

To: Keith Avis[Keith.Avis@ofgem.gov.uk]
Cc: Hutchinson, Peter[Peter.Hutchinson@detini.gov.uk]
From: McCutcheon, Joanne
Sent: 2012-11-19T09:30:28Z
Importance: Normal
Subject: RE: Audit
Received: 2012-11-19T09:32:24Z

The main question was – How will you show us proof of payment? will you provide bank statements showing the payments being made?
Not sure that this has been answered?

Thanks
Joanne

From: Keith Avis [mailto:Keith.Avis@ofgem.gov.uk]
Sent: 16 November 2012 09:53
To: McCutcheon, Joanne
Cc: Hutchinson, Peter; Hepper, Fiona; Matthew Harnack; Mary Smith
Subject: RE: Audit

Joanne
Thanks for the feedback from your Auditors. In providing you with information remotely the process will be that following discussion we will send you the information you require on scheme numbers and the underlying operation of the scheme. You will then be able to consider this at your or your auditors offices. As regards exactly what would be provided, our view, expressed in the draft letter, is that, within the boundaries of what is legally acceptable and within data protection rules, we can let you have what you need. So I would ask that you let me know what you would want to see so that we can move forward. For other schemes, we provide monthly reports that reflect the funding we have requested from the Departmental lead, the sums that have been paid out during a specified period and the subsequent remaining total.

On the spreadsheet that you have, happy to let you have cost breakdowns as you need them. For instance, recruitment costs are £2k per new person and overheads are set at 24% of overall costs.

Of course, very happy to talk this through further with you or Peter.

Keith

Keith Avis

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From: McCutcheon, Joanne [mailto:Joanne.McCutcheon@detini.gov.uk]
Sent: 14 November 2012 16:06
To: Keith Avis
Cc: Hutchinson, Peter; Hepper, Fiona
Subject: Audit

Keith
I met with our Auditors this afternoon. They expressed some concern over the para in the letter which says that you will provide information 'to consider remotely'.

Can you advise how you see this working in practice i.e. what exactly would you provide? How would you provide proof of payment? Would you send bank statements? Etc.

Also, as regards the spreadsheet you sent outlining the development costs up to end of Sept – can you provide supporting info if required eg breakdown of employment costs, It etc.

Thanks
Joanne

Joanne McCutcheon

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