

Legionella Policy (HS_P3)

Document version:	V1
Policy owner:	Head of Business Support
Next policy review date:	September 2027
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Approved by HMWT Council on:	15 September 2022 (meeting C/279)
Signed:	
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Position:	Chairman
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Reviewed:	
Amendments:	

Legionella Policy Statement

1. Purpose

1.1 The aim of this Policy is to ensure the effective inspection, maintenance and management of all water systems within premises controlled by Herts and Middlesex Wildlife Trust (the "Trust"). Effectively this Policy relates specifically to Grebe House but the Trust recognises its responsibility to cooperate and coordinate with other Duty Holders, where necessary, to ensure prevention and control of legionella.

2. Definitions

Legionella – "a potentially dangerous type of bacteria when inhaled with water vapour. Bacterium grows best in warm, nutrient rich water."

Legionella Risk Assessment – "a specific risk assessment carried out to determine the risk level of Legionella Assessment proliferation, and exposure from a specific water system."

Log Book – "a record book provided to record all local checks and tests carried out, as specified by legionella risk assessment."

Legionnaires' disease – "a potentially fatal form of pneumonia caused by the legionella bacteria."

3. Legal Duties

3.1 The Trust has several specific legal duties which relate to water safety and, in particular, Legionella risk management. These include:

- Identifying and assessing sources of risk;
- Preparing a scheme for preventing or controlling the risk;
- Implementing and managing the scheme;
- Keeping records and checking what has been done is effective.

4. Legionella Background Information

4.1 Legionella bacteria is common in natural water (such as rivers and ponds). However, legionella can grow in other water systems such as cooling towers, evaporative condensers, showers, spray apparatus and hot and cold-water systems – Grebe House has a hot and cold-water system.

4.2 Legionnaires' disease is a potentially fatal form of pneumonia caused by the inhalation of Legionella bacteria. This includes the most serious Legionnaires' diseases, as well as the similar but less serious conditions of Pontiac Fever and Lochgoilhead Fever. The bacteria is normally contained within fine water droplets (aerosol) that may be caused by operating a cooling tower, shower, spray apparatus, running a tap outlet or operating a humidifier.

4.3 Legionnaires' disease has the potential to affect anybody. However, those more susceptible are normally in the age range of 45 and above, smokers, heavy drinkers, or suffer from chronic respiratory or kidney disease or have impaired immune systems.

4.4 Legionella survive low temperatures and thrive at temperatures between 20-45 degrees C if the conditions are right (e.g. if a supply of nutrients is present such as rust, sludge, scale and other bacteria).

4.5 Water temperatures in the range of 20 – 45oC favour the growth of Legionella in water systems. It is uncommon to find proliferation below 20oC and it will not survive above 60oC. In addition to temperature control, other methods of protection include ionisation, UV light, chlorine dioxide, ozone treatment or thermal disinfection.

5. Legionella Policy

5.1 The Trust will aim to minimise and control the risk from Legionnaires' disease and, to this end, will:

- Appoint a responsible person who will have a duty to put in place an action plan to minimise the risk of Legionella and to manage and monitor the necessary work systems and procedures;

- Identify and assess sources of risk (e.g. where conditions are present that may encourage Legionella bacteria to multiply or where there is a means of creating and disseminating breathable droplets), and establish any items of noncompliance;
- Assess the level of risk through a structured Legionella Risk Assessment programme, and aim to eliminate or reduce the risk to an acceptable level;
- Arrange for routine inspection and maintenance of water systems, and where needed, a programme of disinfection;
- Retain records of maintenance, inspection and testing for a minimum of five years.

Responsibilities

Responsibility	Named Person
Statutory Duty Holder for HMWT	Lesley Davies, Chief Executive
Responsible Person	Justin Tyas, H&S Manager
Deputy Responsible Person	Becky Vernon-Clinch, Head of Business Support

6. Principles

- The Trust will appoint competent (expert) contactor(s) to undertake the risk assessment and assist with the development of the scheme of control, any remedial works etc.
- Monitoring will be undertaken as advised by the risk assessment / scheme of control
- Mains water is used to feed Grebe House and as far as reasonably practicable it will be stored for the minimum amount of time within the system
- As far as reasonably practicable, hot water will be kept hot and cold-water cold
- Whenever possible, 'dead-legs' which can trap and allow water to stagnate will be removed
- Where water is used or stored for consumption in any devices an effective system of regular cleaning and disinfecting will be introduced, in accordance with manufacturer's instructions

7. Review

7.1 The Trust will review its methodology for managing Legionella every three years or sooner if required by Statutory or best practice requirements.

9. Legislation and References

- Health & Safety at Work Act etc. 1974
- Management of Health & Safety at Work Regulations 1999
- Control of Substances Hazardous to Health Regulations 2002, as amended
- [L8 Legionnaires' Disease - The control of Legionella bacteria in water systems. Approved Code of Practice and Guidance](#) (4th Edition)
- [HSG274 Legionnaires' Disease](#) – Technical Guidance (in 3 Parts) (2013)
- [IAC127 \(rev2\) Legionnaires' Disease – A Guide for Employers](#)
- [INDG458 Legionnaires' Disease – A brief guide for Duty Holders](#) (2012)