

Compliance plan for Hutt City Council Distributed Unmetered Load for Contact Energy Limited

Title: Deriving Submission Information		
Non-compliance	Description	
Audit Ref: 2.1 With: Clause 11(1) of Schedule 15.3 From: unknown To: 18-Apr-18	The database used to prepare submissions contains some inaccurate information. <ul style="list-style-type: none"> The database accuracy is assessed to be 99.9% indicating an estimated over submission of 175 kWh per annum. 66 lamps have incorrect ballast wattage recorded. The errors amount to 790 watts, resulting in over submission of 3,374 kWh per annum. 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 they are sufficient to ensure that lamp information is correctly recorded most of the time. The impact is assessed to be low, based on the kWh differences described above.	
Actions taken to resolve the issue	Completion date	Remedial action status
Contact will work with Hutt CC to get the DUML database updated with these correct values	Dec 2018	Identified
Preventative actions taken to ensure no further issues will occur	Completion date	
As above	As above	

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: 18-Apr-18		Six lights connected to HCC ICs do not have make and model information recorded. Potential impact: Low Actual impact: None 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 they are sufficient to ensure that lamp information is correctly recorded most of the time. The impact is assessed to be low, because a small number of lamps are affected, and the wattage is expected to be low.	
Actions taken to resolve the issue		Completion date	Remedial action status
Contact will work with Hutt CC to get the DUML database updated with these correct values and attributes		Dec 2018	Identified
Preventative actions taken to ensure no further issues will occur		Completion date	
As above		As above	

Title: Database accuracy	
Non-compliance	Description
Audit Ref: 3.1 With: Clause 15.2 and 15.37B(b) From: unknown To: 18-Apr-18	The database used to prepare submissions contains some inaccurate information. <ul style="list-style-type: none"> • The database accuracy is assessed to be 99.9% indicating an estimated over submission of 175 kWh per annum. • 66 lamps have incorrect ballast wattage recorded. The errors amount to 790 watts, resulting in over submission of 3,374 kWh per annum. 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 they are sufficient to ensure that lamp information is correctly recorded most of the time. The impact is assessed to be low, based on the kWh differences described above.		
Actions taken to resolve the issue		Completion date	Remedial action status
Contact will work with Hutt CC to get the DUML database updated with these correct values and attributes		Dec 2018	Identified
Preventative actions taken to ensure no further issues will occur		Completion date	
As above		As above	

Title: Volume information accuracy	
Non-compliance	Description
Audit Ref: 3.2 With: Clause 15.2 and 15.37B(c) From: unknown To: 18-Apr-18	The database used to prepare submissions contains some inaccurate information. <ul style="list-style-type: none"> • The database accuracy is assessed to be 99.9% indicating an estimated over submission of 175 kWh per annum. • 66 lamps have incorrect ballast wattage recorded. The errors amount to 790 watts, resulting in over submission of 3,374 kWh per annum. Incorrect profiles are recorded on the registry. 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 they are sufficient to ensure that lamp information is correctly recorded most of the time. The impact is assessed to be low, based on the kWh differences described above. Profiles were recorded correctly on the registry for most of the audit period.

Actions taken to resolve the issue	Completion date	Remedial action status
Contact will work with Hutt CC to get the DUML database updated with these correct values and attributes	Dec 2018	Identified
The incorrect profile on the registry issue is a result of a system defect – currently a fix is underway to prevent this issue from occurring. A manual work around is currently in place to update the registry where required	July 2018	
Preventative actions taken to ensure no further issues will occur	Completion date	
As above	As above	