

From: [McCoy, Laura](#) on behalf of [Hepper, Fiona](#)
To: [DfE Private Office](#)
Cc: [Sterling, David](#); [McCutcheon, Joanne](#); [Hutchinson, Peter](#); [Aiken, Glynis](#); [DG_DETI Press Office](#); [Neth_Energy](#)
Subject: FW: Invitation INV/712/2013 : Request to meet to hear what Okotech does and to ask for some advice on how to align energy efficiency with the sustainability delivered by RHI
Date: 02 September 2013 11:42:00
Attachments: [image002.png](#)
[image008.png](#)
[INV 712 2013 - Okotech.DOCX](#)

Private Office

Please see attached quick advice from Fiona Hepper for the attention of the Minister.

Regards,

Laura McCoy

Personal Secretary
Department of Enterprise, Trade & Investment
Netherleigh
Massey Avenue
Belfast, BT4 2JP
Tel: 028 9052 9200 (ext: 29200)
Textphone: 028 9052 9304
Web: www.detini.gov.uk



Please consider the environment - do you really need to print this e-mail?

From: Cahoon, Gillian
Sent: Tuesday, August 27, 2013 01:08 PM
To: Hepper, Fiona
Cc: [Dolaghan, Paul](#); [Neth_Energy](#); [Sterling, David](#); [Thomson, David](#); [Aiken, Glynis](#); [Stevenson, Valerie](#) (DETI Private Office); [DG_DETI Press Office](#); [Ingram, James](#)
Subject: RE: Invitation INV/712/2013 : Request to meet to hear what Okotech does and to ask for some advice on how to align energy efficiency with the sustainability delivered by RHI

Another version of this request sent to the Minister's constituency office.

Gillian Cahoon

Private Office
Department of Enterprise, Trade & Investment
Netherleigh
Massey Avenue
Belfast, BT4 2JP
Tel: 028 9052 9440 (ext: 29440)
Textphone: 028 9052 9304
Web: www.detini.gov.uk



Please consider the environment - do you really need to print this e-mail?

From: gillian.cahoon@detini.gov.uk [<mailto:gillian.cahoon@detini.gov.uk>]

Sent: 27 August 2013 12:12

To: Hepper, Fiona

Cc: Dolaghan, Paul; Neth_Energy; Sterling, David; Thomson, David; Aiken, Glynis; Stevenson, Valerie (DETI Private Office); DG_DETI Press Office; Cahoon, Gillian; Ingram, James

Subject: Invitation INV/712/2013 : Request to meet to hear what Okotech does and to ask for some advice on how to align energy efficiency with the sustainability delivered by RHI

DEPARTMENT OF ENTERPRISE, TRADE AND INVESTMENT

INVITATION - URGENT

Reference: INV/712/2013

Invitation From: Janette O'Hagan

Subject: Request to meet to hear what Okotech does and to ask for some advice on how to align energy efficiency with the sustainability delivered by RHI

Referred To: HEPPER FIONA (MRS) (Energy Branch)

Date Referred: 27/08/2013

ACTION REQUIRED

Please provide advice and draft reply for signature by Minister. To be with Private Office by noon on 03/09/2013.

Gillian Cahoon (Private Office)
Netherleigh House Tel:- Ext 29440

Copied To For Information:
cc Energy
Cahoon Gillian (Miss)
Ingram James (Mr)

DETI MINISTER INVITATION CASES - ADVICE PROFORMA

Completed by: Fiona Hepper
Energy Division

Ext: 29215

Date: 2 September 2013

INVITATION NUMBER:	INV 712/2013
INVITATION FROM:	<p>Janette O'Hagan, Okotech.</p> <p>Okotech are a local company specialising in the development and supply of innovative energy efficient heating controls. Their product "heatboss" supports the efficient management of heating demand and has been supplied to a number of local care homes. Okotech have an ongoing relationship with Invest NI and recently won Propel Company of the Year.</p>
EVENT / MEETING:	Request to meet with representatives of Okotech to learn more about the company and discuss potential linkages with the RHI and their products.
DATE OF EVENT / MEETING (IF KNOWN)	The meeting would be held at a time of the Minister's convenience.
PROPOSED VENUE:	Meeting would take place at either Parliament Buildings or Netherleigh.
REASONS TO ACCEPT / DECLINE THE INVITATION	Decline and offer a meeting with officials.
ANY OTHER RELEVANT INFORMATION	N/A
FOI STATUS OF ADVICE	This submission should be fully disclosable.
RECOMMENDATION IF MINISTER SHOULD ATTEND / MEET (YES/NO)	No
PRIVATE OFFICE COMMENTS	
SPECIAL ADVISOR'S COMMENTS	
MINISTER'S DECISION	

DRAFT LETTER (DECLINE)

Janette O'Hagan
Okotech

Email: janette@okotech.co.uk

Dear

Thank you for your email of 27 August 2013, providing information on your company and the product you have been promoting to support energy efficiency in the local care home market. Given my Department's role in advising consumers on how best to manage energy demand and costs, I was pleased to learn of the success of your Heatboss product and your work with Invest NI.

Unfortunately, due to diary commitments, I am unable to meet with yourself to discuss how your product might align with the Northern Ireland Renewable Heat Incentive. However, my Head of Energy Division, Fiona Hepper is content to arrange a meeting with yourself and members of her Renewable Heat team if you would find this helpful.

To make the necessary arrangements I would be grateful if you liaised directly with Fiona's secretary, Laura McCoy (028 9052 9200 or laura.mccoy@detini.gov.uk).

ARLENE FOSTER MLA
MINISTER OF ENTERPRISE, TRADE AND INVESTMENT