



DRINKING WATER INSPECTORATE

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27 April 2021

DWI Information Letter 01/2021

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

Dear Sir or Madam

REPORTING OF TREATMENT CHEMICALS, SERVICE RESERVOIR, CONTACT TANK AND FINAL WATER STORAGE TANK INFORMATION

Purpose

1. This letter is to inform you of the introduction of additional requirements to report critical treatment chemicals and information relating to service reservoirs, final water storage tanks and contact tanks.
2. This Information Letter and the associated Annex A set out the information requested, how it will be submitted and the timescales for responding to the Inspectorate.
3. A briefing note was circulated to the industry on 18 February 2021 seeking consultation. Changes to the original proposal have been made.

Treatment chemicals table

4. Companies must submit a list of every current chemical that is dosed into the drinking water at every water treatment works, service reservoir and distribution network, including membrane cleaning chemicals.
5. This includes chemicals dosed into raw water; in-process water and final supply water; in addition to chemicals dosed into service reservoirs and at other points in the network; chemicals that are used for treatment and recovery of waste process water where this is returned to the water supply system (e.g. the head of the works); and chemicals used for on-site production of sodium hypochlorite.

6. The information to be submitted and guidance on interpretation is in the attached Annex A. The data will be submitted in a Microsoft Excel spreadsheet; templates for the submission are being sent with this letter.
7. A full annual submission will be required by 30 September each year. The first such submission will be required by 30 September 2021.

Service reservoirs, final water storage tanks and contact tanks

8. Companies must submit information regarding every service reservoir, contact tank and final water storage tank.
9. The information to be submitted and guidance on interpretation is in the attached Annex A. The data will be submitted in a Microsoft Excel spreadsheet; templates for the submission are being sent with this letter.
10. The first submission will be required by 21 May 2021. A full annual submission will be required by 30 April each year.

Method of submission

11. Due to the sensitive status of the information, the submission will be made using the Government file transfer system Resilience Direct. Company day to day contacts have already been contacted regarding this to ensure that any issues with log on and use of the system are dealt with in good time to allow the submission deadline to be met. General instructions are in Appendix A.
12. Companies that do not use treatment chemicals as described, or companies that do not have any relevant assets, are exempt from making a submission.

Should you have any queries regarding this letter, please contact Michael Weeks by email (Michael.weeks@defra.gov.uk) or telephone 07769 640 924.

This letter is being sent electronically to Board Level and day to day contacts. Please acknowledge receipt by email to dwi.enquiries@defra.gov.uk . Hard copies are not being sent but the letter may be freely copied.

Copies of this letter are being sent to: Christine McGourty, Chief Executive, Water UK; Sophie Broadfield, Deputy Director Water Quality, Department for Environment, Food and Rural Affairs; Eifiona Williams, Water Management Team, Welsh Government; Sue Petch, Drinking Water Quality Regulator for Scotland; Catriona Davis, Drinking Water Inspectorate for Northern Ireland; Emma Clancy of CCW; Alison Cullen, Ofwat; Simon Moody, Environment Agency; Benedict Duncan, Food Standards Agency; and Stephen Robjohns at Public Health England.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Marcus Rink', written in a cursive style.

Marcus Rink
Chief Inspector of Drinking Water