

**From:** [Hepper, Fiona](#)  
**To:** [keith.avis@ofgem.gov.uk](mailto:keith.avis@ofgem.gov.uk)  
**Cc:** [McCutcheon, Joanne](#); [Hutchinson, Peter](#)  
**Subject:** FW: Renewable Heat Incentive : Northern Ireland  
**Date:** 01 May 2012 11:09:42  
**Importance:** High

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[Apologies - slight mistake in the e-mail address!](#)

**Fiona Hepper**

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**From:** Hepper, Fiona  
**Sent:** 01 May 2012 11:08  
**To:** [keith.avis@ofgem.gov.uk](mailto:keith.avis@ofgem.gov.uk)  
**Cc:** McCutcheon, Joanne; Hutchinson, Peter; Hepper, Fiona  
**Subject:** Renewable Heat Incentive : Northern Ireland  
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Keith

Further to our conference call this morning, I am pleased to confirm that DETI wishes to enter into an Agency Services Agreement with Ofgem for the delivery of the administration of the NI Renewable Heat Incentive (RHI).

I understand that you will now initiate the mobilisation of a project team and that this is likely to take 4-6 weeks. You have indicated that the development phase should then last about four months so, on that basis, I anticipate that a system should be up and running around the end of September. I explained that we are still waiting for State Aid approval but will want to move swiftly ahead once this is obtained. I would therefore be grateful if you could give some consideration to having an interim solution in place which would enable Ofgem to deal with RHI enquiries prior to the final system being ready (this was something discussed previously with Catherine McArthur).

You will also be aware from our call that we have approvals in place that are based on the costs provided in the feasibility study completed by Ofgem in December 2012. I appreciate that you may need to revisit some aspects of the work given the delay in DETI obtaining approvals. However, if the actual costs turn out to be significantly different from those initial estimates, it would be necessary for DETI to seek reapproval; so the figure in the feasibility study should be regarded as the ceiling and the work crafted accordingly.

As requested, we will send you copies of the Regulations as soon as possible for consideration by

your legal team. As your team had sight of these at an earlier stage and provided comments (which were passed on to our legal advisors) I am hopeful that there should not be too much more to do.

You have indicated that you will liaise with Joanne McCutcheon and Peter Hutchinson on a weekly basis and I look forward to working with you on the Project Administration Board.

Regards  
Fiona

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