

MARKET BOSWORTH PARISH COUNCIL

LEGIONELLA CONTROL POLICY



Procedures for the control of Legionella bacteria at the public conveniences block, Back Lane, Market Bosworth

Purpose of this document

The document outlines the procedures adopted by Market Bosworth Parish Council in order to comply with the relevant legal requirements to prevent the proliferation of Legionella bacteria in water systems at the public conveniences, Back Lane, Market Bosworth.

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1 General

- 1.1 Market Bosworth Parish Council has overall responsibility for the management of the public conveniences at Back Lane, Market Bosworth, including responsibility for Legionella management. Ensuring compliance with current legislation and adequate risk assessments is the responsibility of the Parish Clerk.
- 1.2. Market Bosworth Parish Council will comply with all legislation and the terms of the HSE document Approved Code of Practice L8, *Legionnaires' Disease – The Control of Legionella Bacteria in Water Systems* in the management of water systems at the public conveniences.

2 Statement

- 2.1. The aim of the Legionella Control Policy is, as far as is reasonably practicable, to ensure the protection of all those who use the water supply systems at the Back Lane public conveniences from the effects of Legionella bacteria.

3 Key Principles

- 3.1 The Parish Council aims to have in place all the necessary and appropriate measures for the prevention of the formation of Legionella bacteria, thus offering, as far as is reasonably practicable, a high level of protection to all persons who may be affected by the use and distribution of the Parish Council's water services.
- 3.2 The Parish Council will do all that is reasonably practicable to protect employees, visitors and neighbours from hazards arising from the use and distribution of water services at the public convenience block.
- 3.3 The Parish Council will achieve this through full compliance with all statutory requirements of current relevant legislation, Codes of Practice and Guidance Notes, and British and European standards.

4 Risk Management

- 4.1 The Parish Council will carry out a Risk Assessment for the operation of the water services at the public convenience block at least annually or more frequently should the need be identified. Should significant changes be made to the water system the Risk Assessment and Legionella Log Book shall be reviewed.
- 4.2 The Parish Council will ensure that adequate measures are in place to ensure, as far as is reasonably practicable, that any Legionella risks are either prevented or adequately controlled.
- 4.3 The Parish Council will take action where the level of control requires improvement.
- 4.4 The Parish Council recognises that storing water above 60° presents a risk of scalding, especially to vulnerable or young persons. To help prevent this, thermostatic mixing valves will be fitted to outlets where persons may come into contact with hot water.
- 4.5 Cold water storage systems shall be managed to ensure water supplies are kept below 20°. Cold water storage tanks shall be monitored for temperature, appropriately insulated and vented and shall be subjected to inspections at least annually.
- 4.6 Cold water storage tanks and water systems shall be cleaned, disinfected and flushed annually or after any significant alterations or maintenance works have taken place.
- 4.7 Calorifiers shall be inspected and flushed annually.
- 4.8 Monthly temperature checks shall be taken from sentinel outlets on the system to ensure temperatures remain compliant with those prescribed in current legislation. Further checks shall be made from alternative outlets on the system to ensure all outlets are discharging water at temperatures compliant with legislation.
- 4.9 Any installations, alterations and maintenance shall only be carried out by a competent person.

- 4.10 Any substances or chemicals used in the control of Legionella bacteria shall be used and stored in compliance with COSHH 2002 and in line with the Manufacturer's Safety Data Sheets (MSDS).
- 4.11 Cleaning contractors may only use products that are suitable for the purpose as per the Water Regulations Advisory Scheme.
- 4.12 If a case of Legionella is suspected to have been contracted on the premises, it will be reported to the HSE.
- 4.13 Any persons responsible for managing the risks associated with Legionella shall be competent to do so.

5 Roles and responsibilities

- 5.1 The Parish Council will be responsible for this policy; ensure that all employees and contractors are aware of their legal responsibilities and duties; provide training as necessary.
- 5.2 As the Council's Safety Officer, the Clerk will implement the Legionella Control Policy; keep informed of relevant legislation; ensure that actions that have been approved by the Parish Council to remove or mitigate against risk are carried out; ensure all contractors are aware of their legal responsibilities and duties.

6 Review of the Policy

- 6.1 This document shall be reviewed annually; or upon any changes to legislation; or in the case of any significant changes to the water supply and distribution systems; or subject to the requirements of Market Bosworth Parish Council.

7 Supporting Documents

- Health and Safety at Work Act 1974
- Market Bosworth Parish Council's Health and Safety Policy
- Market Bosworth Parish Council's Health and Safety Policy Statement
- Control of Substances Hazardous to Health 2002 (COSHH)
- Management of Health and Safety at Work Regulations 1999
- Legionnaires' disease. The Control of Legionella Bacteria in Water Systems ACoP L8 (fourth edition) 2013
- Legionnaires' disease. The Control of Legionella Bacteria in Hot and Cold Water Systems HSG274 2014
- Site Risk Assessments
- Site Legionella Log Books

*Adopted by Market Bosworth Parish Council at its Meeting on 7 February 2017
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