



Water Health
Partnership
for Wales

Guidelines for the provision of temporary drinking water supplies at events

June 2023

The Water Health Partnership for Wales

This guidance document was produced by the Water Health Partnership for Wales which is a public health initiative that brings together relevant organisations and agencies to work together on public health and water related issues. A large number of organisations and agencies are involved in the Water Health Partnership for Wales, including:

- Consumer Council for Water Wales
- Drinking Water Inspectorate (DWI)
- Food Standards Agency
- Health Boards
- Local Authorities
- Natural Resources Wales
- Public Health Wales
- Water Companies: Dŵr Cymru Welsh Water and Hafren Dyfrdwy
- Welsh Government

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Who should use this Guidance?

This guidance document is intended to be used by those with responsibilities for organising temporary events such as an Eisteddfod, agricultural shows or festivals in order to help them provide a safe and secure source of drinking water whether it is from a Water Company supply, a private supply or temporary tanks.

It applies to all licensed and unlicensed events even those that use the same water supply every time they are held. It is the responsibility of all involved in event organisation to ensure that the water provided is safe to consume. The principles set out in this document should be applied to all temporary events, regardless of size where provision of a supply of drinking water is involved.

A shortage of water or supplying water that is contaminated and not safe to consume poses a serious public health risk that could close an event with organisers potentially facing:

- Additional, significant costs
- Prosecution
- A high risk of an outbreak of illness and civil action by those affected
- The loss of reputation and reluctance of the public to attend future events
- Adverse media coverage and publicity

When planning an event, organisers are encouraged to contact the Local Authority and if using the public supply, the Water Company, in the early planning of an event (aiming for a minimum of 16 weeks in advance). These organisations can provide advice and help organisers plan and deliver a safe and secure drinking water supply to their event.



Who is responsible for the water supplied to an event?

It is the event organiser's responsibility to make sure that fittings and fixtures meet regulatory requirements¹ and that the safety and security of the drinking water is maintained throughout the course of the event.

Local Authorities expect organisers to comply with British Standard BS8551:2015 Provision and management of temporary water supplies and distribution networks (not including provisions for statutory emergencies) – Code of Practice.

Events supplied from the public water supply

The Water Company is responsible for making sure the water at the point of connection is safe and The Water Company is responsible for making sure that the water at the point of connection is safe and wholesome and meets UK regulations¹. The Water Company has the power to carry out inspections of the supply pipework and fittings within the site ensuring UK regulations² are met in order to prevent the contamination of both the public network and event water supply.

Events supplied from private water supplies

A private water supply means a supply of water other than a supply provided by a water company or water supply licensee. Where a supply to a temporary event is provided by a private water supply the Local Authority, as the regulator, has a number of duties that it must discharge under The Private Water Supplies (Wales) Regulations 2017. This includes the requirement to carry out a risk assessment of the supply system and to monitor (sample for analysis) the water to ensure compliance with regulatory standards where it is used for any domestic purposes or any food production undertaking. A private water supply to a temporary event must not be brought into use until the Local Authority is satisfied that the supply does not constitute a potential danger to human health.

The risk assessment will establish whether there is a risk of supplying water that would constitute a potential (or actual) danger to human health. Where this is found to be the case, the local authority will be duty bound under regulation 20 of the regulations to serve a notice to require and verify that the risk(s) are adequately mitigated by remedial measures by the organiser and/or any other relevant person. This may mean the suspension or cancellation of the event, or the water to be restricted for use.

It may also require the provision of alternative supplies, such as bottled water. It is therefore essential that arrangements are made with the Local Authority to ensure that the risk assessment and monitoring is planned and carried out in a suitably timely manner to accommodate the completion of any potential remedial actions prior to the opening of the event.

Regulation 8 of the regulation concerns the requirement to monitor a specific type of private water supply where water from a water undertaker of licensed water supplier is further distributed by a person other than a water undertaker or licensed supplier. Further guidance on these type of private water supplies may be found on The Drinking Water Inspectorate's website found here:

<https://www.dwi.gov.uk/private-water-supplies/guidance-documents/pws-regulations/information-note-on-regulation-8-wales/>

Organisers are advised to contact the Local Authority if they believe regulation 8 applies to the water they intend to supply.

All stakeholders should be aware that Section 66(1) of the Water Industry Act 1991 makes it an offence for a person who is not an undertaker/licensee to use a water undertaker's supply system for the purpose of supplying water to any premises of a customer, the person so using that system, or a person associated with that person unless the supply is part of a formal bulk supply arrangement, or where the supply system was established under an enactment (made by a change in law, regulation or by statute).

1. Water Supply (Water Quality) Regulations 2018

2. Water Supply (Water Fittings) Regulations 1999

Stages to be followed to ensure a safe supply of drinking water

1

Arranging a connection to the public water supply

For a new water connection

If new connection to the public water supply is needed the Water Company must be contacted at least 16 weeks in advance of the event. In exceptional circumstances it is possible that a new connection may take longer to arrange so organisers are advised to contact the Water Company at the earliest opportunity. Contact details are provided in Box 4.

Hafren Dyfrdwy

www.hdcymru.co.uk/building-and-developing/overview

www.hdcymru.co.uk/help-and-contact/contact-us

Dŵr Cymru Welsh Water

<https://developers.dwrcymru.com/en/applications/water-connections>

The Water Company will decide on the most suitable point in their distribution system for the connection. A charge will be made for this service and the supply will be metered.

Please note that new water connections to a public water supply will only be made subject to satisfactory inspection by the Water Company.

For use of an existing water connection

Any alterations or extensions made to an existing water supply system that is connected to the public water supply which is to be used for a temporary event shall be notifiable under Regulation 5 of the Water Supply (Water Fittings) Regulations 1999.

These works may not be carried out without the consent of the Water Undertaker and any consent granted may be subject to relevant conditions.

Notification should be provided as early as is practicable, but it is recommended that notice be provided at least 28 days before the commencement of any works for the event.

1

Providing Notification

For any application or notification, the information that is provided should include:

- The ownership and details of the land being used.
- Details of the customer account holder – where relevant.
- The size and type of supply needed.
- The duration of the event and anticipated numbers attending the event.
- An outline of the main facilities needing a water supply e.g., festival site and camping sites.
- Contact details including telephone numbers and emails.

Dŵr Cymru Welsh Water

www.dwrcymru.com/notification

Hafren Dyfrdwy

<https://www.hdcymru.co.uk/building-and-developing/regulations-and-forms/water-fittings-regulations/regulation-5/>

Health and Safety Executive

www.hse.gov.uk/event-safety

Organisers must also contact the relevant Local Authority to give them notice of the event and to provide a copy of the Water Management Plan for the event a minimum of 28 days before the event – see Box 4 for where to find contact details.

Attention is drawn to the Purple Guide (www.thepurpleguide.co.uk), which is published by the Events Industry Forum and provides information on health, safety and welfare at Outdoor Events.

Use of Standpipes

Standpipes connected to Water Company owned pipework

Standpipes connected to Dŵr Cymru owned pipework must be hired through Dŵr Cymru: www.dwrcymru.com/en/help-advice/hire-standpipes

As Dŵr Cymru will need to sample the water from these standpipes before they can be used for the event it is important that organisers give at least 28 days' notice.

Hafren Dyfrdwy customers

www.hdcymru.co.uk/businesses/pipes-and-drains/standpipes

Standpipes connected to private networks from a public supply

Where standpipes are to be connected to a private network i.e. pipework that is not owned by the water company, organisers are required to disinfect and sample the water from the standpipes before the event starts.

Organisers must ensure disinfection and sampling is carried out to the satisfaction of their Local Authority.

2

Connecting to a private water supply

If the event organisers intend to use a private water supply i.e. not from a Water Company it is important that as much notice as possible (minimum 16 weeks) is given to the Local Authority department (or other responsible department as applicable) at the relevant Local Authority. This is required even if the supply is taken from an existing private supply connection.

The information that you will need to provide when you make this first contact includes:

- The ownership and details of the land being used
- The relevant person/s under the Private Water Supplies (Wales) Regulations 2017
- The size and type of supply needed and contingency plans for provision of sufficient and wholesome supply
- The duration of the event and anticipated numbers attending the event
- An outline of the main facilities needing a water supply e.g. festival site and camping sites
- Contact details including telephone numbers and emails

NB. See Page 16, for how to find contact details for the Local Authority

Following provision of this information the Local Authority will carry out a risk assessment of the private water supply and/or review any risk assessment undertaken on behalf of the event organizer by a competent person. (See section 4)



3

Tank and Bottled Water Supplies

A British Standard has been issued that provides guidance on providing a temporary supply of safe drinking water to events where a permanent supply is not available i.e. when tanks or other vessels (such as pillow tank) or bottled water are used to provide water:

BS8551:2015 Provision and management of temporary water supplies and distribution networks (not including provisions for statutory emergencies) – Code of Practice available from <http://shop.bsigroup.com>

The organisers of events that will provide water through tanks or bottles are expected to ensure they are meeting the necessary requirements of the standard for supplying a safe and wholesome supply.

It is important to note that if tankers are used and proposed to be filled from a Water Company's public water supply:

- Permission must be obtained from the Water Company before the tanker is filled.
- Only standpipes hired from the Water Company's appointed agent can be used to connect to the public water supply system. Appropriate training is also required (normally provided by the standpipe hire agent).



4

Water Emergency Plans

It is extremely important that event organisers consider how they will deal with a situation where the water supply is contaminated or where the supply fails. An emergency plan must be produced that documents how such circumstances are dealt with e.g. close the event or have contingency in place for emergency water supplies. If the latter approach is planned, organisers should document the logistics of receiving and distributing emergency supplies in their emergency plan e.g. if the plan is to use tankers then consider if the site is accessible. Organisers cannot rely on emergency water supplies being provided for an event by the Local Authority or the Water Company. Organisers may be asked to submit their emergency plan to the Local Authority before the event takes place.

Water systems can become unavailable due to contamination, lack of pressure, or non-compliance with required standards.

Event organisers should produce a written plan on how to deal with an unexpected or unplanned interruption to their anticipated supply. Production of the plan may be required to satisfy Local Authority officers or others that event safety/public health issues have been adequately addressed. Options of postponement, curtailment or cancellation of an event, or the provision of an alternate supply may be included in the plan (this can also be incorporated into your overall event safety plan).

A water emergency plan must describe how you will provide emergency water supplies as a contingency unless postponement/ cancellation is indicated. Detail will be required as below if the availability of your alternative water provision is limited, your plan needs to take account of this. Failure to have arrangements in place may result in unacceptable public health risks and therefore the event itself may not be able to proceed / continue.

Neither the Water Company, nor Local Authority can provide assurances that emergency supplies for temporary events can be made available (unless arrangements were formally agreed in advance for the provision of water).

Your plan should provide the following:

- Determination of the volume required to ensure an adequate and wholesome alternative source of water is available at sufficient daily quantity for the attendance numbers at the event, taking into account whether there is overnight camping and associated facilities.
- Confirmation from a standby supplier that they have capacity to service your event during the specified event dates, if required.
- A description of how the water is to be distributed e.g. tanker, bulk storage, bottles or other.
- The location of accessible points for delivery & distribution (suitable for supplier delivery vehicles).
- How distribution will be controlled.

Things to take into account:

- Consider the availability and location of a power source for operating pumps and water treatment systems if required.
- Consider the environmental conditions (indoors or outside) which could cause contamination during connection and operation. Include this as part of the risk assessment.
- Label taps that are suitable drinking water points and disinfect before the event.
- Ensure mobile traders that have water tanks on their facility have disinfected the tank before it is used for water storage
- Have you spoken to the Local Authority about your emergency plan and considered the access of emergency tankers or bowers to the site?

Note: Tank and Bottled Water Supplies (Section 3) applies to such emergency Provision. You should satisfy yourself that your supplier is familiar with, and works to the British Standard. Relevant quality assurance should provide a degree of confidence in this respect.



5

Produce a site plan

In order to ease the process of providing a safe water supply, organisers should provide the Local Authority and Water Company with plans and drawings for the water supply at the event including but not limited to:

- The lay-out of the water supply pipes with the direction of flow
- The location and description of the source of water
- The location of:
 - Additional facilities e.g. animal troughs, hoses
 - Any fuel storage on site
 - Any other connections
 - Any treatment points e.g. for chlorine disinfection, de-chlorination and water testing/
Authority
 - Back flow devices/meters
 - Chemical toilet emptying facilities
 - Drinking water points
 - Emergency infrastructure measurements
 - Proposed sampling / monitoring points these will need to be discussed with the Local
 - Pumps (specifying their size)
 - Standpipes
 - Tankers or bowsers
 - Toilet, wash hand basins and showering facilities
 - Water supply points for food preparation



6

Public water supply – good to know

Approved Contractors

The installation of water supply pipework and facilities should only be undertaken by personnel with the appropriate training and certification, such as those listed by WaterSafe.

WaterSafe is the national register for water industry approved contractors, including plumbers and water supply pipe installers.

You can find your local approved contractor by searching at www.watersafe.org.uk or by calling the team on 0333 207 9030.

Compliant Fittings

Water fittings and materials used in systems conveying water derived from the public water supply must be of an appropriate quality and standard, as well as being suitable for the circumstances in which they are to be used. This is known as Regulation 4 compliance.

When considering whether a fitting or material is suitable for use, event organisers should seek evidence of compliance from the supplier or manufacturer of the product.

It is best practice to keep a record of fittings and materials used, alongside corresponding evidence of compliance. The Water Company can request evidence of compliance for fittings installed.

Important to note:

- Where the public water supply is being used, the Water Company may deem it necessary to carry out an inspection of the completed plumbing installation prior to the event.
- Failure to install water supply pipework and fittings conveying water derived from the public water supply in accordance with the regulations¹ may result in a notice being served against the event organiser or installer.
- The Water Company will take steps to mitigate risks to the public water supply, such as contamination by backflow² or wastage of water through leakage. This may result in temporary disconnections until issues are addressed.
- Private water supplies must not be directly connected to any public water supply.

1. The Water Supply (Water Fittings) Regulations 1999

2. Backflow is where water flows in the wrong direction in or from a water fitting. This can cause contaminated water from an appliance e.g., toilet cistern or drain to enter the water supply pipework and emerge at a drinking water outlet.

7

Sampling

Sampling the Public water supply

The Water Company may take a sample for microbiological and chemical analysis at the nearest suitable sample point to the incoming supply.

Local Authorities may also take samples of the public supply on request for which there may be a charge.

Event organisers may arrange their own sampling, which should only be undertaken by a suitably accredited organisation. This should be agreed while planning the event with the Water Company and the Local Authority.

Sampling the Private water supply

Private water supplies serving temporary events must be sampled and analysed in accordance with The Private Water Supplies (Wales) Regulations 2017, and must be carried out by the local authority, or other persons on their behalf. In all cases the sampling must be carried out by a sampler certified under an *ISO 17024* sampling scheme, or the *ISO 17025* standard. The analysis of the samples must also be carried out to the *ISO 17025* standard. A charge may be made for sampling and analysis of private water supplies.

Samples must be taken at one or more points that are representative of the water where it is being consumed at the event for any domestic purpose (e.g., drinking, hand washing, toilet flushing etc.). Water to a temporary event constitutes a supply that is part of a public activity and must be monitored in accordance with this type of supply (regulation 9).

A private supply to a temporary event must not be brought into use until the local authority is satisfied that the supply does not constitute a potential danger to human health, as determined by both the sample results and the risk assessment of the supply system.

Sampling only be undertaken by a suitably accredited organisation. Chemical parameters in the distribution network must be undertaken in accordance with International standard *ISO 5667-5*. Microbiological parameters in the distribution network must be taken in accordance with European standard *EN ISO 19458*.

Flushing and disinfection should be carried out in accordance with the British Standard *PD 855468:2015* – Guide to the flushing and disinfection of services supplying water for domestic use within buildings and their curtilages and should only be undertaken by a suitably accredited organisation.

8

During the Event

- Officers from the Local Authority and the Water Company may carry out inspection/s and take samples during the event in line with the Water Industry Act 1991, Private Water Supplies (Wales) Regulations 2017, Water Supply (Water Fittings) Regulations 1999, Food Hygiene (Wales) Regulations 2006, Food Safety and Hygiene (England) Regulations 2013, and Health and Safety at Work Act 1974.
- Organisers are advised to monitor and log chlorine residuals at appropriate points on the supply during the event. This will provide evidence that the supply is adequately disinfected.
- Organisers are advised to carry out regular inspections and cleansing of drinking water taps and associated fittings to make sure they remain in a hygienic condition throughout the event. Organisers are expected to carry out inspections at least daily, but more often where risk assessment highlights increased risk.
- Operational personnel involved in the supply of water should be appropriately trained including water quality hygiene awareness training. In common with food preparation and supply, personnel involved in water supply should be aware of the ongoing need to report certain illnesses e.g. vomiting and diarrhoea to management so that they are removed from tasks where they have direct contact with the water supply and drinking water facilities.

9

Storing Pipework and Fittings Between Events

Where pipework and fittings are held by the event organisers to reuse at different events it is very important that they are stored in a hygienic manner and prepared to prevent the contamination of the water supply:

- When not in use, pipes and fittings should be drained and stored off the ground to avoid entry of dirt or vermin. Plastic pipework and fittings should be stored out of sunlight as this can have a detrimental effect on the product.
- All pipes should have close-fitting end caps and these should remain in place until the pipe is connected.
- All pipes and fittings should be kept clear of fuel oils and paints and any materials so contaminated should be discarded. Fuel oils can penetrate plastic pipes and result in water having an unpalatable taste and odour.
- The pipework will need to be disinfected and thoroughly flushed before use and this should only be carried out by personnel or contractors with the appropriate training – the Water Company or Local Authority may ask to see the training certificates.

10

Checklist and timeline for preparing for an event

Action	Timeline
<p>Submit application for a water connection to either: The relevant Water Company and the Local Authority if to a public water supply</p> <p>or</p> <p>The relevant Local Authority if to a private water supply</p> <p>or</p> <p>The relevant Water Company and the Local Authority if a tankered water supply is to be used. (NB this includes bulk storage e.g. pillow tanks / cubes)</p>	<p>New connection Minimum 16 weeks in advance</p> <p>Existing connection Minimum of 28 days in advance</p>
<p>If a public supply is used, make fixtures and fittings available for a Water Company water regulations inspection prior to being brought into use</p>	As soon as available
<p>Submit Risk Assessment and Emergency Plan to the relevant Local Authority and the Water Company</p>	Minimum of 12 weeks in advance
<p>Disinfect and flush pipework and take any necessary samples to check water quality. Provide water company with a certificate of disinfection</p>	Maximum of 7 days in advance
<p>Submit any microbiological results to the Water Company and the Local Authority</p>	As soon as available. No later than 72hrs in advance, or as agreed at the planning stage.
<p>Flush all pipework to ensure adequate turnover of the water. See Appendix 1 for details.</p>	Maximum of 1 day in advance

Contact Details

Dŵr Cymru Welsh Water

New connections to the public supply:

Phone: 0800 917 2652

Email: new.connections@dwrcymru.com

Water supplied from an existing connection:

Phone: 0800 052 0130

Visit: dwrcymru.com/contactus

Click on the Water Services and Emergencies tab

Hafren Dyfrdwy

Email: water.regulations@hdcymru.co.uk

Water Regulations Duty Desk: 0345 266 7922

Visit: www.hdcymru.co.uk

Drinking Water Inspectorate

Website: www.dwi.gov.uk

Local Authorities

Contact details for each Local Authority are provided in telephone directories and on their website.

The Welsh Government website has links to each of the 22 Local Authorities:

www.gov.wales/find-your-local-authority

Or in England: www.gov.uk/find-local-council

Appendix 1

Example of a risk assessment

Event Risk Assessment

Person responsible for risk assessment:
Date completed:

Please note – this is a generic guide to possible risks. You need to consider your own site and the relevant risks applicable. There may be additional risks associated with your particular event that you would need to address.

Risk	Measures to control / manage risk	Monitoring of measures	Action if measures fail
Failure to supply water due to incoming mains failure or distribution pipe failure or contamination	Develop an Emergency plan	Emergency Plan agreed by Local Authority Alternative sources of supply agreed	Consider closing the event
Contamination of water through cross connection between the incoming mains supply and a private water supply or an illegal connection	<ul style="list-style-type: none"> – Private supply disconnected and 'locked' off – Staff informed not to reconnect to the private supply – Signage put in place 	Regular checks made	Inform the Local Authority and Water Company immediately
Contamination of the water supply from the water fittings and facilities e.g. through backflow	<ul style="list-style-type: none"> – Contact the Water Company to carry out a water fittings inspection before the event takes place – Ensure safe access to and around the site for samplers, plumbers, auditors etc. 	<ul style="list-style-type: none"> – Checks made of any new connections to the water supply. Contact the Water Company or Local Authority for advice – Regular checks made of the condition of facilities connected to the supply 	<p>Use site plans to establish which sections of the water supply pipework have been contaminated.</p> <ul style="list-style-type: none"> – Do not allow the contaminated water to be used for drinking, washing or cooking purposes – Issue notices to all affected food and drink outlets and close affected drinking water taps and standpipes. – Contact the Local Authority for advice on how to deal with contamination of the water. – Contact the water company for advice on how to protect the public water supply – If contamination is widespread invoke the Emergency Plan for alternative supplies or closure of the event. – Only compliant fittings should be used and suitably installed by a competent person

Risk	Measures to control / manage risk	Monitoring of measures	Action if measures fail
Contamination of water supplied from damaged or contaminated taps, standpipes, etc.	<ul style="list-style-type: none"> – Maintenance of the hygienic standard of taps and standpipes. – Signage for users 	Regular checks of taps and standpipes to ensure clean	Replace or repair and disinfect as required
Contamination from waste pipes, waste storage tanks, septic tanks or latrines	<ul style="list-style-type: none"> – Make sure on waste facilities and disposal arrangements are separated from water pipes. – Protect waste pipes from damage and have procedures to prevent spillages during disposal of waste 	<ul style="list-style-type: none"> – Regular visual checks of condition of water and waste facilities – Monitor the disposal of waste at the site 	<ul style="list-style-type: none"> – Use site plans to establish which sections of the water supply pipework have been contaminated. – Do not allow the contaminated water to be used for drinking, washing or cooking purposes – Issue notices to all affected food and drink outlets and close affected drinking water taps and standpipes. – Contact the Local Authority for advice on how to deal with contamination of the water. – Contact the water company for advice on how to protect the public water supply – If contaminated, invoke the Emergency Plan for alternative supplies or closure of the event.
Contamination of water supply from stagnant water in existing pipes or contaminated water from damaged existing pipes on site	<p>Check the condition of existing pipes</p> <p>Flush and pressure test existing pipes</p>	Take chlorine measurements at various supply points in the distribution system and of the incoming supply. A large decrease in chlorine level between the incoming supply and supply points may indicate stagnant or contaminated water.	<ul style="list-style-type: none"> – Flush and disinfect the pipework. Contact the water company for advice on disinfection procedures. – Take samples for microbiological analysis if significant contamination is suspected.
Failure to supply water due to a power failure	<ul style="list-style-type: none"> – Document security of power availability e.g. for operating pumps and water treatment systems. – Ensure staff on site are aware of who to report power failures to 	Regular checks of water facilities reliant on power	Invoke the Emergency Plan for alternative supplies or closure of the event

Risk	Measures to control / manage risk	Monitoring of measures	Action if measures fail
Contamination of the water supply through environmental conditions e.g. flooding	<ul style="list-style-type: none"> – Prevention of pipe connections being submerged in rainwater – Maintain integrity of pipes/ connections to include the supply pipe connected to the mains water pipe. 	Regular checks of water facilities and site conditions	<ul style="list-style-type: none"> – Use site plans to establish which sections of the water supply pipework have been contaminated. – Do not allow the contaminated water to be used for drinking, washing or cooking purposes – Issue notices to all affected food and drink outlets and close affected drinking water taps and standpipes. – Contact the Local Authority for advice on how to deal with contamination of the water. – Contact the water company for advice on how to protect the public water supply – If contamination is widespread invoke the Emergency Plan for alternative supplies or closure of the event.
Deliberate/ accidental contamination of water supply by person(s)	<ul style="list-style-type: none"> – Describe how access to water storage by unauthorised people will be controlled – Restrict access through e.g. lockable covers on tanks. 	Regular checks of water facilities and site conditions	<ul style="list-style-type: none"> – Use site plans to establish which sections of the water supply pipework have been contaminated. – Do not allow the contaminated water to be used for drinking, washing or cooking purposes – Issue notices to all affected food and drink outlets and close affected drinking water taps and standpipes. – Contact the Local Authority for advice on how to deal with contamination of the water. – Contact the water company for advice on how to protect the public water supply – If contamination is widespread invoke the Emergency Plan for alternative supplies or closure of the event.

Risk	Measures to control / manage risk	Monitoring of measures	Action if measures fail
<p>Contamination of the water supply with fuel</p>	<ul style="list-style-type: none"> – Separation of water system and fuel storage/ distribution – Avoid locating water pipes in close proximity to any fuel or oil storage locations – Mark on plans the location of fuel or paint stores near water pipes. – Consider the use of bunding or barrier pipes if there are risks of spillage and contamination 	<p>Regular checks of water facilities and site conditions</p>	<ul style="list-style-type: none"> – Use site plans to establish which sections of the water supply pipework have been contaminated. – Do not allow the contaminated water to be used for drinking, washing or cooking purposes – Issue notices to all affected food and drink outlets and close affected drinking water taps and standpipes. – Contact the Local Authority for advice on how to deal with contamination of the water. – Contact the water company for advice on how to protect the public water supply – If there is contamination, invoke the Emergency Plan for alternative supplies or closure of the event.
<p>Warm temperature of the water could potentially make it unwholesome or in very cold temperatures there could be frost damaged pipes</p>	<ul style="list-style-type: none"> – If the event is to take place during warm weather over several days, consider where insulation could be best applied to prevent water temperatures rising – If very cold weather, appropriate lagging will need to be applied. – Regular flushing during warm weather 	<p>Monitor site conditions</p>	

Risk	Measures to control / manage risk	Monitoring of measures	Action if measures fail
Water for drinks or food preparation being taken from non-drinking water points	Labelling of taps i.e. those that are suitable drinking water points	Monitor site activities	Train staff to be aware of unacceptable uses of water and how to report or intervene to prevent it
Contamination of water through entry of soil/small animals etc. through open ends of pipes	<ul style="list-style-type: none"> – Ensure arrangements are in place to store the open ends of pipes or hoses – they need to be appropriately stored above ground level and the pipework capped. – Potential entry points to tanks/bowers to be secured with bags and tags to prevent contamination after installation and disinfection 	Visual checks of pipe storage and tank condition arrangements before they are fitted.	<ul style="list-style-type: none"> – Do not use pipes that have been stored with open ends. – Check the interior of tanks or bowers and reject if there are signs of animal entry
Contamination risk from dirty or unsuitable bowers or tanks or inadequately disinfected water	Ensure the contractor and supplier of bowers/ tanks are compliant with BS 8551	Check: <ul style="list-style-type: none"> – records of disinfection of the water inside the tanks, – check tanks have only been used for water, – check taps covered and tagged, etc. 	Reject tanks or bowers that are non-compliant

Appendix 2: Example Action Log

Event Action Log

Number	The Issue	Action Taken (refer to risk assessment)	Responsible Officer	Date action taken	Date action completed	Signed

Appendix 3: Example of Water Emergency Plan

This should be always available and provided to the Local Authority team in advance of the event.

Please note – this is a generic pro forma of possible risks. You need to consider your own site and the relevant risks applicable. There may be additional risks associated with your particular event that you would need to address. You will need to populate the below pro forma with relevant information and consider additional issues applicable to your event.

Number	The Issue	Action Taken (refer to risk assessment)	Who to contact	Contact numbers	Hours of work / availability
1	Failure to supply water due to power failure				
2	Water samples fail/not returned prior to event				
3	If contamination is widespread alternative supplies or closure of the event.				
4	Bottled water supplier does not attend				
5					
6					
7					
8					
9					
10					