

Report on	Service Level Agreement with the Drinking Water Inspectorate
Date of Meeting	10th March, 2022
Reporting Officer	Kieran Gordon, Assistant Director Health, Leisure & Wellbeing
Contact Officer	Anne Caldwell, Principal Environmental Health Officer

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

1.0	Purpose of Report
1.1	To seek Members approval for Mid Ulster District to sign an updated Service Level Agreement (SLA) and associated Data Processing Contract with the Drinking Water Inspectorate (DWI).
2.0	Background
2.1	The DWI are a unit within the Northern Ireland Environment Agency (NIEA) that have a regulatory responsibility for private water supplies which are used for: drinking, cooking, food preparation or other domestic purposes; or those used in commercial food production; the manufacture, processing, preservation, or marketing of food or drink for sale for human consumption. This includes monitoring and enforcement at these 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	In implementing the requirements under the regulations, the DWI work closely with Environmental Health teams in Councils who carry out work on behalf of DWI that includes sampling and risk assessment of private water supplies and ongoing liaison with owners/users of these supplies during the investigation of exceedances of water quality standards. Within Mid Ulster District Council, a number of Environmental Health officers are trained and authorised to either take samples and/or complete Risk Assessments. An annual sampling programme is issued to Councils which details the frequency of sampling for each site. The frequency of sampling is set within the Regulations and is proportionate to the volume of water used or the population served by the supply. DWI pay Councils to complete this work on their behalf.
2.4	Previously in July 2020, Members at the Environment Committee resolved to approve the signing of the Service Level Agreement and associated Data Sharing Agreement with the DWI that was in date and valid at that point in time (minute reference E137/20).
2.5	DWI have recently consulted with NI Council Environmental Health services via Environmental Health NI (EHNI) on a revised Service Level Agreement and the revised SLA Version 3 is enclosed within the appendix.
3.0	

<p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p> <p>3.5</p>	<p>There are currently 23 registered private water supplies in Mid Ulster District Council ranging from hotels, commercial businesses to private water supplies serving 2 or more domestic dwellings.</p> <p>The SLA and Data Processing Contract enclosed within the appendix outlines the arrangement between the DWI 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> <p>The SLA also sets out the agreed schedule of fees and the arrangements for Council to invoice DWI on a quarterly basis for the sampling/risk assessment work undertaken by Council Environmental Health staff. The Data Processing Contract governs the transfer and sharing of information collected and retained by local Council Environmental Health Departments (EHDs) on behalf of the DWI.</p> <p>A number of amendments have been made to the previous version of the document and these have been referenced in the Schedule of Amendments on page 2 of the enclosed SLA document within the appendix. In addition there have been changes to Annex A which sets out the responsibilities for the Operational Delivery of Services.</p> <p>DWI consulted with EHNI on the draft changes and following some discussions and amendments, the enclosed Version 3 was agreed by EHNI and through this report presented to the Development Committee, Officers are recommending that Mid Ulster District Council approve the agreements and continue the ongoing partnership with the DWI.</p>												
<p>4.0</p>	<p>Other Considerations</p>												
<p>4.1</p>	<p>Financial, Human Resources & Risk Implications</p> <p>Financial: Council invoice DWI for services provided at the following rates:</p> <table border="1" data-bbox="288 1274 1383 1686"> <thead> <tr> <th data-bbox="288 1274 839 1328">Activity</th> <th data-bbox="839 1274 1383 1328">Unit Cost</th> </tr> </thead> <tbody> <tr> <td data-bbox="288 1328 839 1382">Scheduled Sample Collection</td> <td data-bbox="839 1328 1383 1382">£75/sample</td> </tr> <tr> <td data-bbox="288 1382 839 1435">Resample Collection (Investigation)</td> <td data-bbox="839 1382 1383 1435">£75/sample</td> </tr> <tr> <td data-bbox="288 1435 839 1489">Completion of Full Risk Assessment</td> <td data-bbox="839 1435 1383 1489">£450/risk assessment</td> </tr> <tr> <td data-bbox="288 1489 839 1588">Review of Risk Assessment (with site visit)</td> <td data-bbox="839 1489 1383 1588">£200/risk assessment review</td> </tr> <tr> <td data-bbox="288 1588 839 1686">Review of Risk Assessment (without site visit)</td> <td data-bbox="839 1588 1383 1686">£100/risk assessment review</td> </tr> </tbody> </table> <p>Human: Staff time to complete sampling and Risk Assessments – derived from within existing resources.</p> <p>Risk Management: Considered in line with relevant policies and procedures.</p>	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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<p>4.2</p>	<p>Screening & Impact Assessments</p> <p>Equality & Good Relations Implications: N/A</p>												

	Rural Needs Implications: N/A
5.0	Recommendation(s)
5.1	To note the contents of this report and give approval for the signing of the updated Service Level 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 A: Service Level Agreement Version 3 and associated Data Processing Contract with the Drinking Water Inspectorate (DWI).