



Legionella Procedure

January 2022

Consultation completed:	January 2022
Approved:	January 2022
Review Date:	January 2024

Contents

Section	Contents	Page
1.	Our Vision, Values & Strategic Objectives	2
2.	Introduction	3
3.	Procedure	3
Appendix A	Organisational Structure	7
Appendix B	Risk Assessment Process Map	8
Appendix C	Temperature Monitoring Process Map	9

Our Vision

Excellent housing in vibrant communities

Our Values

Respect

We see the positive in everyone, especially our tenants. We treat everyone fairly, regardless of age, race, gender, sexuality or background. We ask for opinions even if we know we might not like what we hear. And we address people's concerns in any way we realistically can.

Integrity

What we say in public is the same as what we say behind the scenes. If we say we'll do something, we mean it. Our tenants can count on us to solve their problems and make sound decisions.

Aspiration

We want the best for all our current and future tenants. We're not afraid to strive for things that won't be easy – or try things that haven't been done before. We seek out opportunities and welcome change. If it doesn't turn out as planned, we learn and improve again. And then we try again.

Our Strategic Objectives

- A) Building and sustaining popular neighbourhoods
- B) Creating and supporting greater life opportunities for all
- C) Developing greener spaces and community wellbeing
- D) Being a dynamic and listening community partner
- E) Treating people equally and with respect

1. Introduction

- 1.1 Our Legionella Policy covers the management and control of Legionella and other contaminants in water systems in our domestic housing properties, including all communal areas / facilities and offices. The purpose of this document is to detail the process that will be followed when assessing Legionella.
- 1.2 The Legionella Policy document can be found on Source.

2. Procedure

2.1 Risk Assessment and Treatment

Queens Cross Housing Association carries out risk assessments of water systems in order to categorise the level of risk to residents, staff and visitors, from Legionella bacteria in water systems, both in domestic and in the communal parts of amenity and general needs accommodation. These risk assessments will be reviewed as and when required following significant changes of occupancy and/or services installation that could affect the risk rating of the property.

The risk assessment process map is set out in Appendix B

High Risk: This generally applies to hospitals or buildings with cooling towers. It must be noted that QCHA has no “High Risk” properties.

Medium Risk: Communal parts of retirement housing schemes and residential supported accommodation with cold water storage, and hot water supplied via a separate cylinder.

Control Measures

- Review Risk assessments every two years.
- Chlorination to be carried out by a specialist water quality consultants
- Monthly temperature monitoring to be undertaken by staff and contractors
- Inspections of stored water tanks every six months to be carried out by a water quality specialist.
- A log to be kept on QL for recording results of temperature monitoring and inspections. The log will be validated during each inspection by the specialist water quality consultant
- Where possible, traditional header tanks are replaced with mains fed water systems
- Where possible, hot water cylinder systems are replaced with multi-point boilers

Low Risk: Domestic premises including blocks of flats with self - contained living units. Typically the water systems are of the domestic type with high turnover, i.e. with a cold

water gravity-feed tank to a conventional copper storage cylinder or mains water system with a combination boiler.

Control Measures

- Generally these systems will only be dealt with when they become void.
- Renew or sterilize shower heads prior to re occupation
- Drain down and flush stored water systems
- Where possible, traditional header tanks are replaced with mains fed water systems
- Where possible, hot water cylinder systems are replaced with multi-point boilers

2.2 Microbiological Testing

Microbiological testing is carried out to common water supply tanks by the contractor on a six-monthly basis.

Procedure

- Queens Cross Housing Association issue contractor with tank testing programme
- Contractor attends site when programme requires
- Contractor passes testing report back to Queens Cross Housing Association
- Queens Cross' Maintenance Officer reviews the testing reports
- If any actions are noted, such as cleans or remedials, these are actioned and raised through QL.
- The testing report is then passed to Business Support who will upload onto QL under the property address

2.3 Void Property Testing

All water systems within a void property are assessed by the Maintenance Officer upon inspection. These include:

- All taps and showers are run within 100% of void properties for at least 5 minutes
- 100% changing of showerheads within a void property
- Any water tanks or cylinders within the property are assessed and tested by the Contractor, providing a testing report (this does not apply to common tanks, which will be tested as part of the cyclical programme)

2.4 Thermostatic Mixing Valve (TMV) Testing

TMV testing is carried to all facilities, where required, by the contractor, as per guidance on https://www.hse.gov.uk/foi/internalops/sims/pub_serv/07-12-07/appendix3.htm

Procedure

- Queens Cross Housing Association issue contractor with the TMV programme
- Contractor attends site when programme requires
- Contractor passes testing report back to Queens Cross Housing Association
- Queens Cross' Maintenance Officer reviews the testing reports
- If any actions are noted, such as cleans or remedials, these are actioned and raised through QL.
- The testing report is then passed to Business Support who will upload onto QL under the property address

It is recognised that the Association has Tenants who are more vulnerable to Legionnaires disease, such as those who are elderly, or are already ill. The Association will provide information and advice to all Tenants on the risks of Legionella. This can be found on our website: <https://www.qcha.org.uk/my-qc-home/your-home/home-safety>.

A Temperature monitoring process map is shown in Appendix C

2.5 Actions in the event of a positive result for Legionella

The water quality consultant will notify the relevant duty holder at Queens Cross Housing Association (see Appendix A) as soon as the test results are known. The Duty Holder at Queens Cross will notify the Health & Safety Executive and Glasgow City Council Environmental Health Department, and then, dependent on the magnitude of the results, the following actions should be taken:

Action Required:

Legionella Bacteria more than 100 but **LESS** than 1000 cfu/litre:

Either

- If only one or two samples are positive, the system will be re sampled. If a similar count is found, a full review of the control measures and risk assessment will be carried out to identify any remedial actions.

Or

- If the majority of samples are positive, the system may be colonized, albeit at a low level, with Legionella. Disinfection of the system will be considered, and an immediate review of control measures and risk assessment will be carried out to identify any other remedial measures to be carried out.

Legionella Bacteria more than 100 but **MORE** than 1000 cfu/litre:

- The systems will be re sampled and an immediate review of control measures and risk assessment be carried out to identify remedial actions including possible disinfection of the system.

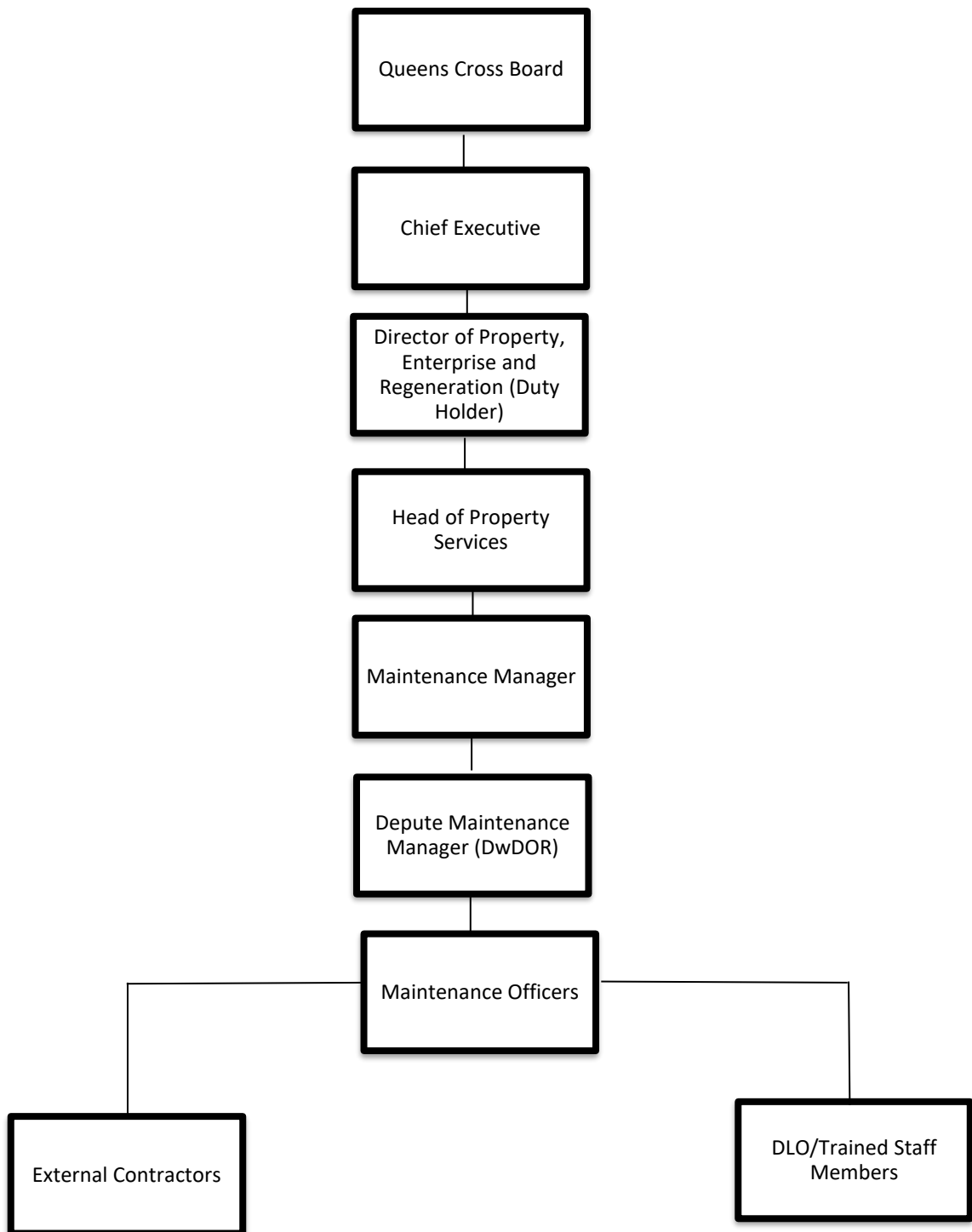
2.6 Action to be taken in the event of a Legionella Outbreak

An outbreak is defined by the Public Health Laboratory Services as two or more confirmed cases of Legionellosis occurring in the same locality within a six-month period.

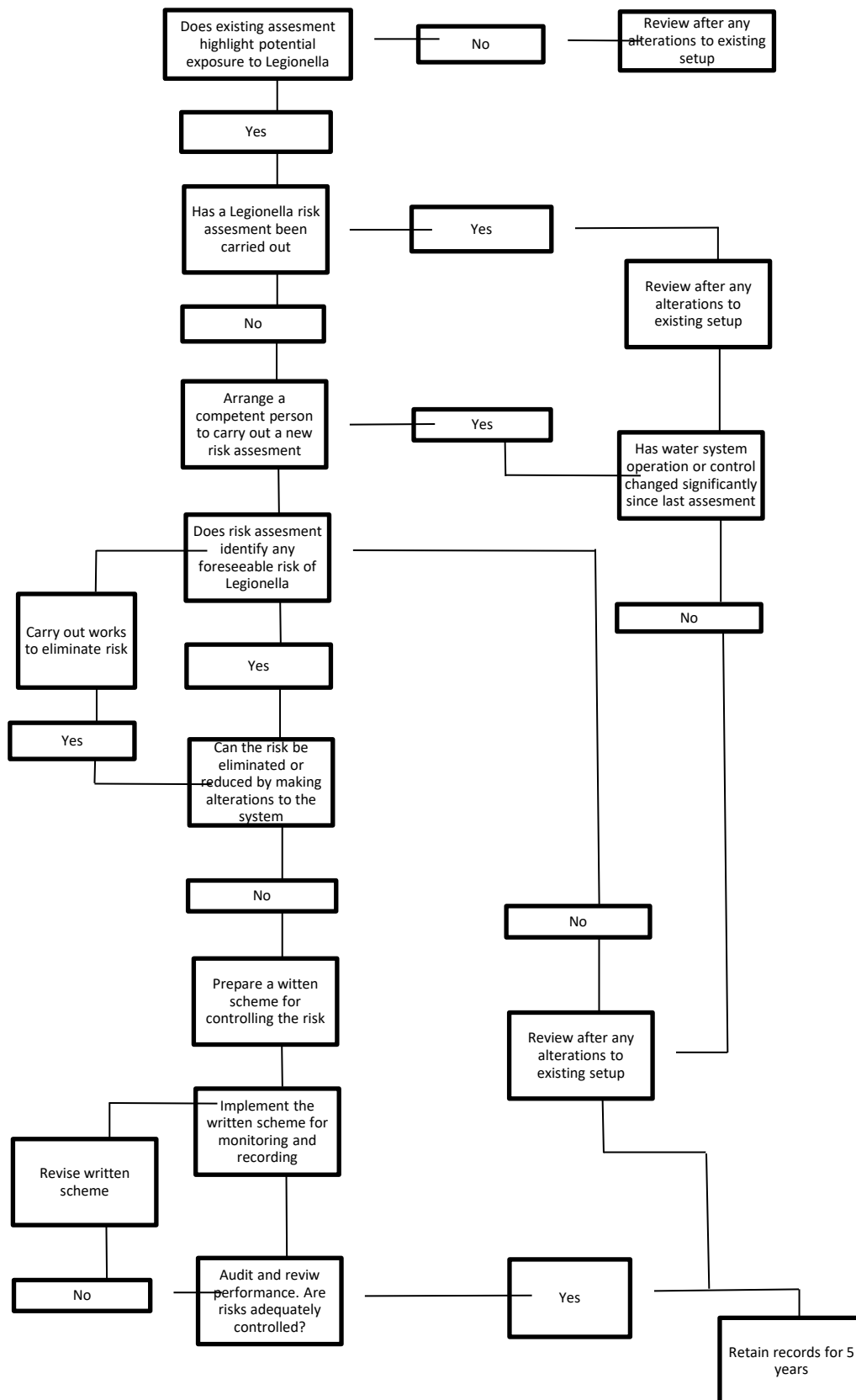
In the event of a suspected outbreak within the Association's premises, the following procedure will be followed:

The Association's duty holder will immediately arrange for the premises to be sampled as per the procedure in 2.5 above, and an urgent review of control measures and risk assessment will be carried out to identify any other remedial action required.

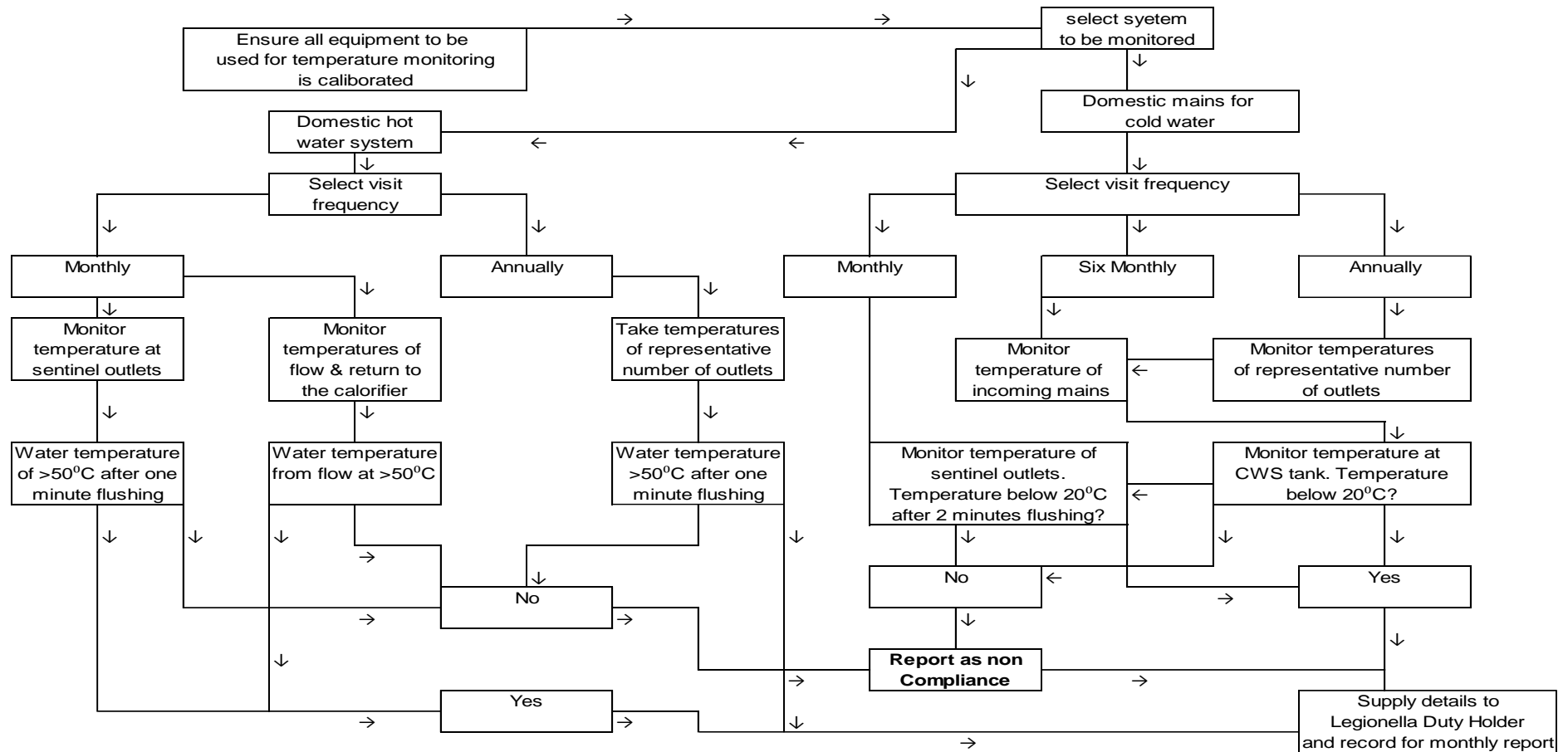
Appendix A Organisational Structure



Appendix B Risk Assessment Process Map



Appendix C Temperature Monitoring Process Map



Contact Us



Telephone: **0808 143 2002**

Email: **contactus@qcha.org.uk**

You can also download this document from our website at www.qcha.org.uk

Need another version of this document?

We can provide this document in different formats. If you would like a copy of this document in another language, in large print, in Easy Read, on audio tape, on video in British Sign Language (BSL), on CD or in Braille, please ask us.

Queens Cross Housing Association, a registered society under the Co-operative and Community Benefit Societies Act 2014.

Registered with the Scottish Housing Regulator Registration No HCB172. VAT Registration No. 774 5444 04. Recognised Scottish Charity Number SC 036434. Registered Office: 45 Firhill Road, Glasgow G20 7BE.

