

Report on	Service level agreement and data sharing agreement between MUDC and DWI
Date of Meeting	7 th July 2020
Reporting Officer	Fiona McClements, Head of Environmental Health

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

1.0	Purpose of Report
1.1	To seek Members approval to sign an updated Service Level Agreement and associated Data Sharing Agreement with the Drinking Water Inspectorate (DWI). The agreements outline the undertaking by Mid Ulster Council to carry out risk assessments and sampling of private water supplies under The Private Water Supplies Regulations (Northern Ireland) 2017 on behalf of the DWI.
2.0	Background
2.1	The Drinking Water Inspectorate (DWI) is a unit within the Northern Ireland Environment Agency (NIEA) responsible for regulating drinking water quality in Northern Ireland for both public and private supplies.
2.2	The DWI holds a register of all known private water supplies in Northern Ireland that come under the Private Water Supplies Regulations. The regulations apply to private supplies that serve more than one household for purely domestic purposes, or are used in commercial food and drink production.
2.3	The Environmental Health service has an ongoing arrangement to carry out sampling of private water supplies and carry out risk assessments of private water supplies on behalf of the Drinking Water Inspectorate. A number of Environmental Health officers are trained and authorised to either take samples and/or complete risk assessments. Risk assessments are due to be reviewed every 5 years. The DWI pay Councils to complete this work on their behalf.
2.4	There are currently 27 registered private water supplies in Mid Ulster, ranging from hotels, and commercial businesses to domestic supplies serving more than one household.
3.0	
3.1	<u>Private water supplies and DWI Covid 19 Update</u> As a result of Covid 19, DWI suspended sampling of private water supplies on 24 th March 2020 in response to Government guidance.
3.2	All private water supply sites were notified by DWI of the suspension of routine monitoring in the weeks following lockdown. DWI subsequently engaged with each council to establish sites that continued to operate in their area and which

	<p>had closed. Environmental Health officers contacted all MUDC private water supplies that are registered in the Mid Ulster area with DWI and updated DWI on the status of these premises.</p>
3.3	<p>As the lockdown restrictions have been easing in recent weeks, some premises have been re-opening. DWI have been contacting businesses using a private water supply sector by sector, as the Executive announces the easing of restrictions.</p>
3.4	<p>DWI have also published new guidance for premises that have been closed for a period of time and where the water supply has not been in regular use. The guidance is available on the Mid Ulster District Council website:</p> <p>https://www.midulstercouncil.org/resident/health-wellbeing/coronavirus-advice-and-information/coronavirus-business-advice-and-support?viewmode=0</p>
3.5	<p>DWI have also been working with NI Water to put in place an Alternative Water Supply Policy, where the occupant(s) depending on a private water supply are vulnerable or shielding where a supply is insufficient. Support from NI Water has been secured through the provision of bottled water, where evidence has been provided on vulnerability. This is a route for an emergency supply of water which is now available as part of the COVID-19 response and should requests for support be received Environmental Health can refer these on to DWI.</p>
3.6	<p>Environmental Health will continue to work with DWI to resume sampling and Risk assessment services in accordance with the SLA, in line with government guidelines and Council recovery plans.</p>
3.7	<p><u>Service Level Agreement and Data Sharing Agreement</u></p> <p>Following a regional meeting of Environmental Health managers in January there was a request to DWI to increase the fees provided to councils for the risk assessment of private water supplies in line with resources required to complete this work. As a result, risk assessment fees increased from January 2020.</p>
3.8	<p>The Service Level Agreement has been reviewed and updated and now reflects the amended fees. A copy of the revised SLA is attached at Appendix 1 and the draft Data Sharing Agreement at Appendix 2.</p>
3.9	<p>The SLA outlines the arrangement between the Drinking Water Inspectorate for Northern Ireland and Mid Ulster District Council, appointed as a competent person, for the purpose of undertaking on behalf of the DWI risk assessments and sampling of private water supplies under The Private Water Supplies Regulations (Northern Ireland) 2017.</p>
3.10	<p>The data sharing agreement governs the transfer and sharing of information collected and retained by local Council Environmental Health Departments (EHDs) on behalf of the Drinking Water Inspectorate (DWI) to the DWI. It covers the need for routine or recurring transfers or access, including those where personal information is included in the transfer, as a requirement of the SLA between EHDs and DWI.</p>

4.0	Other Considerations												
4.1	Financial, Human Resources & Risk Implications												
	Financial: <table border="1"> <thead> <tr> <th>Activity</th><th>Unit Cost</th></tr> </thead> <tbody> <tr> <td>Scheduled Sample Collection</td><td>£75/sample</td></tr> <tr> <td>Resample Collection (Investigation)</td><td>£75/sample</td></tr> <tr> <td>Completion of Full Risk Assessment</td><td>£450/risk assessment</td></tr> <tr> <td>Review of Risk Assessment (with site visit)</td><td>£200/risk assessment review</td></tr> <tr> <td>Review of Risk Assessment (without site visit)</td><td>£100/risk assessment review</td></tr> </tbody> </table>	Activity	Unit Cost	Scheduled Sample Collection	£75/sample	Resample Collection (Investigation)	£75/sample	Completion of Full Risk Assessment	£450/risk assessment	Review of Risk Assessment (with site visit)	£200/risk assessment review	Review of Risk Assessment (without site visit)	£100/risk assessment review
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	Human: Staff time to complete sampling and risk assessments.												
	Risk Management: N/a												
4.2	Screening & Impact Assessments												
	Equality & Good Relations Implications: N/a												
	Rural Needs Implications: N/a												
5.0	Recommendation(s)												
5.1	Members approve the updated Service Level Agreement and associated Data Sharing Agreement with the Drinking Water Inspectorate, for the purpose of undertaking, on behalf of the DWI, risk assessments and sampling of private water supplies under The Private Water Supplies Regulations (Northern Ireland) 2017.												
6.0	Documents Attached & References												
6.1	Appendix 1 – Service Level Agreement												
6.2	Appendix 2 – Data Sharing Agreement												