

**To:** Edmund Ward[Edmund.Ward@ofgem.gov.uk]  
**From:** Marcus Porter  
**Sent:** 2016-11-01T18:42:49Z  
**Importance:** Normal  
**Subject:** FW: Admin Arrangement letter [OFFICIAL Internal Only]  
**Received:** 2016-11-01T18:42:51Z  
[Marydoc.docx](#)

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**From:** Marcus Porter  
**Sent:** 26 October 2012 13:38  
**To:** Mary Smith; Keith Avis; Jacqueline Balian; Paul Heigl  
**Cc:** Ruth Lancaster  
**Subject:** RE: Admin Arrangement letter

Thanks for this. I did of course comment on this yesterday evening.

I note the further changes that have been made. Are they all shown by track changes. I may be wrong as I have not had time to compare with yesterday evening's version, but my sense was that there might be some changes not shown by track changes.

I have scanned the appendices only quickly and note that they seem to be largely unchanged. On that basis I would simply re-iterate the comments on them that I made yesterday evening.

As to the text of the letter, you will see from the attached that I have a number of comments.

Marcus

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**From:** Mary Smith  
**Sent:** 26 October 2012 11:37  
**To:** Keith Avis; Marcus Porter; Jacqueline Balian; Paul Heigl  
**Subject:** RE: Admin Arrangement letter

Thanks Keith, I just had some further minor comments – please see attached.

Mary

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**From:** Keith Avis  
**Sent:** 26 October 2012 11:05  
**To:** Mary Smith; Marcus Porter; Jacqueline Balian; Paul Heigl  
**Subject:** Admin Arrangement letter

All

Updated version following comments from Mary. Any last minute comments please before this is finalised. Really have to sign this off amongst ourselves by 11:30 latest please. Sorry I know timing is short, but it is now critical to get this to Matthew and Bob.

Rgds

Keith

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**From:** Keith Avis  
**Sent:** 26 October 2012 09:15  
**To:** Mary Smith; Marcus Porter; Jacqueline Balian; Paul Heigl  
**Subject:** ASA Letter - last minute comments

All

Thanks to everyone who has provided input into this letter. Attached is the updated version. I have done all I can to take on board the comments from all concerned, appreciating that it is not always possible in every circumstance. So I am now looking for any last minute showstoppers only. This needs to go to Bob and Matthew by 10:00, so I am happy to take silence as a signal of contentment.

Rgds

Keith

[Internal Only]

**To:** Edmund Ward[Edmund.Ward@ofgem.gov.uk]  
**From:** Marcus Porter  
**Sent:** 2016-11-01T18:43:07Z  
**Importance:** Normal  
**Subject:** FW: Administrative Arrangement letter to DETI [OFFICIAL Internal Only]  
**Received:** 2016-11-01T18:43:10Z  
[DETIAA.docx](#)

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**From:** Marcus Porter  
**Sent:** 26 October 2012 14:26  
**To:** Keith Avis  
**Subject:** FW: Administrative Arrangement letter to DETI

Keith  
Following our conversation just now – re-sending the email below. In the attachment see the sentence at the end of the third para commencing “Moreover to report”.  
Marcus

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**From:** Marcus Porter  
**Sent:** 25 October 2012 18:59  
**To:** Keith Avis  
**Cc:** Paul Heigl; Mary Smith; Jacqueline Balian; Ruth Lancaster  
**Subject:** RE: Administrative Arrangement letter to DETI

Keith  
Further copy of the arrangements attached, showing with tracks my suggested amendments and, in bold, my comments.  
Marcus

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**From:** Keith Avis  
**Sent:** 25 October 2012 14:39  
**To:** Marcus Porter  
**Cc:** Paul Heigl; Mary Smith; Jacqueline Balian  
**Subject:** Administrative Arrangement letter to DETI

Marcus, Mary, Paul, Jacqueline.  
Grateful if you could please review the attached draft, which builds on comments on previous documents, and let me have comments by 4pm today please.

Rgds  
Keith

[Internal Only]

**To:** Edmund Ward[Edmund.Ward@ofgem.gov.uk]  
**From:** Marcus Porter  
**Sent:** 2016-11-01T18:44:09Z  
**Importance:** Normal  
**Subject:** FW: ARRANGEMENTS AND ARRANGEMENTS LETTER [OFFICIAL Internal Only]  
**Received:** 2016-11-01T18:44:11Z  
[keith29tharrangs.docx](#)  
[keith29th.docx](#)

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**From:** Marcus Porter  
**Sent:** 31 October 2012 10:42  
**To:** Keith Avis  
**Subject:** FW: ARRANGEMENTS AND ARRANGEMENTS LETTER

Keith

As req, re-sending this email of yesterday's date attaching the arrangements, which is the latest version.

M

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**From:** Marcus Porter  
**Sent:** 30 October 2012 12:58  
**To:** Keith Avis; Mary Smith; Paul Heigl  
**Cc:** Ruth Lancaster  
**Subject:** ARRANGEMENTS AND ARRANGEMENTS LETTER

Keith

Please find attached the above docs.

I sent my last version of the letter yesterday evening and I have used that as the vehicle for the further changes that I have now made to the letter, which are to add space at the end of the letter for DETI to sign to indicate agreement and, as I mentioned earlier, to add to Appendix 1 what were paragraphs 6 and 7 in the Arrangements. there are a few consequential changes within those transferred paras which are consequentially necessary as a result of the fact that they are now in the covering letter rather than the arrangements.

In the arrangements the removal of paras 6 and 7 has also resulted in the need for a few consequential amendments, mainly as regards paragraph numbering.

There are also a few other tweaks elsewhere in the arrangements, the details of which I don't think I need to trouble you with at this stage.

I have not tracked the changes to the arrangements, in the interests of speed, so it is still a "clean" document.

As regards the definition of "guidance" in the arrangements, you'll see that we still need to insert the date of publication of that. Do we know what it is or will be?

Marcus

**Marcus Porter**

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