

**GUIDANCE NOTE WA67**

**The Private Water Supplies (England) Regulations 2016  
(as amended)  
Fees and Charges 2025/2026**

The Council will recharge the costs of carrying out duties under these regulations as follows :-

Table 1

<b>Risk Assessment</b>	Standard charge (1.5 hrs travel @ £50.16/hr) + time on site <sup>1</sup> + administration time (charged in half hour units) @ £62.10/hour
<b>Sampling visit<sup>2</sup></b>	Standard charge = <b>£100</b> + analysis costs
<b>Investigation</b>	Standard charge (1.5 hrs travel @ £50.16/hr) + administration time (charged in half hour units) @ £62.10/hour .
<b>Granting an authorisation (each)</b>	Standard charge 1.5 hrs + actual time spent over 1.5 hrs (charged in half hour units) @ £62.10/hour
<b>Sample analysis</b>	Actual charge levied by laboratory – See Table 2

**Please note that these charges are not subject to VAT**

Where there is a 'relevant person' who takes on the responsibility for the supply e.g. a land owner or agent, a person nominated by a collection of dwellings, or a body identified in a lease, deeds or rental agreement, the bill for charges arising from the implementation of these regulations on that supply will be sent to that person.

Where there is no single 'relevant person' the bill will be shared equally between the properties supplied based on the number of premises addresses connected.

Where the supply is classified as a 'commercial' supply due to the existence of a 'commercial' activity at one or more of the premises supplied, e.g., bed and breakfast, hotel, pub, campsite, shop, holiday let or tenanted domestic property, etc. the charge will be divided proportionately between the commercial and non-commercial properties supplied. Where two or more commercial businesses are supplied that proportion of the charge due to the commercial use will be divided equally between the businesses unless the quantity of water used by one business greatly exceeds that used by the other, in which case the charge will be divided in proportion to the potential maximum volume of water consumed e.g. a single room B&B and a 100 bedroom hotel.

<sup>1</sup> Risk assessments will normally be carried out by prior appointment with the 'relevant person'. Detailed guidance and information will be provided prior to the risk assessment visit to ensure that the 'relevant person' is fully informed and has the opportunity to arrange access to the various parts of the water system, clear vegetation, arrange for someone with detailed knowledge of the system to be present, etc., thereby providing an opportunity to reduce the time taken by the investigating officer to complete the risk assessment on site and thus reducing the overall cost of the risk assessment. Where the Council incurs **additional** charges in gaining access to undertake a risk assessment then these will be passed on in full to the responsible persons.

<sup>2</sup> Does not apply to a re-sample taken only to confirm an earlier result

### **Explanatory Note:**

The **Private Water Supplies (England) Regulations 2016 (as amended)** require the Council to carry out the following activities:

**Water Supply Risk Assessment:** a detailed examination of the water source, collecting chambers, holding tanks, pipe work and other infrastructure to identify where possibilities of contamination of the supply might occur and how these can be removed. A typical risk assessment may take 1-2 hours on site plus administration and writing up of the report.

**Sampling:** taking of a sample of water, normally from a consumer tap. The water will be sent for chemical and bacteriological analysis at an approved laboratory. How often samples are taken and the extent of analysis will depend on the size of the supply and the use of the water, for example a large commercial supply to a hotel will be sampled more often and for more parameters than a small supply serving 2 houses. The analysis prices shown in Table 2\* are typical and there may be some variation for individual supplies. The Council will only recharge the laboratory charges they pay to recover its costs. In the first three sampling visits after risk assessment, we are obliged to monitor for the full suite of Group B parameters, in subsequent years parameters will be excluded from Group B monitoring if they are unlikely to be present in the supply at concentrations that pose a risk and taking into account the findings of the risk assessment.

Table 2

Item	Group A Parameters (small supplies)	Group A & B Parameters (large supplies and supplies serving commercial premises)	Radioactivity (Gross $\alpha$ & $\beta$ ), Tritium & Radon
Charge per sample visit	£100		
Laboratory Analysis*	Up to £75.30	Up to £286.21	Up to £311.87

**Investigation:** After a sample has failed a test, an investigation into the cause will be made to identify what action is needed to improve the supply. Samples may be taken at the source, from holding tanks and other parts of the infrastructure to assist the investigation. Investigation charges are calculated in addition to those for risk assessment or sampling.

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