

Minutes of the WAB Meeting

Friday 1 March 2019 10.30am

Venue: Withdrawing Room, Custom House, Dublin 1

Attended by:

Chairperson Paul McGowan

Members Sharon Kennedy

Miriam McDonald

Darragh Page

Martin Sisk

Secretariat Lisa Clifford

Neill Dalton

Ken Doyle

Minutes of last meetings and matters arising

The minutes of the meeting held on 25 January 2019 were presented and agreed by the members.

Declaration of any conflicts of interest

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

Board Member Photographs

Photographs of the Board members for the website were taken.

Terms of Reference & Rules of Procedure Documents

Draft Terms of Reference and Rules of Procedure documents were presented to the members.

The members adopted both documents.

A member enquired as to whether written declarations of conflicts of interest had been circulated.

The Secretariat confirmed these would issue in due course.

Review of Key Performance Metrics for 1st report

The Chair gave an overview on the draft metrics previously identified for possible inclusion in the first WAB report. A discussion was held by the members and a list of 13 metrics was agreed as the basis for the first report. The metrics selected are listed at Appendix 1.

The general structure for WAB reports was agreed; each report will have:

- A short 1-page (maximum) introduction outlining the developments since the last report.
- A list of all metrics used by WAB (including the source of the data and why the metric is important); each individual quarterly report will highlight the metrics that have changed since the previous report providing information and commentary on what the changes are.
- A qualitative section; theme based on the external reports published since the last WAB report.
- A short piece on what the WAB is and what its primary functions are.

For the 1st report the theme will be focused on capital expenditure and urban waste water.

The Secretariat agreed to draft the structure of a 1st report in advance of the next meeting.

It was agreed, as a courtesy, that a copy of each WAB report would be sent to the Minister for Housing, Planning and Local Government in advance of publication. A copy of all reports will be sent to the Joint Oireachtas Committee following publication.

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- It was agreed that, when necessary, a conference call with all members or an electronic discussion via e-mail would suffice for decision making.
- A member gave an overview of a number of points raised by An Fóram Uisce and the members agreed to consider these. It was also confirmed that the Chair of An Fóram Uisce would be available to meet with the Board at their convenience.
- The Secretariat was requested to issue a formal invitation to Irish Water to attend the next meeting of the WAB.
- The Secretariat confirmed that it has prepared draft Oversight and Performance Delivery Agreements to be reviewed by the Board at a future meeting.

Next Meeting

The date and time of the next meeting was agreed as 5 April 2019, Withdrawing Room, Custom House, Dublin 1 at 10:30am.

Appendix 1

Metrics agreed for inclusion in 1st WAB report

Infrastructure Delivery and Leakage Reductions

1. Leakage –National leakage figure on Irish Water’s system (Source: CRU Performance Assessment Framework)
2. First Fix – Water saved through the first fix scheme (Source: to be confirmed)
3. Remedial Action List (Water) – Focus on population served/equivalent (Source: EPA Remediation Action List)
4. Priority Urban Area List (Wastewater) – Focus on population served/equivalent (Source: EPA Urban Wastewater Report)
5. Lead service connections replaced (Source: EPA)
6. Mains replacement rate (for water mains) (Source: CRU Capex Monitoring)

Cost Reduction and Efficiency Improvements

7. Metric(s) on Cost Reduction and Efficiency improvement to be proposed by CRU

Improvements in Water Quality, including the elimination of Boil water notices

8. Overall compliance with microbiological Indicators – (Source: EPA Drinking Water Report)
9. Boil Water Notices (Current, 30-Day, 200-Day) – EPA to mock up combined indicator. Will use 2017 data for concept.
10. Compliance with Urban Waste Water Treatment Directive – (Source: EPA Annual Report)

Procurement, remuneration and staffing policies

11. Potential review of this area by independent entity with report provided directly to the WAB – to be discussed with Irish Water before initiating.

Responsiveness to the needs of Communities and Enterprise

12. Ease of Contact (4 metrics) to include online as well as telephone – (Source: CRU Performance Assessment Framework)
13. Irish Water Customer Complaints management - (Source: CRU Performance Assessment Framework).