



Comhairle Contae Thiobraid Árann  
Tipperary County Council

Comhairle Contae  
Thiobraid Árann,  
Oifigí Cathartha,  
Cluain Meala,  
Co. Thiobraid Árann  
Tipperary County Council,  
Civic Offices, Clonmel,  
Co. Tipperary  
E91 N512

Comhairle Contae  
Thiobraid Árann,  
Oifigí Cathartha,  
An tAonach,  
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Tipperary County Council,  
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Water Services Section, Nenagh Office.  
File Ref: GWS01/2021

12th January, 2022.

**Stay Safe - please remember - hands, face and space!**

**TO ~ GROUP WATER SCHEME COMMITTEE.**

Maidir le: Application for Subsidy Towards the Operational Costs of Group Water Schemes 2021.

A Chairde dhílis,

Happy, safe New Year to all. Again, we are starting the year with an invitation to apply for Annual Maintenance Subsidy. Again, we will be operating at a distance from each other whilst continuing to provide safe drinking water for our communities. Oliver, Adrian and I want to acknowledge the work of the GWS Community throughout 2021. In the midst of a Public Health Crisis where our first line of defence is to "stay home and wash your hands" your Scheme has helped underpin the defence against infection. It is difficult to remain positive and committed, however, we encourage you to remain steadfast in the belief that "everything that is done in this world is done by hope", (Martin Luther King).

You are invited to apply for funding under the AMS scheme for your GWS. Enclosed are the Application Form and Terms and Conditions of the scheme. Completed Application Forms and supporting documentation must be received in Water Services, Nenagh Office, by **30/06/2022**. Applications received after that date cannot be processed. Applications are to be returned to: **Tipperary County Council, Attention of Tríona Collins, Water Services Nenagh Office, Civic Offices, Limerick Road, Nenagh, Co. Tipperary.**

Your Group's Application cannot be processed without all supporting documents being present. Delays in submitting these items will result in a delay in your Group receiving attention. Bear in mind the *Check List* which is part of the Application Form, thank you. Please do ensure that your Tax Clearance, (if applicable) is current. Staffing is an issue at the moment so we are asking you to give this exercise immediate attention please. Keep in mind:

- EIRCODEs for **every** Domestic Connection, Domestic and Land, Business Connection, or Other Connection is to be noted on the Membership List, (Office, Public House, Nursing Home, Community Hall, School, for examples). Last year's Membership Listing is attached – please fill in blank EIRCODES where possible and amend the List as appropriate, (i.e., Not Occupied in 2021);
- Department requires that **we focus strongly on Water Quality, Quality Assurance, Water Conservation, and the Charter of Rights:**
  - Governance - how a Committee is put in place, (Constituted); Committee communication with Members; evidence of AGM; documenting a good routine for Member communication. **The GWS belongs to all Members; keeping Members informed is a protection for the Committee especially if there is poor attendance at AGM;** relaxing of the requirement to present Audited Accounts to Members at AGM does not mean that an AGM is not necessary! Zoom and other social media can be used for remote AGM - contact Adrian, (NFGWS) for support;
  - AMS rate per Domestic Connection is €231;
  - AMS requires that a GWS provides 160m<sup>3</sup> to Domestic Members without charge, each year;
    - **No Standing Charge for Domestic Members;**
    - The full subsidy is to be passed to the Domestic Member - they are not to be charged for water used up to 160m<sup>3</sup>;
    - If a Domestic Member uses more than 160m<sup>3</sup>, the GWS is to charge for the volume consumed above 160m<sup>3</sup> (Excessive Use);
      - Where a GWS shows that it is not economically viable to provide 160m<sup>3</sup> without charge to Domestic Members, it can seek Members approval to provide a volume between 160m<sup>3</sup> - 115m<sup>3</sup> without charge. Approval of the GWS Members **must** be secured at a Special General Meeting. If your GWS is supplying less than 160m<sup>3</sup> without charge to Domestic Members you must **forward a copy of the Minutes of the SGM where approval was secured;**
      - For Water Conservation **and** monitoring usage to ascertain where Excessive Use is present, a GWS will need to have meters in place and a robust meter reading routine. If you do not have metering in place **it is important that you make contact without delay so that we can seek funding for your GWS with which to install meters;**
      - Ensure your Accounts are audited. Figures under the headings Repairs and Maintenance or General Expenses, may include expenditure for Water Quality, Source Protection, Training or other costs which are 100% funded under AMS. If these are not made known to us we cannot give your GWS the full value. Do not include expenditure related to a new connection as operational expenditure; this is capital in nature and you will have received a connection fee from the person/entity purchasing the connection.

### III

In administering your GWS you need to ensure:

- Have you evidence of using, in date and Food Quality Chlorine?
- Pumphouses are Food Production sites and must be clean and tidy;
- Complete Record sheets on **every** visit to your Pumphouses;
- Frequent visits to your Pumphouses and at appropriate intervals;
- Check for chlorine dosing, chlorine levels, UV filter check and all water quality activities on such visits;
- Ensure records are kept and maintained relating to "End of Line", Free Chlorine Tests, and more;
- Mobile Phone Text Alarm System ~ **mobile phone must be in credit**;
- UV system to be serviced annually **and** the UV bulb replaced as required;
- Septic Tanks ~ there is a need to be vigilant in relation to Water Sources;
- Fire Hydrants ~ marked clearly, visible and usable in an emergency?
- Water Connections ~ clearly marked so that a Contractor carrying out Road Improvement Works would be aware of their presence and not tar over them?
- Bank Accounts ~ **must** be in the name of the GWS, not individual Committee Members. Some Credit Unions have the software to accept Electronic Fund Transfers. It would be **wise to research before making changes to Bank Accounts**. Ask your Bank whether it can give more favourable terms to your GWS first, (not charging Bank Charges);
- GWS Organisation ~ If you are not formed as a Co-Operative or Company, you can be regarded as a Trust;
- Does your GWS own the land on which your water source, Pumphouse, Reservoir is present? If not, please get in touch. We would like to focus on this aspect of GWS life over the next few years. We may be able to assist with funds and advice;
- Did your GWS have difficulty with your water supply during periods of Drought? Please let us know - we need to be prepared.

Regarding the Council's service delivery, the offices are open to the public at the moment. This may change in accordance with Public Health Guidelines. People are requested to use the post box, postal service or email and if you need to visit Council offices, please make an appointment beforehand. It is very important that you submit your application and support documents early. Stay safe everyone, and if in difficulty do get in touch, we will do what we can to help ~ **beir bua!**

Is mise le meas,

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