

SCHEDULE 17

Regulation 37(2) and (3)

FORM OF RECORD TO BE MAINTAINED UNDER SECTION 51(1) OF THE ACT

**RECORD OF MATTERS IN RESPECT OF A RESERVOIR
UNDER SECTION 51(1) OF THE RESERVOIRS (SCOTLAND) ACT 2011**

(see Notes (1) and (2))

Reservoir registration number (as specified in the controlled reservoirs register):	
Name (if any) and location of the reservoir:	
National grid reference for the approximate centre of the reservoir:	
Name and address of reservoir manager(s):	

Details of any directions by the construction engineer, inspecting engineer or supervising engineer under section 51(3) of the Reservoirs (Scotland) Act 2011 (“the Act”) as to the manner in which the information is to be recorded or as to the intervals at which the record is to be updated.

WATER LEVEL AND DEPTH OF WATER

(see Note (3))

Date	Water level in the reservoir measured relative to the top water level (in metres) (see Note (4))	Name, position and signature of engineer or other person responsible for the entry

Date	Depth of water flowing over waste weir or overflow (in metres)	Name, position and signature of engineer or other person responsible for the entry

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Method of recording water levels:

Datum to which levels are referred e.g. ordnance datum or the level of the overflow sill:

LEAKAGES, SETTLEMENTS OF WALLS OR OTHER WORKS AND REPAIRS

(see Note (5))

Position and extent of any leakage from the reservoir or settlement of walls or other works, giving date of discovery	Description of action taken consequent on discovery of leakage or settlement (including details of any notifications to the supervising engineer)	Name, position and signature of engineer or other person responsible for each entry	Date action taken

Details of repairs undertaken on reservoir	Name, position and signature and contact details of engineer or other person who carried out the works	Date repairs carried out

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

PERSONS WITH A FUNCTION IN RELATION TO THE RESERVOIR

(see Note (6))

Scottish Environment Protection Agency	
Name:	
Address:	
Email address:	
Contact telephone number:	

Construction engineer		
Name:		
Address:		
Email address:		
Contact telephone number:		
Reason for appointment (<i>tick as appropriate</i>):		<input type="checkbox"/> Construction of a reservoir (other than restoration to use)
		<input type="checkbox"/> Restoration to use of a reservoir
		<input type="checkbox"/> Abandonment of a reservoir
		<input type="checkbox"/> Discontinuance of a reservoir
		<input type="checkbox"/> Other alteration of a reservoir
Period of appointment	Date period began:	
	Date period ends (or ended):	

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Inspecting engineer	
Name:	
Address:	
Email address:	
Occasion for appointment: <i>(see Note (7))</i>	
Period of appointment	Date period began:
	Date period ends (or ended):

Engineer(s) (if any) appointed by SEPA under section 67 of the Act	
Name:	
Address:	
Email address:	
Period of appointment	Date period began:
	Date period ends (or ended):

Supervising engineer	
Name:	
Address:	
Email address:	
Telephone number (within normal working hours):	
Telephone number (outwith normal working hours):	
Period of appointment	Date period began:
	Date period ends (or ended):

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

ACCESS

Description of access giving any restrictions on load, width, or height of vehicles using access and details of the construction of the access route:

TYPE, CAPACITY, ETC.

Type of reservoir (tick as appropriate):	Impounding	
	Non-impounding	
	Service	

Level up to which water may be stored, exclusive of flood storage, as it was last specified in a certificate given either under the Act, the Reservoirs Act 1975 ("the 1975 Act") or the Reservoirs (Safety Provisions) Act 1930 ("the 1930 Act"):

Capacity (in m ³)	At the top water level:	
	Between lowest natural level of any part of the surrounding land and the top water level:	
	Between the lowest natural level of any part of the surrounding land and the level, as last specified in a certificate given under the Act, the 1975 Act or the 1930 Act exclusive of any provision for flood storage:	

Surface water area (in m ² or km ²)	At the top water level:	
	At level up to which water may be stored, exclusive of flood storage, as it was last specified in a certificate given either under the Act, the 1975 Act or 1930 Act:	

Fetch (in metres):	
Fetch direction:	

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

STRUCTURAL CHARACTER OF DAM, RESERVOIR WALL OR EMBANKMENT

Type (tick as appropriate)		Date construction completed
Earth: [specify sealing membrane or core]		
Rockfill: [specify sealing membrane or core]		
Gravity:		
Buttress:		
Other: [specify as appropriate]		

Levels above ordnance datum (in metres)	Of the top of the dam(s) and reservoir wall(s) or embankment(s):	
	Of the top of the wave wall:	
	Maximum height in metres of the dam(s) and reservoir wall(s) or embankment(s) from the lowest natural ground level at the toe (including the stream bed) to top of the dam, wall or embankment (excluding wave wall):	

DETAILS OF DRAW-OFF WORKS, BOTTOM OUTLETS, ETC.

	Details:	Maximum rate of discharge (in m ³ /s):
Draw off works		
Bottom outlets		
Any other means of lowering the level of the water		

PHYSICAL CHARACTERISTICS OF DIRECT AND INDIRECT CATCHMENT AREAS, ETC.

Direct catchment area (m ² or km ²):	
Indirect catchment area (m ² or km ²):	

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Method of bringing water into the reservoir from the indirect catchment area, with details of any control or pumps provided and of maximum inflow capacity:

Physical characteristics of direct and indirect catchment areas which affect the rate of storage of water:

STANDARD AVERAGE ANNUAL RAINFALL ON DIRECT AND INDIRECT CATCHMENT AREAS

Details of standard average annual rainfall on the direct and indirect catchment areas of the reservoir according to the meteorological office records:

SPILLWAY WORKS: THEIR TYPE, LOCATION AND LEVEL AND THE SAFETY PROVISIONS MADE IN CONNECTION WITH THEIR OPERATION

Type and location (if independent of main dam structure):

	Crest level:	Length:	Other particulars:
Fixed crest weirs			
Syphons			<i>[state if air regulated saddle syphons or not]</i>
Other gates or valves			
Movable crest gate			
Tunnels or other features affecting discharge capacity			
Emergency spillway			

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Moveable gates or valves		
Methods of operation (<i>tick as appropriate</i>):	Manual	
	Automatic	
	Float control	
Sequence of operation:		
Source of power:		
Standby arrangements:		

RELEVANT WORK NOTIFIED TO SEPA UNDER SECTION 33 OF THE ACT

Category of relevant work notified to SEPA (<i>tick as appropriate</i>):	Construction of a reservoir (other than restoration to use)	
	Restoration to use of a reservoir	
	Abandonment of a reservoir	
	Discontinuance of a reservoir	
	Other alteration of a reservoir	
Details of work:	Date of notice to SEPA:	

MEASURES TAKEN IN THE INTERESTS OF SAFETY OR WHICH MIGHT AFFECT SAFETY

Details of any measures directed in the safety report:	Date(s) when measure taken:

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Details of any measures specified in an inspection report which the reservoir manager is directed (in accordance with section 47(3)(d)(ii) of the Act) to ensure are taken under supervision, and the period of time specified in the report within which each measure is to be taken:	Date(s) when measure taken:

Details of any measures (for the maintenance of the reservoir) specified in an inspection report which the reservoir manager is directed (in accordance with section 47(3)(d)(i) of the Act) to ensure are monitored:	Date(s) when measure taken:

Details of any recommendations (relating to the maintenance of the reservoir) which are included in an inspection report pursuant to section 47(3)(g) of the Act:	Date(s) when measure taken:

Details of any action taken by SEPA under section 71 of the Act:	Date(s) when action taken:

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**NOTICES, RECOMMENDATIONS, DIRECTIONS AND STATEMENTS BY
A SUPERVISING ENGINEER**

Details of any notice given under section 50(2)(a) or (g) of the Act by the supervising engineer:	
Date	Details of notice

Details of any recommendation made under section 50(3) of the Act by the supervising engineer:	
Date	Details of recommendation

Details of any direction given under section 50(4) of the Act by the supervising engineer:	
Date	Details of direction

Details of each statement made under section 50(8) of the Act by the supervising engineer:	
Date	Details of statement

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

UNUSUAL EVENTS WHICH COULD AFFECT THE SAFETY OF THE RESERVOIR

(see Note (8))

Details of any unusual events, such as seismic activity, which have occurred at or near the reservoir:	Date(s) of occurrence of any such event:

CERTIFICATES, REPORTS AND DIRECTIONS

(see Note (9))

Certificates		
Date	Type (e.g. preliminary certificate)	Section and subsection of the Act under which the certificate was given

Reports	
Date	Section and subsection of the Act under which the report was given

Directions	
Date	Section and subsection of the Act under which the direction was given

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

APPOINTMENT OF REFEREE UNDER THE ACT

Name of referee	Date of appointment

DRAWING REGISTER

(see Note (10))

Drawing number	Drawing title	Revision number	Approval date

INSTRUMENTATION AT THE RESERVOIR

(see Notes (11) and (12))

Site reference number instrument	Type and serial number of instrument and key details	Location at the reservoir	Date of installation	Conditions and assessment date

EXTENT OF OPENING OF VALVES, GATES AND PENSTOCKS

(see Note (13))

Date	Type and location of equipment (gate, valve and penstock)	Extent of opening	Name, signature and position of engineer or other person responsible for the entry

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

Method of recording extent of opening for each type of equipment:

Procedures used for opening each type of equipment and for reading the extent of opening:

Notes

- (1) If any of the information to be provided is not relevant in relation to the reservoir, "Not relevant" should be stated in the space where it is to be provided, along with the reasons why.*
- (2) Any of the information to be provided may be supplemented with relevant drawings.*
- (3) A record of water levels and depth of water including the flow of water over the waste weir or overflow should be maintained by recording appropriate entries in the form shown.*
- (4) Where the water level is above the top water level, the difference between those levels should be recorded as a positive value. Where the water level is below the top water level, the difference between those levels should be recorded as a negative value.*
- (5) A record of leakages, settlements of walls or other works, and repairs should be maintained by recording appropriate entries in the form shown.*
- (6) 'Function' refers to any power conferred or duty imposed by virtue of the Act.*
- (7) See section 45(1)(a) of the Act.*
- (8) A record of unusual events that have a bearing on the safety of the reservoir should be maintained by recording appropriate entries in the form shown.*
- (9) A record of certificates given, reports made, directions given under the Act, the Reservoirs Act 1975 or the Reservoirs (Safety Provisions) Act 1930 should be maintained by recording appropriate entries in the form shown.*
- (10) A register of drawings of the reservoir and a description of works should be maintained by recording appropriate entries in the form shown.*
- (11) A record of the type, location, age and condition of instruments installed at the reservoir should be maintained by recording appropriate entries in the form shown.*
- (12) The locations of instruments with their reference numbers should be shown on the relevant drawings of the reservoir.*
- (13) A record of the extent that valves, gates and penstocks are open should be maintained by recording appropriate entries in the form shown.*