



# **NORTH HORSHAM PARISH COUNCIL**

## **LEGIONELLA CONTROL POLICY**

### **POLICY STATEMENT**

The aim of the Legionella Control Policy is, as far as is reasonably practicable, to ensure the protection of all staff, visitors, hirers and other persons who may be affected by the use and distribution of the Parish Council's water services from the effects of Legionella bacteria.

### **KEY PRINCIPLES**

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 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.

### **WHO DOES THE POLICY APPLY TO?**

The Policy applies to employees and Councillors of North Horsham Parish Council; and contractors

### **REVIEW OF THE POLICY**

Subject to the requirements of the Parish Council; or any new legislation; or changes in case law; or new or changes to British or European standards; or changes to or new Codes of Practice; or new or changes to relevant Guidance Notes; which require immediate amendment, the Policy will be reviewed biannually. The next review will be July 2022.

## **1. PROTECTION FROM HAZARDS**

- 1.1. 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 in all Parish Council owned premises
- 1.2. The Parish Council will achieve this through full compliance with all statutory requirements of current relevant legislation, British and European standards, Codes of Practice and Guidance Notes

## **2. RISK ASSESSMENT**

- 2.1. To achieve the effective implementation of this Legionella Control Policy, the Parish Council will carry out a Risk Assessment for the operation of the water services present in all Parish Council owned premises
- 2.2. The Parish Council will ensure that any Legionella risks are either prevented or adequately controlled
- 2.3. The Parish Council will take action where the level of control requires improvement
- 2.4. The Risk Assessment will be reviewed regularly; or whenever there is any reason to suspect that it is no longer valid

## **3. CONTROL ACTION**

- 3.1. The Parish Council will consider the removal or replacement of equipment or facilities that may present a Legionellosis risk, as preventative action
- 3.2. Where it is impracticable to eliminate all risk by the removal or replacement of the equipment or facility, the Parish Council will implement suitable precautionary measures
- 3.3. The Parish Council will document and regularly monitor these measures to ensure the risks are minimised.

## **4. USE OF PRODUCTS**

- 4.1. The Parish Council will specify that contractors only use products within the Parish Council's water systems registered under the following schemes -
  - Water Regulations Advisory Scheme (WRAS)
  - Fittings that bear the relevant British Standards Kitemark
  - Products from companies who are on the BSI register of 'Firms of Assessed Capability' and assessed to the relevant part of ISO 9000

**5. WATER MANAGEMENT SYSTEM**

- 5.1. The Parish Council will implement a Water Management System that takes into account the Risk Assessment and any relevant best practice guidelines
- 5.2. The monitoring tasks required and their frequencies will be found within this system

**6. LEGAL RESPONSIBILITIES AND TRAINING**

- 6.1. The Parish Council will ensure that all employees and contractors are aware of their legal responsibilities and duties
- 6.2. The Parish Council will arrange for training to be provided to ensure that this awareness is communicated
- 6.3. The implementation of this Policy is a mutual objective for management and all employees in Parish Council owned premises

**7. REFERENCES**

- Health and Safety at Work Act 1974 (HSWA)
- Control of Substances Hazardous to Health Regulations (COSHH)
- Management of Health and Safety at Work Regulations (MHSWR)
- Approved Code of Practice and Guidance (L8) – ‘ Legionnaires Disease – the control of legionella bacteria in water systems’