
SCOTTISH STATUTORY INSTRUMENTS

2001 No. 207

The Water Supply (Water Quality) (Scotland) Regulations 2001

PART VIII

RECORDS AND INFORMATION

Maintenance of records

30.—(1) A water authority shall prepare and maintain, in respect of each of its water supply zones, a record containing—

- (a) the name of the zone;
- (b) the name of every water treatment works, service reservoir and other supply point from which water is supplied to premises within the zone;
- (c) an estimate of the population of the zone;
- (d) particulars of any departure authorised under Part VI of these Regulations which applies to water supplied in the zone;
- (e) particulars of the action taken or required to be taken by the authority to comply with—
 - (i) any default order made under section 76E of the Act;
 - (ii) any departure authorised under Part VI; and
 - (iii) any notice under regulation 19(4).
- (f) particulars of the result of any analysis of samples taken in accordance with Part IV of these Regulations or any of regulations 12 to 14; and
- (g) such other particulars as the authority may determine.

(2) An authority shall make—

- (a) initial entries in the record in respect of the matters mentioned in paragraph (1) (a) to (d) and (e)(ii) before 1st March 2004;
- (b) entries in respect of the matters mentioned in paragraph (1)(e)(i) and (iii) within 28 days of the date of the order and notice respectively; and
- (c) entries relating to the results of the analysis of samples within 28 days of the day on which the result is first known to the authority.

(3) Without prejudice to paragraph (2), the authority shall at least once in each year review and bring up to date the record required to be kept by paragraph (1).

(4) Nothing in this regulation shall require an authority to retain a record of any information mentioned in paragraph (1) at any time more than fifteen years after the date on which the information was first entered in the record.

Provision of information

31.—(1) A water authority shall make available for inspection by the public, in such places as it reasonably considers appropriate to ensure adequate accessibility to the public, at all reasonable hours and free of charge any record maintained by it in accordance with regulation 30.

(2) A water authority shall afford to any person facilities to take or obtain a copy of any part of a record maintained in accordance with regulation 30—

- (a) in the case of information relating to that zone, free of charge if the person receives a supply of water in the zone;
- (b) in any other case, on payment of such reasonable charge as the authority may determine.

(3) A water authority shall include in or append to at least one of the accounts sent to each customer in any year a statement informing them—

- (a) that records of water quality may be inspected by the public free of charge; and
- (b) of the address, telephone number and hours of opening of the office at which an inspection can be made.

(4) A water authority shall, not later than 31st March 2005 and not later than 31st March in each year thereafter, supply to each local authority to any part of whose area the water authority supplied water in the preceding year, information concerning the general quality of water supplied during that year to premises in the area of such local authority, and

- (a) in respect of each treatment works from which water was so supplied, the particulars referred to in paragraph (5);
- (b) in respect of each service reservoir, and every other supply point (other than a treatment works), from which water was so supplied, the particulars referred to in paragraph (6);
- (c) in respect of—
 - (i) each water supply zone of which any part is within the area of such local authority; and
 - (ii) each parameter and residual disinfectant, the particulars referred to in paragraph (7); and
- (d) information as to the action taken by the authority in that year to comply with—
 - (i) any default order made under section 76E to the Act;
 - (ii) any departure authorised under Part VI; and
 - (iii) any notice under regulation 19(4).

(5) The particulars referred to in this paragraph are—

- (a) the names of the water supply zones supplied from the works during the preceding year;
- (b) the results of any analysis of samples taken in the preceding year in accordance with Part IV of these Regulations, or any of regulations 12 or 13;
- (c) in relation to those samples and each parameter other than an indicator parameter—
 - (i) the number and percentage of samples which contravened the prescribed concentration or value; and
 - (ii) if at the time that samples were taken a departure had been authorised in respect of that parameter, the number and percentage of samples which exceeded the concentration or value specified in the authorisation;
- (d) in respect of each indicator parameter, the number and percentage of the samples taken in the preceding year which did not meet the specification for that parameter;

- (e) in respect of each parameter other than an indicator parameter, the minimum, mean and maximum concentrations; and
 - (f) in respect of residual disinfectant and each indicator parameter, the minimum, mean and maximum concentrations or values or, where a state is specified in relation to any such parameter, a commentary on its state.
- (6) The particulars referred to in this paragraph are–
- (a) the names of the water supply zones supplied from the service reservoir or, as the case may be, the supply point, during the preceding year;
 - (b) the results of any analysis of samples taken in the preceding year in accordance with Part IV of these Regulations, regulation 12 or regulation 14;
 - (c) in relation to those samples and each parameter other than an indicator parameter–
 - (i) the number and percentage of samples which contravened the prescribed concentration or value; and
 - (ii) if at the time that samples were taken a departure had been authorised in respect of that parameter, the number and percentage of samples which exceeded the concentration or value specified in the authorisation;
 - (d) in respect of each indicator parameter, the number and percentage of the samples taken in the preceding year which did not meet the specification for that parameter;
 - (e) in respect of each parameter other than an indicator parameter, the minimum, mean and maximum concentrations; and
 - (f) in respect of residual disinfectant and each indicator parameter, the minimum, mean and maximum concentrations or, values or, where a state is specified in relation to any such parameter, a commentary on the state.
- (7) The particulars referred to in this paragraph are–
- (a) the number of samples taken in the preceding year;
 - (b) the result of any analysis of samples taken in the preceding year in accordance with Part IV of these Regulations;
 - (c) in relation to those samples and each parameter other than an indicator parameter–
 - (i) the number and percentage of samples which contravened the prescribed concentration or value; and
 - (ii) if at the time that samples were taken a departure had been authorised in respect of that parameter, the number and percentage of samples which exceeded the concentration or value specified in the authorisation;
 - (d) in respect of each indicator parameter, the number and percentage of the samples taken in the preceding year which did not meet the specification for that parameter;
 - (e) in respect of each parameter other than an indicator parameter, the minimum, mean and maximum concentrations; and
 - (f) in respect of residual disinfectant and each indicator parameter, the minimum, mean and maximum concentrations or values or, where a state is specified in relation to any such parameter, a commentary on the state.
- (8) As soon as may be after the occurrence of any event which, by reason of its effect or likely effect on the water supplied by a water authority, gives rise or is likely to give rise to a significant risk to health of persons residing in the area of a local authority or health board, the water authority shall notify each such local authority, each such health board and the Water Industry Commissioner for Scotland of the occurrence of the event.

(9) A water authority shall send to the Scottish Ministers a copy of every notification given under paragraph (8).

(10) A local authority or health board who has received a notification under paragraph (8) may require the water authority to provide them with such information relating to the event and its consequences as they may reasonably require.

Publication of information

32.—(1) A water authority shall, not later than 31st March 2005 and not later than 31st March in each year thereafter, publish a report relating to the preceding year containing—

- (a) a statement of the number of treatment works, service reservoirs and other supply points from which it supplied water during any part of the year;
- (b) a statement of the number of its water supply zones for the year;
- (c) in respect of water supplied from its treatment works, the particulars referred to in paragraph (4);
- (d) in respect of its service reservoirs and other supply points (other than treatment works), the particulars referred to in paragraph (5);
- (e) in respect of its water supply zones, the particulars referred to in paragraph (6);
- (f) a statement of the action taken by the water authority during the year to comply with—
 - (i) any default order made under section 76E of the Act;
 - (ii) any departure authorised under Part VI; and
 - (iii) any notice under regulation 19(4);
- (g) a statement that any person may, free of charge, inspect the records of water quality kept by the water authority in accordance with regulation 31; and
- (h) particulars of the times and places at which such inspection may be made.

(2) A report under paragraph (1) may include such other information as the water authority thinks fit.

(3) At the same time as it publishes a report in accordance with paragraph (1) the water authority shall send a copy of it to every local authority within whose area the water authority supplied water in the preceding year.

(4) The particulars referred to in this paragraph are—

- (a) the total number of samples taken from all of the water authority's treatment works in the preceding year in respect of residual disinfectant and each parameter;
- (b) in relation to those samples and each parameter other than an indicator parameter—
 - (i) the number and percentage of samples which contravened the prescribed concentration or value; and
 - (ii) if at the time that samples were taken a departure had been authorised in respect of that parameter, the number and percentage of samples which exceeded the concentration or value specified in the authorisation;
- (c) the number and percentage of treatment works at which samples of the descriptions mentioned in paragraphs (i) and (ii) of sub-paragraph (b) were produced;
- (d) in relation to the samples mentioned in sub-paragraph (a) and each indicator parameter, the number and percentage of the samples which did not meet the specification for that parameter; and
- (e) the number and percentage of treatment works at which samples of the description mentioned in sub-paragraph (d) were produced.

- (5) The particulars referred to in this paragraph are–
- (a) the total number of samples taken from all of the water authority’s service reservoirs and other supply points (other than treatment works), in the preceding year in respect of residual disinfectant and each parameter;
 - (b) in relation to those samples–
 - (i) the number and percentage which contravened the prescribed concentration or value; and
 - (ii) if at the time that they were taken a departure had been authorised, the number and percentage which exceeded the concentration or value specified in the authorisation;
 - (c) the number and percentage of service reservoirs, and other supply points (other than treatment works), at which samples of the descriptions mentioned in paragraphs (i) and (ii) of sub-paragraph (b) were produced;
 - (d) in relation to the samples mentioned in sub-paragraph (a) and each indicator parameter, the number and percentage of the samples which did not meet the specification for that parameter; and
 - (e) the number and percentage of service reservoirs, and other supply points (other than treatment works), at which samples of the description mentioned in sub-paragraph (d) were produced.
- (6) The particulars referred to in this paragraph are–
- (a) the total number of samples taken from all of the water authority’s water supply zones in the preceding year in respect of residual disinfectant and each parameter;
 - (b) in relation to those samples and each parameter other than an indicator parameter–
 - (i) the number and percentage of samples which contravened the prescribed concentration or value; and
 - (ii) if at the time that samples were taken a departure had been authorised in respect of that parameter, the number and percentage of samples which exceeded the concentration or value specified in the authorisation;
 - (c) the number and percentage of water supply zones at which samples of the descriptions mentioned in paragraphs (i) and (ii) of sub-paragraph (b) were produced;
 - (d) in relation to the samples mentioned in sub-paragraph (a) and each indicator parameter, the number and percentage of the samples which did not meet the specification for that parameter; and
 - (e) the number and percentage of water supply zones at which samples of the description mentioned in sub-paragraph (d) were produced.