



**Note of PR09 Senior Co-ordinators Meeting
14 December 2007, 1:00pm – 3:00pm
Ofwat, Birmingham**

1. Minutes and actions from 16 October and 12 November Senior Coordinators group meetings.

The group updated the actions from the previous meetings.

2. Water companies and farmers (PM)

The paper was rescheduled from the 23 November Chief Executives' meeting. PM presented the paper and the group provided comments and feedback. Defra will update the paper and include guidance in the Strategy and Social and Environmental Guidance.

3. Feedback from 23 November Chief Executives' group meeting.

Ofwat provided feedback to the group from Chief Executives' meeting. The group agreed that papers should be circulated five days before the meetings to allow time for briefing. The group discussed improving communications within their organisations on PR09.

4. Terms of reference for Chief Executives' and Senior Coordinators group and 2008 meeting schedule.

The group agreed the revised terms of reference for the Chief Executives' and Senior Coordinators group meetings. The group agreed the 2008 meeting schedule and members offered to host some of the meetings.

5. Feedback from PR09 workshops.

Ofwat provided feedback to the group on the 15 and 16 November PR09 Methodology paper workshops held for the industry and consumer groups that some members attended. Ofwat fed back from the 29 November joint Ofwat/ CIWEM conference. The presentations from 15 and 16 November workshops are available on Ofwat's website.

6. Strategic direction statements including timetable of meetings and process.

Ofwat has received most Strategic Direction Statements (SDS) and has created a page on their website containing links to the documents. Ofwat will meet with each company to discuss their SDS in the New Year. Stakeholders are welcome to provide feedback and comments to Ofwat before the meetings. Ofwat will not publish a summary of the SDS.

7. Update on Ofwat's competition workstream and change protocol.

Ofwat updated the group on the progress of their workstream on competition. Ofwat published a consultation document on competition on 13 December. This is available on their website. MH is reviewing and updating the change protocol and will circulate this to the group in early January.

8. Responses to the Methodology Paper consultation and CBA guidance.

Ofwat has received one consultation response. The consultation closes on 24 January. Ofwat will publish the consultation responses and their response in March with the final methodology paper. Ofwat will publish the CBA guidance next week as a PR policy letter (PR09/08). This will not be for consultation as it is guidance for companies.

9. Progress update on Water Strategies, Statement of Obligations (SOO) and Social and Environmental Guidance (SEG) (Defra & Welsh Assembly Government)

Defra

Stakeholders have commented on the draft SOO and Defra intend to publish the final document this month.

Stakeholders have had an opportunity to comment on the draft Strategy. Defra will continue to draft the document in light of the comments and expect to publish it by the end of January. Defra expect to publish the SEG for consultation at the end of January with the Strategy.

Welsh Assembly Government (WAG)

WAG is likely to publish their SOO in January. They will share a draft of the SEG with the Wales PR09 Forum and stakeholders and expect to publish it in February.

10. Update on the joint consumer research and preparation for stage 3 consumer research

The top-line findings of the stage 2 joint consumer research will be published on 17 January. CCWater presented an initial list of the major issues in the research to the meeting. The PR09 consumer research steering group has met to discuss the stage 3 research. Further work will continue in the future and the issues of funding and how the research will fit in with the other research stages were discussed.

11. Agenda for next meeting, actions and next steps

The group discussed the agenda for the next meeting.

Attendees:

Mark Hann - Ofwat
Rhiannon McHugh - Ofwat
Carolyn Baker - Ofwat
Richard Wood - Defra
Judith Harris - Defra
Claire McCamphill - Defra
Anita Payne - Defra
Patrice Mongelard - Defra
Claire Pollard - Drinking Water Inspectorate
Jane Morris – Environment Agency
Marion Maloney - Environment Agency
Richard Thornton - Environment Agency
Ana-Maria Millan – Consumer Council for Water
Natalie Howes – Welsh Assembly Government
Amanda Craig – Natural England

Apologies

Joly Macleod - Defra

Fiona Pethick - Ofwat

Jonathan Hodgkin - Ofwat

Deryck Hall - CCWater