



Meeting Decisions and Actions

RHI Non Domestic Implementation Board

From	Silvester Aina
Date and time of Meeting	09 July 2013
Location	CR1

1. Present

1.1. Martin Crouch (MC), Matthew Harnack (MH), Martin Wilson (MW), Peter Rice (PR), Bob Mann (BM), Jacqueline Balian (JB), Ashley Malster (AM), Karen Wood (KW), Colin Maduik (CM), Johan Brand (JB), Andy Luckhurst (AL), Silvester Aina (SA)

Joined aspects of the meeting: Luke Hargreaves, Michael Woods and Mairead O'Hanlon.

Apologies

Charles Hargreaves, Milton James and Julie Nerney, Simon King and Edmund Ward.

2. Review decisions and actions notes

Action: MC mentioned that the RHI Non Domestic and Domestic were holding separate boards going forward. However, there should be a platform for joint working. Also, Ashley was covering in Julie's absence and Bob Mann in Milton's absence.

Papers for approval

3. Monthly Report for GB and NI

Action: This report was approved and can be sent to DECC.

3.2. MI RHI PIP Accreditation Project – MI Option

Decision: MO'H gave an update on the MI Options. MOH then confirmed that the Ofgem IT team have reviewed their original figures for this piece of work again recently and are the best options going forward to provide this service rather than a third party firm.

Action (i): This project was given the go ahead to proceed to the next stage.

Action(ii): There is a requirement for an update on the IT costing model and change control processes. There was board consensus that the process for IT costing and change control processes or strategies requires further clarity for the board. Bob Mann will investigate and report to the Board at next IB.

3.3. Periodic Data PIP Cost Benefit Analysis Decision

Decision: There were some issues that needed to be addressed before the Periodic Data (PD) development could proceed. The board questioned the contingency within the 4 options which they felt required further clarity. Concerns and questions were raised by the board about the possibility of the Register becoming redundant with the CRM becoming the main source for data. MO'H confirmed that the Register was not going to be redundant.

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Action: An update on the Periodic Data PIP Cost Benefit Analysis paper should be brought back at the next IB.

Papers for discussion

4.1. PIP Update

MO'H provided a very brief update on PIP. Headline news was a revised delivery date of 25th July. Delivery of products are currently on track.

Action: A further PIP update to be provided at next IB.

4.2. Difficult Decision Process

LH gave the Board a summary of the decision paper to seek agreement from MC for the process of managing difficult decisions. LH went through the proposed process and the decision classification. There is going to be an opportunity to test the process in due course.

4.3. Improving the RHI Non Domestic Scheme

KW provided the Board with a summary of a workshop on achieving a step change. JB informed the Board that the intention is to prioritise changes and provide sufficient financial and other arguments to persuade DECC of the value of re-prioritising their list of regulatory fixes. AM suggested that perhaps we should request DECC to have a person at DECC dedicated to this work.

Actions: It was recommended that a write up of quick wins and and to follow up on feedback from Legal. A further update to be provided at the next IB.

4.4. Key Issues Review

JB gave a quick summary on the current issues and identifying some which may constitute Difficult Decisions. It was suggested that a workshop should be organised to focus on and discuss priorities.

Action: A meeting is required to prioritise the current key issues that should be put forward via the Difficult Decision Process.

4.5. IT Update

AL gave the Board a summary on RHI Non-Domestic IT update. AL stated that he is presently moving full time to RHI Domestic and Colin Maduikie will replace him on the Non Domestic Development project as IT Project Manager. Colin will be working full time on Non Domestic. Furthermore, Bob Mann will be attending the RHI Non Domestic IB meetings in future.

Action: It was agreed by the Board to proceed with the recommendations.

4.6. Non Domestic Update

Decision: KW gave a summary on the Non Domestic deliverable i.e. Degression, Air Quality, Metering and the batch 3 deliverables. Outstanding on Batch 1 deliverables which covers Degressions and Additional Capacity is the IT release. With regards to Batch 2 we are on track to delivering to the revised date of 24 September 2013. The team is presently scoping the work for Batch 3.

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Minutes

AOB

AM gave a brief update about the RHI Domestic Scheme. AM mentioned to the Board about the present on going key activities.

Next Board: The date for the next IB is to be confirmed.