

**Draft Agenda:
Meeting between DETI and Ofgem
Wednesday 2nd November**

Meeting with NIAUR to discuss arrangements for the NI RHI 10.30am – 11.30am TBC

Attendees: Catherine McArthur, Matthew Harnack, Peter Hutchinson, NIAUR representatives

- Arrangements for the NI RHI
 - General Principles
 - Transfer of functions through an Agency Services Agreement
 - Limitations (Enforcement)
 - Reporting and information requirements

- Points of Contact for Ofgem and NIAUR

High level discussion 11.30am – 12pm:

Attendees: Catherine McArthur, Matthew Harnack, Peter Hutchinson, Joanne McCutcheon, Fiona Hepper

1. Overview of Ofgem's work and the shape of the Feasibility Study

2. Project Governance (MH)
 - Suggested framework
 - What regular reporting does DETI want/require?
 - What feedback does Ofgem require?
 - What level of involvement does DETI envision NIAUR having?

3. 1st April deadline (MH)
 - What we can deliver?
 - Headline risks to delivery.

** MH and FH leave**

* *Break for lunch if required otherwise continue as below**

Detailed discussion (12pm or) 1pm – end:

Attendees: Catherine McArthur, Joanne McCutcheon, Peter Hutchinson

1. Detailed examination of NI RHI Business Processes
 - Business process maps
 - Risks and issues
 - Lessons learned from the GB RHI

2. Payments
 - How does Ofgem procure funds to cover support payments?
 - How does Ofgem recover costs for administration (DETI/NIAUR?)