (margin)	%	
Amount issued	£m	
Issue date	dd/mm/yy	
Maturity	dd/mm/yy	

LIBOR	%																			
-------	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Senior debt in issue - b/f (enter as +ve)	£m		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Senior debt issued (enter as +ve)	£m																			
Senior debt interest rolled up (enter as +ve)	£m																			
Senior debt repaid (enter as -ve)	£m																			
Senior debt in issue - c/f	£m		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Interest payments (enter as +ve)	£m																			
----------------------------------	----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**Senior debt - tranche 5**

Overwrite with name of tranche

Interest rate (margin)	%	
Amount issued	£m	
Issue date	dd/mm/yy	
Maturity	dd/mm/yy	

LIBOR	%																			
-------	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Senior debt in issue - b/f (enter as +ve)	£m		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Senior debt issued (enter as +ve)	£m																			
Senior debt interest rolled up (enter as +ve)	£m																			
Senior debt repaid (enter as -ve)	£m																			
Senior debt in issue - c/f	£m		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Interest payments (enter as +ve)	£m																			
----------------------------------	----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**Senior debt - total**

Senior debt in issue - b/f (enter as +ve)	£m		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Senior debt issued (enter as +ve)	£m																			
Senior debt interest rolled up (enter as +ve)	£m																			
Senior debt repaid (enter as -ve)	£m																			
Senior debt in issue - c/f	£m		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Interest payments (enter as +ve)	£m		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
----------------------------------	----	--	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

5. Financing - bonds

**ofgem** OFFSHORE TRANSMISSION - COST reporting pack  
**ofgem E-Serve** Project: Demo sands  
 OFTO: [Offshore transmission operator 1]  
 Year: 2012-13

[Index](#)

5. Financing - bonds

Prepared by: For the year ending 31st March: 3 d.p. 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031

Name of preparer

Reviewed by: **Bond 1**

Name of reviewer Overwrite with description of bond

Reviewed

Coupon	%																				
Bond size	£m																				
Issue date	dd/mm/yy																				
Maturity	dd/mm/yy																				
Bonds in issue - b/f (enter as +ve)	£m																				
Bond issuance (enter as +ve)	£m																				
Unpaid coupons rolled up (enter as +ve)	£m																				
Indexation adjustment	£m																				
Bond redemption (enter as -ve)	£m																				
Bond outstanding - c/f	£m																				
Coupon payments (enter as +ve)	£m																				

**Bond 2**

Overwrite with description of bond

Coupon	%																				
Bond size	£m																				
Issue date	dd/mm/yy																				
Maturity	dd/mm/yy																				
Bonds in issue - b/f (enter as +ve)	£m																				
Bond issuance (enter as +ve)	£m																				
Unpaid coupons rolled up (enter as +ve)	£m																				
Indexation adjustment	£m																				
Bond redemption (enter as -ve)	£m																				
Bond outstanding - c/f	£m																				
Coupon payments (enter as +ve)	£m																				

**Bond 3**

Overwrite with description of bond

Coupon	%																				
Bond size	£m																				
Issue date	dd/mm/yy																				
Maturity	dd/mm/yy																				
Bonds in issue - b/f (enter as +ve)	£m																				
Bond issuance (enter as +ve)	£m																				
Unpaid coupons rolled up (enter as +ve)	£m																				
Indexation adjustment	£m																				
Bond redemption (enter as -ve)	£m																				
Bond outstanding - c/f	£m																				
Coupon payments (enter as +ve)	£m																				

**Total bonds**

Bonds in issue - b/f (enter as +ve)	£m																				
Bond issuance (enter as +ve)	£m																				
Unpaid coupons rolled up (enter as +ve)	£m																				
Indexation adjustment	£m																				
Bond redemption (enter as -ve)	£m																				
Total bonds in issue - c/f	£m																				
Coupon payments (enter as +ve)	£m																				

6. Financing - derivatives and other

**ofgem** OFFSHORE TRANSMISSION - COST reporting pack  
**ofgem E-Serve** Project: Demo sands  
 OFTO: [Offshore transmission operator 1]  
 Year: 2012-13

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6. Financing - derivatives and other

Prepared by: For the year ending 31st March: 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031  
 Name of preparer: 3 d.p.

**Derivatives**

**Swap 1**  
 Overwrite with description of swap  
 Swap type  
 Swap underwriter(s)  
 Fixed rate %  
 Floating rate %  
 Amount swapped £m  
 Issue date dd/mm/yy  
 Maturity dd/mm/yy  
 Cash flows payable under swap (-ve) £m  
 Cash flows receivable under swap (+ve) £m  
 Net cash flow under swap £m  
 Appropriate discount rate for swap 1 %  
 Present value of cashflow £m  
 Fair value of swap 1 £m

Swap types  
 Interest rate swap  
 RPI swap  
 Other - please specify

**Swap 2**  
 Overwrite with description of swap  
 Swap type  
 Swap underwriter(s)  
 Fixed rate %  
 Floating rate %  
 Amount swapped £m  
 Issue date dd/mm/yy  
 Maturity dd/mm/yy  
 Cash flows payable under swap (-ve) £m  
 Cash flows receivable under swap (+ve) £m  
 Net cash flow under swap £m  
 Appropriate discount rate for swap 2 %  
 Present value of cashflow £m  
 Fair value of swap 2 £m

Swap types  
 Interest rate swap  
 RPI swap  
 Other - please specify

**Swap 3**  
 Overwrite with description of swap  
 Swap type  
 Swap underwriter(s)  
 Fixed rate %  
 Floating rate %  
 Amount swapped £m  
 Issue date dd/mm/yy  
 Maturity dd/mm/yy  
 Cash flows payable under swap (-ve) £m  
 Cash flows receivable under swap (+ve) £m  
 Net cash flow under swap £m  
 Appropriate discount rate for swap 3 %  
 Present value of cashflow £m  
 Fair value of swap 3 £m

Swap types  
 Interest rate swap  
 RPI swap  
 Other - please specify

**Other derivative 1**  
 Overwrite with description of derivative  
 Fair value £m

**Other derivative 2**  
 Overwrite with description of derivative  
 Fair value £m

**Other instrument 1**  
 Overwrite with description of instrument  
 £m

**Other instrument 2**  
 Overwrite with description of instrument  
 £m

**Other instrument 3**  
 Overwrite with description of instrument  
 £m

**7. Tax**

**OFFSHORE TRANSMISSION - COST reporting pack**

Project: **Demo sands**  
OFTO: **[Offshore transmission operator 1]**  
Year: **2012-13**

[Index](#)**7. Tax**

Prepared by:

Reviewed by:

 Reviewed

The licensee should provide a copy of the CT600 (or successor form) they have most recently submitted to HMRC. We accept that this means there will be a delay between the period to which the return relates and its eventual submission. Screenshots covering this document should be provided below also.



8. Statement of comprehensive income

ofgem		OFFSHORE TRANSMISSION - COST reporting pack																				
ofgem E-Serve		Project: Demo sands																				
		OFTO: [Offshore transmission operator 1]																				
		Year: 2012-13																				
Index																						
8. Statement of comprehensive income																						
Prepared by:	For the year ending 31st March:	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Name of preparer	GAAP used (UK or IFRS)				IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS
Reviewed by:	Accounting treatment:																					
Name of reviewer	Other accounting treatment (if applicable)																					
Reviewed	Convention: (debit)/credit	3	d.p.																			
<b>Revenue</b>	Em																					
Other operating income	Em																					
<b>Operating costs</b>																						
Depreciation of operational assets	Em																					
Depreciation of non-operational assets	Em																					
IFRIC 12 amortisation	Em																					
O&M costs	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Insurance costs	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Decommissioning costs	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SPV costs	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Replacement costs	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bid costs	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other costs	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total operating costs	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Operating profit</b>	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Interest income and similar income</b>																						
Finance income from IFRIC 12 debtor	Em																					
Finance income from lease unwinding	Em																					
Interest receivable	Em																					
Other investment income	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Interest expense and other finance costs</b>																						
Interest payable	Em																					
Other finance costs	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Profit before taxation</b>	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Taxation</b>																						
Current Tax - current year	Em																					
Current Tax - prior year adjustments	Em																					
Deferred Tax - current year	Em																					
Deferred Tax - prior year adjustments	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Profit for the year</b>	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Other comprehensive income</b>																						
Net (loss)/gain taken to equity in respect of cash flow hedges	Em																					
Tax on items taken directly to or transferred from equity	Em																					
Impact of change in tax rate on deferred tax	Em																					
<b>Total comprehensive income for the year</b>	Em	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Memo items</b>																						
<b>Exceptional items</b>																						
Overwrite with description of exceptional	Em																					
Overwrite with description of exceptional	Em																					
Overwrite with description of exceptional	Em																					
Overwrite with description of exceptional	Em																					
Overwrite with description of exceptional	Em																					
<b>Fair value gains/losses</b>																						
Fair value gain/(loss) on swap 1	Em																					
Fair value gain/(loss) on swap 2	Em																					
Fair value gain/(loss) on swap 3	Em																					
Overwrite with description of FV gain/loss	Em																					
Overwrite with description of FV gain/loss	Em																					
Overwrite with description of FV gain/loss	Em																					

**9. Statement of financial position**




**OFFSHORE TRANSMISSION - COST reporting pack**

Project: **Dem o sands**

OFTO: **[ Offshore transmission operator 1 ]**

Year: **2012-13**

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9. Statement of financial position		2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Prepared by:	As at 31st March:																					
<input type="text" value="Name of preparer"/>	GAAP used (UK or IFRS)	0	0	0	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS
Reviewed by:	Convention: debit/(credit)																					
<input type="text" value="Name of reviewer"/>																						
<input type="checkbox"/> Reviewed	3 d.p.																					
<b>Assets</b>																						
<b>Non-current assets</b>																						
Off-shore transmission cable	£m																					
Off-shore substation	£m																					
On-shore substation	£m																					
Other operational assets	£m																					
Non-operational assets	£m																					
IFRIC 12 financial asset	£m																					
IFRIC 12 intangible asset	£m																					
Investments in leases	£m																					
Investments	£m																					
Deferred tax assets	£m																					
Derivative financial instruments	£m																					
Other - please overwrite	£m																					
	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Current assets</b>																						
Cash and cash equivalents	£m																					
Trade and other receivables	£m																					
Inventories	£m																					
Deferred tax assets	£m																					
Derivative financial instruments	£m																					
Other - please overwrite	£m																					
	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total assets</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Cost RIGs

26 April 2013

**Equity and liabilities**

**Equity attributable to owners of the parent**

Ordinary shares	£m																				
Share premium	£m																				
Retained earnings	£m																				
Hedging reserve	£m																				
Other reserves - please specify	£m																				
Other reserves - please specify	£m																				
<b>Total equity</b>	£m																				

**Non-current liabilities**

Subordinated debt	£m																				
Senior debt	£m																				
Bonds	£m																				
Other borrowings - please specify	£m																				
Other borrowings - please specify	£m																				
Deferred tax liabilities	£m																				
Provisions for other liabilities and charges	£m																				
Other - please overwrite	£m																				
	£m																				

**Current liabilities**

Bank overdrafts	£m																				
Trade and other payables	£m																				
Current income tax liabilities	£m																				
Subordinated debt	£m																				
Senior debt	£m																				
Bonds	£m																				
Other borrowings - please specify	£m																				
Other borrowings - please specify	£m																				
Derivative financial instruments	£m																				
Provisions for other liabilities and charges	£m																				
Other - please overwrite	£m																				
	£m																				

**Total liabilities**

£m																					
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**Total equity and liabilities**

£m																					
----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**Memo items**

**Cash reserve accounts**

Debt service reserve account	£m																				
Maintenance reserve account	£m																				
Contingency reserve account	£m																				
Decommissioning reserve account	£m																				
Performance reserve account	£m																				
Other - please overwrite	£m																				
Other - please overwrite	£m																				
Other - please overwrite	£m																				
Total cash (not in a reserve account)	£m																				
Total cash*	£m																				

\*should reconcile to balance sheet

10. Cash flow statement

**ofgem** OFFSHORE TRANSMISSION - COST reporting pack  
**ofgem E-Serve** Project: Demo sands  
 OFTO: [Offshore transmission operator 1]  
 Year: 2012-13

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10. Cash flow statement		2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Prepared by:	For the year ending 31st March:	0	0	0	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS	IFRS
Name of preparer:	Convention: inflow/(outflow)																					
	GAAP used (UK or IFRS)																					
Reviewed by:																						
Name of reviewer:	<b>Cash flows from operating activities</b>																					
<input type="checkbox"/> Reviewed	Cash receipts - TRS	£m																				
	Cash receipts - other operations	£m																				
	Cash payments - operating costs	£m																				
	Interest paid	£m																				
	Income tax paid	£m																				
	Other cash flow - please specify	£m																				
	Other cash flow - please specify	£m																				
	<b>Net cash generated from operating activities</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	<b>Cash flows from investing activities</b>																					
	Purchases of property, plant and equipment (PPE)	£m																				
	Proceeds from sale of PPE	£m																				
	Interest received	£m																				
	Other cash flow - please specify	£m																				
	Other cash flow - please specify	£m																				
	<b>Net cash generated from investing activities</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	<b>Cash flows from financing activities</b>																					
	Proceeds from issuance of ordinary shares	£m																				
	Proceeds from issuance of convertible bonds	£m																				
	Proceeds from issuance of redeemable preference shares	£m																				
	Proceeds from borrowings	£m																				
	Repayment of sub-debt	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Repayment of senior debt	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Repayment of bonds	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Dividends paid to company's shareholders	£m																				
	Dividends paid to holders of redeemable preference shares	£m																				
	Dividends paid to minority interests	£m																				
	Other cash flow - please specify	£m																				
	Other cash flow - please specify	£m																				
	<b>Net cash used in financing activities</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	<b>Net (decrease)/increase in cash and cash equivalents</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Cash and cash equivalents at beginning of year	£m																				
	<b>Cash and cash equivalents at end of year</b>	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

11. Financial ratios

**ofgem** OFFSHORE TRANSMISSION - COST reporting pack  
**ofgem E-Serve**  
 Project: **Demo sands**  
 OFTO: **[Offshore transmission operator 1]**  
 Year: **2012-13**

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11. Financial ratios		2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Prepared by:	For the year ending 31st March:																					
Name of preparer	3 d.p.																					
<b>Summary</b>																						
Interest cover	times	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Annual debt service cover ratio (ADSCR)	times	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loan Life Cover Ratio (LLCR)	times	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Min annual debt service cover ratio	times	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Min loan life cover ratio	times	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Covenants</b>																						
Min annual debt service cover ratio	times																					
Min loan life cover ratio	times																					
Other covenant 1 - please specify	times																					
Other covenant 2 - please specify	times																					
<b>Ratios</b>																						
Annual debt service cover ratio	times																					
Loan life cover ratio	times																					
Other covenant 1 - please specify	times																					
Other covenant 2 - please specify	times																					
<b>Transfer value and subsequent capex</b>																						
Transfer value (enter as +ve)	£m																					
Additions (enter as +ve)	£m																					
Disposals (enter as -ve)	£m																					

**Narrative description of ADSCR calculation**

**Narrative description of LLCR calculation**

**Narrative description of Other covenant 1 - please specify calculation**

**Narrative description of Other covenant 2 - please specify calculation**

## 12. Reconciliation of internally consistent figures

ofgem		OFFSHORE TRANSMISSION - COST reporting pack																				
ofgem E-Serve		Project: Demo sands																				
		OFTO: [Offshore transmission operator 1]																				
		Year: 2012-13																				
<a href="#">Index</a>		12. Reconciliation of internally consistent figures																				
Prepared by:	N/a	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Checks that spreadsheet is internally consistent																						
Reviewed by:	Interest payable	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Name of reviewer																						
Reviewed	Balance sheet	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Total assets = total liabilities + equity	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Balance sheet agrees to cash flow statement	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Total debt agrees to financing tab	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Intercompany debt balances	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Cash reserves agree to balance sheet	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Ratios																					
	ADSCR	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	LLCR	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Other covenant 1 - please specify	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Other covenant 2 - please specify	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	References																					
	Interest payable																					
	As per income statement	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	As per financing tabs																					
	Sub-debt interest payments	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Senior debt interest payments	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Bond coupon payments	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Balance sheet																					
	Total assets	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total equity and liabilities	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Cash and cash equivalents as per balance sheet	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Cash and cash equivalents as per cash flow statement	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total debt as per financing tabs	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total debt as per balance sheet	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	HoldCo receivable	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	OFTO payable	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Cash as per balance sheet	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Cash as per summary of cash reserves	£m	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**13. Reconciliation to statutory accounts**




**OFFSHORE TRANSMISSION - COST reporting pack**

Project: **Demo sands**

OFTO: **[Offshore transmission operator 1]**

Year: **2012-13**

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13. Reconciliation to statutory accounts

Prepared by:

Last statutory accounts made up to:

Reviewed by:

Reviewed

	3 d.p.	As per cost reporting template	Attributable to last statutory accounts	Attributable to the statutory accounts for the year to 31/12/2013	Indexation adjustment	All reconciling items must be explained		
						Total items included in cost return but not in stats (-ve)	Total items included in stats but not in cost return (+ve)	Total agrees to cost reporting template
Revenue	£m	-						✓
Operating costs	£m	-						✓
Other operating income	£m	-						✓
Operating profit	£m	-						✓
Profit before taxation	£m	-						✓
Taxation	£m	-						✓
Profit for the year	£m	-						✓
Total comprehensive income for the year	£m	-						✓
Cash receipts - TRS	£m	-						✓
Net cash generated from operating activities	£m	-						✓

## Appendix 2 - Glossary

### A

#### ADSCR

Annual debt service cover ratio

#### Authority

The Gas and Electricity Markets Authority

### C

#### Capex

Capital expenditure - amounts which a company spends on assets which are expected to be used over several years

#### CT600

CT600 is the reference number for the corporation tax return which companies in the UK must complete and submit to HMRC

### G

#### GAAP

Generally accepted accounting principles - this is the generic name for a set of accounting rules. There are various national GAAPs (including UK GAAP) as well as the international standards (IFRS).

### H

#### HoldCo

A name used to refer to the holding company of the licensee - ie the licensee's immediate parent company if that company has no other activities.

#### HMRC

Her Majesty's Revenue and Customs - the tax authorities in the UK.

### I

#### IFRS

International Financial Reporting Standards



**L**[LIBOR](#)

London Interbank Offered Rate

[LLCR](#)

Loan life cover ratio

**O**[O&M](#)

Operations and maintenance

[Ofgem](#)

Office of Gas and Electricity Markets

[OFTO](#)

Offshore transmission owner

**S**[SPV](#)

Special purpose vehicle - a company, or other legal entity, set up specifically for carrying out a single activity

**R**[RIGs](#)

Regulatory instructions and guidance

**T**[TRS](#)

Tender revenue stream

## Appendix 3 - Feedback Questionnaire

1.1. Ofgem considers that consultation is at the heart of good policy development. We are keen to consider any comments or complaints about the manner in which this consultation has been conducted. In any case we would be keen to get your answers to the following questions:

- Does the report adequately reflect your views? If not, why not?
- Does the report offer a clear explanation as to why not all the views offered had been taken forward?
- Did the report offer a clear explanation and justification for the decision? If not, how could this information have been better presented?
- Do you have any comments about the overall tone and content of the report?
- Was the report easy to read and understand, could it have been better written?
- Please add any further comments?

1.2. Please send your comments to:

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