

<b>Title of Paper :</b>	Minutes of the Board Meeting - 20 <sup>th</sup> November 2015	
<b>To be presented by:</b>	Chair	
<b>Purpose of paper:</b>	For the Board to agree the minutes of its meeting for subsequent internet publication.	
(approval/information)		
<b>Significant Issues:</b>	None	

<b>Present:</b>	Peter McNaney	Non Executive Director
	John Rae	Non Executive Director
	Trisha McAuley	Non Executive Director
	Jim McCall	Non Executive Director
	Kingsley Donaldson	Non Executive Director
	Sara Venning	Chief Executive
	Ronan Larkin	Finance & Regulation Director
	Sean McAleese	Customer Services Delivery Director
<b>In attendance:</b>	Mark Ellesmere	General Counsel & Company Secretary
	Martin McIlwaine	Interim Asset Management Director (Observer)
	Dymphna Gallagher	Head of Safety & Asset Management ( <b>Item 2</b> )
	Bill Gowdy	Director of Engineering Procurement ( <b>Item 4,5,7i &amp; ii</b> )
	Alistair Jinks	Head of Business Improvement ( <b>Item 6</b> )
	Paddy Murray	Head of Human Resources ( <b>Item 6</b> )
<b>Apologies:</b>	Len O'Hagan	Chairman

Peter McNaney chaired the meeting in the absence of the Chairman.

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

Non-Executive Directors provided feedback on their induction session with DRD earlier that morning.

**1. Draft Board Minutes - 27<sup>th</sup> October 2015**

The draft minutes of meeting on 27<sup>th</sup> October 2015 were approved.

**Board Actions**

Board Actions were all complete.

**2. Health, Safety and Attendance Report**

- Three reportable incidents in period - one NI Water and two contractor incidents.
- Autumn Safety Week activities endorsed by the Board

**3. Main Board Report**

**Significant Issues in month**

- PC13 cost and performance report to be published by UR in near future

- Chair and CEO had a positive meeting with the UR Chair and CEO - discussion on the status of PC15 and funding the Company
- Winter Campaign launched
- RPDM discussed and CEO's plan for final submission endorsed

#### **Customer Issues**

- Supply interruptions target at risk due to recent significant burst
- Leakage target also under threat

#### **Colleagues**

- Work will continue to recover the attendance target however this may not be possible by the year end.

#### **Finance, Governance and Risk Issues**

- Financial KPIs on target.
- Mid Year Risk Workshop reviewed corporate risks and opportunities and outputs in relation to CRs 1, 2, 6, 9 and opportunity 4 noted.

#### **Compliance Issues**

- Water Quality and Wastewater Compliance on target.

#### **4. PPP - Exceptions Report**

Update report was noted.

#### **5. CWP - No Surprises Report**

Update report was noted.

#### **7. i. Ballycastle WWTW**

- Approved based upon the information provided within the report.

#### **ii. J1078 Service Reservoir & Trunkmain Rehabilitation Framework**

- Approved based upon the information provided within the report.

#### **6. HR Strategy Update**

- The Board received an update presentation on implementation of the HR Strategy.
- Board discussed progress to date.

#### **7. Approvals**

##### **iii. December/January Monitoring Round Forecast**

- The Board noted the position in relation to the December Monitoring Round Submission

##### **iv. PPP "Nominated Person" Process**

- Approved based upon the information provided within the paper.

##### **v. Risk Committee Terms of Reference**

- Revised Terms of Reference for Risk Committee were approved.

#### **8. Risk Committee Minutes**

- Minutes from the meeting of the Risk Committee 27<sup>th</sup> October 2015 were noted.

9. **Procurement Activity Report**
  - Procurement Activity Report was noted.
10. **Mid-Year Assurance Statement**
  - Noted: Update provided on recent presentation to DRD Audit Committee.
11. **Forward Look**
  - Noted
12. **Any Other Business**
  - PC15 summary noted and to be placed in reading room.
  - The Chair tabled correspondence from the Permanent Secretary in relation to “The Board Room Apprentice” and agreed to provide feedback from members on this matter to the Chairman.

Approved