



Minutes

Environmental Programme Board

Minutes from Environmental Programme Board Meeting	From Date and time of Meeting Location	Niki Sharp 30 May 2012, 15:45 Conference Room 3
--	--	--

1. Present

- 1.1. Matthew Harnack (Chair), Charles Hargreaves, Luis Castro, Andy Luckhurst, Keith Avis, David Fletcher, Curt Silver, Richard Kayan, Andrew Amato, Edward Ntephe, Jane Moorhouse, Claudine Edwards, Joe Blakeney-Edwards, Milton James, Laura Missingham and Milton James.

2. Apologies

- 2.1. Apologies from Bob Hull and Rita Chohan.

3. Minutes from Last Meeting

- 3.1. The minutes from the EPB meeting held on 16 May 2012 were taken as read and accepted.

4. Action Log Review

- 4.1. The new actions arising from this meeting are:

<u>ACTION</u>	<u>Description</u>	<u>Responsibility</u>
Action 200:	RO PID to be finalised and circulated to Board Members.	LM/RC
Action 201:	NI RHI feasibility study and updating addendum to be provided to Operations (JM),	KA

- 4.2. Current and deferred actions will be reviewed remotely and will be collated and updated by Niki Sharp.

5. Project Status Update

New Scheme Development

RO Sustainability

- 5.1. **Banding:** Do not yet have the government response document for RO banding. This should be provided by the end of June 2012. Will have a 'kick-off' meeting next week with IT to see what can be progressed in the interim and begin planning. Will assess the need for a feasibility study.
- 5.2. **Sustainability:** DECC has provided the first draft of the consultation document on sustainability. We are using this to do some planning around risks and delivery.
- 5.3. **PID:** The current draft of the PID has been reviewed by Matthew, Luis and PMG. The team is incorporating their comments and the finalised version will be provided to EPB at the next meeting.

NI RHI

- 5.4. Awaiting the revised statutory instrument. Understand that the SI may mirror GB RHI.
- 5.5. The feasibility study will be revisited and an addendum setting out an update will be added.

ECO

- 5.6. ECO Order to be laid on 11 June 2012. We have fed back comments to DECC, some of which have been incorporated into the Order.
- 5.7. A first draft of the ECO Order has been completed and sections shared with DECC. We aim to provide initial costs to DECC by the end of the week.
- 5.8. Will establish a 'Devil's Advocate Committee' to scrutinise aspects of ECO – particularly costs and proposed ECO processes – to ensure they are robust.
- 5.9. Interim design period will commence from today. DECC has already agreed to funding for this stage (up until 21 June 2012), which will include work such as straw man guidance etc.
- 5.10. Funding for the development phase will need to be approved by 21 June 2012. Final costs won't be available until 18 June, so will need to ask DECC for an extension on initial development funding until 21 July 2012.
- 5.11. A new governance body has been formed specifically for ECO and this will no longer form part of the EPB.

6. Any other business

- 6.1. Work is being carried out to determine the IT life cycle. Hope to have this completed shortly to be circulated to EPB for comment.

7. Date of next meeting

- 7.1. The next meeting is scheduled for Wednesday 16 May 2012 at 3.00pm.