

From: [McCann, Brendan](#)
To: [Clydesdale, Alison](#); [Woods, Michael \(DETI\)](#); [Wightman, Stuart](#); [Marten, Lucy](#); [McMurray, Stephen](#)
Cc: [Stewart, Chris \(DFE\)](#); [McCormick, Andrew \(DFE\)](#)
Subject: FW: Draft RHI Steering Group Action Points Register
Date: 24 June 2016 09:44:17
Attachments: [RHI STEERING GROUP ACTION POINTS REGISTER – as at 27 June 2016.DOCX](#)
[Meeting on 14 June 2016.docx](#)
[image001.gif](#)

All,

Can you please consider the action points from the RHI Steering Group and provide an update where the action falls to you. A prompt response copied to Mark McClean would be appreciated so I can get the papers issued today for the next meeting on Tuesday.

Thanks

Brendan

From: Coyne, Terence
Sent: 23 June 2016 17:45
To: McCann, Brendan
Subject: RE: Draft RHI Steering Group Action Points Register

Brendan

Please see attached table showing the action points which arose at the two meetings I attended. For completeness, I have indicated where action points have been actioned (to the best of my knowledge). The minutes of the 6 June meeting were not available at the 14 June meeting so I have included action points relating to both meetings in the table. I attach the minute I took of the 14 June meeting. Andrew reverted yesterday to say that he was content. Rachel drafted and circulated the minutes of the 6 June meeting. I will check their status with Rachel.

Regards

Terry

Terence Coyne

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