Briefing Note
Supply of Water and Sewerage Services

For Finance & Governance Committee on 16 March 2023

Background

The Parish Council currently has three suppliers of fresh water or waste water removal (sewerage).

	Water Supply	Waste Water
Allotments	Castle Water	Not Applicable
Cemetery	Castle Water	Not Applicable
Court Bushes	ADSM	ADSM
Public Toilets Trinity Road	Castle Water	Business Stream
Public Toilets Pitt Lane	Castle Water	Business Stream
Village Centre	Castle Water	Castle Water

Billing Regimes

Each company has a different regime for billing as follows:

	Water Supply	Billing Regime
Allotments	Castle Water	Billed 6 Monthly Mid Term
Cemetery	Castle Water	Billed 6 Monthly Mid Term
Court Bushes	ADSM	Billed Annually (Four Months In)
Public Toilets Trinity Road	Castle Water	Billed 6 Monthly Mid Term
Public Toilets Pitt Lane	Castle Water	Billed 6 Monthly Mid Term
Village Centre	Castle Water	Billed Monthly in Arrears

	Waste Water	Billing Regime
Court Bushes	ADSM	Billed Annually (Four Months In)
Public Toilets Trinity Road	Business Stream	Billed 4 Monthly in Arrears
Public Toilets Pitt Lane	Business Stream	Billed 4 Monthly in Arrears
Village Centre	Castle Water	Billed Monthly in Arrears **Direct Debit**

Where companies bill prior to the end of the billing term, they generally adjust their next invoice to show any credits ("CR") on the account for actual meter readings.

Rates

The following rates are currently charged (see glossary below):

	Water Supply	Fixed Rate/m^3	Volume Rate/m^3	Waste Water	Fixed Rate	Volume Rate/m^3
Allotments	Castle Water	0.1352	1.9768	Not Applicable		
Cemetery	Castle Water	0.1352	1.9768	Not Applicable		
Court Bushes	ADSM	£62.39pa	1.9673	ADSM	£38.85pa	2.0475
Public Toilets Trinity Road	Castle Water	0.1352	1.9768	Business Stream	£7.40pa	2.2252
Public Toilets Pitt Lane	Castle Water	0.1352	1.9768	Business Stream	£7.40pa	2.2252
Village Centre	Castle Water	0.0605	1.9151	Castle Water	0.0286	1.9760

Glossary:

Fixed waste charges are applied to all properties for the maintenance of external pipes and pumps that supply water to our property plus the removal of wastewater from the property. Fixed waste charges are based on the retail tariff rate and the sewerage chargeable size of your meter. n/a = retail rate charge Numerical Value = sewerage chargeable size.

Volumetric charges are based on the volume of water used by your business and the volume of wastewater disposed of down your drains i.e. sewer waste.

The unit of measure most commonly days or cubic meters ($1m^3$). One cubic metre is equivalent to 1,000 litres.

Invoices
The total payments for each company in 2022/2023 were as follows:

Allotments (Castle Water)	**Invoice £**
1 June 2022 to 31 Nov 2022	530.82
1 Dec 2022 to 31 May 2023	621.73
Total	1152.55

Cemetery (Castle Water)	**Invoice £**
1 July 2022 to 31 Dec 2022	25.46
1 January 2023 to 30 June 2023	42.41
Total	67.87

Court Bushes (ADSM)	**Invoice £**
1 April 2022 to 1 April 2023	1,109.34

Trinity Road Toilets Water (Castle Water)	**Invoice £**
1 January 2022 to 31 July 2022	266.27
1 August 2022 to 31 Jan 2023	497.19
Total	763.46

Trinity Road Toilets Waste (Business Stream)	**Invoice £**
8 March 2022 to 15 July 2022	188.36
13 July 2022 to 19 Oct 2022	186.70
19 Oct 2022 to 6 Jan 2023	36.84 CR
Total	411.9

Pitt Lane Toilets Water (Castle Water)	**Invoice £**
1 July 2022 to 31 Dec 2022	134.25
1 January 2023 to 30 June 2023	176.24
Total	310.49

Pitt Lane Toilets Waste (Business Stream)	Invoice £
6 May 2022 to 8 Sept 2022	81.52
8 Sept 2022 to 19 Sept 2022	79.13
Total	160.65

Village Centre (Castle Water) Month 2022	Invoice £
April	226.11
May	239.08
June	226.11
July	234.79
August	234.79
September	50.31
October	213.34
November	204.66
December	161.89
January 2023	76.14
February 2023	260.23
Total	2127.45

Summary
The mix of companies and billing regimes is complicated and the charging mechanisms are often difficult to follow. There is no clear charging mechanism to compare, and this makes like for like comparison difficult. It is therefore recommended that the supply of water and removal of waste water is transferred to one company that offers the best rates overall.

Options:
The Committee can consider:

a) Leaving the arrangements for the supply of water and sewerage services with the current suppliers.

b) Change all suppliers over to one of the three companies, to secure a lower rate for each location.

c) Request quotes from the three companies so the Committee can determine the best rate overall.

RECOMMENDATION: The Committee is asked to AGREE to ask that the three companies provide a quote for the Committee to consider at the next meeting, with the principle of transferring all supplies to the one company that offers the better rates overall.