

From: [Hutchinson, Lee-Anne](#)
To: [Scott, Michelle](#)
Cc: [McFarlane, Iain](#); [Manikpure, Francine](#); [Linton, Rachel](#)
Subject: Minutes - DETI HQ - RHI updated 1 Dec
Date: 28 January 2016 11:50:42
Attachments: [Minutes - DETI HQ - RHI updated 1 Dec.doc](#)

Michelle

Would you provide any suggested amendments (in tracked changes mode) relating to the RHI casework minutes to me asap. I know that you mentioned in early in December that DFP had changes but due to work commitments it had delayed them. I am hoping to get these minutes finalised and signed shortly.

Thanks

LA

Lee-Anne Hutchinson

Accountability & Casework
Department of Enterprise, Trade & Investment
Netherleigh
Massey Avenue
Belfast, BT4 2JP
Tel: 028 9052 9257 (ext: 29257)
TextRelay: 18001 028 9052 9257
Web: www.detini.gov.uk



[NI Year of Food & Drink 2016](#)

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

From: Hutchinson, Lee-Anne [mailto:Lee-Anne.Hutchinson@detini.gov.uk]
Sent: 21 December 2015 11:53
Subject: Minutes - DETI HQ - RHI updated 1 Dec

Michelle

I was wondering if DFP will have their draft comments regarding the RHI minutes with us this week.

Thanks

LA

Lee-Anne Hutchinson

Accountability & Casework
Department of Enterprise, Trade & Investment
Netherleigh
Massey Avenue
Belfast, BT4 2JP
Tel: 028 9052 9257 (ext: 29257)
TextRelay: 18001 028 9052 9257
Web: www.detini.gov.uk



[NI Year of Food & Drink 2016](#)

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

From: Hutchinson, Lee-Anne [<mailto:Lee-Anne.Hutchinson@detini.gov.uk>]
Sent: 10 December 2015 11:21
Subject: RE: Minutes - DETI HQ - RHI updated 1 Dec

Michelle

That's no problem next week will be fine. I was going to try and get them signed this week as I am off for a few days next week but if you would have them in by Wednesday 16 December that would be great.

Thanks
LA

Lee-Anne Hutchinson

Accountability & Casework
Department of Enterprise, Trade & Investment
Netherleigh
Massey Avenue
Belfast, BT4 2JP
Tel: 028 9052 9257 (ext: 29257)
TextRelay: 18001 028 9052 9257
Web: www.detini.gov.uk



[NI Year of Food & Drink 2016](#)

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

From: Scott, Michelle

Sent: 10 December 2015 11:17

To: Hutchinson, Lee-Anne; Morelli, Emer; Millar, Angela (DFP); McNally, Noel

Cc: McFarlane, Iain; Manikpure, Francine; Linton, Rachel

Subject: RE: Minutes - DETI HQ - RHI updated 1 Dec

Lee-Anne

We will have comments on the attached minutes, however given current work pressures in DFP I cannot guarantee we will get these through for tomorrow's deadline.

I will try and get something through early next week

Michelle

From: Hutchinson, Lee-Anne

Sent: 09 December 2015 11:02

To: Morelli, Emer; Scott, Michelle; Millar, Angela (DFP); McNally, Noel

Cc: McFarlane, Iain; Manikpure, Francine; Linton, Rachel

Subject: Minutes - DETI HQ - RHI updated 1 Dec

Dear All

This is a reminder about the RHI casework minutes. I would be grateful if you would provide a consolidated response from DFP of any suggested changes by cop Friday 11th December or a nil response will be assumed.

Many thanks

LA

Lee-Anne Hutchinson

Accountability & Casework

Department of Enterprise, Trade & Investment

Netherleigh

Massey Avenue

Belfast, BT4 2JP

Tel: 028 9052 9257 (ext: 29257)

TextRelay: 18001 028 9052 9257

Web: www.detini.gov.uk



[NI Year of Food & Drink 2016](#)

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

From: Hutchinson, Lee-Anne [<mailto:Lee-Anne.Hutchinson@detini.gov.uk>]

Sent: 01 December 2015 14:20

Subject: Minutes - DETI HQ - RHI updated 1 Dec

Dear All

Please find attached the minutes iro the RHI casework meeting which was held on 21 October 2015. I would be grateful if you would review your comments and provide any suggested changes in tracked changes mode, please provide a consolidated response from DFP.

Many thanks

LA

Lee-Anne Hutchinson

Accountability & Casework

Department of Enterprise, Trade & Investment

Netherleigh

Massey Avenue

Belfast, BT4 2JP

Tel: 028 9052 9257 (ext: 29257)

TextRelay: 18001 028 9052 9257

Web: www.detini.gov.uk



[NI Year of Food & Drink 2016](#)

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