



Commission for Energy Regulation

An Coimisiún um Rialáil Fuinnimh

**CER Standard Consultation Paper Template
(<Insert Title Here>)**

DOCUMENT TYPE:	Consultation Paper
REFERENCE:	CER/08/089a
DATE PUBLISHED:	06 June 2008
CLOSING DATE:	n/a
RESPONSES TO:	Tara Scully, tscully@cer.ie

*The Commission for Energy Regulation,
The Exchange,
Belgard Square North,
Tallaght,
Dublin 24.*

www.cer.ie

CER – Information Page

Abstract:

This section will contain brief details on the purpose of the paper.

Target Audience:

The Commission's intended audience will be indicated here.

Related Documents:

- This section will provide hyperlinks to related documents

Responses to this consultation should be returned by email, post or fax and marked for the attention of XXXX at the Commission.

The Commission intends to publish all submissions received. Respondents who do not wish part of their submission to be published should mark this area clearly and separately or enclose it in an Appendix, stating the rationale for not publishing this part of their comments.

Executive Summary

- This section will outline at a high level what is being proposed in the Consultation Paper
- Where possible bullet points or tables will be used.

Table of Contents

- All documents will have a table of contents with direct links to each section of the document.

Executive Summary	3
1.0 Introduction	5
1.1 The Commission for Energy Regulation	5
1.2 Purpose of this paper.....	5
1.3 Background Information.....	5
1.4 Structure of this paper	6
1.5 Responding to this paper.....	6
2.0 Substantive Section 1	8
2.1 Introduction	8
2.2 Detail of the topic	8
2.2.1 Sub-Heading	8
2.3 Detail of the topic	8
2.3.1 Sub-Heading	8
2.X Summary.....	8
3.0 Substantive Section 2	10
4.0 Conclusions and Next Steps	11
4.1 Summary	11
4.1.1 Sub-heading	11
4.2 Next Steps	11
4.2.1 Summary of Next Steps.....	11
4.2.2 Timetable of Implementation	11
Appendix A – List of Substantive Questions	12
Appendix B – Glossary of Terms	13
Appendix C – Z – Substantive Issues Appendices.....	14

1.0 Introduction

1.1 *The Commission for Energy Regulation*

Standard Introduction – *The Commission for Energy Regulation* (‘the Commission’) is the independent body responsible for overseeing the regulation of Ireland's electricity and gas sector's. The Commission was initially established and granted regulatory powers over the electricity market under the Electricity Regulation Act, 1999. The enactment of the Gas (Interim) (Regulation) Act, 2002 expanded the Commission's jurisdiction to include regulation of the natural gas market, while the Energy (Miscellaneous Provisions) Act 2006 granted the Commission additional powers in relation to gas and electricity safety. The Commission is working to ensure that consumers benefit from regulation and the introduction of competition in the energy sector.

1.2 *Purpose of this paper*

Standard text – The purpose of this paper is to seek the view of the public and the CER's stakeholders with regard to **<insert topic>**. In order to make an informed and impartial decision on this topic, the Commission wishes to obtain comments from members of the public, the energy industry, customers and all interested parties. The Commission commits to considering all views equally and affording each respondent the opportunity to clarify any issue raised in this paper.

1.3 *Background Information*

This section will outline the background to this paper including details of any related papers which have been published. It will also outline any additional or further reading which may be of use or of interest to respondents or may help inform their positions. Where relevant, hyperlinks to documents on the internet will be included. Legislative background which may be of relevance to the consultation will also be detailed.

1.4 Structure of this paper

Standard text – This paper is structured in the following manner:

- **Sections 2.0 to X.0** will outline the detail of the substantive issues which the Commission is seeking your views on;
- The topic for discussion will be introduced briefly in each section followed by details and proposals as appropriate;
- Each section concludes with a clear summary of the proposal and list of direct questions related to that proposal. To aid regulatory transparency and assist in the delivery of an efficient consultative and decision making process, the Commission asks respondents to address these questions directly in their responses;
- **Section Y.0** contains an overall summary of the proposals being outlined in this paper and the Commission’s conclusions in this area;
- **Section Z.0** outlines the Commission’s proposed timetable for this consultation and for the delivery of a decision on the topic of this consultation;

Appendix A contains a summary list of all of the questions which the Commission has asked in this consultation paper. This is designed to be a useful aid to respondents when preparing their submissions and can also serve as a “short-cut” for respondents who may not have the resources to devote to preparing a full submission. If taking the “short-cut” option, respondents should answer questions in the space provided in Appendix A. Appendix A will also be published separately in Word format. Responses which have availed of the short consultation option will be evaluated equally by the Commission, when making its decision.

1.5 Responding to this paper

Standard text outlining procedure for responding:

- Name and full contact details of person to whom responses should be returned, including telephone, email, fax and postal contact details;
- Format of responses;
- Date on which consultation closes;

- Further information – any other ad-hoc information which may be of relevance.

2.0 Substantive Section 1

2.1 Introduction

A brief introduction to the topic which will be outlined in this section will be provided.

2.2 Detail of the topic

Full detail of the topic or proposal will be outlined.

2.2.1 Sub-Heading

Sub-headings will be used as appropriate.

2.3 Detail of the topic

Further text as required

2.3.1 Sub-Heading

Continue to use headings and sub-headings as relevant until the full detail of the topic is outlined in a clear manner.

Where appropriate the Commission will use boxes, shading, bullet points, tables or other “formatting devices” to make key text stand out. See Example below:

Proposal 1 – The Commission is proposing

2.X Summary

A summary of the issues outlined in the section above will be provided. Direct questions will be posed to respondents on the topics where feedback is required.

Questions will be clear, consistent in style and nature and linked easily to the topics or proposals which have been outlined.

Q1. Respondents are invited to comment on the proposals outlined in this section. Are you in favour of the proposals? Outline reasons for agreement or disagreement.

3.0 Substantive Section 2

Where necessary further substantive issue sections will follow until the full detail of each topic or decision has been outlined. In each case, the section will pose direct questions to respondents regarding their position on the Commission's proposals.

4.0 Conclusions and Next Steps

4.1 Summary

This section will provide a brief summary of the purpose of the paper and the key issues that are being consulted on.

4.1.1 Sub-heading

Sub-headings will be used as necessary

4.2 Next Steps

4.2.1 Summary of Next Steps

This section will briefly outline details of the Commission's next steps on the topic.

4.2.2 Timetable of Implementation

This section will provide a comprehensive timetable. Depending on the issue involved, section 4.2.1 and section 4.2.2 may be combined into one table outlining the likely next steps and probable dates.

Please note – This section (4.0) will be numbered appropriately based upon the number of substantive sections which precede it.

Appendix A – List of Substantive Questions

Appendix A will provide a list of questions asked throughout consultation paper

These questions will be presented in a tabular format.

The aim of this section is to allow for a “short-cut” option for respondents to submit their comments to the CER. Respondents will be invited to complete the table to indicate their position on the questions being asked. Respondents should outline YES or NO answers to each of the questions listed. If they have a further comment which will clarify their answer, this should be included in the Comments box. Appendix A will be published alongside the consultation paper in Word format.

Please note: Respondents are in no way obliged to respond to the questionnaire provided and are welcome to submit comments in their preferred format. When preparing responses respondents should indicate which question or proposal their text refers to.

Question/ Proposal	Yes	No	Comments
Q1. Are you in favour of the proposals outlined in Section 2.xx, in relation to.....?			
Q2. Are you in favour of the proposal outlined in Section 2.xx to change. ?			
Q3. Etc			
Q4. Etc			
Q5. Etc			

Appendix B – Glossary of Terms

This appendix will outline a glossary of any technical terms or acronyms complete with their definition.

Appendix C – Z – Substantive Issues Appendices

All remaining appendices should be reserved for substantive issues which were raised in the Consultation paper and referenced to an appropriate appendix.