

[REDACTED]
Information Management Unit
IT Suite
Westland House
40 Old Westland Road
Belfast
BT14 6TE

Tel: 03457 440088

Email: imu@niwater.com

Your reference:

Our reference: NIW 2425498

Date: 25 February 2025

Dear [REDACTED]

Freedom of Information Act 2000

Thank you for your information access request of 20 January 2025, for any single hospitality item for the period February 1, 2024 - January 20, 2025, where the cost incurred was greater than £250, including date; a description of the gift/event; its purpose/rationale; and the role/position of the recipient. NI Water is replying to this request under the disclosure provisions of the above legislation.

Annex A attached refers.

You have the right to request that NI Water formally review this response within forty working days of the date of this letter. If you wish to do so, please email

imu@niwater.com or write to NI Water Information Management Unit, IT Suite, Westland House, 40 Old Westland Road, Belfast, BT14 6TE.

If, after such an internal review, you are still unhappy with the response, you have the right to appeal to the Information Commissioner at Wycliffe House, Water Lane, Wilmslow, CHESHIRE, SK9 5AF, who will undertake an independent review.

If you have any queries about this letter, please contact us. Please remember to quote the reference number above in any future communications.

Yours sincerely

Information Management Unit
Northern Ireland Water

Annex A

Engineering and Sustainability

- 23 & 24 October 2024 - £352

NI Water / Scottish Water Knowledge Share Session at NI Water HQ: Two-day event including sandwich lunch for 18 participants, involving colleagues from Scottish Water, Environmental Techniques and Dawson-Wam. The purpose of the session was to address common challenges faced by both organisations and to share potential solutions to help both advance.

Infrastructure Delivery

- 19 April 2024 –£2,495.83

Directorate team day hosted at the Ulster Folk and Transport Museum, bringing together approximately 100 staff members. The purpose of the event, was for the new externally appointed Director, to share their vision for the future, celebrate collective achievements and enable our cohort of young High Level Apprentices to hear directly from their Director and senior staff their collective vision to drive success and growth. Additionally, NIW contributed by assisting with a watering system for a polytunnel for The Conservation Volunteers.

- 19 June 2024 – £1,273.50

IF105 Framework Supplier Collaboration Event hosted at Lisburn and Castlereagh City Council Civic HQ. For approximately 83 key stakeholders from a selection of framework suppliers and NIW colleagues. The purpose was to foster collaboration, address issues, streamline processes, build relationships and align priorities to drive mutual success, growth and thereby drive efficiency in capital delivery.

- 10 September 2024 – £258.50

IF182 Professional Services Framework Launch Event hosted at NIW Learning and Development Centre, Antrim. Approximately 50 attendees from selection of framework suppliers and NIW colleagues. The purpose was to introduce the new framework, provide an overview of objectives and benefits and collaboration.

- 10 December 2024 – £307.00

IF105 Framework Supplier Collaboration Event hosted at NIW Learning and Development Centre, Antrim. Approximately 60 attendees including a selection of framework suppliers and NIW colleagues. As a part of the Integrated Delivery Partnerships and Collaborative Frameworks, this session provided a delivery update, a forward look at our capital delivery programme for the next 2 years and an opportunity to maintain momentum, further strengthen relationships/trust, and drive efficient delivery.

Secretariat

No hospitality events > £250

Information Services

- 23-26 April 2024 - £325

Sandwich lunch for attendees at cyber training (4 days) at Antrim Learning and Development Centre.

- 15-16 May 2024 -£491.95

Sandwich lunch at Gelvin Grange - Hitachi Energy-NIW Ellipse Enterprise Asset Management (EAM) workshop.

- 17 December 2024 - £380

Sandwich lunch for circa 70 staff attending an Information Services Department meeting.

Business Improvement

- 29 February 2024 - £268.80

Sandwich lunch for Customer and Operations Directorate Workshop for 26 attendees to identify and plan future transformational and continuous improvement initiatives for Programme Roadmap 24/25.

- 7 November 2024 – £293.10

Sandwich lunch for Cross-Directorate Planning Workshop for 40 attendees to identify and plan future transformational and continuous improvement initiatives for the remainder of PC21 and the PC28 submission.

- 4 December 2024 -£303.50

Sandwich lunch for Cross-Directorate Planning follow-up Workshop for 42 attendees to consolidate future transformational and continuous improvement initiatives for the remainder of PC21 and the PC28 submission and Plan.

Chief Executive's Office

- No single expenditure > £250

Corporate Affairs

- 21 March 2024 - £442.00

Quarterly briefing of Leadership Team on all key objectives and targets, 70+ senior managers across NIW, sandwiches and refreshments.

- 6 June 2024 - £279.00

Bi-annual colleague briefing sessions across regional locations to deliver key messages and objectives – Ballykeel office. 50+ colleagues at all levels in attendance, breakfast rolls and refreshments.

- 19 June 2024 -£255.00

Bi-annual colleague briefing sessions across regional locations to deliver key messages and objectives – Newry office. 40+ colleagues at all levels in attendance, breakfast rolls and refreshments.

- 20 June 2024 -£264.50

Quarterly briefing of Leadership Team on all key objectives and targets. 70+ senior managers across NIW, sandwiches and refreshments.

- 21 June 224 - £460

Awards for winning pupils, parents and teachers of annual primary schools competition. 50+ pupils, parents and teachers, sandwiches and hot finger food and refreshments.

- 26 June 2024 - £462.00

Bi-annual colleague briefing sessions across regional locations to deliver key messages and objectives – Westland office. 90+ colleagues at all levels in attendance, breakfast rolls and refreshments.

- 26 June 2024 - £462.00
Bi-annual colleague briefing sessions across regional locations to deliver key messages and objectives – Westland office. 90+ colleagues at all levels in attendance, breakfast rolls and refreshments.
- 19 September 2024 -£957.00
Quarterly briefing of Leadership Team on all key objectives and targets. 70+ senior managers across NIW, food and refreshments (hot lunch).
- 7 November 2024 -£269.95
Bi-annual colleague briefing sessions across regional locations to deliver key messages and objectives – Gelvin Grange office. 50+ colleagues at all levels in attendance, breakfast rolls and refreshments.
- 27 November 2024 -£255.00
Bi-annual colleague briefing sessions across regional locations to deliver key messages and objectives – Newry office. 50+ colleagues at all levels in attendance, breakfast rolls and refreshments.
- 28 November 2024 -£289.00
Bi-annual colleague briefing sessions across regional locations to deliver key messages and objectives – Ballykeel office. 50+ colleagues at all levels in attendance, breakfast rolls and refreshments.
- 5 December 2024 -£334.00
Bi-annual colleague briefing sessions across regional locations to deliver key messages and objectives – Westland office. 80+ colleagues at all levels in attendance, breakfast rolls and refreshments.
- 5 December 2024 -£334.00
Bi-annual colleague briefing sessions across regional locations to deliver key messages and objectives – Westland office. 80+ colleagues at all levels in attendance, breakfast rolls and refreshments.
- 19 December 2024 - £696
Annual fundraising event for WaterAid – Westland office. 180+ colleagues at all levels in attendance, breakfast rolls and refreshments.

Finance, Regulation and Commercial

- 7 May 2024 - £366
Commercial Contract Training, c45 colleagues at all levels in attendance with sandwiches.
- 27 November 2024 - £260
Future Corporate Systems update event. c50 colleagues at all levels in attendance with sandwiches.

Human Resources

- April 2024 -£297.40
HR office reopening after pandemic lock down and office renovation – HR Office Westland (Refreshments, Lunch, Tea and Coffee) organised to bring together the entire HR department, including all employees from both Antrim and Belfast, for the first time since the lockdown and the renovation of the HR office for a full strategy planning day.
- 13 November 2024 -£386.75
Work experience in person day. HR Office Westland (Refreshments, Lunch, Tea and Coffee) for 35 students attending.

Human Resources (Learning and Development Centre)

- February 2024 - £741, £553, £507, £527.50, £496
- March 2024 - £649, £684, £585, £252.50
- April 2024 - £609, £688.50, £658.50, £331
- May 2024 - £333, £919, £645.50
- June 2024 -£254, £950, £853.50, £942
- July 2024 - £250, £468
- August 2024 -£389
- September 2024 – £452, £480, £660, £836.30, £896.65
- October 2024 – £703.60, £649.15, £779.50
- November 2024 – £529.00, £439.00, £746.75, £329.00
- December 2024 -£789.75
- January 2025 -£372.50, £280.25, £637.25, £565.75

All relate to lunch (sandwiches) and refreshments from outside caterers for all-day training at the Learning and Development Centre including mainly statutory Health and Safety training.

It should be noted that the water utility sector is widely recognised as one of the highest risk working environments due to exposure to chemicals and numerous other factors. Consequently, NI Water's frontline workforce of over 500 employees including over 100 apprentices are required to attend a programme of statutory and mandatory health and safety training each year (which includes a 6 week apprentice boot camp). The training facilities are in a rural location near Antrim, with no shops within walking distance. The trainees travel from all over Northern Ireland to attend the legally required full and half day training courses. Most of the trainees are in the lowest pay bands. If a sandwich lunch was not provided, trainees would be entitled to a subsistence payment and the cost to NI Water would be c£30k in addition to administration time and cost spent processing the claims.

Customer Services Delivery

- 23 May 2024 - £331.75

Wastewater Production Line Smart Networks Final Presentations in Antrim Learning & Development Centre. Sandwiches for 65 people.