

**To:** Gareth John[Gareth.John@ofgem.gov.uk]; Peter Rice[Peter.Rice@ofgem.gov.uk]  
**From:** Teri Clifton  
**Sent:** 2016-12-01T16:40:22Z  
**Importance:** High  
**Subject:** FW: DfE Costs [OFFICIAL Internal Only]  
**Received:** 2016-12-01T16:40:24Z

Hi both  
 Adele confirmed that a breakdown like this with overheads will work for them – main thing is that they come within budget for the year, and that includes the overheads  
 Regards  
 Teri

---

**From:** Teri Clifton  
**Sent:** 01 December 2016 16:25  
**To:** Peter Rice; Gareth John  
**Subject:** DfE Costs [OFFICIAL Internal Only]  
**Importance:** High

Hi Peter and Gareth  
 This is what DfE have seen on the cost control:

Area	3% of relevant total scheme costs	Additional NI-specific costs	Total NI funding requirement	Basis of additional costs
Staff	144,928	98,464	243,392	Application volume of 768 applications due to 15/16 application spike increases NI share of applications processed to c 19% of GB forecast, and participant base to c. 9% of GB participants, impacting on staff resource requirement to process applications and service participants
Other	9,216	21,053	30,269	The increased staff requirement also increases other costs associated with training, recruitment, travel and subsistence and associated costs
Consultancy	3,919	51,314	55,233	Based on the increase in applications, we anticipate conducting around 50 site inspections during 2016/17
IMT	46,778	222	47,000	Small additional IT support cost associated with additional NI staff
<b>Total</b>	<b>204,841</b>	<b>171,054</b>	<b>375,895</b>	

The numbers they have had quoted are the figures from Lola’s spreadsheet without any breakdown as follows:

Apr      May      Jun      Jul      Aug      Sep

22,254	23,697	24,797	29,261	33,855	38,370
--------	--------	--------	--------	--------	--------

These figures include the overheads, which aren't mentioned in the cost control, but need to be included so they come in at the agreed £375,895.

Regards

Teri

**Teri Clifton**

Head of Operations

Non-Domestic RHI

Ofgem E-Serve

Commonwealth House

32 Albion Street

Glasgow

G1 1LH

Tel: 0141 341 3991

[www.ofgem.gov.uk](http://www.ofgem.gov.uk)

The logo for OFGEM, consisting of the word "ofgem" in a lowercase, sans-serif font. The "o" and "f" are connected, and the "g" has a distinctive shape.

[Internal Only]