Compliance plan for Porirua City Council DUML January 2023

Deriving Submission Info	ormation
Non-compliance	Description
Audit Ref: 2.1 With: Clause 11(1) of	Database is not confirmed as accurate with a 95% level of confidence resulting in an estimated under submission of 192,300 kWh p.a.
Schedule 15.3	Eight items of load are not readily locatable.
	20 items of load without an ICP being assigned and therefore the load associated with these lights is not being included in the monthly capacities report to EMS resulting in an annual under submission of approximately 2,075 kWh.
	Three lights recorded in the database as zero watts capacity were confirmed during the field audit as being 20W LED lights, resulting in an estimated under submission of 256 kWh.
	One item of load with the incorrect ballast applied resulting in an estimated under submission of 8.542 kWh.
	Some Italo 35.5W lamps are incorrectly recorded in the database as 36W.
	Some Italo 19.5W lamps are incorrectly recorded in the database as 20W.
	Livening dates not recorded for new connections.
	Under submission of 58,460 kWh due to inaccurate park lighting records in RAMM.
	The monthly database extract provided does not track changes at a daily basis and is provided as a snapshot.
	Potential impact: High
	Actual impact: High
From: 01-Jul-22	Audit history: Multiple times
To: 30-Nov-22	Controls: Weak
	Breach risk rating: 9
Audit risk rating	Rationale for audit risk rating
High	The controls are rated as weak due to:
	• poor database accuracy found in the field audit,
	exceptions identified in the previous audit remain unresolved, and
	 the recent field activity of light installations and changes does not appear to have been reflected in the database since the last audit.
	The audit risk rating is high based on kWh variances.

Actions taken to resolve the issue	Completion date	Remedial action status
Meridian has advised PCC of the inaccuracies identified. There had been several staff changes at the council that have impacted progress on remedial work to the RAMM database. A new resource was assigned in November to start looking after the database and working on the corrections required.	30/06/2023	Identified
Meridian will be arranging a meeting with PCC and Veritek for early February to discuss the audit findings and recommendations.	15/02/2023	
Preventative actions taken to ensure no further issues will occur	Completion date	
Meridian will continue to work with PCC on resolving the inaccuracies and ongoing issues that have been identified. We have also strongly recommended a full field audit be completed to fully resolve all existing inaccuracies.	Ongoing	

ICP identifier and items of load			
Non-compliance	Des	cription	
Audit Ref: 2.2 With: Clause 11(2)(a) and (aa) of Schedule 15.3	20 items of load without an ICP being assigned and therefore the load associated with these lights is not being included in the monthly capacities report to EMS resulting in an annual under submission of approximately 2,075 kWh.		
13.5	Seven items of load are incorrectly ass with ICP 0001256873UNFA3 resulting approximately 1,249 kWh.	-	
	ICP assignment is not correct for all ite of submission volumes to the respecti		ing in incorrect allocation
	Potential impact: Low		
	Actual impact: Low		
From: 01-Jul-22	Audit history: None		
To: 30-Nov-22	Controls: Moderate		
	Breach risk rating: 2		
Audit risk rating	Rationale fo	r audit risk rating	
Low	The controls are recorded as moderate entry to the database.	e as most lights a	re assigned an ICP on
	The impact is rated as low as the volu	me impacted is sn	nall.
Actions ta	ken to resolve the issue	Completion date	Remedial action status
had been several staff ch impacted progress on ren A new resource was assig after the database and w	C of the inaccuracies identified. There anges at the council that have medial work to the RAMM database. gned in November to start looking rorking on the corrections required. Ig a meeting with PCC and Veritek for	30/06/2023	Identified
early February to discuss recommendations.		15/02/2023	
Preventative actions ta	aken to ensure no further issues will occur	Completion date	
	work with PCC on resolving the gissues that have been identified.	Ongoing	
	commended a full field audit be e all existing inaccuracies.		

Location of each item	of load		
Non-compliance	Des	scription	
Audit Ref: 2.3 With: Clause 11(2)(b)	Eight items of load do not have sufficient location information to enable them to be readily locatable.		
of Schedule 15.3	Potential impact: Low		
	Actual impact: Low		
	Audit history: Multiple times		
From: 01-Jul-22	Controls: Moderate		
To: 30-Nov-22	Breach risk rating: 2		
Audit risk rating	Rationale fo	r audit risk rating	
Low	The controls are recorded as moderate as while no new lights have been added without sufficient location information being provided, there has been no progress to resolve the exceptions identified from previous audits.		there has been no
	The impact is rated as low as there are readily locatable.	e only eight items	of load that are not
Actions ta	ken to resolve the issue	Completion date	Remedial action status
had been several staff ch impacted progress on re A new resource was assi	C of the inaccuracies identified. There hanges at the council that have medial work to the RAMM database. gned in November to start looking vorking on the corrections required.	30/06/2023	Identified
Meridian will be arrangir early February to discuss recommendations	ng a meeting with PCC and Veritek for the audit findings and	15/02/2023	
Preventative actions ta	aken to ensure no further issues will occur	Completion date	
Meridian will continue to work with PCC on resolving the inaccuracies and ongoing issues that have been identified. We have also strongly recommended a full field audit be completed to fully resolve all existing inaccuracies.		Ongoing	
completed to fully resolve all existing inaccuracies.			

Description and capacity of load			
Non-compliance	Description		
Audit Ref: 2.4 With: Clause 11(2)(c) and (d) of Schedule 15.3	Three lights recorded in the database as zero watts capacity were confirmed during the field audit as being 20W LED lights, resulting in an estimated under submission of 256 kWh. Potential impact: Low Actual impact: Low		
From: 01-Jul-22	Audit history: None		
To: 30-Nov-22	Controls: Strong		
10: 30-1000-22	Breach risk rating: 1		
Audit risk rating	Rationale fo	r audit risk rating	
Low	The controls are recorded as strong as most lights are assigned an appropriate capacity on entry to the database.		ssigned an appropriate
	The impact is rated as low as the volume impacted is small.		nall.
Actions ta	ken to resolve the issue	Completion date	Remedial action status
had been several staff ch impacted progress on rel A new resource was assig after the database and w	C of the inaccuracies identified. There nanges at the council that have medial work to the RAMM database. gned in November to start looking vorking on the corrections required. ng a meeting with PCC and Veritek for the audit findings and	30/06/2023 15/02/2023	Identified
	aken to ensure no further issues will occur	Completion date	
inaccuracies and ongoing	o work with PCC on resolving the g issues that have been identified. commended a full field audit be	Ongoing	
	e all existing inaccuracies.		

All load recorded in database			
Non-compliance	Description		
Audit Ref: 2.5 With: Clause 11(2A) of	64 additional lamps (15%) in the field were not recorded in the database from a sample of 431 items of load.		
Schedule 15.3	Potential impact: Low		
	Actual impact: Low		
	Audit history: Multiple times		
From: 02-Dec-21	Controls: Moderate		
To: 31-May-22	Breach risk rating: 2		
Audit risk rating	Rationale fo	r audit risk rating	
Low	The controls are rated as moderate as the recent field activity of light installations and changes does not appear to have been reflected in the database since the last audit		
	The audit risk rating is low based on th relation to the sample examined.	ne small volume o	f lights affected in
Actions ta	ken to resolve the issue	Completion date	Remedial action status
had been several staff ch impacted progress on re A new resource was assig	C of the inaccuracies identified. There langes at the council that have medial work to the RAMM database. gned in November to start looking vorking on the corrections required.	30/06/2023	Identified
Meridian will be arrangir early February to discuss recommendations.	ng a meeting with PCC and Veritek for the audit findings and	15/02/2023	
Preventative actions ta	aken to ensure no further issues will occur	Completion date	
	work with PCC on resolving the gissues that have been identified.	Ongoing	
	commended a full field audit be e all existing inaccuracies.		

Database Accuracy	
Non-compliance	Description
Audit Ref: 3.1 With: Clause 15.2 and	Database is not confirmed as accurate with a 95% level of confidence resulting in an estimated under submission of 192,300 kWh p.a.
15.37B(b)	Eight items of load are not readily locatable.
	20 items of load without an ICP being assigned and therefore the load associated with these lights is not being included in the monthly capacities report to EMS resulting in an annual under submission of approximately 2,075 kWh.
	Seven items of load are incorrectly assigned to GWRC but should be associated with the ICP 0001256873UNFA3 resulting in an annual under submission of approximately 1,249 kWh.
	ICP assignment is not correct for all items of load resulting in incorrect allocation of submission volumes to the respective NSP.
	Three lights recorded in the database as zero watts capacity were confirmed during the field audit as being 20W LED lights, resulting in an estimated under submission of 256 kWh.
	Some Italo 35.5W lamps are incorrectly recorded in the database as 36W.
	Some Italo 19.5W lamps are incorrectly recorded in the database as 20W.
	One item of load with the incorrect ballast applied resulting in an estimated under submission of 8.542 kWh.
	Livening dates not recorded for new connections.
	Under submission of 58,460 kWh due to missing park lighting records in RAMM.
	The monthly database extract provided does not track changes at a daily basis and is provided as a snapshot.
	Potential impact: High
	Actual impact: High
	Audit history: Multiple times
From: 01-Jul-22	Controls: Weak
To: 30-Nov-22	Breach risk rating: 9
Audit risk rating	Rationale for audit risk rating
High	The controls are rated as weak due to:
	 poor database accuracy found in the field audit,
	 exceptions identified in the previous audit remain unresolved, and
	 the recent field activity of light installations and changes does not appear to have been reflected in the database since the last audit.
	The audit risk rating is high based on kWh variances.
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Actions taken to resolve the issue	Completion date	Remedial action status
Meridian has advised PCC of the inaccuracies identified. There had been several staff changes at the council that have impacted progress on remedial work to the RAMM database. A new resource was assigned in November to start looking after the database and working on the corrections required.	30/06/2023	Identified
Meridian will be arranging a meeting with PCC and Veritek for early February to discuss the audit findings and recommendations.	15/02/2023	
Preventative actions taken to ensure no further issues will occur	Completion date	
Meridian will continue to work with PCC on resolving the inaccuracies and ongoing issues that have been identified. We have also strongly recommended a full field audit be completed to fully resolve all existing inaccuracies.	Ongoing	

Volume information accuracy			
Non-compliance	Description		
Audit Ref: 3.2 With: Clause 15.2 and	Database is not confirmed as accurate with a 95% level of confidence resulting in an estimated under submission of 192,300 kWh p.a.		
15.37B(c)	Eight items of load are not readily loca	atable.	
	20 items of load without an ICP being with these lights is not being include resulting in an annual under submissio	d in the monthly	capacities report to EMS
	Three lights recorded in the database during the field audit as being 20W LE submission of 256 kWh.		-
	One item of load with the incorrect bal submission of 8.542 kWh.	last applied result	ting in an estimated under
	Livening dates not recorded for new c	onnections.	
	Under submission of 58,460 kWh due	to missing park li	ghting records in RAMM.
	Potential impact: High		
	Actual impact: High		
	Audit history: Multiple times		
From: 01-Jul-22	Controls: Weak		
To: 30-Nov-22	Breach risk rating: 9		
Audit risk rating	Rationale fo	r audit risk rating	
High	The controls are rated as weak due to	:	
	 poor database accuracy four 	nd in the field aud	it,
	 exceptions identified in the provident of th	previous audit ren	nain unresolved, and
	 the recent field activity of lig appear to have been reflected 		0
	The audit risk rating is high based on k	Wh variances.	
Actions ta	ken to resolve the issue Completion Remedial action status date		Remedial action status
had been several staff ch impacted progress on ren A new resource was assig after the database and w	PCC of the inaccuracies identified. There changes at the council that have remedial work to the RAMM database. signed in November to start looking working on the corrections required. ging a meeting with PCC and Veritek for ss the audit findings and 15/02/2023		

Preventative actions taken to ensure no further issues will occur	Completion date
Meridian will continue to work with PCC on resolving the inaccuracies and ongoing issues that have been identified.	Ongoing
We have also strongly recommended a full field audit be completed to fully resolve all existing inaccuracies.	