

**Gareth John**

---

**From:** Gareth John  
**Sent:** 21 April 2014 21:03  
**To:** Karen Wood; Edmund Ward; Teri Clifton; Atika Ashraf  
**Cc:** Jacqueline Balian; Chris Poulton; Simon King  
**Subject:** DETI  
**Attachments:** DETI 2014\_15 costs.xls

All,

Myself Chris & Teri had a very productive meeting with DETI in Belfast last Wednesday 16<sup>th</sup> and we received some positive feedback on the service we provide.  
**(Thanks Teri/Edmund on the prep for the mtg)**

Follow on actions:

- 1) Budget GJ – proposed a way forward for 2014/15 that reflected throughput and we agreed to set a budget based on this forecast and then review quarterly. Teri – can you chase Peter/Joanne @ DETI for a forecast of their numbers in 2014/15 – I don't think they will outgrow the GB numbers though so starting with a ratio as per my attached s/s calc should provide some headroom in the budget and then we will review quarterly with them and adjust as required. – **Action Gareth / Teri**
- 2) Formalising a monthly conference call as part of our account mgmt and have a set agenda (maybe 1hr) – **Action Teri**
- 3) Have a 2 weekly 30 min call to pick up any issues / complaints / developments. - **Action Teri**
- 4) Data Sharing Agreement – Karen / Teri /Simon – as discussed – can you take this forward and confirm exactly what is required here and the associated legal costs (which I may absorb) – given we are acting as agent – the rationale we have with DECC about not releasing data should not apply – but we do need to have agreed processes in place for transfer / sharing of data and ensure there is a data owner / process for dealing with breaches etc. – **would be good to get a view on this so Chris Poulton can go back to John Mills on 25<sup>th</sup> April if possible.**
- 5) Carbon trusts / Grants / de-minimis etc. – **Teri to set up a conf call with Peter/Joanne/Stephen Moore ? / Edmund to go through this on Wed 23<sup>rd</sup> / thu 24<sup>th</sup> april to try and resolve this and get :**
  - a) Workaround in place across all grant variants as required.
  - b) Understand when Regs will change to simplify this for NI?
- 6) Phase 2 changes – Summarise NI changes and plans and follow up with DETI as required – **Teri/Atika/Karen**
- 7) Confirm arrangements for DETI to visit and see Domestic Demo – **Chris**

Teri – let me know if I've missed anything – Also if you can touch base with Chris later in the week and see if he is able to go back to DETI with updates on some of the points above.

Rgds

Gareth

**Gareth John**

Associate Director Renewable Heat Incentive (RHI) Non-Domestic  
New Scheme Development

9 Millbank

London

SW1P 3GE

Tel: 020 3263 9685

[www.ofgem.gov.uk](http://www.ofgem.gov.uk)

**ofgem e-serve**