

Title of Paper :	Minutes of the Board Meeting - 27 th February 2018
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

Present:	Len O'Hagan	Chair
	Peter McNaney	Non Executive Director
	John Rae	Non Executive Director
	Kingsley Donaldson	Non Executive Director
	Jim McCall	Non Executive Director
	Sara Venning	Chief Executive
	Ronan Larkin	Finance & Regulation Director
	Sean McAleese	Customer Services Delivery Director
	Paul Harper	Director of Asset Delivery
In attendance:	Mark Ellesmere	General Counsel & Company Secretary
	Rose Kelly	Director of People & Learning
Apologies:	Trisha McAuley	Non Executive Director

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

1.
 - i. **Draft Board Minutes - 29 January 2018**
The draft minutes of the meeting on 29 January 2018 were approved.
 - ii. **Board Actions**
Outstanding Board actions were closed or on track for delivery within the agreed time frames.
 - The Director of Asset Delivery provided a verbal update on preventing plastic pollution and improvements made to the sampling regime at Carnmoney Water Treatment Works. The Customer Service Delivery Director provided a presentation on leakage and the steps being taken to improve performance in this area.
2. **Health, Safety and Attendance Report**
 - There were no KPI incidents or contractor incidents in period. The company continues to engage with HSENI in relation to the Drumaroad incident.
 - Actions being taken in relation to attendance discussed at the Risk Committee earlier that morning.

3. Main Board Report
Significant matters in month.

The CEO provided an update on the following matters:

- COPE assessment was passed with no recommendations pending approval by Dfl of outstanding deregation.
- Ten year workshop sponsored by Peter May and attended by Board Members, a number of actions were agreed including the UR to engage SIB on governance and creating a clear narrative on water across all stake holders.
- 18/19 budget process is unclear, letters in support of the Company sent to the Secretary of State by the DUP, Sinn Fein and the Alliance Party.
- Water quality incident Drumaroad WTW- the incident was explained and potential causes noted. An after action review will be carried out and shared with the Board and key stake holders in due course.
- The impact of the administration of a number of contractors is currently under consideration in terms of elements of the capital programme that may be at risk.

People

- The Director of People and Learning provided a brief update on pay negotiations and reward strategy.

Customer

- All targets on track except supply interruptions and leakage.

Compliance

- Drinking water quality and waste water compliance on target.

Finance Governance and Risk

- All targets on track - no movements in risk ratings.

4. PPP Exceptions Report

Update report was noted. The Company understands its position under the Kinnegar PPP contract in terms of rights and obligations. Work ongoing on potential impact of the administration of certain Lagan Construction Group companies.

5. Theme -Employee Engagement Survey

The Board received a presentation on people engagement and the action plan from the 2017 Employee Survey. It was noted that this would form a key part of the people strategy.

6. Theme -Board Effectiveness Review

The Board was presented with a high level summary of the Board Effectiveness Review which benchmarked the company's Board effectiveness against other public interest entities. The Company was assessed as advanced in 6 areas and functioning in 4 which was a positive position. Certain of the functioning areas were influenced by Dfl ownership.

The Chair provided an update on his recent meeting with CPANI in relation to the appointment of additional non-executive directors. The Board considered the proposed recommendations in detail and accepted them on the basis that they were mostly enhancements to the current position. It was agreed that an implementation plan be prepared and consideration be given to facilitating a discussion around a Board Charter.

7. Approvals

- (i) Provision of Temporary Resources Contract.
- (ii) Insurance Programme 18/19
- (iii) Appointment of Company Nominated Director to NIWLPS
- (iv) Newry Depot - Lease Agreement with DfI Roads

The Board approved the above matters based upon the information provided.

8. Pension Update

The update report was noted including progress in relation to the triennial valuation with DfI.

9. Remuneration Committee Update

The Board noted the minutes of the most recent Committee meeting, including the work on going in relation to reward which would feed into the overall people strategy.

10. Procurement Activity Report

Update report noted.

11. Forward Look

Update report noted.

12. Any Other Business

The CEO provided a verbal update on ongoing preparations in relation to the current weather warnings.