



## **Minutes of the Meeting of the Water Advisory Body**

**Wednesday 14 July 2021, 2:00pm**

Venue: Remote Meeting via WebEx Video Conferencing

Attended by:

Chairperson Paul McGowan

Members Miriam McDonald Michelle Minihan  
Martin Sisk

Secretariat Claire Gavin Colin Flood

Apologies: Dónal Purcell

### **1. Minutes of previous meetings**

#### **Minutes of the Meeting of the Water Advisory Body 15 June 2021**

The Board agreed the minutes of the last meeting of the WAB subject to minor editorial amendments.

#### **Minutes of the Meeting of the Water Advisory Body and Irish Water 15 June 2021**

The Board agreed the minutes of the last meeting of the WAB subject to minor editorial amendments. They will be circulated to Irish Water for comment.

### **2. Declaration of any conflict of interest**

There was no declaration of any conflict of interest.

### **3. Progress of WAB Quarterly Report No.2 of 2021**

The Secretariat gave an update on the progress of the report. All metrics and Section 3 items have been received and the first draft will be circulated to WAB members following the meeting. Following approval by the WAB Members the Secretariat will arrange

publication by 27 July 2021 and a press release will also issue. The Report will be sent with a letter to the Minister of Housing, Local Government & Heritage and the Joint Oireachtas Committee. The WAB twitter account will be set up ahead of the publication. The *“Review of Irish Waters procurement policies and procedures”* and the *“Letter from Irish Water re: Implementation of recommendations”* will be added to the website on the day of publication of the quarterly report.

#### **4. Progress of WAB Quarterly Report No. 3 of 2021**

The WAB agreed the following data cut off points for the WAB Quarterly Report No. 3 of 2021 and the WAB Quarterly Report No. 4 of 2021 respectively:

- 15 September 2021
- 15 November 2021

Section 3 will (subject to release dates of reports) feature the:

- Commission for Regulation of Utilities Performance Assessment Framework;
- Implementation of the Scottish Water International review recommendations and subsequent timeline;
- Environmental Protection Agency Drinking Water Quality Report;
- Environmental Protection Agency Water Quality 2020 (Lakes and Rivers)

#### **5. Customer Survey Update**

An update was given on the progress of the WAB Customer Survey. After a meeting of the Secretariat and the sub-group, the survey tender was amended to feature a case study approach of local surveys in areas of activity such as maintenance, mains replacement, road works/closure and boil water notices rather than a national survey.

The new proposal is for four surveys across four geographical areas with a domestic/commercial customer and urban/rural split with a focus on areas where Irish Water have been active. The WAB may consult Irish Water on potential areas that these works/issues have occurred but not to determine or influence the location of the survey. The survey will avoid areas that are already involved in an audit by Environmental Protection Agency or Commission for Regulation of Utilities. The successful tender would identify the participants for the survey without contact being made from Irish Water.

The WAB approved the tender document subject to minor editorial amendments.

The Secretariat will engage the Office of Public Procurement to start the tender process which could take approximately seven to ten weeks for the tender to be completed.

#### **6. Confirm next three meeting dates**

Forthcoming meeting dates agreed by the WAB are:

- 31 August at 2pm
- 21 September at 2pm
- 13 October at 2pm

#### **7. Any Other Business**

##### ***New Secretariat Principal Officer:***

The WAB welcomed the new Secretariat Principal Officer Claire Gavin. They congratulated Claire on the appointment and look forward to working with her, noting the positive experience working with the Secretariat to date.

***Website Content:*** The Secretariat outlined draft updates to the WAB website in relation to the addition of Irish Water information for users and customers and links to the WABs stakeholders. The Secretariat will issue a link to Members to review after the meeting for approval by email by 30 July 2021.

**The meeting was brought to a close.**

Agenda Item No:	Action	Decision
1.	Minutes of the Meeting of the Water Advisory Body 15 June 2021	The Board agreed the minutes of the two meetings of the WAB subject to editorial amendments.
1	Minutes of the Meeting of the Water Advisory Body and Irish Water 15 June 2021	The Minutes of the Meeting of the Water Advisory Body and Irish Water 15 June 2021 are to be sent to Irish Water for comment with view to finalise at the 31 August meeting
3.	WAB Quarterly Report No.2 of 2021	<ul style="list-style-type: none"> <li>• Secretariat to circulate 1<sup>st</sup> draft for approval by 22 July. Chair to approve foreword.</li> <li>• The WAB twitter account will be set up ahead of the publication.</li> <li>• The “<i>Review of Irish Waters procurement policies and procedures</i>” and the “<i>Letter from Irish Water re: Implementation of recommendations</i>” will be added to the website on the day of publication of the Quarterly report.</li> <li>• The Secretariat will arrange publication by 27 July 2021 and a press release will also issue.</li> </ul>
4.	Next Quarterly Reports Data cut off points	The WAB agreed data cut off points for the WAB Quarterly Report No. 3 (15 September) and Quarterly Report No. 4 (15 November) of 2021.
4	WAB Quarterly Report No.3 of 2021	Section 3 will look to feature the: <ul style="list-style-type: none"> <li>- Commission for Regulation of Utilities Performance Assessment Framework;</li> </ul>

		<ul style="list-style-type: none"> <li>- Implementation of the Scottish Water International recommendations and subsequent timeline;</li> <li>- Environmental Protection Agency Drinking Water Quality Report;</li> <li>- Environmental Protection Agency Water Quality 2020 (Lakes and Rivers)</li> </ul>
5.	Customer Survey Update	<ul style="list-style-type: none"> <li>• The WAB approved the tender document subject to minor editorial amendments.</li> <li>• The Secretariat will engage the Office of Public Procurement to start the tender process and query the panel requirements for the choosing of which supplier to tender</li> </ul>
6.	Meeting Dates	Agreed new meeting date for 2pm, 13 October 2021.
7.	Website Content update	The Secretariat will issue a link to Members to review after the meeting for approval by email by 30 July 2021