

# Load connection charge reconciliation notice

## Version 1 updated

From 1 April 2026, distributors are required to provide the Authority with a connection charge reconciliation for a new connection or upgrade to an existing connection. The reconciliation needs to show a breakdown of each connection charge into its incremental cost, incremental revenue, and network-cost components.

This connection charge reconciliation notice:

- (a) sets out the information on connection charge reconciliation amounts the Electricity Authority Te Mana Hiko (Authority) requests from distributors under clause 6B.10(3)(a) of the Electricity Industry Participation Code 2010 (Code); and
- (b) sets out the information the Authority requests from distributors under clause 6B.10(3)(b) of the Code to enable the Authority to understand how distributors determined those amounts; and
- (c) specifies the form, manner, timing and frequency of the data to be provided to the Authority by distributors under clause 6B.10(3)(c) of the Code.

This notice applies from 1 April 2026. The requirement is to provide data quarterly with the first dataset required to be submitted by 31 July 2026.

## Overview

Clause 6B.10(3) of the Code provides for the Authority to request information on connection charge reconciliation amounts from distributors, together with sufficient information to enable the Authority to understand how distributors determined those amounts, and to specify the form, manner and time and/or frequency of the information.

## To whom the notice applies

The notice applies to distributors as defined in section 5 of the Electricity Industry Act 2010 (Act).

## When information needs to be provided

Information is to be provided to the Authority quarterly and should capture all quotes and requotes for new load connections and capacity upgrades for existing load connections made by the distributor in the preceding calendar quarter. Where a distributor has applied a posted connected charge, it may, for each posted connected charge, provide a representative reconciliation and a count of how many applications were quoted on that basis.

No information needs to be provided for downgrades.

The deadline for provision is the last business day of the month following the quarter to which the information relates.

The Authority may extend the deadline but only in exceptional circumstances. If you wish to apply for an extension of time under this notice, please email [monitoring@ea.govt.nz](mailto:monitoring@ea.govt.nz) no later than 10 business days before the deadline stating your reasons for seeking the extension.

## How distributors must provide the information to the Authority

Distributors must upload the required information as a single CSV file per quarter using the Authority's secure file transfer facility. CSV files are to be created by utilising the UTF-8 character encoding standard. An option to save as a UTF-8 CSV file is available in Excel.

The Authority will provision an SFTP account if the distributor doesn't already have one. The details required for the Authority to provision an SFTP account and instructions on how to configure and use the SFTP facility will be supplied upon request by emailing [data.products@ea.govt.nz](mailto:data.products@ea.govt.nz).

We encourage distributors who need to set up a new SFTP account with the Authority to make their request well in advance of the deadline to provide data, as it may take some distributors several days working through their IT teams.

### **File-naming convention**

Files are to be named according to the following convention:

ConnectionChargeReconciliation-yyyymmdd-YYYYMMDD-HHMM.csv where:

yyyymmdd is the last day of the quarter to which the data relates, eg, 20260630 for the quarter ending on 30 June 2026, and

YYYYMMDD-HHMM is the date and time the file is submitted, eg, 20260731-1440 if the file is submitted at 2:40pm on 31 July.

There is no need to specify company name in the filename as such information is automatically captured by the unique SFTP account assigned to each participant.

### **Information that must be provided**

The information distributors are required to provide to the Authority under this notice is specified in the table below.

Electricity Networks Aotearoa (ENA) has provided a master Excel template model for distributors to populate with the information required for the reconciliation calculations for each individual quote. The latest 9 March 2026 version of this master model includes an 'output csv' tab (worksheet) that consolidates into a table layout with the required data formats the values from the other tabs that the Authority requires. This sheet can be saved as a UTF-8 CSV file. Each CSV file thus created will contain the data pertaining to a single quote. These must be combined into a single CSV file each quarter for submission to the Authority. There are free utilities available to perform this task such as [Merge CSV files online for free | Mighty Merge](#).

Provided it complies with the requirements of the Code and this notice, distributors may modify the template or use an alternative method to generate quotes and produce the required reconciliation file for the Authority.

Template references and formulas in the below table are provided for guidance purposes to assist distributors who wish to modify the template or use an alternative method. Two sets of references are provided—one corresponding to the latest 9 March 2026 version of the master ENA model and one corresponding to the earlier 4 December 2025 version. The latest version is preferred as not all output parameters are available in the earlier version.

### **The Authority's approach to assessing and publishing information**

Distributors may identify any information they consider to be confidential and explain why the information is confidential.

The Authority will handle this information in accordance with clause 2.22 of the Code as if that clause applies to the information.

Name, address and ICP information will always be kept confidential.

Column	Data type	Definition and example	Template reference/formula (9 March 2026 version)	Template reference/formula (Earlier 4 December 2025 version)
ApplicationID	String	<p>Intended to be a unique identifier for the connection application. The same value should be used for requotes and must remain until the new or altered connection is commissioned or cancelled, after which the ApplicationID cannot be reused.</p> <p>The same ApplicationID should be used for the new Part 6 load connection application processes when they come into force on 1 June 2027.</p> <p>For more complex applications such as multi-development subdivisions with a mix of consumer groups, each unique consumer group may have a separate reconciliation, in which case the ApplicationID should have the same root ID with the consumer group indicated by a different letter at the end (or similar mechanism). Each consumer group may thus generate a separate line in the file submitted to the Authority.</p> <p>eg, ABCD12345A, ABCD12345B</p> <p>For posted charge reconciliations use the ApplicationID to uniquely identify the posted connected charge.</p>	'3. Connection Description'!C7	'3. Connection Description'!C7
QuoteID	Integer	<p>A unique numerical identifier for the quote.</p> <p>eg, 1</p> <p>There can be multiple quotes for the same connection application. The QuoteID of each subsequent re-quote must have a higher numerical value than the previous quote or re-quote.</p>	'3. Connection Description'!C8	'3. Connection Description'!C8
ApplicantName	String	<p>Applicant's Name</p> <p>eg, John Example</p> <p>For posted charge reconciliations please enter "Posted charge"</p>	'3. Connection Description'!C5	'3. Connection Description'!C5
Address	String	<p>Street address</p> <p>eg, 53 Random Street, Smalltown</p>	'3. Connection Description'!C6	'3. Connection Description'!C6

Column	Data type	Definition and example	Template reference/formula (9 March 2026 version)	Template reference/formula (Earlier 4 December 2025 version)
ICP	String	For alterations enter the ICP number associated with the application. eg, 0000999999TR111  For new connections, leave blank	IF(ISBLANK('3. Connection Description'!C17),"", '3. Connection Description'!C17)	IF(ISBLANK('3. Connection Description'!C16),"", '3. Connection Description'!C16)
Status	String	Selected from: <ul style="list-style-type: none"> <li>Quote</li> <li>Requote</li> </ul>	'3. Connection Description'!C10	'3. Connection Description'!C10
NetworkCostingZone	String	Also sometimes referred to as “Network Connection Zone” or “Connection Network Zone”. eg, Urban Rural North West Can be left blank if you only have one network costing zone.	'3. Connection Description'!C35	'3. Connection Description'!C34
NewOrAltered	String	Selected from: <ul style="list-style-type: none"> <li>New Connection</li> <li>Alteration</li> </ul>	'3. Connection Description'!C11	'3. Connection Description'!C11
ConsumerGroupNew	String	Consumer group of new/alterted connection. Also sometimes referred to as “Price category”, “Consumer profile” or “Connection profile”. eg, General > 69 kVA and <=138 kVA Non-standard	'3. Connection Description'!C54	'3. Connection Description'!C53
ConsumerGroupExisting	String	If upgrading enter consumer group of initial connection. Also sometimes referred to as “Price category” or “Connection profile”. eg, General > 15 kVA and <=69 kVA Non-standard  For new connections, leave blank.	'3. Connection Description'!C55	'3. Connection Description'!C54

Column	Data type	Definition and example	Template reference/formula (9 March 2026 version)	Template reference/formula (Earlier 4 December 2025 version)
NewCapacityKVA	Decimal(7,1)	Connection capacity for new connections, in kVA, to a maximum of 1 decimal place eg, 45 123456.7  Ignored for alterations.	=IF('3. Connection Description'!C11="New Connection",'3. Connection Description'!C14,"")	IF('3. Connection Description'!C11="New Connection",'3. Connection Description'!C13,"")
ExistingCapacityKVA	Decimal(7,1)	Existing connection capacity for alterations, in kVA, to a maximum of 1 decimal place eg, 45 123456.7  Ignored for new connections.	=IF('3. Connection Description'!C11="Alteration",'3. Connection Description'!C18,"")	IF('3. Connection Description'!C11="Alteration",'3. Connection Description'!C17,"")
CapacityAdditionKVA	Decimal(7,1)	Connection capacity addition for alterations, in kVA, to a maximum of 1 decimal place eg, 45 123456.7  Ignored for new connections.	=IF('3. Connection Description'!C11="Alteration",'3. Connection Description'!C19,"")	IF('3. Connection Description'!C11="Alteration",'3. Connection Description'!C18,"")
ResiOrNonResi	String	Selected from: <ul style="list-style-type: none"> <li>Residential</li> <li>Non-residential</li> </ul>	= '3. Connection Description'!C44	IF('13. Lists'!M2=1,"Residential","Non-residential")
RevenueLife	Integer	Number of years counted for the revenue calculation. eg, 15 The Code requires this must be 30 years for a residential connection or 15 for a non-residential connection unless there is reason to believe it will be shorter.	'3. Connection Description'!C47	'3. Connection Description'!C46
StdOrNonStd	String	Standard or Non-standard customers, where standard customers pay posted tariffs. Selected from: <ul style="list-style-type: none"> <li>Standard</li> <li>Non-standard</li> </ul>	= '3. Connection Description'!C49	'13. Lists'!H3

Column	Data type	Definition and example	Template reference/formula (9 March 2026 version)	Template reference/formula (Earlier 4 December 2025 version)
FlexiScheme	String	Is this quote for a flexible connection? Selected from: <ul style="list-style-type: none"> <li>Flexible</li> <li>Not flexible</li> </ul>	= '3. Connection Description'!C12	Not available in this version
IncrementalCost	Decimal(10,2)	Incremental cost estimate (IC), in dollars, to a maximum of 2 decimal places eg, 12345678.99 12345	'4. Reconciliation'!B20	'4. Reconciliation'!B20
ExtensionCost	Decimal(10,2)	Extension cost of the relevant minimum scheme, excluding any incremental transmission cost (EC), in dollars, to a maximum of 2 decimal places eg, 12345678.99 12345	'4. Reconciliation'!D20	'4. Reconciliation'!D20
CustomerSelectedEnhancement	Decimal(10,2)	Customer-selected enhancement costs (CSE), if any, in dollars, to a maximum of 2 decimal places eg, 12345678.99 12345 if none enter 0	'4. Reconciliation'!F20	'4. Reconciliation'!F20
NetworkCapacityCost	Decimal(10,2)	Network Capacity Cost of relevant minimum scheme (NCC) (calculated in accordance with clause 6B.5), in dollars, to a maximum of 2 decimal places eg, 12345678.99 12345	'4. Reconciliation'!H20	'4. Reconciliation'!H20
AltNCC	String	Has the Network Capacity Cost for one or more network tiers been estimated by an alternative to the posted capacity rates Selected from following list indicating standard costing or reason for non- standard approach: <ul style="list-style-type: none"> <li>Standard NCC</li> <li>Extension-like</li> <li>Hi or Low cost capacity</li> <li>demand &gt; capacity increment</li> <li>multiple non-standard NCC</li> </ul>	'9. NCC'!H4	Not available in this version

Column	Data type	Definition and example	Template reference/formula (9 March 2026 version)	Template reference/formula (Earlier 4 December 2025 version)
LVMainsCapacityDemandKVA	Decimal(7,1)	Capacity demand assumed for the low voltage mains, in kVA, to a maximum of 1 decimal place eg, 100 100.0	'9. NCC'!D40	'9. NCC'!D39
DistribSubCapacityDemandKVA	Decimal(7,1)	Capacity demand assumed for the distribution substation, in kVA, to a maximum of 1 decimal place eg, 100 100.0	'9. NCC'!E40	'9. NCC'!E39
HVFeederCapacityDemandKVA	Decimal(7,1)	Capacity demand assumed for the high-voltage feeder, in kVA, to a maximum of 1 decimal place eg, 100 100.0	'9. NCC'!F40	'9. NCC'!F39
ZoneSubCapacityDemandKVA	Decimal(7,1)	Capacity demand assumed for the zone substation, in kVA, to a maximum of 1 decimal place eg, 100 100.0	'9. NCC'!G40	'9. NCC'!G39
SubTransLineCapacityDemandKVA	Decimal(7,1)	Capacity demand assumed for the sub-transmission line, in kVA, to a maximum of 1 decimal place eg, 100 100.0	'9. NCC'!H40	'9. NCC'!H39
IncTransCost	Decimal(10,2)	Incremental transmission cost (ITC), if any, in dollars, to a maximum of 2 decimal places eg, 123.45 if none enter 0	'4. Reconciliation'!J20	'4. Reconciliation'!J20
LocalHistCostRecovery	Decimal(10,2)	Localised historical cost recovery (LHCR), if any, in dollars, to a maximum of 2 decimal places eg, 123.45 if none enter 0	'4. Reconciliation'!L20	'4. Reconciliation'!L20

Column	Data type	Definition and example	Template reference/formula (9 March 2026 version)	Template reference/formula (Earlier 4 December 2025 version)
OpCostLoading	Decimal(10,2)	Operating cost loading (OCL), if any, in dollars, to a maximum of 2 decimal places eg, 123.45 Only used for Non-standard customers. If none enter 0	'4. Reconciliation'!N20	'4. Reconciliation'!N20
IncDistRevGross	Decimal(10,2)	Incremental distribution revenue estimate before netting off selected operating costs, in dollars, to a maximum of 2 decimal places eg, 123.45 For non-standard customers, this is the same as IncDistRev.	'5. Revenue Calc'!C17	'5. Revenue Calc'!C17
IncDistRev	Decimal(10,2)	Incremental distribution revenue estimate nett of selected operating costs (IDR), in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!C18	'5. Revenue Calc'!C18
Year0	Integer	The pricing year for which input data has been entered, eg, for pricing year ending on 31 March 2027 enter 2027	'5. Revenue Calc'!D25	'5. Revenue Calc'!D25
IncDistRevGrossYr0	Decimal(10,2)	Undiscounted incremental distribution revenue estimate for year 0 before netting off selected operating costs, in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!D38	'5. Revenue Calc'!D38
IncDistRevGrossYr1	Decimal(10,2)	Undiscounted incremental distribution revenue estimate for year 1 before netting off selected operating costs, in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!E38	'5. Revenue Calc'!E38
IncDistRevGrossYr2	Decimal(10,2)	Undiscounted incremental distribution revenue estimate for year 2 before netting off selected operating costs, in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!F38	'5. Revenue Calc'!F38
IncDistRevGrossYr3	Decimal(10,2)	Undiscounted incremental distribution revenue estimate for year 3 before netting off selected operating costs, in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!G38	'5. Revenue Calc'!G38
IncDistRevGrossYr4	Decimal(10,2)	Undiscounted incremental distribution revenue estimate for year 4 before netting off selected operating costs, in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!H38	'5. Revenue Calc'!H38

Column	Data type	Definition and example	Template reference/formula (9 March 2026 version)	Template reference/formula (Earlier 4 December 2025 version)
IncDistRevGrossYr5	Decimal(10,2)	Undiscounted incremental distribution revenue estimate for year 5 before netting off selected operating costs, in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!I38	'5. Revenue Calc'!I38
IncTransRev	Decimal(10,2)	Incremental transmission revenue estimate (ITR), in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!C19	'5. Revenue Calc'!C19
IncTransRevYr0	Decimal(10,2)	Undiscounted incremental transmission revenue estimate for year 0, in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!D39	'5. Revenue Calc'!D39
IncTransRevYr1	Decimal(10,2)	Undiscounted incremental transmission revenue estimate for year 1, in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!E39	'5. Revenue Calc'!E39
IncTransRevYr2	Decimal(10,2)	Undiscounted incremental transmission revenue estimate for year 2, in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!F39	'5. Revenue Calc'!F39
IncTransRevYr3	Decimal(10,2)	Undiscounted incremental transmission revenue estimate for year 3, in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!G39	'5. Revenue Calc'!G39
IncTransRevYr4	Decimal(10,2)	Undiscounted incremental transmission revenue estimate for year 4, in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!H39	'5. Revenue Calc'!H39
IncTransRevYr5	Decimal(10,2)	Undiscounted incremental transmission revenue estimate for year 5, in dollars, to a maximum of 2 decimal places eg, 123.45	'5. Revenue Calc'!I39	'5. Revenue Calc'!I39
OpexScalingFactor	Decimal(7,6)	Incremental opex scaling factor (OSF). Only used for standard customers eg, 0.800212	'5. Revenue Calc'!D56	'5. Revenue Calc'!D56

Column	Data type	Definition and example	Template reference/formula (9 March 2026 version)	Template reference/formula (Earlier 4 December 2025 version)
NetworkCostContribution	Decimal(10,2)	Network cost contribution (NC) in dollars, to a maximum of 2 decimal places. Can be negative. eg, 12345678.99 -12345678.99 12345	'4. Reconciliation'!H10	'4. Reconciliation'!H10
ConnectionCharge	Decimal(10,2)	Connection charge (CC) in dollars, to a maximum of 2 decimal places eg, 123.45	'4. Reconciliation'!B10	'4. Reconciliation'!B10

More detail on data formats is available at [Data types for clause 2.16 notices](#)