WATER SYSTEMS & LEGIONELLA POLICY

Written by:	**Development & Properties Manager**	Version:	**2**
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[Section 2 "References" updated with "HSG274 Legionnaires Disease – Technical Guidance (in 3 Parts) (2013)" replaced with "HSG274 Legionnaires Disease – Technical Guidance (in 3 Parts) (Second edition) (2024)".]

1. Introduction

1.1 The aim of this Policy is to ensure the effective inspection, maintenance and management of all water systems within premises controlled by the Association.

2. Purpose

2.1 This policy is to ensure all reasonable steps have been taken to comply with the following legislation and guidance:

- British Standards 8580-1:2019 Water Quality: Risk Assessments for Legionella control – Code of practice
- BS6920 Suitability of non-metallic products for use in contact with water intended for human consumption with regard to their effect on the quality of the water
- HSG220 (Second edition) Health and Safety in Care Homes
- HSG274 Legionnaires Disease – Technical Guidance (in 3 Parts) (Second Edition) (2024)
- INDG 458 Legionnaires Disease – A brief Guide for Duty Holders (2012)
- Public Health etc. (Scotland) Act 2008
- The Building (Scotland) Regulations 2004
- The Control of Substances Hazardous to Health Regulations 2002, as amended
- The Housing (Scotland) Act 2006
- The Management of Health and Safety at Work Regulations 1999
- The Private Water Supply (Scotland) 2006
- The Water Supply (Water Fittings) (Scotland) Byelaws 2014
- The Water Supply (Water Quality) (Scotland) Regulations 2001
- L8 (fourth edition) Approved Code of Practice: The control of legionella bacteria in water systems (2013)

3. Implementing this Policy

3.1 The Association 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.

3.2 The Association 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 (eg, 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 non-compliance;
- 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 5 years.

3.3 To mitigate the increased potential risk associated with voids, on all standard properties the Association will carry out and record the following:

- Thoroughly flush all taps;
- Inspect, and if necessary, clean, disinfect, or replace, all shower heads;
- Inspect and report on water storage tank, where present.

3.4 Tenants will be provided with ways to access information on good water management and Legionella control through our website, tenancy agreements and/or by means of information leaflets.

3.5 If it is suspected or confirmed that a tenant, employee or visitor has contracted Legionnaires' disease, the Association will report the incident to the HSE under the Reporting or Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR).

4. Water Fittings and System Requirements

4.1 The Association will ensure that all water fittings comply with relevant legislation and have the UKCA mark, British Standard kitemark or the CE mark. Specialist advice will be obtained in the selection of all water systems fixtures and fittings.

4.2 The Association will ensure that all water fittings are suitable for the purpose intended.

4.3 Flexi-hoses should conform to BS 6920 or be WRAS approved.

4.4 Hot water shall be stored in tanks at a temperature of at least 60°C.

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

4.6 Hot water shall reach taps at temperatures greater than 50°C within 1 minute of running.

4.7 Cold water shall be stored at a temperature of less than 20°C. Cold water shall reach taps at temperatures less than 20°C within 2 minutes of running.

4.8 All little used outlets shall be routinely flushed through.

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

5. Review

5.1 This policy will be reviewed at least every 5 years.