

Annex 4: Summary of the changes to the spreadsheet format for the data submission in 2011.

Contacts Worksheet

Column A	Format set to 01/01/2011 not 01-Jan-2011 for consistency across sheets
Column D	All local authority names and codes have been reviewed and updated where any changes were necessary. Validation has been updated as appropriate. See list of codes in Appendix 1.
Column D	Private Water supplies – this field now asks if the LA has any private supplies (i.e. wells, boreholes, springs etc) or onward distribution systems (private distribution systems) - Yes or No answer required. If no private supplies and no known Private distribution systems record 'No' here.
Columns G,H,M	Telephone fields now allow text to illustrate extension numbers e.g. 0199 999999 ex 9000
Columns I,J,N	E-mail addresses will not look for specific format but will check if the text string contains @ i.e. john.smith@hpa.org.uk will be acceptable now.

Details Worksheet

Column F	Year for which data is reported in format 01/01/2011 not 01-Jan-2011
Column N	Source type – source type now includes the code WEL for a well
Column O	Main activities for which water is supplied – now includes code SDDW for Single Domestic Dwelling. Complete the record if a single domestic dwelling has requested any sampling, risk assessment or an investigation.
Column Z	Risk assessment completed – question now asks if the supply has got a risk assessment regardless of the year in which it was carried out.

Columns AG, AH, AI, AJ, AK

The columns were set up to be mandatory but are now optional, because the copy of any notices served sent to DWI will have this information in. These notices need to accompany the completed spreadsheet in a word or pdf. format. If you have any notices served in 2010 which have not already been provided to DWI please provide these with the 2011 notices served.

Columns AP, AQ, AR, AS

The columns were set up to be mandatory but are now optional, because the copy of any notices served sent to DWI will have this information in. These notices need to accompany the completed spreadsheet in a word or pdf. format.

Data

Column B Some parameters description have been amended however the code has remained the same and the spreadsheet will accept the code without the descriptor. See list of parameter codes and descriptors in Appendix 2.

Column E < and > (less than and greater than symbols). These are to be used if the analytical certificate for the sample has these symbols next to the sample result. **It is not to be used to indicate if the result was less than or more than the standard in the regulations. Any failure to meet the regulatory standard is indicated by entering 'F' in column G**

Column E Sample date – date format 01/01/2011

New Worksheet - Single domestic dwellings

Cell B9 New sheet to record an estimate of the total number of single domestic dwellings in the local authority area.

Appendix 1: Local authority names and associated codes.

323	Adur	555	Caerphilly	182	Dover
055	Allerdale	406	Calderdale (FH Only)	613	Dover PHA
062	Amber Valley	027	Cambridge City	409	Dudley
551	Anglesey	026	Cambridgeshire	706	Durham
324	Arun	506	Camden	509	Ealing
259	Ashfield	287	Cannock Chase	028	East Cambridgeshire
179	Ashford	180	Canterbury City	072	East Devon
021	Aylesbury Vale	556	Cardiff	085	East Dorset
297	Babergh	057	Carlisle City	132	East Hampshire
501	Barking & Dagenham	558	Carmarthenshire	157	East Hertfordshire
502	Barnet	112	Castle Point	220	East Lindsey
401	Barnsley	702	Central Beds	237	East Northamptonshire
602P	Barrow-in-Furness	557	Ceredigion	863	East Riding of Yorkshire
056	Barrow-in-Furness PHA	210	Charnwood	288	East Staffordshire
109	Basildon	113	Chelmsford	100	East Sussex
131	Basingstoke & Deane	124	Cheltenham	102	Eastbourne
260	Bassetlaw	268	Cherwell	133	Eastleigh
857	Bath & North East Somerset	703	Cheshire East	059	Eden
011	Bedford	704	Cheshire West	305	Elmbridge
503	Bexley	064	Chesterfield	510	Enfield
402	Birmingham	325	Chichester	115	Epping Forest
209	Blaby	022	Chiltern	306	Epsom & Ewell
897	Blackburn	197	Chorley	066	Erewash
898	Blackpool	084	Christchurch	108	Essex
552	Blanenau Gwent	508	City of London	073	Exeter City
063	Bolsover	633	City of London PHA	616	Falmouth & Truro PHA
403	Bolton	114	Colchester	134	Fareham
219	Boston	550	Conwy	029P	Fenland PHA
605	Boston & Fosdyke	058	Copeland	029	Fenland
872	Bournemouth	235	Corby	560	Flintshire
882	Bracknell Forest	047	Cornwall	298	Forest Heath
404	Bradford (FH Only)	125	Cotswold	126	Forest of Dean
110	Braintree	407	Coventry	621	Fowey PHA
227	Breckland	250	Craven	198	Fylde
504	Brent	326	Crawley	410	Gateshead
111	Brentwood	326P	Crawley PHA	262	Gedling
553	Bridgend	507	Croydon	127	Gloucester City
606	Bridgewater PHA	054	Cumbria	123	Gloucestershire
875	Brighton & Hove	156	Dacorum	135	Gosport
855	Bristol	874	Darlington	184	Gravesham
607	Bristol PHA	181	Dartford	229	Great Yarmouth
228	Broadland	236	Daventry	511	Greenwich
505	Bromley	559	Denbighshire	627	Grimsby & Immingham PHA
145	Bromsgrove	871	Derby City	307	Guildford
155	Broxbourne	061	Derbyshire	554	Gwynedd
261	Broxtowe	070	Derbyshire Dales	512	Hackney
020	Buckinghamshire	071	Devon	889	Halton
196	Burnley	408	Doncaster	251	Hambleton
405	Bury	082	Dorset	513	Hammersmith & Fulham

130	Hampshire	221	Lincoln City	239	Northampton
211	Harborough	218	Lincolnshire	234	Northamptonshire
514	Haringey	414	Liverpool	242	Northumberland
116	Harlow	634	Lowestoft PHA	232	Norwich City
252	Harrogate	869	Luton	899	Nottingham City
515	Harrow	869P	Luton PHA	258	Nottinghamshire
136	Hart	185	Maidstone	318	Nuneaton & Bedworth
859	Hartlepool	117	Maldon	215P	NW Leicestershire PHA
625P	Harwich PHA	148	Malvern Hills	215	NW Leicestershire
103	Hastings	415P	Manchester	216	Oadby & Wigston
137	Havant	415	Manchester	418	Oldham
516	Havering	636P	Manchester Ship Council	418P	Oldham PHA
895	Herefordshire	263	Mansfield	269	Oxford City
154	Hertfordshire	637	Medway PHA	267	Oxfordshire
158	Hertsmere	896	Medway	565	Pembrokeshire
067	High Peak	214	Melton	201	Pendle
517	Hillingdon	281	Mendip	888	Peterborough City
517P	Hillingdon PHA	632	Mersey PHA	643P	Plymouth PHA
212	Hinckley & Bosworth	561	Merthyr Tydfil	891	Plymouth City
327	Horsham	524	Merton	873	Poole
518P	Hounslow PHA	074	Mid Devon	876	Portsmouth
518	Hounslow	300	Mid Suffolk	645	Portsmouth PHA
626	Hull & Goole PHA	328	Mid Sussex	566	Powys
030	Huntingdon	861	Middlesbrough	202	Preston
199	Hyndburn	870	Milton Keynes	088	Purbeck
299	Ipswich	308	Mole Valley	884	Reading
628	Ipswich PHA	562	Monmouthshire	526	Redbridge
867	Isle of Wight	563	Neath & Port Talbot	860	Redcar & Cleveland
336	Isles of Scilly	138	New Forest	149	Redditch
519	Islington	264	Newark & Sherwood	309	Reigate & Banstead
520	Kensington & Chelsea	290	Newcastle Under Lyme	567	Rhondda Cynon Taff
178	Kent	416	Newcastle Upon Tyne	203	Ribble Valley
238	Kettering	525	Newham	253	Richmondshire
629	King's Lynn	639	Newhaven PHA	527	Richmond-Upon-Thames
230	Kings Lynn & West Norfolk	564	Newport	647	River Blyth PHA
866	Kingston upon Hull City	640	Newport PHA	648	River Tees PHA
521	Kingston-Upon-Thames	226	Norfolk	419	Rochdale
411	Kirklees (FH Only)	075	North Devon	118	Rochford
412	Knowsley	086	North Dorset	204	Rossendale
522	Lambeth	068	North East Derbyshire	106	Rother
193	Lancashire	865	North East Lincolnshire	420	Rotherham
630	Lancaster PHA	159	North Hertfordshire	319	Rugby
200	Lancaster City	222	North Kesteven	310	Runnymede
413	Leeds (FH Only)	864	North Lincolnshire	266	Rushcliffe
878	Leicester City	231	North Norfolk	140	Rushmoor
208	Leicestershire	858	North Somerset	879	Rutland
105	Lewes	417	North Tyneside	254	Ryedale
523	Lewisham	317	North Warwickshire	422	Salford
289	Lichfield	249	North Yorkshire	423	Sandwell

255	Scarborough	189	Swale	656	Weymouth PHA
282	Sedgemoor	568	Swansea	090	Weymouth & Portland
424	Sefton	652P	Swansea PHA	434	Wigan
256	Selby	881	Swindon	330	Wiltshire
187	Sevenoaks	430	Tameside	143	Winchester City
425	Sheffield	295	Tamworth	886	Windsor & Maidenhead
188	Shepway	313	Tandridge	435	Wirral
708	Shropshire	284	Taunton Deane	315	Woking
885P	Slough PHA	078	Teignbridge	887	Wokingham
885	Slough	120	Tendring	436	Wolverhampton
426P	Solihull PHA	142	Test Valley	151	Worcester City
426	Solihull	129	Tewkesbury	144	Worcestershire
280	Somerset	190	Thanet	329	Worthing
024	South Buckinghamshire	900	Telford & Wrekin	571	Wrexham
032	South Cambridgeshire	162	Three Rivers	152	Wychavon
069	South Derbyshire	894	Thurrock	025	Wycombe
856	South Gloucestershire	191	Tonbridge & Malling	207	Wyre
077	South Hams	892	Torbay	153	Wyre Forest
223	South Holland	569	Torfaen	868	York
224	South Kesteven	080	Torridge		
060	South Lakeland	530	Tower Hamlets		
233	South Norfolk	431P	Trafford PHA		
240	South Northamptonshire	431	Trafford		
270	South Oxfordshire	192	Tunbridge Wells		
205	South Ribble	654	Tyne PHA		
283	South Somerset	122P	Uttlesford PHA		
291	South Staffordshire	122	Uttlesford		
427	South Tyneside	570	Vale of Glamorgan		
877	Southampton	271	Vale of White Horse		
649	Southampton PHA	432	Wakefield (FH Only)		
893	Southend-On-Sea	433	Walsall		
528	Southwark	531	Waltham Forest		
311	Spelthorne	532	Wandsworth		
160	St Albans City	890	Warrington		
301	St Edmundsbury	321	Warwick		
421	St Helens	316	Warwickshire		
292	Stafford	163	Watford		
286	Staffordshire	303	Waveney		
293	Staffordshire Moorlands	314	Waverley		
161	Stevenage	107	Wealden		
428	Stockport	241	Wellingborough		
862	Stockton on Tees	164	Welwyn Hatfield		
880	Stoke-on-Trent	883	West Berkshire (Newbury)		
320	Stratford-on-Avon	081	West Devon		
128	Stroud (Also PHA)	089	West Dorset		
296	Suffolk	206	West Lancashire		
302	Suffolk Coastal	225	West Lindsey		
618	Suffolk Coastal PHA	272	West Oxfordshire		
429	Sunderland	285	West Somerset		
304	Surrey	322	West Sussex		
312	Surrey Heath	437	West Yorkshire (FS Only)		
529	Sutton	533	Westminster		

Appendix 2 : Parameter codes and descriptor.

Note: Only the descriptor has changed. The spreadsheet will allow the code to be entered without the descriptor.

A001: Colour
A002: Turbidity
A002A: Turbidity - Indicator
A003: Odour
A004: Taste
A006: Hydrogen ion (pH) (Indicator)
A006C: Bottles or Containers: Hydrogen ion (pH)
A007: Sulphate
A009: Sodium
A012: Nitrate
A013A: Nitrite - Consumer's Taps
A013B: Nitrite - Treatment Works
A013C: Nitrite/Nitrate formula
A014: Ammonium
A017: Total Organic Carbon
A021: Aluminium
A022: Iron
A023: Manganese
A024A: Copper
A027: Fluoride
B001A: Arsenic
B002: Cadmium
B003: Cyanide
B004: Chromium
B005: Mercury
B006A: Nickel
B007A: Lead (Total - 25)
B007B: Lead (10 - will apply 25.12.2013)
B008A: Antimony
B009: Selenium
B010: Pesticides (Total by Calculation)
B011F: Polycyclic Aromatic Hydrocarbons (Total by Calculation)
C001A: Coliform Bacteria (Indicator)
C001B: Bottles or containers: Coliform bacteria
C002: Escherichia coli (E.coli)
C002B: Bottles or containers: Escherichia coli (E.coli)
C003: Enterococci (Confirmed)
C003B: Bottles or containers: Enterococci
C004A: Clostridium Perfringens
C005: Bottles or containers: Pseudomonas aeruginosa
C007: Colony Counts After 3 Days at 22°C
C007B: Bottles or containers: Colony Counts After 3 Days at 22°C
C013: Colony Counts After 48 Hours at 37°C
C013B: Bottles or containers: Colony Counts After 48 Hours at 37°C
D001: Conductivity
D002A: Chloride
D005A: Boron
D007: Benzo[a]Pyrene
D008: Tetrachloromethane
D009B: Trichloroethene & Tetrachloroethene - Sum Of 2 Substances (Total by Calculation)
D011: Trihalomethanes (Total by Calculation)
F001: 1,2-Dichloroethane
F002: Benzene
F003: Bromate

F006: Tritium

F007: Total Indicative dose (radioactivity)

P000: Other Pesticides (contingency code)

P002: Aldrin

P028: Dieldrin

P043: Heptachlor

P044: Heptachlor Epoxide