

To: Michelle Murdoch[Michelle.Murdoch@ofgem.gov.uk]
From: Edmund Ward
Sent: 2013-02-21T14:52:53Z
Importance: Normal
Subject: RE: NIRHI key stakeholder meeting (20.02.2013) summary
Received: 2013-02-21T14:52:53Z

Ta!

Edmund Ward

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From: Michelle Murdoch
Sent: 21 February 2013 14:52
To: Edmund Ward
Subject: FW: NIRHI key stakeholder meeting (20.02.2013) summary
 As promised.
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From: Michelle Murdoch
Sent: 21 February 2013 08:48
To: Jacqueline Balian; Mary Smith
Cc: Gregor Stenhouse; Morag Drummond; Karen Wood; Alison Blower; Marcus Porter
Subject: NIRHI key stakeholder meeting (20.02.2013) summary

Dear all

Thanks for your attendance and input yesterday. Please find below the key points summarised:

Clarification of key stakeholder in the following areas for NIRHI:

- **Data queries (ad hoc)** Morag to have wording drafted for legal (Marcus) which will be passed along to DETI for ad hoc requests moving forward. Completion date...tbc
- **Communications** Alison deals with DECC. What about DETI..Alison to respond to NI issues.
- **FOI** Mary and Jacqueline to follow up – element of passing over to DETI? If so, when confirmed, MM to update relevant SOP to reflect solution.
- **Policy Development** Now Karen's remit.
- **Legal moving forward in the operational phase** Marcus Porter

Specific Tasks

Privacy Policy... we have a version signed off by Legal and we hope to have it uploaded onto the RHI register at the end of March – awaiting Thomas Baines coming back regarding costs to do so. This is now linked in with a re-ignited Administrative Agreement issue; Marcus now has sight of 'advice' given by DETI's departmental solicitor and should be replying by the end of this week regarding the relationship between DETI and GEMA....**Mary to follow up; both AA and Privacy Policy.**

1st accredited NIRHI installation!...it's coming...if not by the end of this week, then next week. Matthew suggested we give DETI the opportunity to create a press release. **Due to the ongoing issues mentioned above, Jacqueline to follow up on.**

Applicant Guidance Notes 1 and 2 – updated for NIRHI. 1 practically done, 2 not started yet. There will be a need to update additional guidance documents ongoing. **Michelle to create, then pass on to Alison.**

Apologies if I have missed anything...please feel free to add comments!

Have a good day,

Kind Regards

Michelle

Michelle Murdoch

Received from OFGEM on 11.05.2017

Annotated by RHI Inquiry