

**To:** Rita Chohan[Rita.Chohan@ofgem.gov.uk]; Matthew Harnack[Matthew.Harnack@ofgem.gov.uk]; Andy Luckhurst[Andy.Luckhurst@ofgem.gov.uk]; Paul Heigl[Paul.Heigl@ofgem.gov.uk]; Richard Kayan[Richard.Kayan@ofgem.gov.uk]; Milton James[Milton.James@ofgem.gov.uk]  
**From:** Luis Castro  
**Sent:** 2012-08-28T08:59:26Z  
**Importance:** Normal  
**Subject:** RE: Matthew's surgery - follow on actions  
**Received:** 2012-08-28T08:59:30Z

Thanks Rita, let's use our checkpoint meeting today to catch up and agree a position

Luis

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**From:** Rita Chohan

**Sent:** 28 August 2012 09:41

**To:** Matthew Harnack; Andy Luckhurst; Luis Castro; Paul Heigl; Richard Kayan; Milton James

**Subject:** RE: Matthew's surgery - follow on actions

Hello All

Paul is on A/L so I have booked the surgery slot at 4pm for 30mins. Papers were required to be uploaded on Fri but I have put on the agenda they will be on Wed. and Andy as the owner. Hope this is ok? R

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**From:** Matthew Harnack

**Sent:** 24 August 2012 18:04

**To:** Andy Luckhurst; Luis Castro; Rita Chohan; Paul Heigl; Richard Kayan; Milton James

**Subject:** RE: Matthew's surgery - follow on actions

Thanks Andy.

Paul, can you please organise the meeting with Bob.

Thanks.

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**From:** Andy Luckhurst

**Sent:** 23 August 2012 18:51

**To:** Matthew Harnack; Luis Castro; Rita Chohan; Paul Heigl; Richard Kayan; Milton James

**Subject:** Matthew's surgery - follow on actions

All,

Following our discussion this afternoon, I am attaching the document which I brought to the meeting.

The following actions were taken by me.

Action Number	Action	Update
1.	Provide further clarity on breakdown of original estimate of £178,565	I am attaching the original Feasibility Study estimate breakdowns (already provided to Paul). Please refer to the 1B Basic option(NI release) tab. I'm happy to provide further explanations if needed
2.	Reduce percentage of contingency from 100% to 33% for release costs, given that these are a known quantity	Will be done when further information is sent
3.	Produce alternative breakdowns showing alternative percentage split of costs for January release, based on size of release (GB release compared to NI) and marginal costs. Paul will provide data taking into account the percentage share of the heat market for NI compared to GB.	I will endeavour to do this by the end of tomorrow

Other points I noted:-

- Matthew is keen to brief Bob by Wednesday next week and agree what position should be taken with DETI. As well as the IT costs, other costs will need to be factored in.
- Matthew will review the briefing which I provided, but is likely to agree to option 3 (once any further clarifications have been obtained).
- Given the likely volumes of NI applications, a manual option until end of November looks to be feasible.

- Other things that need to be factored into discussions with DETI include increase in legal costs, the lack of contingency provision, and (in terms of timescales) the fact that Michelle did not start with Ofgem until 25 July.

I also agreed with Luis that we would accept sign-off of the Vision document by midday next Wednesday (29<sup>th</sup> August) but that Niketa would continue with the Discovery document work in the meantime, on the assumption that it is correct (Paul and Sophie have confirmed that they are happy that it is).

I also understand that we should have further clarity on when the legislation becomes effective during the Teleconference with DETI on Tuesday.

Regards,

Andy

**Andy Luckhurst**

Project Manager

Information Management and Technology

9 Millbank

London

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**To:** Rita Chohan[Rita.Chohan@ofgem.gov.uk]; Matthew Harnack[Matthew.Harnack@ofgem.gov.uk]; Luis Castro[Luis.Castro@ofgem.gov.uk]; Paul Heigl[Paul.Heigl@ofgem.gov.uk]; Richard Kayan[Richard.Kayan@ofgem.gov.uk]; Milton James[Milton.James@ofgem.gov.uk]  
**From:** Andy Luckhurst  
**Sent:** 2012-08-28T10:00:21Z  
**Importance:** Normal  
**Subject:** RE: Matthew's surgery - follow on actions  
**Received:** 2012-08-28T10:00:28Z

Rita,  
 Sorry, but I am not comfortable about being the owner of this (it should be Paul) although have provided IT input and can continue doing so.  
 Can we please discuss?  
 Regards,  
 Andy

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