



**SCOTTISH ENVIRONMENT PROTECTION AGENCY**

**POLICY NO 23**

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE METEOROLOGICAL OFFICE  
AND SEPA**

**(For the operation of the National Precipitation  
Archive in Scotland)  
(Agreed on 16<sup>th</sup> October, 1997)**

**Version 1  
October, 1997**



## **SCOTTISH ENVIRONMENT PROTECTION AGENCY**

### **MEMORANDUM OF UNDERSTANDING BETWEEN THE METEOROLOGICAL OFFICE AND SEPA (For the operation of the National Precipitation Archive in Scotland)**

#### **1. Introduction**

- 1.1 This Memorandum of Understanding sets out to define the guidelines for the operation of the Scottish National Precipitation Archive and identifies agreed areas of responsibilities and charges to be made. It does not cover codes of practice for making observations; these will be covered by the British Standards Institute Working Group recommendations. This MoU is between the Scottish Environment Protection Agency (hereafter known as SEPA) and the Meteorological Office (hereafter known as the Met Office). It acknowledges the close links between the parties; the contributions from (a) SEPA's predecessors (the seven Scottish River Purification Boards) of rainfall measurement together with the downloading and reformatting of automatically logged rainfall data, and (b) the Met Office in the analysis, quality control and storage of such data and the auditing of site and measurement standards. It also acknowledges the need for a long term national archive of precipitation data kept in a standardised, quality controlled format for use in climatological assessment and other customer applications.
- 1.2 This MoU will be entered into on the principle of 'reasonable endeavours' by both SEPA and the Met Office, and will not be the basis of any legal claim or action.

The MoU will operate for a minimum period of 12 months, and thereafter may be reviewed at the request of either party.

#### **2. Background**

- 2.1 A close working relationship at all levels has existed for many years between hydrologists and meteorologists. Nine River Purification Boards were originally set up under the Rivers (Prevention of Pollution) (Scotland) Act 1951. Subsequent legislation established the subsequent seven Scottish River Purification Boards to exercise for those purposes the functions conferred on them by the Control of Pollution Act 1974.

The Met Office is the legal successor to the British Rainfall Organisation. SEPA either makes, or arranges for the taking of, rainfall and climatological observations which are subsequently sent to the Met Office's Scottish Weather Observations Centre (SWOC) in Edinburgh. These observations are then quality controlled, archived and a copy returned to the originator. All quality controlled data are Crown Copyright. Inspections of the rainfall sites and raingauges are carried out by Met Office staff based at SWOC. Maintenance and replacement of many of the raingauges in the network is undertaken by, and at the expense of, SEPA.

### 3. Operation of the Archive

- 3.1 The Met Office will hold, manage and maintain the manuscript Scottish National Archive at SWOC in Edinburgh, who will also have access to the UK national computer based precipitation archive at Bracknell. The Met Office will, through SWOC, continue to provide site selection advice, site inspections and data quality control. The Met Office, will at SEPA's request, continue to return to SEPA the latter's own quality controlled data free of **all** charges. The Met Office, through SWOC, will at SEPA's written request, send SEPA routine, quality controlled rainfall data from other contributors within Scotland free of **all** charges.
- 3.2 Under the terms of the draft British Standards Institute document on rainfall, the Scottish National Archive as part of the UK archive will hold sufficient monthly, daily and sub-daily data to define the broad scale rainfall climatology. The same document also makes provision for a Regional Archive to be set up and maintained by data collectors which contains data from the remaining rainfall stations. As the number of stations not required by the Scottish National Archive is expected to be fairly small and to avoid the complexity caused by a number of smaller archives, the Met Office will provide, through SWOC, a Regional Archive facility for Scotland.
- 3.3 SEPA contributes to the Scottish National Archive by providing , or collating data. Whilst this contribution is at least 10% of all observations from its geographical area, SEPA will be entitled to the quality controlled data of all the other contributors, prior to the date of this MoU, within that area free of data charges, but would be subject to charges in 3. 6 below.
- 3.4 The Met Office holds the rainfall archive for the United Kingdom. Should SEPA require quality controlled daily and sub-daily data for Northumbria &

North West Regions of England from the archive, then it will be provided with the data free of data charge but would be subject to charges in 3.6 below.

- 3.5 Visual inspection of the manuscript rainfall records contained in the National Archive at Bracknell (or SWOC in Edinburgh for Scotland) will continue to be free of data charge.
- 3.6 Any service which the Met Office provides for SEPA in respect of non-routine copying or extraction of precipitation data will be kept to a minimum by charging for on the basis of staff costs, materials and analysis only. Invoices for such charges will be payable within 30 days of date of invoice.
- 3.7 The Met Office holds pre-1961 daily and sub-daily raingauge data which were quality controlled using the contemporary methods. Occasionally, the Met Office receives requests for these data to be quality controlled using current statistical techniques. Should SEPA require the Met Office to carry out this quality control, then the task would be subject to charges in 3.6 above, and to availability of resources.
- 3.8 Sale of derived rainfall data to SEPA (e.g. long term averages, return periods etc.) will be charged at 90% discount on the data and subject to the charges in 3.6 above.
- 3.9 The sale of climatological data for other meteorological elements will be charged, at 50% discount on the data charges, up to an annual maximum to be calculated at the beginning of each Financial Year. This annual maximum is set out at Annex A. A revised Annex A will be issued at the start of each Financial Year. All climatological data and analyses are Crown Copyright. Invoices for such charges will be payable within 30 days of date of invoice.
- 3.10 Effectively, close co-operation between SEPA and the Met Office with respect to data collection has existed only since the introduction of the Rivers (Prevention of Pollution) (Scotland) Act 1951. However, the Met Office will apply the policy described above for the provision of all data held in the National Archive, including the pre-1951 data.
- 3.11 SEPA will use the quality controlled daily and sub-daily data from all other contributors to the National Archive in Scotland for its own non-commercial internal purposes only.
- 3.12 If SEPA commissions funded investigations, for a specific project with another party then the Met Office will supply rainfall data to the other party using the same guidelines. The other party shall use the data for that particular project only and will be required to sign to the Met Office's Standard Terms and Conditions.
- 3.13 In accordance with common practice SEPA will continue to provide data to, and answer enquiries from, private citizens and outside agencies about rainfall using its own returned quality controlled data.

- 3.14 Should the requests for rainfall data and the answering of enquiries from outside agencies, but not private citizens, require non-SEPA observed or collated data, those outside agencies should be referred to the Met Office.
- 3.15 Requests for data and climatological services will be handled by the contacts shown in Annex B.

SIGNATURES

NAME S N J Cross  
Director of Services & Business

Signed by S N J Cross on 16/10/97

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Signature

on behalf of Meteorological Office

NAME A C Paton  
Chief Executive

Signed by A C Paton on 16/10/97

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Signature

on behalf of Scottish Environment Protection Agency

**Annex A**

Annual discount due to SEPA for Financial Year 1997/98 totals £6,576:

STATION NAME	DISCOUNT VALUE (£)
Duartmore Bridge	810
Kinbrace, The Hatchery	162
Diabaig	878
Dingwall	810
Dalwhinnie	878
Nunraw Abbey	878
Haddington STW	810
Gartocharn, Portnellan Farm	675
Mugdock Park	675
TOTAL	6,576

**Annex B**

Details of contacts for retrieval of data from the Met. Office:

- i) all historic, manuscript records and all routine quality - controlled rainfall data.

<b>Location</b>	<b>Contact Name</b>	<b>Telephone No.</b>
SWOC	Mike Porter	0131 244 8358

- ii) requests for non-routine quality - controlled rainfall data, derived data, statistics, analyses and climatological services will be provided by the Glasgow Climate Office through:-

<b>Location</b>	<b>Contact Name</b>	<b>Telephone No.</b>
Glasgow Weather Centre for SEPA East and West Regions	Jim Watson	0141 248 7272

<b>Location</b>	<b>Contact Name</b>	<b>Telephone No.</b>
Aberdeen Weather Centre for SEPA North Region	Colin Rutherford	01224 210572