



Guardians of drinking water quality

DRINKING WATER INSPECTORATE

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3 December 2007

DWI Information Letter 09/2007

To: Day to Day Contacts of Water and Sewerage Companies and Water Companies in England and Wales

Dear Sir or Madam

THE WATER SUPPLY (WATER QUALITY) REGULATIONS 2000 (AMENDMENT) REGULATIONS 2007 - CHANGES TO WATER COMPANY DATA TABLES.

Purpose

1. The purpose of this Information Letter is to inform water companies of the Inspectorate's requirements for data submissions. This updates requirements originally specified in Information Letter 6/2003 (Revised).
2. The web version IL 6/2003 (www.dwi.gov.uk) will be updated to reflect the requirements set out here and will remain the definitive document for the specification of data tables submitted to the Inspectorate.
3. The amendments will apply to sample data from 1 January 2008, i.e. data submissions to the Inspectorate commencing from 21 March 2008.

Changes to Annex B of Information Letter 6/2003

6. The Water Supply (Water Quality) Regulations 2000 (Amendment) Regulations 2007 change the numerical standard for the parameters of hydrogen ion, odour and taste.

Hydrogen Ion

7. Hydrogen ion tests (parameter code A006) has been removed from the Regulations as a National requirement (Schedule 1, Table B, part II).
8. However, hydrogen ion will continue to be tested as an Indicator parameter (Schedule 2), against a lower specification of 6.5 pH. Sample values *below* 6.5 or *above* 9.5 will contravene the specification for this parameter.
9. Information Letter 2/2005 allowed the submission of all hydrogen ion results against the parameter code of A006, with only exceedences of 9.5 pH being *duplicated and reported* as A006A (i.e. exceeding the Indicator standard). The Inspectorate is aware that most companies made use of the arrangement in IL 2/2005, and thus will retain the

use of the A006 parameter code, *but for the revised Indicator standard*. All data for hydrogen ion (pH) must be now be submitted using the A006 parameter code, and companies should amend their systems to adopt the new lower limit. For the purposes of compliance assessment companies must add 'F' failure flags to the 'PCVFailFlag' field of their **Data Table** for records of hydrogen ion where the sample value falls outside the 6.5 – 9.5 range. Parameter code A006A should not be used for data submissions of samples taken on or after 1 January 2008.

Odour and Taste

10. Tests for odour (parameter code A003) and taste (parameter code A004) will continue to be measured using the Dilution Number scale. However, there is no numerical standard and companies should not use failure flags. Companies should submit a separate Microsoft Word or Excel file for any Odour or Taste test in the **Data Table** with a sample value > 0. This additional file should contain information about any investigation that the company has carried out. In addition this filename should appear in [] square brackets in the 'Comments' field of the **Data Table** for that record (as currently required for breaches of other parameters).

Clostridium Perfringens

11. *Clostridium perfringens* has now been added to Schedule 3 Tables 2 and 3, 'Parameters subject to audit monitoring'. There is no change in reporting requirements.

Monitoring for Cryptosporidium

12. *Cryptosporidium* data is presently submitted as a separate monthly data table in formats specified in various DWI Information Letters, including 10/1999, 4/2000(Annex 1) and 12/2002.
13. For samples taken on or after 1 January 2008, *Cryptosporidium* test data, will form part of the **Data table** submitted to the Inspectorate for assessment of compliance with the Regulations. Companies will report *Cryptosporidium* test results at those treatment works where tests are undertaken, using parameter code C111. (see DWI Information Letter 6/2003, Annex C). Separate *Cryptosporidium* submissions will no longer be required. Companies need not add 'F' failure flags to 'PCVFailFlag' field of the **Data Table** for this parameter.
14. Companies no longer need to submit any other information relating to *Cryptosporidium* sampling (i.e. water meter reading), however, they are expected to record and retain this information and make it available for audit as required.
15. Companies should refer to the following table for the transposition of existing *Cryptosporidium* test data formats to that required by the current **Data table** format.

Existing <i>Cryptosporidium</i> data field	Current 'Data Table' field	Remarks
Analysis ID	CoSampleRef	Company sample reference.
Sample Point ID	SiteRef	Site reference of Treatment works as in 'Details' table (Prefix 'T')
Company ID	(not used)	Not used in Data Table (identified by filename)
Laboratory ID	(not used)	Not used in Data Table – companies may add to 'Comments' field if they wish.
Sample Date and Time, Start	(not used)	Not used in Data Table
Sample Date and Time, Finish	1. SampleDate 2. SampleTime	Records time of sample, i.e. when collection device removed from service prior to sending to laboratory.
Report Date	(not used)	Not required in data table format
Timer reading	(not used)	Not required in data table format
Elapsed Sample Time	(not used)	Not required in data table format
Water Meter Reading	(not used)	Not required in data table format
Sample Volume	Comments	This figure to be placed in 'Comments' field to allow DWI to check average calculation of number of Oocysts counted.
Headloss at end of run	(not used)	Not required in data table format
Deposit Volume	(not used)	Not required in data table format
Oocyst concentration	1. SampleResult 2. <>Qualifier	Average number of Oocysts per 10 litres in sample If SampleResult less than 0.01 add '<' to '<>qualifier' field.
(not used)	ParameterCode	Use C111
(not used)	GridReferenceEastings GridreferenceNorthings Postcode	These fields optional for Treatment Works records
(not used)	UndertakingFlag SOIFlag AuthDeptFlag RpoWFlag ReducedFlag	As appropriate (i.e. if a Programme of Work existed for <i>cryptosporidium</i>) otherwise leave blank
(not used)	PCVFailFlag	Not required in data table format
(not used)	CustFitFlag UTRFlag PublicBuildingFlag	Leave blank

16. Companies wishing to trial reporting of *Cryptosporidium* test results in the 'Data Table' format may wish to add tests to their remaining monthly data submissions for 2007, using the parameter code 'C111'. The Inspectorate's Data Unit will provide feedback as necessary.

Other raw water monitoring

17. The Water Supply (Water Quality) Regulations 2000 (Amendment) Regulations 2007 make provision for monitoring at raw water sources. Separate guidance will be issued on raw water data submissions in 2008, to apply from 1st January 2009.

Other changes to Tables submitted for monthly compliance assessment

18. The Inspectorate has carried out modifications to its database systems which have addressed the issue of incorrect date format. Some tables submitted for the monthly compliance assessment exercise have contained a mixture of 'British' and 'American' date formats. This is often the result of combining data from one or more systems. For tables submitted for the 2008 reporting year the 'date' fields in the Details, Data, Out of Service and Schedule Shortfall tables will change. The required format will be dd-mmm-yyyy, where 'dd' and 'yyyy' are numerical and 'mmm' is the abbreviated month in letters. For example:

Details table:

FIELD NAME	FIELD DESCRIPTION	STATUS (Mandatory /optional)	FIELD TYPE	FIELD SIZE	FIELD EXAMPLE (for illustration only)
StartDate	Reporting period start date in the format dd-Mmm-yyyy	Mandatory	Date	9/11	01-Jan-2008
EndDate	Reporting period end date in the format dd-Mmm-yyyy	Mandatory	Date	9/11	31-Dec-2008

Data Table:

FIELD NAME	FIELD DESCRIPTION	STATUS (Mandatory /optional)	FIELD TYPE	FIELD SIZE	FIELD EXAMPLE (for illustration only)
SampleDate	Date sample taken in the format dd-Mmm-yyyy	Mandatory	Date	9/11	04-Jan-2008

Out of Service Table:

FIELD NAME	FIELD DESCRIPTION	STATUS (Mandatory /optional)	FIELD TYPE	FIELD SIZE	FIELD EXAMPLE (for illustration only)
StartDate	Out of service period start date in the format dd-Mmm-yyyy (first day out of service)	Mandatory	Date	9/11	01-Feb-2008
EndDate	Out of service period end date in the format dd-Mmm-yyyy (last day out of service)	Mandatory	Date	9/11	30-May-2008

Schedule Shortfall Table:

FIELD NAME	FIELD DESCRIPTION	STATUS (Mandatory /optional)	FIELD TYPE	FIELD SIZE	FIELD EXAMPLE (for illustration only)
SampleDate	Date scheduled sample not taken. Date in the format dd-Mmm-yyyy	Mandatory	Date	9/11	25-Dec-2008

All Tables

19. The Inspectorate's Data Unit have received a number of submissions where tables have been exported using a 'fixed width' column format. This results in a large number of fixed spaces in Tables and produces larger than necessary file sizes. An example of this when viewed in a text editor (i.e. MS Notepad) is as follows:

SiteRef,ParameterCode,SampleResult,<>Qualifier,GridReferenceEastings,GridReferenceNorthings,PostCode,

R123 ,C001 ,0.0000, , , , ,02-Apr-08,12:16, , , , , , , , , , ,
R123 ,C001 ,0.0000, , , , ,09-Apr-08,12:15, , , , , , , , , , ,
R123 ,C001 ,0.0000, , , , ,16-Apr-08,12:09, , , , , , , , , , ,
R123 ,C001 ,0.0000, , , , ,23-Apr-08,10:19, , , , , , , , , , ,

20. For ease of import into the Inspectorate's system, submitted tables must have unnecessary spaces removed (note: there is no change for postcode fields, with a single space between 'in' and 'out' codes, or comments fields with normal text spacing). See below:

SiteRef,ParameterCode,SampleResult,<>Qualifier,GridReferenceEastings,GridReferenceNorthings,PostCode

R123,C001,0,,,,,02-Apr-08,12:16,,,,,,,,,,,,,
R123,C001,0,,,,,09-Apr-08,12:15,,,,,,,,,,,,,
R123,C001,0,,,,,16-Apr-08,12:09,,,,,,,,,,,,,
R123,C001,0,,,,,23-Apr-08,10:19,,,,,,,,,,,,,

The 'Check Details' Table

21. The Inspectorate's system has been modified to determine the need for 'check' or 'audit' monitoring frequency from information supplied in the 'Details', 'Data' and 'SiteDetails' tables. The circumstances for increased or 'Check' monitoring (influence of surface water, flocculation and chloramination) are referenced within these tables, and therefore companies will **no longer** be required to submit the 'Check Details' table. Designations of Authorised Supply Points and Reduced monitoring are dealt with separately by the Inspectorate.

The 'Authority Details' Tables

22. Tables are submitted with the January Data Submission which link companies water supply zone areas to Local Authorities, Health Protection Agencies and Primary Care Trusts. The Inspectorate's data systems have been modified to prevent the duplication of data held in these tables, by the storing a common list of LA's, HPA's and PCT's.
23. To avoid duplication of names, the Inspectorate's Data Unit will be forwarding a definitive list in Microsoft Excel format to Company data staff by 10 December 2007 for this purpose. Only listed names of Local Authorities, Health Protection Agencies and Primary Care Trusts should be used to populate the 'LAName', 'HAName' and 'PCTName' fields in the LA, HPA and PCT Details tables submitted with the January 2008 data, due 21 March 2008.

Enquiries

24. This letter is being sent electronically to day to day and data contacts. Please acknowledge receipt by email to dwf.informationletters@defra.gsi.gov.uk. Hard copies are not being sent but the letter may be freely copied. Any enquiries regarding this letter should be made to Andrew Taylor andy.taylor@defra.gsi.gov.uk.

25. Copies of this letter are being sent to Pamela Taylor, Chief Executive, Water UK; Richard Wood, Water Supply and Regulation Division, Department for Environment, Food and Rural Affairs; Natalie Howes, Climate Change and Water Division, Welsh Assembly Government; Colin McLaren, Drinking Water Quality Regulator for Scotland; Randal Scott, Drinking Water Inspectorate for Northern Ireland; Tony Smith and Chairs of the Regional Consumer Council for Water; Rowena Tye for Office of Water Services; Baroness Young, Environment Agency; Tony Warn, Environment Agency; Nigel Harrison, Food Standards Agency; and Gary Coleman at the Health Protection Agency.

Yours sincerely



Dr. Jim Foster
Deputy Chief Inspector (Science and Strategy)