

Compliance plan for Ardmore Airport DUML – 2020

Deriving submission information		
Non-compliance	Description	
Audit Ref: 2.1 With: 11(1) of Schedule 15.3 From: 01-Jun-17 To: 01-May-20	There are three additional lights in the field, and four HPS lights in Village Way have been replaced with LED lights, resulting in a potential minor under submission of 316 kWh per annum. Potential impact: Low Actual impact: Low Audit history: Three times previously Controls: Weak Breach risk rating: 3	
Audit risk rating	Rationale for audit risk rating	
Low	The controls in place are rated as weak as the database is not being maintained as expected. The impact is assessed to be low, based on the minor kWh differences described above.	
Actions taken to resolve the issue	Completion date	Remedial action status
Mercury is working with Ardmore Airport to obtain details of the 3 additional lights. Once confirmed, these will be added to the database as necessary. Ardmore Airport has advised the 4 village way lights are AT not Ardmore. These will be removed from the database accordingly.	Dec 2020	Identified
Preventative actions taken to ensure no further issues will occur	Completion date	
Ardmore Airport has a current copy of the database and we have reiterated the importance of notifying us of any changes. Once we have corrected any discrepancies identified, we will complete twice yearly reviews on the full database as well as ad hoc updates throughout the year.	Dec 2020	

Location of each item of load		
Non-compliance	Description	
Audit Ref: 2.3 With: 11(2)(b) of Schedule 15.3 From: 01-Jun-18 To: 01-May-20	Locations of 13 Items of load do not have street number, or GPS locations to make them individually locatable. Potential impact: None Actual impact: Low Audit history: Once Controls: Weak Breach risk rating: 3	
Audit risk rating	Rationale for audit risk rating	
Low	The controls in place are rated as weak as the database is not being maintained as expected. The number of items of load is small therefore the audit risk rating is low.	
Actions taken to resolve the issue		Completion date
We have asked Ardmore Airport for more detailed location information. Once received, the database will be updated accordingly.		Dec 2020
Preventative actions taken to ensure no further issues will occur		Completion date
Ardmore Airport has a current copy of the database and we have reiterated the importance of notifying us of any changes. Once we have corrected any discrepancies identified, we will complete twice yearly reviews on the full database as well as ad hoc updates throughout the year.		Dec 2020
Identified		

All load recorded in database			
Non-compliance	Description		
Audit Ref: 2.5 With: 11(2A) of Schedule 15.3 From: 01-Jun-17 To: 01-May-20	Three additional lights found in the field. Potential impact: Low Actual impact: Low Audit history: Three times previously Controls: Weak Breach risk rating: 3		
Audit risk rating	Rationale for audit risk rating		
Low	The controls in place are rated as weak as the database is not being maintained as expected. The impact is assessed to be low as the impact on reconciliation is small as detailed in section 3.1 .		
Actions taken to resolve the issue		Completion date	Remedial action status
Mercury is working with Ardmore Airport to obtain details of the 3 additional lights. Once confirmed, these will be added to the database as necessary.		Dec 2020	
Preventative actions taken to ensure no further issues will occur		Completion date	
Ardmore Airport has a current copy of the database and we have reiterated the importance of notifying us of any changes. Once we have corrected any discrepancies identified, we will complete twice yearly reviews on the full database as well as ad hoc updates throughout the year.		Dec 2020	

Database accuracy		
Non-compliance	Description	
<p>Audit Ref: 3.1</p> <p>With: 15.2 and 15.37B(b)</p> <p>From: 01-Jun-17</p> <p>To: 01-May-20</p>	<p>There are three additional lights in the field, and four HPS lights in Village Way have been replaced with LED lights, resulting in a potential minor under submission of 316 kWh per annum.</p> <p>Potential impact: Low</p> <p>Actual impact: Low</p> <p>Audit history: Three times previously</p> <p>Controls: Weak</p> <p>Breach risk rating: 3</p>	
Audit risk rating	Rationale for audit risk rating	
Low	<p>The controls in place are rated as weak as the database is not being maintained as expected.</p> <p>The impact is assessed to be low, based on the kWh differences described above.</p>	
Actions taken to resolve the issue		Completion date
<p>Mercury is working with Ardmore Airport to obtain details of the 3 additional lights. Once confirmed, these will be added to the database as necessary.</p> <p>Ardmore Airport has advised the 4 village way lights are AT not Ardmore. These will be removed from the database accordingly.</p>		Dec 2020
Preventative actions taken to ensure no further issues will occur		Completion date
<p>Ardmore Airport has a current copy of the database and we have reiterated the importance of notifying us of any changes. Once we have corrected any discrepancies identified, we will complete twice yearly reviews on the full database as well as ad hoc updates throughout the year.</p>		Dec 2020
Identified		

Volume information accuracy		
Non-compliance	Description	
<p>Audit Ref: 3.2</p> <p>With: 15.2 and 15.37B(c)</p> <p>From: 01-Jun-17</p> <p>To: 01-May-20</p>	<p>There are three additional lights in the field, and four HPS lights in Village Way have been replaced with LED lights, resulting in a potential minor under submission of 316 kWh per annum.</p> <p>Potential impact: Low</p> <p>Actual impact: Low</p> <p>Audit history: Three times previously</p> <p>Controls: Weak</p> <p>Breach risk rating: 3</p>	
Audit risk rating	Rationale for audit risk rating	
Low	<p>The controls in place are rated as weak as the database is not being maintained as expected.</p> <p>The impact is assessed to be low, based on the minor kWh differences described above.</p>	
Actions taken to resolve the issue		Completion date
<p>Mercury is working with Ardmore Airport to obtain details of the 3 additional lights. Once confirmed, these will be added to the database as necessary.</p> <p>Ardmore Airport has advised the 4 village way lights are AT not Ardmore. These will be removed from the database accordingly.</p>		Dec 2020
Preventative actions taken to ensure no further issues will occur		Completion date
<p>Ardmore Airport has a current copy of the database and we have reiterated the importance of notifying us of any changes. Once we have corrected any discrepancies identified, we will complete twice yearly reviews on the full database as well as ad hoc updates throughout the year.</p>		Dec 2020
Identified		