

NI Water Ltd  
("the Company")

Minutes of a Meeting of the Board of Directors (the "Board")  
Held in Conference Room, Westland House  
on Tuesday 28<sup>th</sup> January 2020 @ 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
	Jim McCall	Non Executive Director
	Trisha McAuley	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 Services
	Cathy Uprichard	Head of Safety, Health and Environment (Item 2&5)
	Anthony Lynn	Head of Communications (Item 4)

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

1.
  - i. **Draft Board Minutes from December and January**  
The draft minutes of the meeting from 17<sup>th</sup> December 2019 and 15<sup>th</sup> January 2020 were approved.
  - ii. **Board Actions**  
On going in line with agreed time frames. The Board noted and approved submission of the PC21 Business Plan to the Utility Regulator on or before the 31<sup>st</sup> January 2020. General discussion ensued in relation to engagement post submission of the plan.
  - iii. The Chief Executive updated the Board on the Minister's site visit to Belfast Waste Water Treatment Works last week.

## **2. Health and Safety Report**

- The update report was noted.

Item 5 was taken next.

## **5. Theme - Health and Safety Strategy**

- The Board received an update on the Health & Safety Strategy and Action Plan. This presentation had been received and discussed by the Risk Committee at its meeting earlier that morning. Matters highlighted included current performance, Health & Safety Compliance priorities, other areas for improvement and work completed to date.
- During the implementation of the initial phase of the Health & Safety Action Plan to deliver the Health & Safety Strategy a number of priority areas have been identified for action. The Executive Committee had recently agreed to proceed with a centralised facilities management operating model and a Surveyor has been appointed to assess the gaps in compliance in terms of facilities management in order to better inform the Action Plan. It was noted that the Director of Asset Delivery would be the senior responsible Officer for delivery of the Action Plan with a centralised facilities management team and operating model. The Board welcomed the briefing and action plan and asked that management move as quickly as possible on the priority areas. Reporting to Board and Risk Committee would now focus on delivery of the action plan.
- The Chair of the Risk Committee confirmed that there had been considerable dialogue around this issue and the Committee welcomed the plan to address priority matters promptly.

## **4. Engagement Strategy Update**

- The update presentation was discussed in detail including the proposal for a climate emergency event.

## **6. Approvals**

### **6.i. 2020/21 Tariff Submission to UR**

- Approved based upon the information provided within the report.

### **6.ii. NIW Operating Plan and Budget**

- Approved based upon the information provided within the report.

### **6.iii. Digital Services Tender**

- Approved based upon the information provided within the report.

### **6.iv. Remote Sampler to Cloud & CSols Support Contract**

- Approved based upon the information provided within the report.

### **6.v. Expiry of NI Water Borrowing Facilities**

- Approved based upon the information provided within the report.

- 6.vi. **KS113: Ards North WwTWs**
- Approved based upon the information provided within the report.
7. **Information Quarterly Update**
- The Information Quarterly Update was noted.
8. **Audit Committee Update**
7. The Chair provided a verbal update on the Audit Committee meeting on the 22<sup>nd</sup> January 2020 including the internal audit progress report and the audit plan and strategy for the year ended 31 March 2020.
3. **Main Board Report**
- Significant matters in month.**  
The CEO provided an update on the following matters:
- New Decade New Approach, the new Minister and Committees at Stormont as well as the Belfast Resilience Strategy launched recently at Belfast City Hall.
- Colleagues**
- The update in relation to pay was noted as well as a forthcoming Executive Recruitment exercise.
- Customer**
- All targets on track except leakage which will not be achieved this year for reasons already discussed.
- Compliance**
- Drinking water quality and waste water compliance on track in terms of KPIs
- Governance**
- No material items for discussion.
- Finance**
- Performance indicators broadly on track for achievement, recent Management Meeting in relation to Capital to provide assurance in this area.
  - Proposed re-structuring exercise in relation to NI Water Clear Limited in order to give effect to the business case and ensure the flow down of funds between Group Companies.
9. **Forward Look**
- i. The forward look was noted.
10. **Any Other Business**
- The Chairman reflected on what the Board and Executive Committee had achieved in the last four years including adopting a much more proactive approach in dealing with external stakeholders and a focus on the health, the environment and the economy of NI. The Chair acknowledged the

contribution of the Board as transformational and very much aligned with the vision to become world class. The Chair thanked all Board Members, Chairs of the Committees, the Chief Executive and the Executive Committee and in particular, the contribution of the Chair of the Risk Committee who had served two terms of appointment.

- The Chief Executive thanked the Non-Executive Board Members for their challenge, support and leadership and, in particular, in developing the long term strategy including the new purpose and vision for the Company.

Approved