

ELECTRICITY INDUSTRY PARTICIPATION CODE
DISTRIBUTED UNMETERED LOAD AUDIT REPORT

VERITEK

For

LA POINTE ESTATE
AND MERIDIAN ENERGY LIMITED

Prepared by: Steve Woods

Date audit commenced: 2 May 2022

Date audit report completed: 27 May 2022

Audit report due date: 01-Jun-22

TABLE OF CONTENTS

Executive summary	3
Audit summary	4
Non-compliances	4
Recommendations	4
Issues	4
1. Administrative	5
1.1. Exemptions from Obligations to Comply with Code	5
1.2. Structure of Organisation	5
1.3. Persons involved in this audit.....	6
1.4. Hardware and Software	6
1.5. Breaches or Breach Allegations.....	6
1.6. ICP Data	6
1.7. Authorisation Received	6
1.8. Scope of Audit	6
1.9. Summary of previous audit	7
1.10. Distributed unmetered load audits (Clause 16A.26 and 17.295F)	8
2. DUML database requirements	9
2.1. Deriving submission information (Clause 11(1) of Schedule 15.3)	9
2.2. ICP identifier and items of load (Clause 11(2)(a) and (aa) of Schedule 15.3)	9
2.3. Location of each item of load (Clause 11(2)(b) of Schedule 15.3)	10
2.4. Description and capacity of load (Clause 11(2)(c) and (d) of Schedule 15.3)	10
2.5. All load recorded in database (Clause 11(2A) of Schedule 15.3)	10
2.6. Tracking of load changes (Clause 11(3) of Schedule 15.3)	11
2.7. Audit trail (Clause 11(4) of Schedule 15.3).....	11
3. Accuracy of DUML database	12
3.1. Database accuracy (Clause 15.2 and 15.37B(b))	12
3.2. Volume information accuracy (Clause 15.2 and 15.37B(c))	12
Conclusion	14
Participant response	15

EXECUTIVE SUMMARY

This audit of the **La Pointe Estate** DUMML database and processes was conducted at the request of **Meridian Energy Limited (Meridian)**, in accordance with clause 15.37B. The purpose of this audit is to verify that the volume information is being calculated accurately, and that profiles have been correctly applied.

The audit was conducted in accordance with the audit guidelines for DUMML audits version 1.1.

A spreadsheet is managed by Meridian on behalf of La Pointe Estate in relation to this load. La Pointe Estate provide updates on to Meridian who update the database.

The field audit was undertaken of the entire La Pointe Estate spreadsheet, consisting of 73 items of load on 18th May 2022. No discrepancies were found, and all items of load were recorded in the database.

The audit found no areas of non-compliances.

I have repeated the recommendation from the last audit that the lamp descriptions in the database are reviewed and updated to ensure that they contain enough detail to distinguish between the LED lamp types and confirm that the correct wattage has been applied.

The future risk rating of zero indicates that the next audit be completed in 36 months, and I agree with this recommendation.

The matters raised are detailed below:

AUDIT SUMMARY

NON-COMPLIANCES

Subject	Section	Clause	Non-Compliance	Controls	Audit Risk Rating	Breach Risk Rating	Remedial Action
			Nil				
Future Risk Rating						0	

Future risk rating	0	1-4	5-8	9-15	16-18	19+
Indicative audit frequency	36 months	24 months	18 months	12 months	6 months	3 months

RECOMMENDATIONS

Subject	Section	Description	Recommendation
Database accuracy	3.1	Clause 15.2 and 15.37B(b)	Review and update database with lamp descriptions to ensure that they contain enough detail to distinguish between the LED lamp types and confirm that the correct wattage has been applied.

ISSUES

Subject	Section	Description	Issue
		Nil	

1. ADMINISTRATIVE

1.1. Exemptions from Obligations to Comply with Code

Code reference

Section 11 of Electricity Industry Act 2010.

Code related audit information

Section 11 of the Electricity Industry Act provides for the Electricity Authority to exempt any participant from compliance with all or any of the clauses.

Audit observation

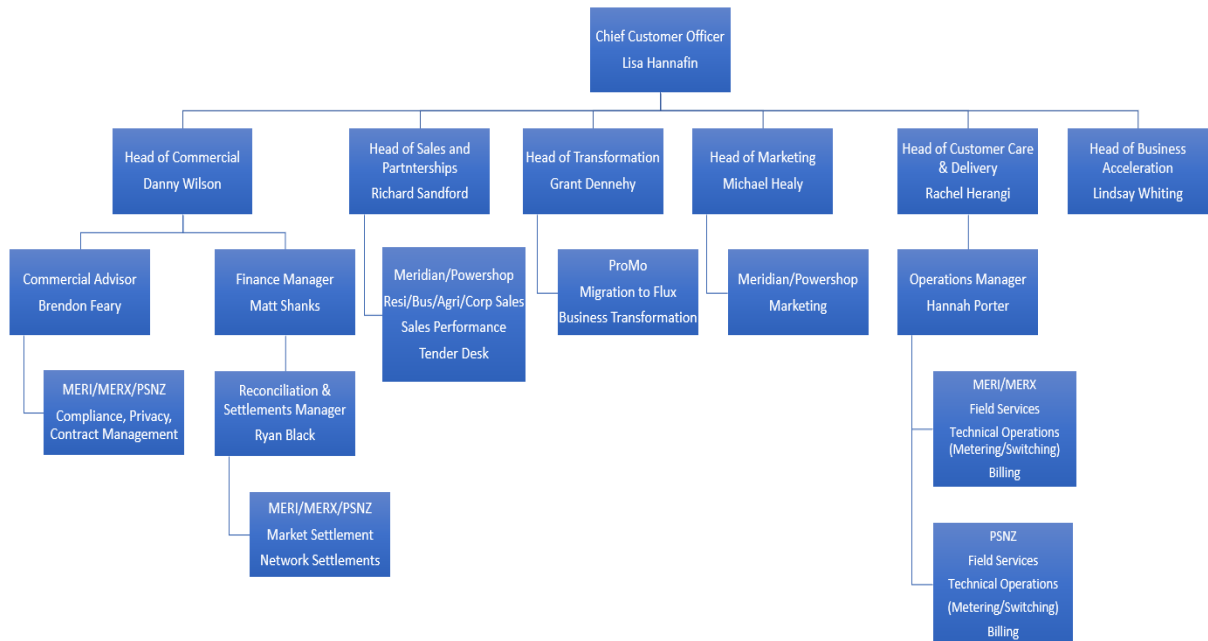
The Electricity Authority’s website was reviewed to identify any exemptions relevant to the scope of this audit.

Audit commentary

There are no exemptions in place relevant to the scope of this audit.

1.2. Structure of Organisation

Meridian provided a copy of their organisational structure:



1.3. Persons involved in this audit

Auditors:

Name	Title
Steve Woods	Lead Auditor
Brett Piskulic	Supporting Auditor

Other personnel assisting in this audit were:

Name	Title	Company
Daniel Lau	Energy Data Analyst	Meridian Energy
Amy Cooper	Compliance Officer	Meridian Energy

1.4. Hardware and Software

Meridian do not use a generic database and keep an excel spreadsheet of the La Pointe Estate assets.

Meridian confirmed that the database back-up is in accordance with standard industry procedures. Access to the spreadsheets is restricted by way of user log into the computer drive.

Systems used by the trader to calculate submissions are assessed as part of their reconciliation participant audits.

1.5. Breaches or Breach Allegations

There are no breach allegations relevant to the scope of this audit.

1.6. ICP Data

ICP Number	Description	Profile	Number of items of load	Database wattage (watts)
0000553532NRE6D	Streetlights; Private Unmetered	RPS	73	2,582

1.7. Authorisation Received

All information was provided directly by Meridian.

1.8. Scope of Audit

This audit of the La Pointe Estate DUML database and processes was conducted at the request of Meridian Energy Limited (Meridian), in accordance with clause 15.37B. The purpose of this audit is to verify that the volume information is being calculated accurately, and that profiles have been correctly applied.

The audit was conducted in accordance with the audit guidelines for DUML audits version 1.1.

A spreadsheet is managed by Meridian on behalf of La Pointe Estate in relation to this load.

La Pointe Estate provide updates of any alterations on to Meridian who update the database.

The scope of the audit encompasses the collection, security and accuracy of the data, including the preparation of submission information.

The field audit was undertaken of the entire La Pointe Estate spreadsheet, consisting of 73 items of load on 18th May 2022.

1.9. Summary of previous audit

The previous audit of this database was undertaken by Rebecca Elliot of Veritek Limited in November 2020. The summary tables below show the status of the non-compliances raised and recommendation made in the previous audit.

Table of Non-Compliance

Subject	Section	Clause	Non-compliance	Status
Deriving submission information	2.1	11(1) of Schedule 15.3	The database wattage is 121.59% of the actual wattage resulting an estimated annual over submission of 3,981kWh. The data used for submission does not track changes at a daily basis and is provided as a snapshot.	Cleared
All load recorded in database	2.5	11(2A) of Schedule 15.3	The field audit found two additional 70W HPS that were not recorded in the database.	Cleared
Database accuracy	3.1	15.2 and 15.37B(b)	The database wattage is 121.59% of the actual wattage resulting an estimated annual over submission of 3,981kWh.	Cleared
Volume information accuracy	3.2	15.2 and 15.37B(c)	The database wattage is 121.59% of the actual wattage resulting an estimated annual over submission of 3,981kWh. The data used for submission does not track changes at a daily basis and is provided as a snapshot.	Cleared

Table of Recommendations

Subject	Section	Recommendation for Improvement	Status
Database accuracy	3.1	Review and update database with lamp descriptions to ensure that they contain enough detail to distinguish between the LED lamp types and confirm that the correct wattage has been applied.	Still existing

1.10. Distributed unmetered load audits (Clause 16A.26 and 17.295F)

Code reference

Clause 16A.26 and 17.295F

Code related audit information

Retailers must ensure that DUML database audits are completed:

- 1. by 1 June 2018 (for DUML that existed prior to 1 June 2017)*
- 2. within three months of submission to the reconciliation manager (for new DUML)*
- 3. within the timeframe specified by the Authority for DUML that has been audited since 1 June 2017.*

Audit observation

Meridian have requested Veritek to undertake this streetlight audit.

Audit commentary

This audit report confirms that the requirement to conduct an audit has been met for this database.

Audit outcome

Compliant

2. DUML DATABASE REQUIREMENTS

2.1. Deriving submission information (Clause 11(1) of Schedule 15.3)

Code reference

Clause 11(1) of Schedule 15.3

Code related audit information

The retailer must ensure the:

- *DUML database is up to date*
- *methodology for deriving submission information complies with Schedule 15.5.*

Audit observation

The process for calculation of consumption was examined and the application of profiles was checked. The database was checked for accuracy.

Audit commentary

Meridian reconciles this DUML load using the RPS profile. Burn hours are based on 12 hours per day.

A spreadsheet is managed by Meridian on behalf of La Pointe Estate in relation to this load.

Meridian updates the registry “Unmetered Load Details – Trader” field and submission is based on this figure. I checked and confirmed that the information on the registry matches to the values in the spreadsheet. I also checked previous registry updates and confirmed that the spreadsheet updates matched the registry updates.

Audit outcome

Compliant

2.2. ICP identifier and items of load (Clause 11(2)(a) and (aa) of Schedule 15.3)

Code reference

Clause 11(2)(a) and (aa) of Schedule 15.3

Code related audit information

The DUML database must contain:

- *each ICP identifier for which the retailer is responsible for the DUML*
- *the items of load associated with the ICP identifier.*

Audit observation

The database was checked to confirm an ICP was recorded against each item of load.

Audit commentary

All items of load have an ICP recorded against them.

Audit outcome

Compliant

2.3. Location of each item of load (Clause 11(2)(b) of Schedule 15.3)

Code reference

Clause 11(2)(b) of Schedule 15.3

Code related audit information

The DUMML database must contain the location of each DUMML item.

Audit observation

The database was checked to confirm the location is recorded for all items of load.

Audit commentary

The database contains fields for the street address.

Audit outcome

Compliant

2.4. Description and capacity of load (Clause 11(2)(c) and (d) of Schedule 15.3)

Code reference

Clause 11(2)(c) and (d) of Schedule 15.3

Code related audit information

The DUMML database must contain:

- *a description of load type for each item of load and any assumptions regarding the capacity*
- *the capacity of each item in watts.*

Audit observation

The database was checked to confirm it contained a field for lamp type and wattage capacity and included any ballast or gear wattage and that each item of load had a value recorded in these fields.

Audit commentary

The database contains Lamp Description, Lamp Wattage and Wattage including ballast fields. These fields are populated for every item in the spreadsheet. The accuracy of the lamp description, capacity and ballasts recorded is discussed in **section 3.1**.

Audit outcome

Compliant

2.5. All load recorded in database (Clause 11(2A) of Schedule 15.3)

Code reference

Clause 11(2A) of Schedule 15.3

Code related audit information

The retailer must ensure that each item of DUMML for which it is responsible is recorded in this database.

Audit observation

A field audit was undertaken of all 73 items of load on 18th May 2022.

Audit commentary

The field audit found that all items of load were recorded in the database and there were no discrepancies.

Audit outcome

Compliant

2.6. Tracking of load changes (Clause 11(3) of Schedule 15.3)

Code reference

Clause 11(3) of Schedule 15.3

Code related audit information

The DUML database must track additions and removals in a manner that allows the total load (in kW) to be retrospectively derived for any given day.

Audit observation

The process for tracking of changes in the database was examined.

Audit commentary

The spreadsheet contains fields which record changes that are made in the field. The date the change was made and the date the database was updated are recorded in these fields.

Audit outcome

Compliant

2.7. Audit trail (Clause 11(4) of Schedule 15.3)

Code reference

Clause 11(4) of Schedule 15.3

Code related audit information

The DUML database must incorporate an audit trail of all additions and changes that identify:

- *the before and after values for changes*
- *the date and time of the change or addition*
- *the person who made the addition or change to the database.*

Audit observation

The database was checked for audit trails.

Audit commentary

The spreadsheet contains fields which record changes that are made in the field. The date the change was made and the date the database was updated are recorded in these fields.

Audit outcome

Compliant

3. ACCURACY OF DUML DATABASE

3.1. Database accuracy (Clause 15.2 and 15.37B(b))

Code reference

Clause 15.2 and 15.37B(b)

Code related audit information

Audit must verify that the information recorded in the retailer's DUML database is complete and accurate.

Audit observation

A 100% field audit was undertaken of the database.

Audit commentary

Field audit findings

The field audit found that all items of load were recorded in the database and there were no discrepancies.

Light description and capacity accuracy

There are four different types of LED lights installed; these are recorded in the database with lamp types of "26watt LED Streetlight", "40watt LED Streetlight", "20watt LED Streetlight" and "50watt LED Lamp". I repeat the recommendation from the last audit that the lamp descriptions are reviewed and updated to ensure that they contain enough detail to distinguish between the LED lamp types and confirm that the correct wattage has been applied.

Recommendation	Description	Audited party comment	Remedial action
Database Accuracy	Review and update database with lamp descriptions to ensure that they contain enough detail to distinguish between the LED lamp types and confirm that the correct wattage has been applied.	The database has now been updated with lamp descriptions outlining the manufacturer make and model of LED lamp types confirming the correct wattage is applied	Cleared

Change management process findings

La Pointe Estate maintain the streetlights and advise Meridian of any alterations. Meridian then updates the database.

Audit outcome

Compliant

3.2. Volume information accuracy (Clause 15.2 and 15.37B(c))

Code reference

Clause 15.2 and 15.37B(c)

Code related audit information

The audit must verify that:

- *volume information for the DUML is being calculated accurately*
- *profiles for DUML have been correctly applied.*

Audit observation

The submission was checked for accuracy for the month the database extract was supplied. This included:

- checking the registry to confirm that the ICP has the correct profile and submission flag, and
- checking the database extract combined with the burn hours against the submitted figure to confirm accuracy.

Audit commentary

Meridian reconciles this DUML load using the RPS profile. Burn hours are based on 12 hours per day.

A spreadsheet is managed by Meridian on behalf of La Pointe Estate in relation to this load.

Meridian updates the registry “Unmetered Load Details – Trader” field and submission is based on this figure. I checked and confirmed that the information on the registry matches to the values in the spreadsheet. I also checked previous registry updates and confirmed that the spreadsheet updates matched the registry updates.

Audit outcome

Compliant

CONCLUSION

A spreadsheet is managed by Meridian on behalf of La Pointe Estate in relation to this load. La Pointe Estate provide updates on to Meridian who update the database.

The field audit was undertaken of the entire La Pointe Estate spreadsheet, consisting of 73 items of load on 18th May 2022. No discrepancies were found, and all items of load were recorded in the database.

The audit found no areas of non-compliances.

I have repeated the recommendation from the last audit that the lamp descriptions in the database are reviewed and updated to ensure that they contain enough detail to distinguish between the LED lamp types and confirm that the correct wattage has been applied.

The future risk rating of zero indicates that the next audit be completed in 36 months, and I agree with this recommendation.

PARTICIPANT RESPONSE