

14<sup>th</sup> October 2003

Circular L16/03 (WSP)

*To each local authority*

## **WATER SERVICES PRICING POLICY**

### **Workshops on Quantifying Water Services Direct and Indirect Costs**

#### *Introduction*

Water Services pricing policy has been rolled out incrementally in the period since March 2000. The policy as agreed by Government provides *inter alia* for the full recovery from the non-domestic sector of the costs (direct and indirect) associated with water services provision. Indirect costs are defined as the ratio of local authority administrative costs including accommodation, salaries, insurance etc. incurred by an authority in the provision of the water services and which can be reasonably and proportionately added to the consolidated water services charge.

#### *Piloting the Template*

A unit cost template has been developed under the auspices of the CCMA Water Pricing Operational Cost Sub-Group (and in consultation with this Department's Water Services Policy Unit) to assist the determination of direct and indirect water services cost. It is proposed to pilot this template in order to test robustness and to assess suitability as a national application. It is now proposed to hold a series of workshops in order to foster a common understanding and consistency of approach in the application and piloting of the template. The workshops will facilitate the completion of the template and the return of data by 30<sup>th</sup> November 2003 will be held at Regional Training Centres between Friday 31<sup>st</sup> October and the Friday 7<sup>th</sup> November 2003.

#### *Schedule of Workshops*

Workshops are being organised at the WSNTG centres as follows -

Ballincollig, Co. Cork	- Friday, 31 <sup>st</sup> October
Roscrea Co. Tipperary	- Tuesday, 4 <sup>th</sup> November
Castlebar, Co. Mayo	- Wednesday, 5 <sup>th</sup> November
Stranorlar, Co. Donegal	- Thursday, 6 <sup>th</sup> November
Ballycollin, Co. Dublin	- Friday 7 <sup>th</sup> November

Invitations seeking the nomination of suitable administrative and technical staff will issue shortly through the WSNTG Regional Centres. You are also advised that morning and afternoon sessions are proposed for the Roscrea and Dublin Workshops.

#### *Who Should Attend?*

It is suggested given the immanent transfer of Sanitary Authority functions to county level that attendees be selected on a county or city basis and that a single county or city wide return which includes the data for Town Councils be prepared. Authorities should arrange for the attendance of the relevant administrative and technical staff normally involved in water services pricing. This may include as appropriate Directors of Services, Finance Officers, Senior Engineers, Accountants, Administrative Officers and Senior Staff Officers. It is suggested in general that for each authority three and no more than four Officers attend the training sessions.

#### *Information Pack*

An information pack which will include the template and general guidance notes will issue at the workshops.

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Liam Gleeson  
Water Services Policy Unit

To - Each County and City Manager and Director of Services (Water Services)  
Copy to - GCCC, AMAI, CCMA, Ombudsman's Office and Regional Authorities.

