

Compliance plan for Porirua City Council DUML 2022

Deriving Submission Information		
Non-compliance	Description	
<p>Audit Ref: 2.1 With: Clause 11(1) of Schedule 15.3</p> <p>From: 02-Dec-21 To: 31-May-22</p>	<p>Database is not confirmed as accurate with a 95% level of confidence resulting in an estimated under submission of 92,800 kWh p.a.</p> <p>Eight items of load are not readily locatable.</p> <p>One item of load with the incorrect ballast applied resulting in an estimated under submission of 8.542 kWh.</p> <p>Livening dates not recorded for new connections.</p> <p>Under submission of 61,963 kWh due to inaccurate park lighting records in RAMM.</p> <p>The monthly database extract provided does not track changes at a daily basis and is provided as a snapshot.</p> <p>Potential impact: High Actual impact: High</p> <p>Audit history: Multiple times</p> <p>Controls: Moderate</p> <p>Breach risk rating: 6</p>	
Audit risk rating	Rationale for audit risk rating	
High	<p>The controls over the database are rated as moderate as PCC are working to improve the database accuracy but there is still room for improvement.</p> <p>The audit risk rating is high based on kWh variances detailed above.</p>	
Actions taken to resolve the issue	Completion date	Remedial action status
<p>Meridian has met with the council to discuss the inaccuracies identified. There have been a number of staff changes at the council that have impacted progress on remedial work to the RAMM database. There is now a new staff member assigned to look after the database and they intend to work on resolving the inaccuracies and ongoing issues that have been identified.</p>	30/04/2023	Identified
Preventative actions taken to ensure no further issues will occur	Completion date	
<p>Meridian will continue to follow up with PCC to complete the required corrections and to maintain the installed updates and changes to the database.</p> <p>We have also strongly recommended a full field audit be completed to fully resolve all existing inaccuracies</p>	Ongoing	

Location of each item of load		
Non-compliance	Description	
<p>Audit Ref: 2.3</p> <p>With: Clause 11(2)(b) of Schedule 15.3</p> <p>From: 03-Dec-21</p> <p>To: 31-May-22</p>	<p>Eight items of load do not have sufficient location information to enable them to be readily locatable.</p> <p>Potential impact: Low</p> <p>Actual impact: Low</p> <p>Audit history: Multiple times</p> <p>Controls: Weak</p> <p>Breach risk rating: 3</p>	
Audit risk rating	Rationale for audit risk rating	
Low	<p>The controls are recorded as weak because no progress has been achieved from previous audits.</p> <p>The impact is rated as low as there are only eight items of load that are not readily locatable.</p>	
Actions taken to resolve the issue	Completion date	Remedial action status
<p>Meridian has met with the council to discuss the inaccuracies identified. There have been a number of staff changes at the council that have impacted progress on remedial work to the RAMM database. There is now a new staff member assigned to look after the database and they intend to work on resolving the inaccuracies and ongoing issues that have been identified.</p>	31/01/2023	Identified
Preventative actions taken to ensure no further issues will occur	Completion date	
<p>Meridian will continue to follow up with PCC to complete the required corrections and to maintain the installed updates and changes to the database.</p> <p>We have also strongly recommended a full field audit be completed to fully resolve all existing inaccuracies.</p>	Ongoing	

All load recorded in database		
Non-compliance	Description	
<p>Audit Ref: 2.5</p> <p>With: Clause 11(2A) of Schedule 15.3</p> <p>From: 02-Dec-21</p> <p>To: 31-May-22</p>	<p>Thirteen additional lamps in the field were not recorded in the database from a sample of 366 items of load.</p> <p>Potential impact: Low</p> <p>Actual impact: Low</p> <p>Audit history: Multiple times</p> <p>Controls: Moderate</p> <p>Breach risk rating: 2</p>	
Audit risk rating	Rationale for audit risk rating	
Low	<p>The controls are rated as moderate as PCC have strengthened their database accuracy by committing to undertaking a field audit and data capture is expected to be more accurate going forward. Most of the missing lamps relate to a single street.</p> <p>The audit risk rating is low based on the small volume of lights affected in relation to the sample examined.</p>	
Actions taken to resolve the issue		Completion date
<p>Meridian has met with the council to discuss the inaccuracies identified. There have been a number of staff changes at the council that have impacted progress on remedial work to the RAMM database. There is now a new staff member assigned to look after the database and they intend to work on resolving the inaccuracies and ongoing issues that have been identified.</p>		30/01/2023
Preventative actions taken to ensure no further issues will occur		Completion date
<p>Meridian will continue to follow up with PCC to complete the required corrections and to maintain the installed updates and changes to the database.</p>		Ongoing
Remedial action status		
Identified		

Database Accuracy		
Non-compliance	Description	
<p>Audit Ref: 3.1 With: Clause 15.2 and 15.37B(b)</p> <p>From: 02-Dec-21 To: 31-May-22</p>	<p>Database is not confirmed as accurate with a 95% level of confidence resulting in an estimated under submission of 92,800 kWh p.a.</p> <p>Eight items of load are not readily locatable.</p> <p>One item of load with the incorrect ballast applied resulting in an estimated under submission of 8.542 kWh.</p> <p>Livening dates not recorded for new connections.</p> <p>Under submission of 61,963 kWh due to inaccurate park lighting records in RAMM.</p> <p>The monthly database extract provided does not track changes at a daily basis and is provided as a snapshot.</p> <p>Potential impact: High</p> <p>Actual impact: High</p> <p>Audit history: Multiple times</p> <p>Controls: Moderate</p> <p>Breach risk rating: 6</p>	
Audit risk rating	Rationale for audit risk rating	
High	<p>The controls over the database are rated as moderate as PCC are working to improve the database accuracy but there is still room for improvement.</p> <p>The audit risk rating is high based on kWh variances.</p>	
Actions taken to resolve the issue	Completion date	Remedial action status
Meridian has met with the council to discuss the inaccuracies identified. There have been a number of staff changes at the council that have impacted progress on remedial work to the RAMM database. There is now a new staff member assigned to look after the database and they intend to work on resolving the inaccuracies and ongoing issues that have been identified.	30/04/2023	Identified
Preventative actions taken to ensure no further issues will occur	Completion date	
<p>Meridian will continue to follow up with PCC to complete the required corrections and to maintain the installed updates and changes to the database.</p> <p>We have also strongly recommended a full field audit be completed to fully resolve all existing inaccuracies.</p>	Ongoing	

Volume information accuracy		
Non-compliance	Description	
<p>Audit Ref: 3.2 With: Clause 15.2 and 15.37B(c)</p> <p>From: 02-Dec-21 To: 31-May-22</p>	<p>Database is not confirmed as accurate with a 95% level of confidence resulting in an estimated under submission of 92,800 kWh p.a.</p> <p>Eight items of load are not readily locatable.</p> <p>One item of load with the incorrect ballast applied resulting in an estimated under submission of 8.542 kWh.</p> <p>Livening dates not recorded for new connections.</p> <p>Under submission of 61,963 kWh due to inaccurate park lighting records in RAMM.</p> <p>Potential impact: High Actual impact: High Audit history: Multiple times Controls: Moderate Breach risk rating: 6</p>	
Audit risk rating	Rationale for audit risk rating	
High	<p>The controls over the database are rated as moderate as PCC are working to improve the database accuracy but there is still room for improvement.</p> <p>The audit risk rating is high based on kWh variances.</p>	
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