

**Minute of the sixty-ninth meeting of the Water Industry Commission  
for Scotland**

**Held on 8 September 2011 in Stirling**

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- Present:** Professor Gordon Hughes (Chairman)  
Professor David Simpson (Deputy Chairman)  
Mr Charles Coulthard  
Mr Alan Sutherland (Chief Executive)
- In attendance:** Mr Ian Tait (Director of Investment)  
Mr John Simpson (Director of Analysis)  
Mrs Katherine Russell (Director of Corporate Affairs)  
Mr Richard Khaldi (Head of Competition)  
Ms Shona Coan (Financial Controller for item 3.2)  
Mrs Donna Very

**Chairman's opening remarks**

The Chairman welcomed everyone to the 69<sup>th</sup> meeting of the Commission.

**1. Apologies for absence**

None

**2. Minute of previous meeting and review of action points**

**2.1 Declaration of conflicts of interest in relation to the Agenda**

None.

**2.2 Minutes of last meeting (06/11)**

The Commission agreed the minute was an accurate record of the meeting.

**2.3 Summary of action points (AP07/11)**

The Commission reviewed the action points from the previous meeting and noted that this list was in a satisfactory position.

#### 2.4 Oral update on current issues

The Chief Executive provided the Commission with an oral update on current work-streams.

### 3. Information papers 1 – Standing items

#### 3.1 Update from CMA

The Commission noted the written update provided by CMA.

#### 3.2 Finance and contracts paper (CP74/11)

The Commission noted this paper. The Commission discussed the work of consultants and their expenditure. The Commission approved the detailed re-forecast 2011/12 and the high-level review of expenditure for the period 2012-2015.

#### 3.4 Update on communications (CP75/11)

The Commission noted the update.

#### 3.4 OMG activities (CP76/11)

The Director of Investment provided the Commission with an update on Scottish Water's output delivery position as at the end of Quarter 1 2011-2012. The Commission noted this update.

### 4. Information papers 2 – Any other issues

#### 4.2 Unallocated Investment (CP771/11)

The Director of Investment provided an update on the progress of outputs to be delivered from the unallocated investment in relation to the revised Bathing Waters Directive and Glasgow drainage. The Commission noted the current position and have requested sight of the strategy prior to it being endorsed.

#### 4.3 Update on Scottish Water's dashboard (CP78/11)

The Commission noted this paper.

### 5. Decision papers

#### 5.1 Competition Report (CP79/11)

The Commission agreed that this needed some further consideration.

#### 5.2 Performance Report (CP80/11)

The Commission approved this paper.

## **6. Discussion papers**

### **6.1 High-level workplan (CP81/11)**

The Commission discussed the frequency of Commission meetings and agreed that these meetings should take place quarterly, with strategy days in-between.

### **Chairman's closing remarks**

The Chairman thanked everyone for attending and brought the meeting to a close.

The next Commission meeting will take place on **Wednesday 7th December**.