



SCOTTISH EXECUTIVE

Environment Group

Mr George Ponton
Strategy and Regulation
Scottish Water
Castle House
6 Castle Drive
Carnegie Campus
DUNFERMLINE
KY11 8GG

Drinking Water Quality Division

Victoria Quay
Edinburgh EH6 6QQ

Telephone: 0131-244 0743

Fax: 0131-244 0259

matthew.bower@scotland.gsi.gov.uk

<http://www.scotland.gov.uk>

Your ref:

Our ref: 946745

22 January 2007

Information Letter 1/2007

Dear George

The Scottish Water Information Return to DWQR – Further Guidance

1. In Information Letters 2/2005 and 2/2006 I set out our requirements with respect to the provision by Scottish Water of certain information concerning the supply and quality of drinking water in Scotland with a view to enabling the loading of this data onto the DWQR's data system. The purpose of this letter is to provide a record of further discussions and agreements with Scottish Water which took place throughout 2006. These followed the submission of a number of data files during 2006 in connection with the ongoing work to develop the DWQR Data Warehouse system. This letter also introduces the requirement for Scottish Water to identify and record where a regulatory sample is taken from a public building and sets out the requirements for the reporting of water quality events.
2. This letter contains annexes A, B, C and D which have been updated to include the following main points:
 - a) Clarification of the requirements relating to the provision of geographical information relating to regulatory water supply zones;

b) Clarification of the timing requirements for the provision of data tables by Scottish Water;

c) The requirement to include details and a site reference for combined raw water sample points where these are different to the actual raw source sites and are regularly sampled under the Surface Water Directive;

d) Clarification of the mechanism for reporting new sites which come into service during the reporting year;

d) Alteration of the status of the following flags in the data table, table 2 from Mandatory to Desirable:

Undertaking & Authorised Departure Flags – DWQR will already possess this information.

CustFit (Customer fitting), UTR (Unlikely to recur) – This information will be provided via the event reporting process and these fields may be left blank.

e) Addition of Tables 10A and 10B which further clarify the requirement for Scottish Water to provide information about customer complaints and general enquiries regarding drinking water quality;

f) Addition of Tables 11,12,13 and 14 which provide details of water quality events;

g) The requirement to provide information relating to Scottish Water operational region for each site.

3. Samples taken from Public Buildings

In order to assist with the assessment of Scotland's compliance with the requirements of Article 6(2) of Council Directive 98/83/EC (the Drinking Water Directive), Scottish Water is formally requested to record when a regulatory sample is taken from a public building using the PB flag in the data table, table 2. A list of premises and establishments which may be classed as a public building may be found in Annex D of this letter. This requirement commenced on 1 January 2007.

4. Event Reporting

9. It is expected that during 2007 DWQR will move to receiving details of events from Scottish Water in CSV format rather than the existing arrangements using word documents. This will enable automatic loading of data into DWQR's data system as well as enabling the combined reporting of less serious events together in a monthly report rather than individually. This should streamline the process for both Scottish Water and DWQR, although establishment of the exact details of how the process will work are still to be discussed with Scottish Water and other stakeholders.

10. In order to enable the development of IT systems to facilitate the provision of data in this format, the requirements for the relevant tables expected from Scottish Water are set out in annex B as tables 11, 12, 13 and 14.

5. Further Information and Enquiries

A copy of this letter is being sent to Margaret McGuinness, Mike Baird and Richard Allan.

Enquiries about this letter should be addressed to Matthew Bower (Tel No: 0131 244 0743) or Email: Matthew.Bower@scotland.gsi.gov.uk. Please acknowledge receipt of this letter. Hard copies are not being sent.

Yours sincerely,

Matthew Bower

On behalf of the Drinking Water Quality Regulator for Scotland