



Meeting	Full Council
Date	Wednesday 14 th January
Report Title	Legionella Report
Author:	Deputy Clerk, Beth

1. After the annual H&S audit was carried out, the actions were as below;

Cam Parish Council

Audit

Medium

Action Required: Legionella Management

Recommendation

Arrange for the premises at the Council Offices and Jubilee Pavilion to be assessed by a competent person to identify potential areas of Legionella growth including dead legs, long pipe runs, water tanks and old fittings. The risk assessment should consider and evaluate the following:

- clear allocation of management responsibilities
- competence and training of key personnel
- a description of the water system, including an up-to-date schematic diagram
- an evaluation of the risk and safe operating procedures for the water system, including controls in place to control risks
- arrangements to review the risk assessment regularly and particularly when there is reason to suspect it is no longer valid etc

Action Required: Legionella Management

Recommendation

Ensure that hot water tanks and calorifiers are inspected on an annual basis as per the manufactures requirements. This is understood to be carried out annually as per the literature on page 22 of the MegaFlow Hot Water Cylinder booklet archived by the Clerk. Record all findings.

2. As a result we then instructed 'Advanced Water' to carry out the Legionella Risk Assessment;
Full reports can be found here [Jubilee Legionella.pdf](#) [CPC Legionella.pdf](#)

Drawing attention to the results of the risk assessment results below that were an immediate risk to be actioned for Jubilee;

It is the responsibility of the Responsible Person to address the recommended remedial actions detailed within this report to achieve compliance with UK Health and Safety statutory requirements and to control the risks of exposure to Legionella bacteria.

It is the responsibility of the Responsible Person to set time bound restrictions for the completion of these recommended remedial actions in respect of what is reasonably practicable in consideration of the risks identified.

A record of completion of the recommended remedial actions should be maintained by updating the Action Plan as required.

Risk Category	Action
Very High	Matters identified are critical and should be addressed Immediately .
High	Matters identified are critical and should be addressed Within 1 Month .
Medium	Matters identified are essential and should be addressed as soon as possible. Within 3 Months . Matters are considered essential as industry best practice were appropriate.
Low	Matters identified are important and should be addressed as reasonably practicable. Within 6 Months . Matters are considered important as industry best practice were appropriate.

Fault	Action	Priority
No water management system for site	Implement a water management system to help demonstrate your control of the site's water systems.	High
Fault	Action	Priority
No competent current risk assessment in place	Ensure this risk assessment is reviewed regularly to keep it live and reassess periodically.	Low

Fault	Action	Priority
No written scheme in place	A written scheme needs to be put in place which should include; - management structure: - dutyholder; - responsible person(s) and communication pathways; - training; - allocation of responsibilities, ie to the dutyholder, responsible person(s) and water treatment service provider; - the correct and safe operation of the system; - precautions in place to prevent or minimise risk associated with the system; - analytical tests, including microbiological testing, other operational checks, inspections and calibrations to be carried out, their frequency and any resulting corrective actions; - remedial action to be taken in the event that the scheme is shown not to be effective, including control scheme reviews and any modifications made; - health and safety information, including details on storage, handling, use and disposal of any chemical used in both the treatment of the system and testing of the system water; - incident plan, which covers the following situations: - major plant failure, eg chemical system failure; - very high levels or repeat positive water analyses for legionella; - an outbreak of legionellosis, suspected or confirmed as being centred at the site; - an outbreak of legionellosis, the exact source of which has yet to be confirmed, but which is believed to be centred in an area which includes the site.	High
Fault	Action	Priority
Seasonal use	As the building is mainly used during winter for football clubs at the weekends, it is therefore not used/low use during summer as a result weekly flushing of all outlets should be introduced and records maintained. The building should be managed so that microbial growth, including legionella in the water, is appropriately controlled and avoided.	High
Fault	Action	Priority
Over storage of hot water	Potential over storage of hot water for the number of outlets and frequency of use. Further investigation required as the guidance states that the excessive storage of hot water should be avoided and that the storage capacity and recovery rate of the calorifier should be selected to meet the normal daily fluctuations in hot water use without any significant drop in target supply temperature of 60 deg C.	Medium

Advanced Water has provided a quote to oversee the water management system for both CPC and Jubilee.

Detailed quotes for both can be found here; [CPC Legionella 2.pdf](#) [Jubilee Legionella 2.pdf](#)

Annual cost for Jubilee is:

Quote No	Q015537	Customer	Cam Parish Council
Site	Pavillion		
Service / Product Description	Qty	Price	
Legionella Test Suite Carry out legionella sampling (Monthly)	12	£540.00	
TMV Servicing - 2 Hour Service of TMV's on site.	7	£560.00	
Expansion Vessel Flushing Carry out full flushing on expansion vessel (6 monthly bases)	1	£266.67	
Calorifier Blowdown Carry out full Calorifier blow down and clean.	1	£83.33	
Supply And Fit New Drain Valve Supply and fit new drain valve to existing expansion vessel.	1	£66.67	
Service Visit / Labour EST - *1st Hour EST - *1st Hour	1	£200.00	
Total		£1,716.67 + VAT	

Annual cost for CPC office is:

Quote No	Q015495	Customer	Cam Parish Council
Site	Cam Parish Council		
Service / Product Description	Qty	Price	
Legionella Test Suite Carry out legionella sampling	12	£540.00	
TMV Servicing - 2 Hour Service of TMV's on site.	2	£320.00	
Expansion Vessel Flushing Carry out full flushing on expansion vessel (6 monthly bases)	1	£266.67	
Drain Valve Supply and fit new drain valve on existing expansion vessel.	1	£66.67	
Service Visit / Labour EST - *1st Hour EST - *1st Hour	1	£200.00	
Total		£1,393.34 + VAT	