

Energy



**To: Fiona Hepper**

**Date: 21 August 2013**

**From: Peter Briggs**

**Renewable Heat Incentive – Proposed consultation events**

1. This submission seeks your approval to hold three stakeholder events in relation to the consultation on Phase 2 of the Renewable Heat Incentive (RHI), launched in July 2013.
2. Recipients of the consultation document were asked to indicate whether they would have an interest in attending an event for stakeholders in September in order to give DETI the opportunity to present the proposals in more detail, answer questions and take early views on the proposals.
3. Based on the level of interest expressed by stakeholders, it is proposed that stakeholder events are held in Belfast, Armagh and Coleraine. The Belfast and Armagh events will consist of separate sessions for the domestic RHI and the expansion of the non-domestic RHI, while one session in Coleraine will be sufficient.

**Aim**

- Opportunity for stakeholders to hear about the proposals relating to Phase 2 of the RHI in more detail.
- Opportunity for DETI to gather early views that stakeholders may have on the proposals.

## Dates, times, venues

- **Armagh** – Wednesday 18<sup>th</sup> September, Market Place Theatre and Arts Centre (cheapest of 3 quotes)  
Morning session 10.30am-12.30pm, Afternoon session 2pm-4pm
- **Belfast** – Tuesday 24<sup>th</sup> September, The Pavilion, Stormont Estate (cheapest of 3 quotes)  
Morning session 10.30am-12.30pm, Afternoon session 2pm-4pm
- **Coleraine** – Thursday 26<sup>th</sup> September, The Bushtown Hotel (cheapest of 3 quotes)  
One session only -10.00am-12.30pm

## Target Audience

4. Stakeholders who have expressed an interest in attending these events include domestic stakeholders (including recipients of grants under the RHPP), business stakeholders (including businesses involved in the renewable industry) and some public sector organisations. The events in Belfast and Armagh will be split into domestic and non-domestic sessions, while the event in Coleraine will consist of a single session covering both domestic and non-domestic.

## Costs

5. The attached table (**Annex A**) shows 3 possible venues for each event. These were chosen (in the case of Belfast in the absence of availability of in-house conferencing facilities) due to location.
6. The total cost for all three events is **£490.20**. The costs for each event are as follows:
  - In Belfast, the Pavilion could accommodate the event for **£202.25** compared with £287.50 at the Park Avenue and £420 at the Stormont Hotel.
  - In Armagh, the Market Place Theatre and Arts Centre could accommodate the event for **£202.95** compared with £317.25 at Armagh City Hotel and £229.25 at the Charlemont Arms Hotel.
  - In Coleraine, the Bushtown Hotel could accommodate the event for **£85** compared with £139 at the Lodge Hotel and £95 at the Sandel Centre.
7. All costs include room hire and catering. I would therefore recommend that we use the Pavilion for the Belfast event, the Market Place Theatre and Arts Centre for the

Armagh event and the Bushtown Hotel for the Coleraine event. Availability of funding for this event from within our budgets has been confirmed.

**Request for approval**

8. It is important that we hold this seminar in order to 1) provide an opportunity for stakeholders to hear about the proposals relating to Phase 2 of the RHI in more detail and 2) provide an opportunity for DETI to gather early views that stakeholders may have on the proposals.
9. I therefore seek your approval to the proposed expenditure associated with the arrangements for the seminar.
10. I am happy to discuss.

**Peter Briggs**

**Cc Joanne McCutcheon  
Peter Briggs**