



## Legionella Policy and Procedures

<b><i>Name of Policy</i></b>	<b>Legionella Policy and Procedures</b>
<b><i>Responsible Officer</i></b>	<b>Property Services Manager</b>
<b><i>Date approved by the Management Committee</i></b>	<b>29<sup>th</sup> June 2022</b>
<b><i>Date of next Review</i></b>	<b>June 2025</b>
<b><i>Section</i></b>	<b>Maintenance</b>

**We can produce information, on request, in large print, Braille, tape and on disc. It is also available in other languages. If you need information in any of these formats, please contact us on 0141 952 4676.**

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## **1 Purpose**

- 1.1 The aim of this policy is to ensure the effective, inspection, maintenance and management of all water systems within premises owned by the association.
- 1.2 The procedures detailed within this section have been written to ensure all reasonable steps have been taken to comply with The Control of Substances Hazardous to Health Regulations 2002 (as amended), The Water Supply (Water Fittings) (Scotland) Bylaws 2014, and all other relevant legislation and in line with the following guidance: HSE Legionnaires' Disease – Legionella and Landlords' responsibilities (hse.gov.uk).

## **2 Definitions**

Legionella “a potentially dangerous type of bacteria when inhaled with water vapour”. Bacterium grows best in warm nutrient rich water”

Legionnaires' Disease “a potentially fatal form of pneumonia caused by legionella bacteria”.

## **3 Legal Duties**

- 3.1 The Association has several legal duties in relation to managing the risk associated with Legionella. These include
  - Identifying the level and source of risk
  - Formulating a plan to manage that risk
  - Ensuring that the plan is implemented
  - Ensuring that records are kept of actions that are taken

## **4 Legionella Information**

- 4.1 Legionella bacteria is common in natural water such as rivers and ponds. However, legionella can be present by operating other equipment such as cooling towers, central air conditioning equipment, showers, spray apparatus etc.
- 4.2 Legionnaires' Disease can affect anybody but those more susceptible are usually over the age of 45, smokers or heavy drinkers, those with low immune systems, or who suffer from kidney or chronic respiratory disease.
- 4.3 Legionella survive at low temperatures or thrive at temperatures between 20-45°C depending on the conditions – e.g. if there is other bacteria, sludge, scale etc. present.

## 5 Risk Assessment

- 5.1 The Association will assess the risk of exposure to legionella bacteria across its housing stock.
- 5.2 It is important to note that Legionella outbreaks are generally associated with large premises where water storage is of a large capacity and, in addition, the water is normally subject to some form of process i.e. condensing towers, misting equipment, central air conditioning equipment etc.
- 5.3 In the context of the Association's operations it is also important to note that there have been no known recorded cases of legionella outbreaks associated with domestic water systems.
- 5.4 The Association has no stored water systems within its housing portfolio, all water is mains fed and therefore the risk of exposure to legionella bacteria is very low.

*"The risk is further lowered where instantaneous water heaters (for example combi boilers and electric showers) are installed because there is no water storage"*

*"A typical 'low risk' example may be found in a small building (eg housing unit) with small domestic-type water systems, where daily water usage is inevitable and sufficient to turn over the entire system; where cold water is directly from a wholesome mains supply (no stored water tanks); where hot water is fed from instantaneous heaters or low volume water heaters (supplying outlets at 50 °C); and where the only outlets are toilets and wash hand basins". (HSE Legionnaires' Disease – legionella and landlords' responsibilities hse.gov.uk*

## 6 Procedures

- 6.1 The HSE does not expect landlords with such a low risk to take disproportionate measures or spend unnecessary amounts of money on legionella management.  
*"In most cases, the actions landlords need to take are simple and straightforward so compliance does not need to be burdensome or costly. Most landlords can assess the risk themselves and do not need to be professionally trained or accredited" (HSE Legionnaires' Disease – legionella and landlords' responsibilities hse.gov.uk)*
- 6.2 Tenants will be provided with information via newsletters and the website on good water management and legionella.
- 6.3 Tenants will be advised to clean, descale and disinfect shower heads at least every two months and to run showers that are only occasionally used once a week.
- 6.4 When a property becomes void, a plumbing check will be carried out and the shower-head, shower curtain and toilet seat will be changed.

## **7 Notification Requirements**

- 7.1 If it is suspected that a tenant, staff member, contractor or visitor has contracted Legionnaires' Disease, the Association will report the incident to the HSE under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR).

## **8 Review**

Both this Policy and the Procedure will be reviewed every 3 years or sooner if there is a change to legislation or if guidance is updated.

## **9 Equality and Diversity**

- 9.1 This policy has been written in recognition that we have a pro-active role in valuing, promoting and encouraging diversity, fairness and social justice and equality of opportunity.