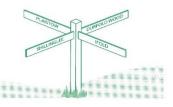
PLAISTOW AND IFOLD PARISH COUNCIL



LEGIONELLA POLICY

Legionellosis

Legionnaires disease is a potentially fatal form of pneumonia, which can affect anybody, but which principally affects those who are susceptible because of age, illness, immunosuppressant, and smoking. It is caused by the bacterium Legionella pneumophila and related bacteria. Legionella bacteria can also cause less serious illnesses which are not fatal or permanently debilitating.

Transmission & sources of risk

The most common form of transmission is inhalation of contaminated water droplets where there are clouds of fine water vapour e.g., a running tap. Sludge, still water, limescale, rust, rubber, bio film and algae provide nutrients for the bacteria, which thrive in temperatures between 20°C to 45°C. All parts of a water system can be affected, including active and redundant ('dead-leg') pipework; taps; thermostatic mixing valves; water tanks (hot and cold); water heaters; water urns; showers; outside taps and hoses. Risk Assessment, water monitoring and equipment maintenance is required in most public buildings. Premises with mains drinking water require a sampling programme to ensure the water is constantly safe.

Statutory Requirements

The Health and Safety Executive has issued <u>L8 - Approved Code of Practice and guidance</u> to support those with a legal duty to control legionella bacteria in building water systems under the Health and Safety at Work Act 1974; The Control of Substances Hazardous to Health Regulations 2022 & 2013 and The Management of Health and Safety at Work Regulations 1999.

Plaistow and Ifold Parish Council has a statutory duty in its capacity as an employer; controller of premises for public use and in line with its health and safety responsibilities to third parties.

Premises: Cricket Pavilion, Loxwood Road, Plaistow, West Sussex RH14 0PX **Water system:** One (1) outside cold mains water tap with hose equipment.

Risk factors:

- Provides water, including drinking water for public events.
- Infrequent use, mainly in summer months.
- ➤ Hot weather could increase the water temperature between 20°C 45°C
- Still water sits in hose, tap, pipework and external storage box with likelihood of bacteria nutrient sources accumulating e.g., algae, sludge, limescale and rust.
- Hose delivery causes fine water vapour.

Key roles & responsibilities

Statutory Site Duty Holder Plaistow & Ifold Parish Council ('the Council')	Ensures legal compliance. Cannot delegate its duty but can delegate managerial responsibility to a Nominated Responsible Person. Sets an annual Legionella budget.
Nominated Responsible Person Clerk	Ensures the Council meets its responsibilities for the control of legionella. Oversees training, audit of the site logbook (appendix A), actions of Operational Staff and arranges Service Providers to carry out remedial actions when required.
Deputy Nominated Responsible Person Cllr. Jane Price	The Council will ensure that there is always a named Deputy Nominated Responsible Person who has received training.
Operational Staff Councillors Winter & Emergency Plan Committee oversight	Named Councillors (appendix B) will undertake the required inspections, monitoring and record keeping.
Service Providers	Risk assessors, monitoring companies, consultants, and contractors.
Local Water Authority	Southern Water 0330 303 0368

Actions

Service	Task	Frequency	Allocation	
Water system	Risk Assessment &	Update if water	Valens Water	
	Schematic Drawing	system changes	(March 2022)	
Water system	Risk Assessment &	Annually	Full Council - May	
	Policy review			
Outlet (tap / hose)	Restrict public	Continuous	Winter &	
	access to water		Emergency Plan	
	supply via locked		Committee	
	storage box			
Outlet (tap / hose)	Flush through	Monthly	Operational Staff	
		(3 minutes)	(Appendix A)	
Cald Water Camilana	Charle	Marabla (Oabalaa)	O	
Cold Water Services	Check water	Monthly (October –	Operational Staff	
	temperature is below 20°C <u>after</u>	April)	(Appendix A)	
		Fortnightly (May		
	running the water for up to 3 minutes.	Fortnightly (May – September)		
	Tor up to 3 minutes.	September)		
Outlet - Tap	Keep clean of	Annually –	Operational Staff	
	limescale	Community Action	operational stain	
	mnescare	Day		
Outlet - Hose	Clean with	Annually –	Operational Staff	
	disinfectant and	Community Action	'	
	rinse with cold	Day		
Sampling	If the weather gets	Annually	Valens Water	
	exceptionally hot	keep under review		
Total Viable Count	and the			
drinking water	temperature of the			
sample	tap goes above			
	20°C it is			
	recommended			
	to take a sample.			
Training	Ensure Nominated	Review annually	Full Council - May	
	& Deputy			
	Responsible			
	Persons are			
	adequately trained.			
Notice	Dublich notices of	Update if water	Full Coursell	
inotice	Notice Publish notices at the site to advise		Full Council	
	users to flush	system changes	(November 2023)	
	through for at least			
	5 minutes before			
	use.			

Site logbook

Appendix A.

To be completed by Operational Staff and sent to the Clerk for record keeping and audit.

Equipment

ETI SuperFast Thermapen 3 Classic Thermometer (Orange) Stored in the locked water unit at the Cricket Pavilion.

Appendix A

SITE LOGBOOK

Site Location	Plaistow Village Green
Building	Cricket Pavilion
Year	

Cold Water Outlet

Location	Sentinel Outlet Yes/No	Flush through 3 minutes	Incoming water main °C < 20°C after running for 2 minutes	Compliant Yes/No	Action Specify & contact Clerk	Date	Sign
Outside tap	Y						
Outside tap	Y						
Outside tap	Y						
Outside tap	Y						
Outside tap	Y						
Outside tap	Y						
Outside tap	Y						
Outside tap	Y						
Outside tap	Y						
Outside tap	Y						
Outside tap	Y						
Outside tap	Υ						

Operational Staff Inspection Rota

Date	Name
November 2023	Doug Brown
December 2023	Sarah Denyer
January 2024	Nicholas Taylor
February 2024	Jane Price
March 2024	Paul Jordan
April 2024	Doug Brown
May 2024	Sarah Denyer

Rota to be updated each May.

PLEASE READ BEFORE USE

You MUST run the water at high speed/pressure for 5 MINUTES
BEFORE using the water for other purposes