

RbD Audit Sub Committee Minutes 13 July 2005

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Wednesday 13 July 2005

51 Homer Road, Solihull

Attendees

Julian Majdanski (Chair)	JM	Joint Office of Gas Transporters
Helen Cuin (Secretary)	HC	Joint Office of Gas Transporters
Alex Travell	AT	E.ON
Fiona Cottam	FC	xoserve
Simon Baker	SB	British Gas Trading

Apologies

Simon Howe	SH	npower
Savita Shaunak	SS	EDF Energy

1. Status Review

1.1. Minutes from April RbD Audit Sub Committee

No comments received. Minutes approved.

1.2. Review of Actions from April RbD Audit Sub Committee

See Action Table Appendix 1 (Page 3)

2. Selection of Processes for Review in 2005 Audit

FC re-distributed copies of the 2004 RbD Input Control Audit Report reviewing the key feeder processes.

AT sought clarification how filter failure affects RbD.

FC confirmed that released filter failures have an opposite energy impact on RbD.

SB enquired if the AQ process is subject to an independent review.

FC explained that all shippers, including RbD Shippers, see the output of the AQ Process, thereby confirming its validity.

The 2004 Audit was discussed, clarifying that the Audit did not check AQ calculations.

Processes for 2005 Audit were discussed and the following Processes were suggested for Audit:

- 2005 AQ Review Calculation Process
- Adjustments arising from the implementation of Modification Proposal 640 'End of Year Reconciliation of specific categories of Small Supply Points'
- Input Accuracy of 2005/2006 Shrinkage Factors

As the meeting was not quorate, approval of the suggested Processes for Audit is required from other members.

Action: JM to obtain approval from the other Sub-Committee members to the suggested Processes for Audit. Confirmation of agreed Process for Audit will be required by mid August.

Confirmation was provided that the Audit runs until 31 December 2005.

Scope for the next Audit tender period was briefly discussed. This will need to be agreed just after completion of the 2005 Audit to enable an assessment on the value for money.

3. AOB

Tender discussed.

Membership discussed.

4. Diary Planning for Sub Committee

Next Meeting: Thursday 27 October 2005 (following the Distribution Workstream) 10 Old Bailey, London

Action Table (Appendix 1)

Action Ref	Meeting Date	Action	Owner	Status Update
2a	21.05.05	AT asked if the close-out procedure for rejected files of CSEP AQs had been followed through by the auditors to the end conclusion. Action: JS to feedback on the auditor's treatment of the rejected items.	Jane Sullivan	Scope of audit did not extend to rejected items. Action Closed
2b	21.05.05	FC commented that it would be useful to think of the areas that the community would like the auditors to investigate for the 2005 audit. Action: JS to contact FC with suggested areas for review in 2005.	Jane Sullivan	JS has advised that she would use "value of off-line inputs" as a selection criteria. Action Closed
2c	21.05.05	The meeting was not quorate, therefore approval of the report was required from the other members via email. Action: FC to obtain approval of the report from the other Sub-Committee members, prior to issuing the final version to the RbD Community.	Fiona Cottam	Approvals obtained and report issued to community. Action Closed
3	13.07.05	JM to obtain agreement from the other Sub-Committee members to the suggested Processes for Audit agreed at this meeting. Confirmation of agreed Process for Audit will be required by mid August.	Julian Majdanski	