

Brasted Parish Council

Legionella Control Policy

This Legionella Control Policy was reviewed and adopted by the Council at its Meeting held on 11 May 2026.

LEGIONELLA– Brief Introduction

Legionella is a relatively common form of bacteria which can often be found at low levels in rivers, lakes, soils and other naturally occurring water sources. Problems can arise when Legionella bacteria is present within 'domestic water systems' as it is more likely to colonize and proliferate under certain conditions.

Legionnaires disease is a severe form of pneumonia which can often be fatal. It is generally contracted by inhaling contaminated water aerosols. There are certain population groups who are more at risk, ie the elderly, smokers and other groups who may have underlying medical conditions.

In recognition of the potential risks from Legionella bacteria and Legionnaires disease, the Health and Safety Executive have provided Legislation and guidance on how to manage and control such risks.

POLICY STATEMENT

The aim of the Legionella Control Policy is, for Brasted Parish Council to recognize and comply with their Legal Duties with regards to health and safety law in relation to the prevention and control of Legionella bacteria within their premises. Brasted Parish Council will achieve this through full compliance with all statutory requirements of current relevant legislation.

This will 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.

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 the pavilion.

Brasted Parish Council therefore recognize their duties regarding Health and Safety law and the control of legionella bacteria, and are aware and have access to the following documentation:

- Health and Safety at Work etc Act 1974
- The Workplace Health, Safety and Welfare Regulations L24, 1992
- Control of Substances Hazardous to Health 2002 (COSHH)
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)
- The Approved Code of Practice and Guidance L8: The control of Legionella bacteria in water systems
- Health and Safety Guidance (HSG) 274 part 2: The control of Legionella bacteria in hot and cold-water systems
- Health and Safety Guidance (HSG) 274 part 3: The control of Legionella bacteria in other risk water systems

LEGIONELLA RISK ASSESSMENT

To comply with the requirements set out within the 'Control of Substances Hazardous to Health' (COSHH), Brasted Parish Council completed a Water Legionella Risk Assessment on 22 December 2023. The survey was undertaken to establish the risk from Legionella bacteria in accordance with the requirements of L8 and HSG 274 parts 2 & 3.

Brasted Parish Council have received and understood the findings of the report issued and therefore acknowledge that any remediation / recommended works should be undertaken in a timely manner.

KEY PRINCIPLES

Brasted Parish Council 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.

The Parish Council will commission a qualified, independent professional organisation to carry out an annual water hygiene monitoring programme at the Recreation Ground Pavilion to ensure compliance with this Policy and mitigate any risk to **Brasted Parish Council** water services being contaminated by Legionella bacteria.

Brasted Parish Council have appointed a 'responsible person' with regards to Health and Safety Legionella compliance matters. The legionella monitoring tasks are undertaken by nominated Brasted councillors and an independent water hygiene company, as instructed by the 'responsible person'.

LEGIONELLA MANAGEMENT REGIME

Brasted Parish Council have a Legionella Management regime in place by means of a site held logbook. This fulfils the requirements of HSG 274 part 2, and tasks are undertaken by designated site-based personnel as directed by the responsible person.

The management regime therefore comprises of the following tasks:

Weekly tasks – purging of low use outlets.

- Outlets which are deemed to be low use (i.e., which are not used weekly), are subjected to weekly purging activities. Typically, low use outlets are run for approximately 5-minutes.
- During holiday periods all hot and cold-water outlets are considered as being low use and are purged on a weekly basis.
- By undertaking such activities this will reduce the possibility of stagnation occurring within the pipework.

Monthly tasks – domestic hot and cold-water temperatures

- Hot and cold-water temperatures are obtained at all water points of the domestic water systems as per the locations stated within the Legionella Management Log Book.
- Hot water to reach >50°C within 1-minute of running the tap (includes up to the TMV)
- Cold water to be <20°C within 2-minutes of running the tap outlet.
- Due to the nature of the premises, thermostatic mixing devices are installed in locations in order to reduce the risk of scalding. Where such devices are installed, blended temperatures will be in the region of 41.0°C (though not to exceed 44.0°C). In checking the blended temperatures at the TMV's the hot and cold-water inlet temperatures are also obtained.
- The performance of the DHW Combi Boiler is checked monthly which includes the operating temperature, DHW flow temperature from the vessel and the return temperature to the vessel.
- In accordance with HSG 274 part 2, DHW Combi Boiler will operating at >60°C, whilst the flow and return temperatures will be maintained at >50°C.

Six Monthly – Water Sampling

- Water samples are to be obtained from the hot and cold-water system. Samples are to be obtained by an approved contractor and sent to a UKAS accredited laboratory for testing and report.

Annually

- Thermostatic mixing devices will be serviced and maintained in accordance with the manufacturer's recommendations and HSG 274 part 2. This includes a cold water shut off test (for type 3 devices) to ensure that the TMV shuts down in the event of cold-water failure.

Out of parameter results / non-compliances

- In the event of any out of parameter results, these are recorded on the non-compliance form within the logbook. Non-compliances are reviewed by the responsible person and are resolved in a timely manner.

Records

- All associated records including Legionella Risk Assessment reports and Legionella Management logbooks are to be retained for a minimum of 5-years.

Training

- Brasted Parish Council will ensure that personnel who are associated with the Legionella Management Regime are suitably trained and informed so to ensure that they are able to undertake their duties in an efficient and safe manner.

REVIEW OF THE POLICY

The Legionella Management Regime will be periodically reviewed by the Responsible Person and Brasted Parish Council.

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 at the annual meeting of Council in May of each year.

The Legionella Risk Assessment will be assessed on a 2-yearly basis by an appointed service provider, or more frequently if there have been any major changes to the water services.