

Minutes of the WAB Meeting
Friday 31 August 2018 10:00am

Venue: Withdrawing Room, Custom House, Dublin 1

Attended by:

Chairman Paul McGowan
Members Darragh Page
Sharon Kennedy

Secretariat Lisa Clifford
Neill Dalton
Colin Flood

Minutes of last meeting and matters arising

The minutes of the last meeting were presented and agreed by the members.

PAS appointment process for two independent members of the WAB - update

The Secretariat gave an update on the progress of the PAS process for the appointment of the 2 remaining members of the WAB.

The advertisement for 2 board members of the WAB was published on the 22/08/2018 on Stateboards.ie. The closing date for submission of Expressions of Interest is 19/09/2018.

Once the closing date passes an assessment panel will be convened to assess the applications received. The panel would normally consist of an independent person to Chair the panel, an independent external expert, the chair of the WAB, a Department nominee and a PAS representative. The assessment panel, when the assessment is complete, will put forward a list of names from which the Minister can choose two appointees to the WAB. A short formal appointment process then follows once the Minister has made his choice.

The members were reminded that Gender Equality Guidelines should be adhered to in making appointments to the WAB. The Chairman advised that due to the timing of the PAS process, the first report would likely be in Q1 of 2019.

Development of temporary logo for WAB - update

The members reviewed 11 prospective logos and decided on the attached logo, number 9 from the handouts presented at the meeting (see Appendix 1).

Declaration of any conflicts of interest

There were no declarations of conflicts of interest from the members.

Invitation to Chair to attend meeting of the Joint Committee on Housing, Planning and Local Government

The Chair advised members that the Joint Oireachtas Committee had issued an invitation to him to meet with the Committee on the 19 September 2018 in respect of his appointment as Chair of the WAB. The expectation is that the meeting is a chance for the Committee to understand the functions of the WAB and question the Chair in respect of the WAB's objectives and agenda. The Chair suggested that the two members attend the session with him and this was agreed.

The Secretariat was requested to formally respond to the invitation on behalf of the Chair and to assist with the drafting of briefing and speaking notes for the Committee session. In particular the Chair asked the Secretariat obtain the list of current Committee members, recent parliamentary questions, potential questions and key bullet points so as to assist in the preparation of his opening statement.

Draft Terms of Reference & Rules and Procedures Documents – for agreement

The two documents were reviewed by the WAB and agreed pending some amendments by the Secretariat. The Chair asked the Secretariat to circulate the amended documents for final approval when ready.

Draft Schedule of Reports/Inputs for JOC Quarterly Reports

The members discussed and identified potential inputs for the quarterly reports required for the Joint Oireachtas Committee. It was agreed that reports from EPA, CRU, AFU and Irish Water would be the main supply of data for the reports. The Chair advised that the WAB needs to decide the key metrics that will tell the story of how Irish Water is performing, that will resonate with the public and with the JOC. The members will prepare this. The Secretariat was requested to draft a report outline/structure for review at the next meeting of the WAB.

The members agreed that it may not be possible for the WAB to comment on the remuneration and staffing policies of Irish Water (“IW”) in its reports. The Secretariat will review IWs Business Plan and Annual Report to see if there is anything the members can extract in this regard.

The Secretariat will investigate if IW undertook any internal audit work in respect of its procurement activity.

Any Other Business

The date and time of the next meeting was agreed as Friday 5 October 2018 at 10:00am.