

## Section 4.8 – Annex 1

### Borehole Risk Assessment pro forma

**Private water supply risk assessment form**

**BOREHOLE SUPPLY**

**OVERALL RISK** .....

**Section A – Supply Details**

**1. Supply category**  
Type A1 / A2 / A3    Type B (circle appropriate category)

**2. Address and telephone number of responsible person**

.....  
.....  
.....

Post Code .....

Telephone Number (including full STD Code) .....

Email Address .....

**3. Name of person (or persons) who is relevant person in relation to the supply**

(a) .....

(b) .....

(c) .....

(d) details of additional sheets .....

**4. Address of relevant person (or persons) (if different from above)**

(a) .....  
.....  
.....

Post Code .....

Telephone Number (including full STD Code) .....

Email Address .....

(b) .....  
.....  
.....

Post Code .....

Telephone Number (including full STD Code) .....

Email Address .....

(c) .....  
.....  
.....

Post Code .....

Telephone Number (including full STD Code) .....

Email Address .....

(d) details of additional sheets .....

**5. Details of premise(s) served by the supply and purpose for which water is supplied**

(a) .....  
.....  
.....

Post Code .....

Supply purpose .....

(b) .....  
.....  
.....

Post Code .....

Supply Purpose .....

(c) .....  
.....  
.....

Post Code .....

Supply Purpose .....

(d) details of additional sheets .....

## Section B

- 6. Provide a diagram of the supply showing source(s), intermediate storage and/or collection tanks and properties on the supply. The diagram is indicative only and is intended to aid completion of the rest of this section.**

Notes: Items should be labelled from source (A) through intermediate tanks (B) to properties (C) with individual components numbered, e.g. for a supply with one source this would be A1; two intermediate tanks (B1 and B2 respectively) and two properties (C1 and C2) respectively.

**7. Description of the source of the supply including (i) details of supply source(s), (ii) location of the source(s) and (iii) National Grid Reference of location(s) of source(s). Cross reference from Item 6 above.**

(i) .....

.....

.....

(ii) .....

.....

.....

(iii) National Grid Reference   N   /   J   /   0   /   0   /   0   /   0   /   0   /   0  

**8. (a)** Estimated daily volume of water provided by the supply ..... m<sup>3</sup> per day

(b) Number of persons served by supply (at maximum occupancy) .....

**9. Details of any water treatment processes associated with the supply**

(a) At source – identify which of the following systems are present: (cross reference to Item 6)

Identifier (from Item 6) .....

[tick which of the following treatments are present]

<input type="checkbox"/>	Chlorination
<input type="checkbox"/>	Filter
<input type="checkbox"/>	UV
<input type="checkbox"/>	Ozone
<input type="checkbox"/>	UV without pre-filter
<input type="checkbox"/>	Untreated
<input type="checkbox"/>	Unknown
<input type="checkbox"/>	Other (details) .....

(b) Intermediate Water Storage Tank/Chamber (cross reference to Item 6)

Identifier (from Item 6) .....

[tick which of the following treatments are present]

	Chlorination
	Filter
	UV
	Ozone
	UV without pre-filter
	Untreated
	Unknown
	Other (details) .....

Identifier (from Item 6) .....

[tick which of the following treatments are present]

	Chlorination
	Filter
	UV
	Ozone
	UV without pre-filter
	Untreated
	Unknown
	Other (details) .....

(c) At property (cross reference to Item 6)

Identifier (from Item 6) .....

[tick which of the following treatments are present]

	Chlorination
	Filter
	UV
	Ozone
	UV without pre-filter
	Untreated
	Unknown
	Other (details) .....

Identifier (from Item 6) .....

[tick which of the following treatments are present]

	Chlorination
	Filter
	UV
	Ozone
	UV without pre-filter
	Untreated
	Unknown
	Other (details) .....

Identifier (from Item 6) .....

[tick which of the following treatments are present]

	Chlorination
	Filter
	UV
	Ozone
	UV without pre-filter
	Untreated
	Unknown
	Other (details) .....

(d) details of additional sheets .....

**Section C**

**10. Details of departures authorised**

.....

.....

.....

**11. Details of sample results for previous 12 months or last available (reference location of information, e.g. paper or electronic files, reference number, sample numbers, etc.)**

.....

.....

.....

**12. Details of previous (last 2) investigations and actions taken**

.....

.....

.....

**13. Details of enforcement notices served**

.....

.....

.....

**14. Result of previous risk assessment (if applicable)**

.....  
.....  
.....

**15. Details of location of Notice for Type A supplies (location)**

.....  
.....  
.....

**16. Is Notice appropriate (conforms to requirements of the Regulations)?** Yes  No

**17. Details of action taken (or to be taken) by relevant persons to comply with**

(a) results of sampling

.....  
.....  
.....  
.....

(b) results of follow-up to sampling

.....  
.....  
.....  
.....

**18. Whether supply exempt under Regulation 2(4)**

.....  
.....  
.....

**19. Details of other information relating to the supply collated by the local authority**

.....  
.....  
.....

**20. Is there a Water Safety Plan/ Emergency Action Plan available for the supply?**

Yes  No

**21. If “Yes” to Item 20, is it fit for purpose? Yes  No**

**22. If “No” to Item 21, what deficiencies are required to be addressed (provide details)?**

.....  
.....  
.....

## Section D – Boreholes with headworks located below ground

### D (i) General site survey

Are any of the following known to be present and likely to influence water quality at the source?e?

		Risk Characterisation			Hazard Assessment <sup>[1]</sup>		
		Yes	No	Don't know	Likelihood	Severity	SCORE
23	Evidence or history of poor drainage causing stagnant / standing water	H	L	H		8	
24	History of livestock production (rearing, housing, grazing) – including poultry	H	L	H		16	
25	Evidence of wildlife	M	L	M		4	
26	Surface run-off from agricultural activity diverted to flow into the source/supply	H	L	H		8	
27	Soil cultivation with wastewater irrigation or sludge / slurry/ manure application	H	L	H		16	
28	Disposal of organic wastes to land	H	L	H		8	
29	Farm wastes and/or silage stored on the ground (not in tanks or containers)	M	L	M		8	
30	Remediation of land using sludge or slurry	H	L	H		16	
31	Forestry activity	M	L	M		4	
32	Awareness of the presence of drinking water supply/source by agricultural workers	L	H	H		4	
33	Waste disposal sites (including scrap yard, car yard, rubbish and hazardous waste disposal, landfill or incinerator including on-farm incineration)	H	L	H		8	
34	Disposal sites for animal remains	H	L	H		8	
35	Unsewered human sanitation including septic tanks, pit latrines, soakaways	H	L	H		16	
36	Sewage pipes, mains or domestic (e.g. leading to / from septic tank)	H	L	H		8	
37	Sewage effluent lagoons	H	L	H		16	
38	Sewage effluent discharge to adjacent watercourse (where present)	H	L	H		16	
39	Supplies or wells not in current use	H	L	H		8	
40	Evidence of use of pesticides (including sheep dip) near source	H	L	H		8	
41	Evidence of industrial activity likely to present a contamination threat	H	L	H		8	

<sup>[1]</sup> The Hazard Assessment Score is the product of the Likelihood and Severity values. The values are :

Likelihood	Definition	Value
Almost certain	Once per day (or permanent feature)	16
Likely	Once per week	8
Moderate likely	Once per month	4
Unlikely	Once per year	2
Rare	Once every 5 years	1

#### Risk Characterisation

Tick the appropriate box for each question.

If any question is High Risk (H) then the Risk Characterisation Score is **High**.

If no question is High Risk but there are Moderate Risks (M) identified then the Risk Characterisation Score is **Moderate**.

If no question is High Risk (H) or Moderate Risk (M) then the Risk Characterisation Score is **Low**.

#### Hazard Assessment

If the Hazard Assessment Score is 16 or greater for any individual component then the issues associated with that component should be considered as a priority for remedial works to reduce the hazard experienced by the supply.

## D (ii) Supply survey

Are any of the following known to occur at the head works site or in relation to the supply?

		Risk Characterisation			Hazard Assessment <sup>[1]</sup>		
		Yes	No	Don't know	Likelihood	Severity	SCORE
42	Below ground chamber not watertight	H	L	H		8	
43	Borehole lining (casing) does not extend at least 150mm above level of floor	H	L	H		8	
44	Watertight lining cap not fitted	H	L	H		8	
45	No suitable barrier present to prevent ingress of surface flows into the chamber (e.g. cut-off ditch lined with impermeable material, steep incline/decline such as embankments, appropriate walls, etc.)	H	L	H		16	
46	The top of the chamber not 150mm above ground level?	H	L	H		16	
47	No reinforced pre-cast concrete cover slab, or equivalent, in satisfactory condition with a watertight, vermin-proof inspection cover present to BS497 (lockable steel type or equivalent) with or without ventilation?	H	L	H		16	
48	The chamber construction in an unsatisfactory state-of-repair?	H	L	H		8	
49	Supply network constructed from material liable to fracture, e.g. asbestos-concrete, clay, etc.?	H	L	H		8	
50	Intermediate tanks (e.g. collection chambers, holding tanks, break-pressure tanks) are not adequately protected (i.e. have protection described in [1] to [5] above)?	H	L	H		8	
51	Junctions present in the supply network, particularly supply animal watering systems, have no back-siphon protection?	H	L	H		4	
52	No maintenance (including chlorination) has been undertaken in the previous 12 months?	H	L	H		8	
53	If present, header tank within the property (s) does not have a vermin-proof cover?	H	L	H		4	
54	Header tank has not been cleaned in the last 12 months?	H	L	H		8	
55	Any point of entry/point of use treatment equipment has not been serviced in accordance with the manufacturer's instructions in the last 12 months?	H	L	H		8	
56	If present ultraviolet (UV) lamps are not operating?	H	L	H		16	
57	Is there a noticeable change in the level and flow of water throughout the year?	H	L	H		4	
58	Is there a noticeable change in the appearance of the water (colour, turbidity – cloudiness) after heavy rainfall or snow melt?	H	L	H		8	

<sup>[1]</sup> The Hazard Assessment Score is the product of the Likelihood and Severity values. For details see Section D.

### Risk Characterisation

Tick the appropriate box for each question.

If any question is High Risk (H) then the Risk Characterisation Score is **High**.

If no question is High Risk but there are Moderate Risks (M) identified then the Risk Characterisation Score is **Moderate**.

If no question is High Risk (H) or Moderate Risk (M) then the Risk Characterisation Score is **Low**.

### Hazard Assessment

If the Hazard Assessment Score is 16 or greater for any individual component then the issues associated with that component should be considered as a priority for remedial works to reduce the hazard experienced by the supply.

## D (iv) Overall risk assessment

### (a) Risk characterisation

The overall risk assessment for the source is taken as the highest individual risk category identified from each of the two surveys.

The overall risk characterisation category will be recorded as the risk assessment score for the source.

Survey Section	Risk Characterisation Category
General Site Survey	
Source Survey	
<b>Overall Risk</b>	

### (b) Hazard assessment

Individual components in each of the surveys with a hazard assessment score of 32 or greater should be considered as priority candidates for remedial works capable of reducing the overall risk characterisation category.

## Section E – Boreholes with headworks located above ground

### E (i) General site survey

Are any of the following known to be present and likely to influence water quality at the source?

		Risk Characterisation			Hazard Assessment <sup>[1]</sup>		
		Yes	No	Don't know	Likelihood	Severity	SCORE
59	Evidence or history of poor drainage causing stagnant / standing water	H	L	H		8	
60	History of livestock production (rearing, housing, grazing) – including poultry	H	L	H		16	
61	Evidence of wildlife	M	L	M		4	
62	Surface run-off from agricultural activity diverted to flow into the source/supply	H	L	H		8	
63	Soil cultivation with wastewater irrigation or sludge / slurry/ manure application	H	L	H		16	
64	Disposal of organic wastes to land	H	L	H		8	
65	Farm wastes and/or silage stored on the ground (not in tanks or containers)	M	L	M		8	
66	Remediation of land using sludge or slurry	H	L	H		16	
67	Forestry activity	M	L	M		4	
68	Awareness of the presence of drinking water supply/source by agricultural workers	L	H	H		4	
69	Waste disposal sites (including scrap yard, car yard, rubbish and hazardous waste disposal, landfill or incinerator including on-farm incineration)	H	L	H		8	
70	Disposal sites for animal remains	H	L	H		8	
71	Unsewered human sanitation including septic tanks, pit latrines, soakaways	H	L	H		16	
72	Sewage pipes, mains or domestic (e.g. leading to / from septic tank)	H	L	H		8	
73	Sewage effluent lagoons	H	L	H		16	
74	Sewage effluent discharge to adjacent watercourse (where present)	H	L	H		16	
75	Supplies or wells not in current use	H	L	H		8	
76	Evidence of use of pesticides (including sheep dip) near source	H	L	H		8	
77	Evidence of industrial activity likely to present a contamination threat	H	L	H		8	

<sup>[1]</sup> The Hazard Assessment Score is the product of the Likelihood and Severity values. The values are :

Likelihood	Definition	Value
Almost certain	Once per day (or permanent feature)	16
Likely	Once per week	8
Moderate likely	Once per month	4
Unlikely	Once per year	2
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#### Risk Characterisation

Tick the appropriate box for each question.

If any question is High Risk (H) then the Risk Characterisation Score is **High**.

If no question is High Risk but there are Moderate Risks (M) identified then the Risk Characterisation Score is **Moderate**.

If no question is High Risk (H) or Moderate Risk (M) then the Risk Characterisation Score is **Low**.

#### Hazard Assessment

If the Hazard Assessment Score is 16 or greater for any individual component then the issues associated with that component should be considered as a priority for remedial works to reduce the hazard experienced by the supply.

## E (ii) Supply survey

Are any of the following known to occur at the head works site or in relation to the supply?

		Risk Characterisation			Hazard Assessment <sup>[1]</sup>		
		Yes	No	Don't know	Likelihood	Severity	SCORE
78	Housing covering headworks not watertight and/or vermin proof and/or secure	H	L	H		8	
79	Borehole lining (casing) does not extend at least 150mm above level of floor	H	L	H		8	
80	Watertight lining cap not fitted	H	L	H		8	
81	No suitable barrier present to prevent ingress of surface flows into the chamber (e.g. cut-off ditch lined with impermeable material, steep incline/decline such as embankments, appropriate walls, etc.)	H	L	H		16	
82	No concrete apron sloping away from borehole lining	H	L	H		16	
83	No reinforced pre-cast concrete cover slab, or equivalent, in satisfactory condition with a watertight, vermin-proof inspection cover present to BS497 (lockable steel type or equivalent) with or without ventilation?	H	L	H		16	
84	The housing construction in an unsatisfactory state-of-repair?	H	L	H		8	
85	Supply network constructed from material liable to fracture, e.g. asbestos-concrete, clay, etc.?	H	L	H		8	
86	Intermediate tanks (e.g. collection chambers, holding tanks, break-pressure tanks) are not adequately protected (i.e. have protection described in [1] to [5] above)?	H	L	H		8	
87	Junctions present in the supply network, particularly supply animal watering systems, have no back-siphon protection?	H	L	H		4	
88	No maintenance (including chlorination) has been undertaken in the previous 12 months?	H	L	H		8	
89	If present, header tank within the property (s) does not have a vermin-proof cover?	H	L	H		4	
90	Header tank has not been cleaned in the last 12 months?	H	L	H		8	
91	Any point of entry/point of use treatment equipment has not been serviced in accordance with the manufacturer's instructions in the last 12 months?	H	L	H		8	
92	If present ultraviolet (UV) lamps are not operating?	H	L	H		16	
93	Is there a noticeable change in the level and flow of water throughout the year?	H	L	H		4	
94	Is there a noticeable change in the appearance of the water (colour, turbidity – cloudiness) after heavy rainfall or snow melt?	H	L	H		8	

<sup>[1]</sup> The Hazard Assessment Score is the product of the Likelihood and Severity values. For details see Section E.

### Risk Characterisation

Tick the appropriate box for each question.

If any question is High Risk (H) then the Risk Characterisation Score is **High**.

If no question is High Risk but there are Moderate Risks (M) identified then the Risk Characterisation Score is **Moderate**.

If no question is High Risk (H) or Moderate Risk (M) then the Risk Characterisation Score is **Low**.

### Hazard Assessment

If the Hazard Assessment Score is 16 or greater for any individual component then the issues associated with that component should be considered as a priority for remedial works to reduce the hazard experienced by the supply.

## E (iv) Overall risk assessment

### (a) Risk characterisation

The overall risk assessment for the source is taken as the highest individual risk category identified from each of the two surveys.

The overall risk characterisation category will be recorded as the risk assessment score for the source.

Survey Section	Risk Characterisation Category
General Site Survey	
Source Survey	
<b>Overall Risk</b>	

### (b) Hazard assessment

Individual components in each of the surveys with a hazard assessment score of 32 or greater should be considered as priority candidates for remedial works capable of reducing the overall risk characterisation category.

## Section F

You have been unable to discern the type of supply and so the overall risk assessment for this source must be given as **High Risk**.

**Section G – Additional Notes**

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