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From: Jonah Anthony
Sent: 2011-07-29T14:45:37Z
Importance: High
Subject: NI RHI Proposal - Agreement on resourcing and costs - review and agree by 3pm Monday 1 August
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[NIRHI Proposal.docx](#)
[NIRHI timeline.xlsx](#)
[NI RHI Proposal \(from PR spreadsheet\).pdf](#)

Afternoon Richard/Ruth

You will have seen a meeting invitation to discuss and agree this proposal with Bob on Tuesday 2 August (next week). Please find the draft papers for that meeting

1. NI RHI Proposal
2. Ni RHI Timeline (prints out on A3)
3. NI RHI costs (from Peter Rice's spreadsheets)

Grateful if you can review and agree the proposal, timeline and costings by 3pm Monday 1 August.

This will allow me to make any changes and submit to Bob before the meeting on Tuesday (please note I do not work Tuesdays and so need to make the changes before I go home on Monday evening). If you have any major issues with the proposal or resource allocation/costs then please let me know asap.

You will see that the proposal breaks down our work into the feasibility study stage and Stage One of the development phase. The resource numbers are based on previous discussions with you.

Feasibility Study phase

New Scheme - 2 FTE Band C for September, October and November (plus senior manager support)

MD Office – 10%

Legal – 2 FTE Band D for 2 weeks in October

IT – 1.5xBA resource for 6 weeks over September and October

Stage One development phase

Legal – 2 FTE Band D for 2 weeks in September (review draft regs) and 2 weeks in November (review final regs).

Legal Consultancy - £10k in September and £10k in November

IT – 3.5xBA resource for 6 weeks over October and November

Please don't hesitate to contact me if you have any questions. I'll be in touch Monday morning.

regards

Jonah Anthony

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New Scheme Development

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