

Compliance plan for Westland District Council Distributed Unmetered Load for Trustpower Limited

Title: Deriving Submission Information		
Non-compliance	Description	
<p>Audit Ref: 2.1 With: Clause 11(1) of Schedule 15.3</p> <p>From: unknown To: 04-May-18</p>	<p>The database used to prepare submissions contains some inaccurate information.</p> <ul style="list-style-type: none"> • The database accuracy is assessed to be 99.3% indicating an estimated over submission of 483 kWh per annum. • 454 lamps had incorrect total wattages recorded, resulting in over submission of 2,840.5 watts or 12,132 kWh per annum. • 17 items of load have missing capacity and/or wattage information. • Festive lights are not recorded in the database. The impact of this is unknown. <p>Potential impact: Medium Actual impact: Medium Audit history: None Controls: Moderate Breach risk rating: 4</p>	
Audit risk rating	Rationale for audit risk rating	
Medium	<p>The controls are rated as moderate, because they are sufficient to ensure that lamp information is correctly recorded most of the time. The impact is assessed to be medium, based on the kWh differences described above.</p>	
Actions taken to resolve the issue	Completion date	Remedial action status
<p>Electronet will investigate and update the historic database anomalies.</p> <p>Electronet will add Festive lights to the database when they are in use and ensure they are included in the monthly updates.</p>	<p>31/07/18</p> <p>As needed</p>	Identified
Preventative actions taken to ensure no further issues will occur	Completion date	
<p>Electronet undertake the new connections and maintenance of streetlights in the West Coast area, the updates are made in the field as the work is completed, and reviewed in the office.</p> <p>Trustpower will follow up during the festive period to ensure the lights are included when they are in use</p>	<p>Complete</p> <p>31/12/18</p>	

Title: Description and capacity of load		
Non-compliance	Description	
Audit Ref: 2.4 With: Clause 11(2)(c) and (d) of Schedule 15.3 From: unknown To: 04-May-18	17 items of load have missing capacity and/or wattage information. Potential impact: Low Actual impact: Low Audit history: None Controls: Moderate Breach risk rating: 2	
Audit risk rating	Rationale for audit risk rating	
Low	The controls are rated as moderate, because most items of load have capacity and wattage information recorded. The impact is assessed to be low because 17 items of load (1.2%) are affected.	
Actions taken to resolve the issue	Completion date	Remedial action status
Electronet have undertaken to review these sites and update the database as needed.	31/07/18	Identified
Preventative actions taken to ensure no further issues will occur	Completion date	
Electronet undertake the new connections and maintenance of streetlights in the West Coast area, the updates are made in the field as the work is completed, and reviewed in the office.	Completed	

Title: All load recorded in database	
Non-compliance	Description
Audit Ref: 2.5 With: Clause 11(2A) of Schedule 15.3 From: unknown To: 04-May-18	Festive lights are not recorded in the database. Potential impact: Low Actual impact: Low Audit history: None Controls: Weak Breach risk rating: 3

Audit risk rating	Rationale for audit risk rating
Low	<p>Controls are rated as weak as they are not sufficient to ensure that all lights, including Christmas lights are recorded in the database.</p> <p>The impact is unknown but is rated as low, as there are a small number of Christmas lights and they are only used during the festive season.</p>

Title: Database accuracy		
Non-compliance	Description	
<p>Audit Ref: 3.1 With: Clause 15.2 and 15.37B(b)</p> <p>From: unknown To: 18-Apr-18</p>	<p>The database used to prepare submissions contains some inaccurate information.</p> <ul style="list-style-type: none"> • The database accuracy is assessed to be 99.3% indicating an estimated over submission of 483 kWh per annum. • 454 lamps had incorrect total wattages recorded, resulting in over submission of 2840.5 watts or 12,132 kWh per annum. • 17 items of load have missing capacity and/or wattage information. • Festive lights are not recorded in the database. The impact of this is unknown. • There are six lights which do not have a unique light number in the database. • Some street address descriptions were inconsistent with the GPS coordinate information. <p>Potential impact: Medium Actual impact: Medium Audit history: None Controls: Moderate Breach risk rating: 4</p>	
Audit risk rating	Rationale for audit risk rating	
Medium	<p>The controls are rated as moderate, because they are sufficient to ensure that lamp information is correctly recorded most of the time.</p> <p>The impact is assessed to be medium, based on the kWh differences described above.</p>	
Actions taken to resolve the issue	Completion date	Remedial action status
<p>Electronet have undertaken to review and correct the historic database inaccuracies</p> <p>Electronet will add Festive lights to the database when they are in use and ensure they are included in the monthly updates.</p>	<p>31/07/18</p> <p>As needed</p>	<p>Identified</p>

Preventative actions taken to ensure no further issues will occur	Completion date
Electronet undertake the new connections and maintenance of streetlights in the West Coast area, the updates are made in the field as the work is completed, and reviewed in the office. Trustpower will follow up during the festive period to ensure the lights are included when they are in use	Completed 31/12/18

Title: Volume information accuracy		
Non-compliance	Description	
Audit Ref: 3.2 With: Clause 15.2 and 15.37B(c) From: unknown To: 04-May-18	<p>The database used to prepare submissions contains some inaccurate information.</p> <ul style="list-style-type: none"> The database accuracy is assessed to be 99.3% indicating an estimated over submission of 483 kWh per annum. 454 lamps had incorrect total wattages recorded, resulting in over submission of 2840.5 watts or 12,132 kWh per annum. 17 items of load have missing capacity and/or wattage information. Festive lights are not recorded in the database. The impact of this is unknown. <p>Potential impact: Medium Actual impact: Medium Audit history: None Controls: Moderate Breach risk rating: 4</p>	
Audit risk rating	Rationale for audit risk rating	
Medium	<p>The controls are rated as moderate, because they are sufficient to ensure that lamp information is correctly recorded most of the time. The impact is assessed to be medium, based on the kWh differences described above.</p>	
Actions taken to resolve the issue	Completion date	Remedial action status
Electronet have undertaken to review and correct the historic database inaccuracies Electronet will add Festive lights to the database when they are in use and ensure they are included in the monthly updates.	31/07/18 As needed	Identified

Preventative actions taken to ensure no further issues will occur	Completion date	
<p>Electronet undertake the new connections and maintenance of streetlights in the West Coast area, the updates are made in the field as the work is completed, and reviewed in the office.</p> <p>Trustpower will follow up during the festive period to ensure the lights are included when they are in use</p>	<p>Completed</p> <p>31/12/18</p>	

Actions taken to resolve the issue	Completion date	Remedial action status
Electronet will add Festive lights to the database when they are in use and ensure they are included in the monthly updates.	As needed	Identified
Preventative actions taken to ensure no further issues will occur	Completion date	
Trustpower will follow up during the festive period to ensure the lights are included when they are in use	31/12/18	