

Record

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MINUTES OF IRISH WATER BOARD MEETING
HELD ON 15th JULY 2014

Present:	Ms. R. Hynes	Chairman
	Mr. M. McNicholas	Chief Executive
	Ms. R. Finn	Director
	Ms. J. Hall	Director
	Mr. P. Lee	Director
	Mr. B. McKeown	Director
	Mr. B. Moore	Director
	Mr. H. Quinlan	Director
	Ms. M. Rae	Director
	Mr C. Sheehy	Director
	Mr. J. Tierney	Managing Director Irish Water

In attendance:	Mr. L. O'Riordan	Company Secretary
	Mr. R. O'Sullivan	Assistant Company Secretary
	Ms. E. Arnett,	Head of Corporate Affairs
	Mr. J. Dempsey	Head of Finance
	Mr. M.G. O'Sullivan	Group Finance Director

Venue : Irish Water Offices, Colvill House, Talbot Street, Dublin 1.

Time : 12.00 p.m. to 3.15 p.m.

UNITARY BOARD

The Board noted the update provided by Ms. R. Hynes, Chairman in relation to the establishment of a

MINUTES

The Minutes of the Directors meeting held on 17th June, 2014 were approved for signing by the Chairman.

MATTERS ARISING

The Directors noted the report on matters arising as outlined by Mr. J. Tierney, Managing Director Irish Water.

MANAGING DIRECTORS REPORT

(Mr. J. Dempsey, Head of Finance Irish Water, Mr. J. Grant, Head of Asset Management Irish Water, Mr. R. O'Dwyer, Head of Operations and Maintenance Irish Water, Ms. E. Arnett, Head of Communications and Corporate Affairs Irish Water and Mr. M. G. O'Sullivan, Group Finance Director Eirvia joined the meeting).

The Directors noted the contents of the Managing Director's Report as outlined in detail by Mr. J. Tierney Managing Director Irish Water

In particular, it was noted that the Metering Programme has installed over 300,000 meters across 19 counties and it is hoped that an average of 32,000 meters per month will be installed for the remaining months of 2014. The Directors noted the update provided in relation to ongoing protests and the impact these are having on the metering project both locally and nationally. It was noted that the Metering Programme and Irish Water are engaging extensively at a senior level within An Garda Síochána to review the level of response to site protests and in particular, those that are preventing works from taking place. Following a detailed discussion on the matter it was agreed that consideration would also be given to exploring actions in tort for damages as a means to manage difficult protestors.

The Directors noted that Ms. E. Arnett, Head of Communications and Corporate Services recently appeared on Morning Ireland and Newstalk in relation to impending requests for PPS numbers as part of the validation programme. It was agreed that going forward, the Directors are to be advised of future television/radio appearances by Ms. Arnett. It was also noted that provision for Irish Water to be a recipient of PPS number information to assist with the validation programme has been included in recently enacted Social Welfare legislation.

The Directors noted the update provided in relation to injunction proceedings initiated by and that this matter has now been resolved and will not proceed to full trial.

It was noted that Irish Water has submitted the Water Charges Plan to the Commission for Energy Regulation (CER) and it is expected that the CER will shortly publish this submission for a 4 week consultation, with a final decision expected to be made in September 2014.

Details on the "first-fix" project were noted and there was a detailed discussion on this matter with management.

It was agreed that details on compliance with EPA requirements for Annual Environmental Returns (including levels of compliance, international comparisons & Irish Water's key messages) would be provided to Irish Water Board for their information.

In relation to customer operations it was agreed that a graph outlining various categories of calls made to contact centre would be provided at the next Irish Water Board meeting.

FINANCIAL MANAGEMENT ACCOUNTS – QUARTER 2

The Directors noted the Board paper as outlined by Mr. J. Dempsey, Head of Finance Irish Water.

LOAN FACILITY FOR IRISH WATER

The Board noted the Board document as outlined by Mr. J. Dempsey, Head of Finance Irish Water.

RISK REGISTER

The Board noted the Board document as outlined by Mr. J Dempsey, Head of Finance Irish Water.

ENERGY MANAGEMENT PROJECT – INITIATIVES

The Directors noted the Board document as outlined by Mr. J. Grant, Head of Asset Management Irish Water.

Details of the current and future energy efficiency projects were noted and, in particular that there are 21 significant asset upgrade projects due to commence this year with a payback period of 3 years or less.

It was agreed that the overarching strategy in relation to sludge/biogas would be provided to the Irish Water Board in due course. Management were also asked to examine optimum energy consumption levels.

EXECUTED DOCUMENTS SCHEDULE

The Board noted the schedule of documents which had been executed under seal since the 17th June 2014 Board meeting.

PD7 – CHEQUE SIGNING PROCEDURES

The Board noted the proposed changes as outlined by Mr. J Dempsey, Head of Finance Irish Water.

The Board, having considered the proposal, resolved to approve the addition of a number of category A signatories as outlined in the Board paper.

FRAMEWORK FOR METER READING SERVICES

(Mr. P. O'Donoghue, Head of Customer Operations Irish Water and Mr. A. Taylor, Customer Operations Irish Water joined the meeting).

The Board noted the Board document as outlined by Mr. P. O'Donoghue, Head of Customer Operations Irish Water.

The purpose of the Tender was to establish Meter Reading Services for domestic and extend services to non domestic at a later date.

It was noted that the major benefits are, as in other similar Eirvia outsource contracts for provision of such services:

Mr. A. Taylor left the meeting.

DOMESTIC CUSTOMER VALIDATION CAMPAIGN UPDATE

The Board noted the Board document as outlined by Mr. J. Tierney, Managing Director Irish Water together with the draft domestic validation packs circulated at the meeting.

Details of the proposed marketing communications strategy and campaign timeline were outlined and noted by the Directors.

Due to other commitments Mr. M. McNicholas and Mr. C. Sheehy left the meeting.

NON-DOMESTIC BILLING MIGRATION PROJECT

The Board noted the Board document as outlined by Mr. J. Tierney, Managing Director Irish Water.

MINOR CAPITAL PROGRAMMES

The Board noted the Board document as outlined by Mr. J. Tierney, Managing Director Irish Water.

The Directors noted that the Minor Capital Investment Programme 2014-2016 is an approved element of Irish Water's Capital Investment Programme and has a projected spend of €. The Minor Capital Programme was launched in May 2014 and comprises 23 sub-programmes aimed at optimising the performance of existing assets through targeted low cost interventions. Given the time constraints associated with addressing compliance and regulatory issues and the estimated volume of projects required to deliver Minor Programmes, it is necessary to request approval for the overall programme budget rather than for individual projects. It was noted that works carried out under individual sub-programmes will be subject to the normal Eirya/Irish Water approvals and governance processes. The objective is to deliver solutions on site for high priority asset interventions in an expeditious manner.

In order to facilitate the efficient delivery of the Minor Programmes objective, two Irish Water frameworks have been specifically set up to deliver Minor Capital Projects and Programmes:

- Multi-supplier Framework for the provision of Minor Civil Engineering Works; and
- Multi-supplier Framework for the provision of Minor Mechanical, Electrical, Instrumentation, Control and Automation (MEICA) Work.

It was noted that works will be allocated to contractors by sub-programme and not by individual task/plant. As such it is expected that contractors working on sub-programmes will carry out works in multiple locations across a number of Local Authorities.

Having considered the matter and in particular, the framework tendering and evaluation process which were discussed in considerable detail, the Board is resolved to approve:

a capital budget of € (incl. VAT) associated with the 2014-2016 Minor Capital Programme – Water Programme;

a capital budget of € (incl. VAT) associated with the 2014-2016 Minor Capital Programme – Wastewater Programme;

a capital budget of (incl. VAT) associated with the 2014-2016 Minor Capital Programme – Energy & Efficiency Programme. Grant Support is being provided by the Sustainable Energy Authority of Ireland on a number of projects;

the establishment of a 3 ½ - year multi-supplier framework agreement with an estimated value of with a total of 97 suppliers for the provision of Minor Civil Engineering Works to Irish Water to help deliver Irish Water's Capital Investment Plan;

the establishment of a 3 ½ - year multi-supplier framework agreement with an estimated value of , with a total of 30 suppliers for the provision of Minor Mechanical, Electrical, Instrumentation, Control and Automation Works to Irish Water to help deliver Irish Water's Capital Investment Plan; and

the delegation of authority to the Chief Executive and the Irish Water Managing Director and the Company Secretary to execute under hand and to the Chief Executive and the Irish Water Managing Director to execute under seal the Framework Agreements or any ancillary documents relating thereto.

It was noted that the above approval was subject to Ervia Board approval.

DATE OF NEXT MEETING

It was agreed that the Company Secretary would continue to liaise with the Board members directly regarding their availability with a view to fixing dates for the Irish Water Board meetings to be held between September and November 2014.

AOB

It was agreed that recent press cuttings and responses to recent Parliamentary Questions would be uploaded to the reading room section on Board pad for the Board members consideration.

There being no further business the Chairman declared the meeting closed.

Chairman:

Date:

Record # ②

MINUTES OF IRISH WATER BOARD MEETING
HELD ON 3rd SEPTEMBER 2014

Present:

Ms. R. Hynes	Chairman
Mr. M. McNicholas	Chief Executive
Ms. R. Finn	Director
Mr. P. Lee	Director
Mr. B. McKeown	Director
Mr. B. Moore	Director
Mr. H. Quinlan	Director
Mr C. Shesby	Director
Mr. J. Tierney	Managing Director Irish Water

In attendance:

Mr. L. O'Riordan	Company Secretary
Ms H. Arnett	Head of Corporate Affairs
Mr. J. Dempsey	Head of Finance

Apologies:

Ms. J. Hall	Director
Ms. M. Rae	Director

Venue

:

Irish Water Offices, Colvill House, Talbot Street, Dublin 1.

Time

:

12.00 p.m. to 3.15 p.m.

There being no further business the Chairman declared the meeting closed.

Chairman:

Date:

Record

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MINUTES OF IRISH WATER BOARD
HELD ON 3RD SEPTEMBER 2014

Present:

Ms. R. Hynes	Chairman
Mr. M. McNicholas	Chairman
Ms. R. Finn	Director
Mr. P. Lee	Director
Mr. B. McKeown	Director
Mr. B. Moore	Director
Mr. H. Quinlan	Director
Mr C. Sheehy	Director
Mr. J. Tierney	Managing Director Irish Water

Apologies:

Ms. J. Hall	Director
Ms. M. Rae	Director

In attendance:

Mr. L. O'Riordan	Company Secretary
Ms. C. Ogle	Group Secretariat

Venue : Irish Water Offices, Colvill House, Talbot Street, Dublin 1.

Time : 12.00 p.m. to 3.15 p.m.

MINUTES

The Minutes of the Directors meeting held on 15th July, 2014 were approved for signing by the Chairman.

MATTERS ARISING

The Directors noted the report on matters arising as outlined by the Chairman.

It was noted that discussions are ongoing with the Department of Environment, Community and Local Government ("DECLG"), the Department of Communications, Energy and Natural Resources ("DCENR") and NewERA in relation to the establishment of the Unitary Board prior to the end of November 2014. It was agreed that the Irish Water Board would be kept apprised of developments.

MANAGING DIRECTORS REPORT

(Mr. J. Dempsey, Head of Finance Irish Water, Mr. J. Grant, Head of Asset Management Irish Water and Ms. E. Arnett, Head of Communications and Corporate Affairs Irish Water joined the meeting).

The Directors noted the contents of the Managing Director's Report as outlined in detail by Mr. J. Tierney Managing Director Irish Water

The Board requested the Executive to provide further details on enforcement measures for fines obtained following prosecutions under Section 12 Water Services Act 2007.

The Board recommended that a comprehensive plan for communication at operational level should be central to the overall communications plan for Irish Water. The Board requested the Executive to bring a paper on this issue to a future board meeting. The Board also requested that the Executive circulate the Q&A's from the recent Pat Kenny show interview and link to the radio programme would be provided to the Directors.

Following a discussion on environmental compliance, the Board requested the Executive to review Irish Water's communication strategy in relation to environmental issues.

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BUSINESS PLAN UPDATE

The Directors noted the Board paper as outlined in detail by Mr. J. Dempsey, Head of Finance Irish Water.

IRISH WATER LOCAL AUTHORITY TRANSFORMATION PLAN

(Ms. A. Costello, Human Resources Director Irish Water joined the meeting)

The Directors noted the presentation as outlined in detail by Mr. J. Tierney, Managing Director Irish Water and Ms. A. Costello, Human Resources Director Irish Water.

It was agreed that the proposed structure for the Water Services Operating Framework would be provided to the Directors for their consideration.

ENVIRONMENTAL COMPLIANCE UPDATE

The Directors noted the Board paper as outlined in detail by Mr. Ray O'Dwyer, Head of Operations and Maintenance, Irish Water.

APPROVAL OF ESTABLISHMENT OF DEFINED CONTRIBUTION SCHEME FOR NEW IW EMPLOYEES

The Directors noted the Board paper as outlined in detail by Ms. Angela Costello, Human Resources Director Irish Water.

Having considered the matter in detail, the Directors resolved to approve:

the establishment of a for new Irish Water employees; and

the submission by Irish Water of requests for such consent(s) and/or approvals of the Minister for Communications, Energy and Natural Resources, the Minister for Environment, Community and Local Government, the Minister for Public Expenditure and Reform and/or the Minister for Finance as may be required in connection with the

It was noted that this proposal is subject to Ervia Board approval.

**FRAMEWORK (13/115-NETWORK & REHABILITATION WORKS & 14/001-
INVESTIGATIVE WORKS)**

The Directors noted the Board paper as outlined in detail by Mr. Jerry Grant, Head of Asset Management Irish Water.

Following a discussion on the matter, and subject to these projects sitting within an overall framework of priorities, the Directors resolved to approve:

- the establishment of a 3 ½ - year multi-supplier framework agreement with a total of Twenty Eight (28) suppliers for the provision of Network Services and Rehabilitation Works to Irish Water to deliver Irish Water's Capital Investment Plan;
- the establishment of a 4 - year multi-supplier framework agreement with a total of nineteen (19) suppliers for the provision of Investigative Works to Irish Water to deliver Irish Water's Capital Investment Plan; and
- delegation of authority to the Chief Executive and the Irish Water Managing Director and the Company Secretary to execute under hand and to the Chief Executive and the Irish Water Managing Director to execute under seal the Framework Agreements or any ancillary documents relating thereto.

It was noted that this proposal is subject to Ervia Board approval.

**APPROVAL OF PROCEDURE FOR MAKING CPOS AND NOTICES UNDER S.
97 WATER SERVICES**

The Directors noted the Board paper as outlined in detail by Mr. John Tierney, Managing Director Irish Water.

Having considered the matter in detail, the Directors resolved to:

i, pursuant to Section 10 of the
Local Government (2) Act, 1960, as substituted by Section 86 of the Housing Act, 1966, as

amended by Section 6 of the Second Schedule of the Roads Act, 1993, and the Planning and Development Acts, 2000 – 2014, and as applied to Irish Water by Section 93 of the Water Services Act, 2007,

authorise that the seal of Irish Water may be affixed to all CPOs and any ancillary documents relating thereto and that the Managing Director and the Company Secretary of Irish Water be appointed to sign all CPOs and any ancillary documents relating thereto where the seal of Irish Water is required to be affixed to same; and

delegate authority to the Irish Water Asset Programmes Manager to consider whether it is necessary for the purpose of any of the functions of Irish Water to lay water mains, sewers, service connections and related cables and wires to use the procedure set out under Section 97 of the Water Services Act, 2007, for same and to sign any notices to be issued to an owner or occupier of land, on behalf of Irish Water and to undertake any of the processes provided for in Section 97 of the Water Services Act, 2007

provided always that a schedule of CPOs listing the particulars of each CPO is provided to the Irish Water Board by way of information at the next Board meeting.

IRISH WATER IMPLEMENTATION OF FUNDING STRATEGY

The Directors noted the Board paper as outlined in detail by Mr. John Dempsey, Head of Finance Irish Water.

DATE OF NEXT MEETING

It was noted by the Directors that the next Board meeting was scheduled for Tuesday 14th October 2014 commencing at 1pm in Colvill House.

AOB

There being no further business the Chairman declared the meeting closed.

Chairman: _____

Date: _____

Record # 4

MINUTES OF IRISH WATER BOARD MEETING
HELD ON 14th OCTOBER 2014

Present:	Ms. R. Hynes	Chairman
	Mr. M. McNicholas	Chief Executive
	Ms. R. Finn	Director
	Ms. J. Hall	Director
	Mr. P. Lee	Director
	Mr. B. McKeown	Director
	Mr. B. Moore	Director
	Ms. M. Rae	Director
	Mr C. Sheehy	Director
	Mr. J. Tierney	Managing Director Irish Water
In attendance:	Mr. L. O'Riordan	Company Secretary
	Ms. C. Ogle	Group Secretariat
Venue	:	Irish Water Offices, Colvill House, Talbot Street, Dublin 1.
Time	:	12.00 p.m. to 3.15 p.m.

DEATH OF FORMER DIRECTOR

The Directors noted that since the last meeting, Mr. S. Kelly, had died. The Directors requested that a letter of sympathy expressing condolences on behalf of the Board be sent to his family.

MINUTES

MATTERS ARISING

The Directors noted the report on matters arising as outlined by Mr. J. Tierney, Managing Director.

MANAGING DIRECTORS REPORT

(Mr. M.G. O'Sullivan, Group Finance Director Irish Water, Mr. J. Dempsey, Head of Finance Irish Water, Mr. J. Grant, Head of Asset Management Irish Water, Ms. E. Arnett, Head of Communications and Corporate Affairs Irish Water, Mr. F. Collins, Head of Capital Delivery Irish Water and Mr. P. O'Donoghue, Head of Customer Operations Irish Water joined the meeting).

The Directors noted the contents of the Managing Director's Report as outlined in detail by Mr. J. Tierney Managing Director Irish Water.

In relation to the metering programme, the Directors noted it is proposed that Irish Water will bring prosecutions under section 12 of the Water Services Act 2007 and that Board approval would be sought prior to issuing proceedings under this legislation. The Directors requested that a letter of commendation would issue to all metering contractors for reaching the target installation of 450,000 meters.

It was confirmed to the Directors that the executive would have the accounts for the nine months to the end of September 2014 prepared for consideration at the November meeting.

APPROVED WATER CHARGES PLAN

The Directors noted the Board paper as outlined in detail by Mr John Dempsey, Head of Finance Irish Water.

CAPITAL INVESTMENT PLAN IMPLEMENTATION – QUARTERLY UPDATE

The Directors noted the Board paper and, in particular the project status report as outlined in detail by Mr J. Grant, Head of Asset Management Irish Water.

The Directors requested that an ongoing communications programme regarding operational matters at a local level be developed and that an update be provided to the Board regarding same.

The Directors recommended that suitable additional resources be sought in Corporate Affairs to ensure the delivery of both a full time crisis management team and a full time proactive management team.

CAPITAL PROJECTS - APPROACH TO PRIORITISATION USING COST BENEFIT ANALYSIS (CBA)

The Directors noted the Board paper as outlined in detail by Mr J. Grant, Head of Asset Management Irish Water.

It was noted that the long term view for the prioritisation of projects is a gradual shift from compliance deficit to asset risk for customer service and economic needs, with CBA as an objective element of prioritization based on cost/benefit metrics.

CUSTOMER VALIDATION CAMPAIGN UPDATE

The Directors noted the Board paper as outlined in detail by Mr. P. O'Donoghue, Head of Customer Operations Irish Water.

PROACTIVE INFORMATION TRANSPARENCY POLICY UPDATE

The Directors noted the Board paper as outlined in detail by Mr. J. Tierney, Managing Director Irish Water.

It was noted that this policy is being developed in conjunction with the Ervia Corporate policy to ensure they are aligned. The Directors requested that a project timeline regarding the development of the policy be provided at the next Directors meeting.

DONEGAL (GROUP B) SEWERAGE SCHEMES WASTEWATER TREATMENT
(PROJECT NO. 10001760)

The Directors noted the Board paper as outlined in detail by Mr J. Grant, Head of Asset Management Irish Water.

Having considered the matter, and subject to Ervia Board approval, the Directors resolved to issue Gate 3 approval for the Donegal Group B – Killybegs and Bundoran Sewerage Schemes Contract No. 1 - Design Build and Operate Contract for Killybegs, Bundoran, Glencolumbkille and Convoys Sewerage Schemes including:

- a Capital Budget in the amount outlined in the Board paper;
award of the Design Build Operate Maintain Contract to _____ in the amount outlined in the Board paper;
- continuation of _____ appointment for Contract/Handover Administration in the amount outlined in the Board paper;
approval of a budget for the provision of site supervisory staff in the amount outlined in the Board paper ;
the contract with _____ will also include the operation and maintenance of the 4 No. WWTPs and associated works for a period of 7 years. The estimated value of this O&M contract was noted as outlined in the Board paper over the 7 years period, based on an NPV approach; and
the delegation of authority to _____ to execute under hand and to _____ to execute under seal the Design Build Operate Maintain Contract or any ancillary documents relating thereto.

ELECTRICITY SUPPLY FRAMEWORK

The Directors noted the Board paper as outlined in detail by Mr. John Dempsey, Head of Finance Irish Water.

It was noted that the award of a two year Single Supplier Ervia Framework Agreement to _____ for the Provision of Electricity Supply to 'Quarter Hourly' and 'Non-Quarter

Hourly' metered consumption and the award of a two year Single Supplier Ervia Framework Agreement to () for the Provision of Electricity Supply to 'Unmetered' consumption had been approved at the Ervia Board meeting on 1st October 2014.

Having considered the matter, the Directors resolved to:

- authorise to execute separate 'call-off' contracts for Irish Water under the Framework Agreements, under hand; and for the to execute the 'call-off' contracts under seal.

EXECUTED DOCUMENTS SCHEDULE

The Directors noted the schedule of documents which had been executed under seal by Irish Water.

DATE OF NEXT MEETING

It was noted by the Directors that the next Board meeting was scheduled for Thursday 13th November 2014 commencing at 1pm in Colvill House.

AOB

There being no further business the Chairman declared the meeting closed.

Chairman:

Date:

Record

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MINUTES OF IRISH WATER BOARD MEETING. HELD ON 14th OCTOBER 2014

Present:

Ms. R. Hynes
Mr. M. McNicholas
Ms. R. Finn
Mr. P. Lee
Mr. B. McKeown
Mr. B. Moore
Mr C. Sheehy
Ms. J. Hall
Ms. M. Rae
Mr. J. Tierney

(b-)

In attendance:

Mr. L. O'Riordan
Ms E. Arnett
Mr. J. Dempsey

Venue

Irish Water Offices, Colv

... street, Dublin 1.

Time

1.00 p.m. to 4.00 p.m.

There being no further business the Chairman declared the meeting closed.

Chairman:

Date:

