

NI Water Ltd  
("the Company")

Minutes of a Meeting of the Board of Directors (the "Board")  
Held in Conference Room, Westland House  
on Tuesday 17<sup>th</sup> December 2019 @ 11.00 am

<b>Present:</b>	Len O'Hagan	Chairman
	Peter McNaney	Non Executive Director
	John Rae	Non Executive Director
	Kingsley Donaldson	Non Executive Director
	Sara Venning	Chief Executive
	Ronan Larkin	Finance & Regulation Director
	Paul Harper	Director of Asset Delivery
<b>In attendance:</b>	Mark Ellesmere	General Counsel & Company Secretary
	Des Nevin	Interim Director of Customer Services Delivery
	Rose Kelly	Director of People & Learning
	Alistair Jinks	Director of Business Improvement
	Cathy Uprichard	Head of Safety, Health and Environment ( <b>Item 2</b> )
	Caroline McGale	Head of Regulation & Business Reporting ( <b>Item 5i&amp;7</b> )
	Angela Halpenny	Head of Environmental Regulation ( <b>Item 7</b> )
	Barry Nay	Head of Strategic Client ( <b>Item 7</b> )
	Davy McCullough	Head of Wastewater ( <b>Item 7</b> )
<b>Apologies:</b>	Trisha McAuley	Non Executive Director
	Jim McCall	Non Executive Director

There were no conflicts of interest declared at the beginning of the meeting.

1.
  - i. **Draft Board Minutes - 26<sup>th</sup> November 2019**  
The draft minutes of the meeting on 26<sup>th</sup> November 2019 were approved.
  - ii. **Board Actions**  
All actions complete.
  - iii. **Draft MLA Letter under Any Other Business was discussed at this point.**
    - The Chair and the Chief Executive outlined recent interaction with various stakeholders in this regard. It was agreed that the letter be issued to a number of key stakeholders.
    - The source of funding for initial work in relation to the Living With Water Programme was discussed in detail. It was agreed that the Company should engage further with Belfast City Council in this regard.

## 2. Health and Safety Report

- There were 2 NI Water KPI incidents in period and one contractor incident, the latter was discussed in detail.
- Good progress on Facilities Management and Asbestos Management in line with the overall strategy.
- Health and Safety to come back to the Board as a theme in January.

### Quarterly Attendance Report

- The attendance update was noted.

## 3. Main Board Report

### Significant matters in month.

The CEO provided an update on the following matters:

- A proposed budget consultation document from DoF had already been discussed as well as LWWP investment.
- IOC - Work is underway to establish a temporary IOC until full scale development of the Westland Site.

### Colleagues

- The update in relation to pay was noted as well as completion of water treatment process training for all relevant colleagues.

### Customer

- All targets on track except leakage which will not be achieved this year due to a combination of constrained external resource availability and increasing underlying leakage levels. An external review of the Company's leakage strategy is being commissioned.

### Compliance

- Drinking Water Quality and Wastewater Compliance on track in terms of KPIs.

### Finance

- Performance indicators broadly on track for achievement.

### Governance

- No material items for discussion.

## 4. Capital Efficiency Update

- The update was noted and the Board agreed that going forward award winners should be congratulated on behalf of the Board as a matter of course.

## 5. Approvals

### 5.i. NI Water Strategy (2021-46)

- The Board welcomed and approved the final draft of the Company Strategy 2021-46.

### 5.ii. Payment of NI Water Subscription to the UK Water Industry Research Organisation

- Approved based upon the information provided within the report.
- 5.iii. **C1040 Thermo Ion Chromatograph Equipment**
- Approved based upon the information provided within the report.
- 5.iv. **Revised MSFM**
- Approved based upon the information provided within the report.
6. **Forward Look**
- The forward look was noted.
7. **PC21 Update**
- Update on PC21 was considered and discussed in detail. Approach to waste water compliance targets and strategic performance indicators in relation to the economy - approved in line with the recommendations within the presentation.
8. **Any Other Business**
- The Board congratulated the Chair on his recent appointment as Pro Chancellor and Member of Senate of Queens University Belfast.