



Legionella Management Plan

If you have difficulty with reading this policy, including any difficulties with sight or hearing, or if you require this document translated into another language, please contact us and we will be happy to provide this information in a format that suits your needs.

Our Vision, Our Mission, Our Values

Our Vision

Elderpark Housing will lead the way in delivering outstanding customer services and great places to live.

Our Mission

To provide quality, affordable homes and excellent services which place a focus on our customers and enhancing our communities.

Our Values



Equality and Diversity Statement

Elderpark Housing are committed to ensuring people or communities do not face discrimination or social exclusion due to any of the following protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion and belief; sex or sexual orientation.

This document complies with our Equality and Diversity Policy.

We will regularly review this Policy and consider any equalities implications taking the necessary action to address any inequalities (either directly or indirectly) that result from the implementation of this Policy.

Executive Summary

Brief Overview: Updating the Association's Annual Legionella Management Report.
Risks: Low
Relevance to Business Plan: None
Financial Implications: Low
Equalities: N/A
Regulatory Impact: To comply with the Health & Safety Executive (HSE) Approved Code of Practice (ACOP) and guidance L8. The Scottish Regulator Governance and Assurance.
Recommendations: Issue information in the next tenants newsletter

CONTENTS

- 1 Policy statement
- 2 The duty holder
- 3 Objective
- 4 Risk assessment
- 5 Procedures
- 6 Remedial works
- 7 Void property measures
- 8 Monitor and review

1. POLICY STATEMENT

The policy of EHA is to control, prevent and minimise the risk from legionella, to provide and maintain safe and healthy working conditions, equipment and systems of work for all staff, students, contractors and visitors, and to provide such resources, information, training and supervision as needed for this purpose. EHA will do all that is reasonably practicable to manage the risk of legionellosis and will follow the steps laid out in the procedures and written control schemes.

2. THE DUTY HOLDER

The duty holder position sits with the Maintenance Manager. The day to day management of legionella is delegated to key maintenance personnel and their appointed contractors. It is also the responsibility of the Maintenance Manager to ensure that any training deemed necessary is provided to the appropriate members of staff. The Health and Safety manager will review the management of legionella at EHA during internal audits for each EHA site and will make any recommendations for remedial action as appropriate.

3. OBJECTIVE

- Clearly define roles and responsibilities
- Confirm EHA's resolve in preventing or minimising the risk from Legionella
 - Affirm EHA'S commitment to have in place control measures that adhere to the risk assessment and comply with the Health & Safety Executive (HSE) Approved Code of Practice (ACOP) and guidance L8.
 - Require EHA to have a control system in place to ensure the measures are being implemented, are effective, records are kept and the policy is reviewed on an annual basis.
- The EHA policy on legionella is to be supported by the written scheme of precautions, which incorporates an action plan for incident management regarding Legionella.



4. RISK ASSESSMENT

0 to 4 - (VERY LOW) 5 to 6 (Low) 7 to 9 (Medium) 10 and above (High)

	Item	Assessment	Frequency	Action
1	Shower heads in void properties	Assessment 1	Frequency high	Clean and disinfect showerheads and sanitary ware.
2	Shower heads in tenanted properties	Assessment 2	Frequency high	Instructions to clean showerheads in the newsletter and website.
3	Water storage tanks in attics	Assessment 4	Frequency medium	Inspect and clean annually and check water temperatures.
4	Office premises	Assessment 1	Frequency low	Clean and disinfect shower heads and water storage tanks annually
5	Blending temperature control valves	Assessment 2	Frequency medium	Clean, disinfect, and check water temperatures.

EHA commit to the following –

- Conducting risk assessments across all buildings routinely
- Reviewing risk assessments at least every two years

5. PROCEDURES

A suitable and sufficient Risk Assessment will be carried out to identify and assess the risk of Legionellosis occurring from water sources on the Organisation's premises and where the Organisation has responsibilities for the water systems. The risk assessment will be reviewed at regular intervals (defined by the Organisation) or where there is reason to suspect its validity.

A written scheme will be prepared for preventing and/or controlling the risk.

Control measures will be implemented, managed and monitored by competent persons as detailed in the written scheme.

Records will be maintained and kept for the duration of their validity and for a further five years.

A competent person will be appointed with sufficient authority and knowledge to manage and control the legionella risk.

Further general information:

Hot water will be stored at a temperature of at least 60°C.

Water pipes will be as short and direct as possible and pipes and water tanks will be effectively insulated. Tanks will be protected against contamination and materials used which do not encourage Legionella growth.

Hot water output from each outlet will reach 50°C within one minute of running (55°C in health care premises)

Cold water will be stored and distributed at a temperature of less than 20°C.

Where water is used or stored for consumption in any devices, e.g. water coolers, tea urns, drinks machines etc., an effective system of regular cleaning and disinfecting will be introduced, in accordance with manufacturer's instructions.

6. REMEDIAL WORKS

This year the Association has carried out the following remedial works / inspections:

Action plan	Contractor	Cost
Inspecting all attic water storage tanks	Abbey Services	£2,880
Cleaning all tanks found to be live	DCL	£23,832
Void properties disinfection procedures	Various	£2,275
Cleaning water supply functions in the main office	Abbey Services	£368
Carry out sample risk assessment during 2020	TBA	
Total Cost		£29,355

7. VOID PROPERTY ASSESSMENTS

During 2019/2020, 156 void properties were deep cleaned. This process included running all water taps and cleaning and disinfecting or replacing showerheads.

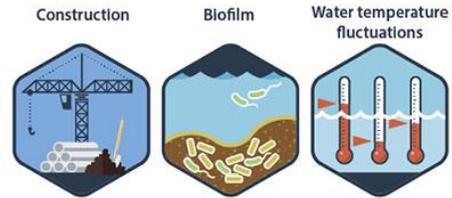
8. MONITOR AND REVIEW

The plan will be reviewed in May 2021 or earlier in the case of changes to premises, personnel, legislation or processes.

The monitoring systems and reviews will be recorded as part of the plan to ensure continuity.

How *Legionella* affects building water systems and people

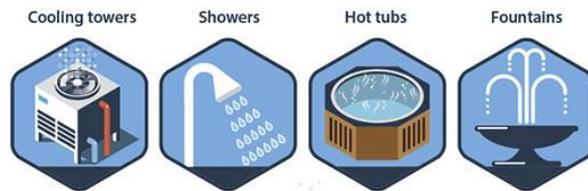
1. Internal and external factors can lead to *Legionella* growth in building water systems.



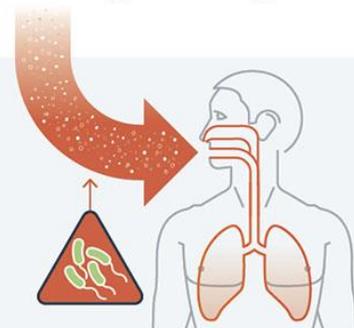
2. *Legionella* grows best in large, complex water systems that are not adequately maintained.



3. Water containing *Legionella* is aerosolized through devices.



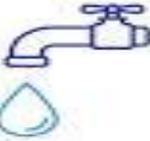
4. People can get Legionnaires' disease when they breathe in mist or accidentally swallow water into the lungs containing *Legionella*. Those at increased risk are adults 50 years or older, current or former smokers, and people with a weakened immune system or chronic disease.



www.cdc.gov/legionella

01/12/2018

LEGIONELLA: MYTH VS REALITY



Landlords are legally required to test for legionella

MYTH

Landlords must carry out a risk assessment for legionella

REALITY

Legionella risk assessments can only be carried out by a Specialist Contractor

MYTH

Landlords who fail to protect tenants from health hazards can be prosecuted under the Health and Safety at Work Act

REALITY