

THE HIGHLAND COUNCIL – ENVIRONMENTAL HEALTH

PRIVATE WATER SUPPLY QUESTIONNAIRE

This form should be completed when registering and/or updating your private water supply details with the Council. The Council is required to maintain a register of all private water supplies in the Highland area.

Part A – Your Details

Your name, address and postcode	
Your telephone number/s	
Your email address	
Planning Reference and address of proposed development (if applicable and anticipated start or completion date)	
Landlord Registration Number (if applicable)	

Part B – Private Water Supply Information – Whole Supply

Name of Supply (if known)	
Source location and Grid Reference (if known and map may be attached)	
Type of supply (please ✓)	<div> <div>Loch</div> <div>Well</div> <div>Spring</div> <div>Unknown</div> <div>Other (please detail)</div> </div> <div> <div>Stream/Burn</div> <div>Borehole</div> <div>Rainwater</div> </div>
Total number of properties using the supply	
Maximum number of people using the supply daily	
Estimated average daily volume of water provided by the supply in litres per day (assume 1 person = 200 litres approx.)	
Is there a central treatment for the supply? (If yes, please provide details)	<div>Yes</div> <div>No</div>

Monitoring of Supply. Have you had any water samples taken for chemical or microbiological testing in the last 12 months?	<div> <div>Yes</div> <div>No</div> </div> <p>If yes were they taken by the Highland Council?</p> <div> <div>Yes</div> <div>No</div> </div> <p>If No please provide copies of results.</p>
Responsibility for the Supply	
Function/Responsibility	Name(s) and Address(es) of Responsible person/people
Provision of the water supply (who owns the land where the source is located and any land between source and property?	Landowner:
Management of the water supply (who manages the supply? An individual or a group etc If no one formally manages the supply this will default to the property owner/s.) If there is a management group please attach governing document where possible.	
Any additional functions/responsibilities undertaken by anyone for the supply? (Please specify the function or responsibility) e.g. annual maintenance contract with a water treatment firm	

Part C – Private Water Supply Information – Domestic Property Information

Please list all properties served by the supply (irrespective of your ownership) in the relevant section below based on their use. Continue additional sheets if required.

Examples of treatment include: Ultra violet sterilisation, Chemical filtration, PH correction

Domestic Residence/s – Owner Occupied (or 2 nd Homes)				
Property Address (inc. Postcode)	Owner's Name	Property Use	Max No. of people property can accommodate	Treatment (Yes/No and if yes details)

Part C - Private Water Supply Information – Regulated - Commercial Property Information

Please list all properties on the supply in the relevant section below based on their use – continue additional sheets if required).

Holiday let, B&B/Hotel , Campsite, Café, Private Rented Long Term Let				
Property Address (inc. Postcode)	Owner/Manager's/Landlord Name and Address	Property Use	Max. No.of people property can accommodate	Treatment (Yes/No and if yes details)

a) Commercial Industrial Premises (Including producing food/drink for sale/use off premises, Dairy Farming, washing crops (post-harvest) and any other use)				
Property Address	Owners and Managers (if applicable) Name and Address	Property Use	Number of people normally working on premises	Treatment (Yes/No and if yes details)

Part D – Further Information

Further information regarding private water supplies, their operation, maintenance, testing, and Regulation is available from the websites shown below.

<https://www.mygov.scot/browse/housing-local-services/water-supplies-sewerage/private-water-supplies>

<https://www.mygov.scot/private-water-rights-responsibilities>

<https://dwqr.scot/private-water-supplies>

Information about no means tested grants from improvement of private water supplies is also available from. You can also contact envhealth@highland.gov.uk.

<https://www.mygov.scot/apply-private-water-supply-grant>

Further questions?

If you have any further questions or queries registering your private water supply, please add them here and we will get back in touch as soon as possible

Signed:..... **Print Name:**.....

Date:.....

Thank you for completing this form. Please return to:
Environmental Health, Highland Council, 38 Harbour Road, Inverness, IV1 1UF
Or email to: envhealth@highland.gov.uk