



From: David McCune
DETI Assembly Liaison Officer

cc see distribution list below

Date: 9 December 2010

To: Mike Bohill (BRD)
Trevor Cooper (Finance & EU Progs Division)
Noel Cornick (TALE Division)
Fiona Hepper (Energy Division)
Graeme Hutchinson (SPES Division)
Mike Thompson (Strategic Policy Division)
Paul Brush (DETI Organisational Review)
Alastair Hamilton (Invest NI)
Alan Clarke (NITB)
Jim Keyes (HSENI)

**ETI COMMITTEE DRAFT FORWARD WORK PROGRAMME
13/01/11 to 24/03/11 – DETI/NDPB INPUT WRITTEN/ORAL BRIEFINGS**

Background

1. For my next review meeting with the ETI Committee Clerk I need to gather information on the likely DETI/NDPB topics that the Committee need to consider in the period Thursday 13 January 2011 to Thursday 24 March 2011 inclusive. The information will form part of the ETI Committee's draft Forward Work Programme (FWP) for this period.
2. Annex A attached records my current understanding of the topics on which written briefing needs to be provided for the ETI Committee's scrutiny. Some of these topics are included as a result of the ETI Committee asking for updates at previous meetings, others relate to written briefing deferred from meetings held in 2010.

Purpose of Exercise

3. To ask you to consider the topics which fall to your area of responsibility and to try, as far as possible, to allocate them to ETI Committee Meeting dates (13/01/11 to 24/03/11). Please note that the draft FWP is not "cast in stone". The FWP will be subject to change, either on direction from you when we regularly review it, or because the Committee wish to take other business on a specific date.

Action Needed

4. Please refer to Annex A and then using the proforma at Annex B:
 - (a) allocate the topic to a particular ETI Committee meeting date taking into account the latest information you have on timescales for progress.
Please allocate a date for provision of Written Briefing only at this stage.
 - (b) if any of the topics listed are unlikely to be ready for a Written Brief in the period up to 24 March 2011 please advise in your return with a short explanation as to why they need to be deferred until after the Assembly Elections (May 2011).
 - (c) if there are any topics not already on my list at Annex A please allocate to a meeting date and highlight in bold.
5. When you are considering which meeting date might be appropriate for the Written Briefing to be presented please ensure you allow enough time for Minister/SpAD consideration and clearance. A rough guide is to have the submission with the Written Briefing to DETI Private Office 10 working days in advance of the meeting date. For example, if the Written Briefing is to be considered on Thursday 20 January 2011 then it should be with DETI Private Office no later than Thursday 6 January 2011.

Queries

6. Please contact Anthony Haughan on Ext 29401 or John Murray Ext 29637.

David McCune

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Cc

David Sterling
David Thomson
Colin Lewis
Philip Angus
Janice Davison
Anthony Haughan (DETI LMU)
John Murray (DETI LMU)
Rosie Clarke (DETI LMU)

Annex A

**DETI/NDPB BRIEFINGS TO THE ETI COMMITTEE
INDICATIVE TIMINGS FOR BRIEFINGS (POSITION @ 9 DECEMBER 2010)
FOR DETI INTERNAL USE ONLY**

DETI ORGANISATIONAL REVIEW

The outcome of the Organisational Review will not be known until early 2011.

Annex A

**DETI/NDPB BRIEFINGS TO THE ETI COMMITTEE
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BUSINESS REGULATION DIVISION

Draft Caravans Bill

Social Development Committee in the lead. Both the SD & ETI Committees took evidence from DSD and DETI Staff re relevant areas of the Bill on 24 June 2010, further evidence given to the ETI Committee by DETI Staff on 30 September as an amendment proposed by John McAllister MLA.

PMS & PMS Ministerial Working Group

Reconvened Ministerial Working Group met in July under the chairmanship of the Secretary of State Owen Paterson.

Next PMS update report on general position to Committee expected to be made available in late November 2010.

Independent Research Report into Debt Advice Provision in Northern Ireland

Final report due to be completed late September 2010. Update to be provided to the ETI Committee.

Annex A

**DETI/NDPB BRIEFINGS TO THE ETI COMMITTEE
INDICATIVE TIMINGS FOR BRIEFINGS (POSITION @ 9 DECEMBER 2010)
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ENERGY DIVISION

Offshore Wind & Marine Renewables – draft Strategic Action Plan

Written Briefing on the outcomes – consultation to end on 08/03/10. This has been delayed due to pressure of other work.

Strategic Energy Framework (SEF)

Results from public consult. (Committee will return to the paper on Renewable heat and Geothermal energy when considering SEF)

Potential for Renewable Heat in Northern Ireland

This study will outline the options for a possible renewable heat incentive going forward. The timescales of the project means that the written brief will be delayed until after Summer recess. DECC out for consultation in GB. Committee briefed on this in March.

Unbundling Provisions of 2009 Electricity and Gas Directives

Members noted the initial consultations at their meeting on 14/01/10 and requested Written Briefing on the outcomes. Jenny Pyper updated Chair and Dep Chair when she briefed them on “Energy Issues”. Full consultation not now likely before the Autumn.

SAGE

This was delayed by GB Colleagues but work has now recommenced.