

From: Martin, Caroline
Sent: 08 March 2018 16:42
To: Butler, Patrick (RHI)
Cc: DoF DSO Printing
Subject: Team 2 questions for Teri Clifton and Edmund Ward
Attachments: EC1 17 0138093 Letter to Edmund Ward Ofgem re NIRHI inspection and audi....pdf

Paddy,

Just for clarification I am instructed that the attached letter (previously forwarded with questions for Teri Clifton and Edmund Ward) has a typo and should read 19 October 2015 not 2014. Stuart Wightman has provided a screenshot below of the TRIM Document which confirms it was created on 19 October 2015.

Regards,
Caroline

The screenshot displays the HP Records Manager Desktop interface. The search results show one record found:

Record Type	Record Number	Title
DfE Document	EC1/17/0138093	Letter to Edmund Ward Ofgem re NIRHI inspection and audit visits. (OFFICIAL). 19 Oct 2015.

The Properties pane at the bottom shows the following details for the selected record:

- Assignee: In Container 'EC18/160/58/259/180/1/ (At Home: DfE RHI Team A)' since 17 May 2017 at 10:30
- Date Created: 19 October 2015 at 11:20
- Date Registered: 17 May 2017 at 10:30
- Enclosed?: Yes
- Author: Hughes, Seamus
- Edit Status: Checked In
- Revision Number: 1
- Document Details: In HP Records Manager document store, Microsoft Word Document, 46.2 KB (47,340 bytes)
- Container: EC18/160/58/259/180/1/: Energy DfE - Sustainable - RHI Taskforce - Public Inquiry Supply of Records 1 - 29 February 2016 Access - Ofgem
- Title: Letter to Edmund Ward Ofgem re NIRHI inspection and audit visits. (OFFICIAL). 19 Oct 2015.

A volume control overlay is visible in the bottom right corner of the screenshot, showing a speaker icon and the number 35.

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19 October 2014

Edmund Ward
Head of Technical Development, Continuous Improvement RHI
The Office of the Gas and Electricity Markets
9 Millbank
London
SW1 3GE

Dear Edmund

RHI INSPECTION VISITS/AUDITS

In our last telecon meeting on 15th September we discussed the issue of inspection visits/audits and I know we have agreed to have the item on the agenda for our next meeting tomorrow morning.

I thought it might be useful to record something formally in the system in advance of that meeting to highlight the issue, (I know Seamus sent you an email after our last meeting about the matter).

DETI was wrongly of the impression that more site visits were being undertaken, probably in the order of 1 in 10 for new installations, with additional regular checks on meter readings.

As discussed we hear through anecdotal evidence of “gaming” of the system and we would want to ensure that appropriate controls are in place to circumvent this as far as is practical and possible.

We can discuss further in our meeting but our thinking would be that 1 in 10 inspections, perhaps targeted at installations recording more than 400,000kWh annual hours might be a workable framework. In addition, (and your procedures may already cover this), regular submission of photographs of meter readings could be a useful additional control.

I appreciate that this is likely to attract additional costs etc and it would be useful if you had some ball park figures around this that we could feed into our discussions. One other option we could consider would be for DETI to audit a number of installations either directly or through a procured third party. I know that you plan to have one of your audit colleagues' join our meeting and it would indeed be very useful to have that perspective feeding in to the discussion.

A handwritten signature in cursive script that reads "S. Wightman".

Yours sincerely

STUART WIGHTMAN
Head of Energy Efficiency Branch