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| Title of Paper : | Minutes of the Board Meeting - 29 th January 2016 |
| To be presented by: | Chair |
| Purpose of paper: (approval/information) | For the Board to agree the minutes of its meeting for subsequent internet publication. |
| Significant Issues: | None |

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| Present: | Len O'Hagan | Chairman |
| | Peter McNaney | Non Executive Director |
| | John Rae | Non Executive Director |
| | Jim McCall | Non Executive Director |
| | Kingsley Donaldson | Non Executive Director |
| | Trisha McAuley | Non Executive Director |
| | Sara Venning | Chief Executive |
| | Ronan Larkin | Finance & Regulation Director |
| | Sean McAleese | Customer Services Delivery Director |
| In attendance: | Mark Ellesmere | General Counsel & Company Secretary |
| | Martin McIlwaine | Interim Asset Management Director (Observer) |
| | Dymphna Gallagher | Head of Safety & Asset Management (Item 2) |
| | Alistair Jinks | Head of Business Improvement (Item 4) |
| | Michael Mulholland | Financial and Econometric Modelling Manager (Item 8i) |
| | Brian McCalmont | Head of Leakage (Item 8ii) |
| | Jane Mellor | Head of Operational Procurement (Item 8ii) |
| | Pamela Rodgers | Category Manager (Item 8ii) |
| | Catherine Higgins | Head of Management Accounts (Item 9) |
| | Paul Dillon | Chairman NIW Pension Trust Company (Item 10) |
| | Seamus Doyle | Chief Information Officer (Item 12) |

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

1. Draft Board Minutes - 15th December 2015

The draft minutes of meeting on 20th November 2015 were approved.

Board Actions

Board Actions were all complete or on track for completion within agreed timeframes.

2. Health, Safety and Attendance Report

- No reportable incidents in period.
- Discussion in relation to lost time incident rate.
- RPS engaged on strategy review of Leadership and Management of Health and Safety

3. Main Board Report

Significant Issues in month

- Further clarity from DRD on operating plan and budget for 16/17.

- Presentation to CRD on 14/15 Annual Report and Accounts - no serious concerns raised.
- RPDM - Business case remains with DRD - to be raised at QSM.
- Water Bill passed by the NI Assembly, on target to receive Royal Assent by the end of March 2016.
- Water Framework Directive Article 9 potential infraction - further input provided by the Company to DRD.
- Attendance - improved performance in December unlikely target will be met at year end.

Customer

- Supply interruptions target remains at risk.

Finance, Governance and Risk

- Financial KPIs on target.
- Strong performance on all compliance targets in 2015 (subject to Audit).
- Likely to be 2 “high” risks at year end.
- Annual Internal Audit opinion likely to be satisfactory.

4. **ACE Update**
 - Detailed discussion on the ACE Update and the form and content of this standing agenda item going forward.
5. **PPP Exceptions Report**
 - Update report was noted.
6. **Capital Approvals Update**
 - Update report was noted.
7. **Overview of Living with Water Programme - Presentation**
 - Detailed discussion on this project and the Company’s part in it.
8. **Approvals**
- 8i. **2016/17 Tariff Submission to UR**
 - Approved based upon the information provided within the report.
- 8ii. **C795 Leakage Detection**
 - Detailed discussion and approved based upon the information provided within the report.
- 8iii. **K1556 Small Rural WwTW Programme - PC15 (2015-16)**
 - Approved based upon the information provided within the report.
9. **Operating Plan & Budget 2016/17**
 - Update report noted.
10. **Pension Update**
 - Update report from the Chair of the Pension Trustees noted.

11. **Audit Committee Update**
 - Audit Committee Chair provided an update on matters considered by the Committee at its meeting on 20th January 2016 including the position of KPMG as External Auditors and steps taken to seek appropriate assurances in this regard.
 - Very positive external quality assessment of the internal audit function from the Institute of Internal Auditors.
12. **Information Governance Quarterly Report**
 - The update report was noted, issues in relation to Cyber Risk to be brought back through Risk Committee.
13. **Review of FR010 - Use of Professional Services Guidance**
 - Noted.
14. **Disposal of Impounding Reservoirs**
 - Noted.
15. **Glen Water v NI Water**
 - Noted.
16. **Procurement Activity Report**
 - Noted.
17. **Forward Look**
 - Noted.