

Legionella Management Plan

Premises: **10th Worcester Scout Hut (Crown East)**
Crown East Forest
Crown East
WR2 5TU



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Review Date: May 2021

Issued to: Group Chair, Mark Gingell
Group Scout Leader, Christopher Margetts

Copied to: None

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1.0 Introduction

Legionnaire's disease is a potentially fatal form of pneumonia which can affect, but which principally affects those who are susceptible because of age, illness, immunosuppression, smoking etc. It is caused by the bacterium *Legionella pneumophila* and related bacteria.

Legionella bacteria can also cause less serious illnesses which are not fatal or permanently debilitating. The collective term used to cover the group of diseases caused by the Legionella bacteria is *Legionellosis*.

Some Scout premises, especially campsites, will also have showers and particular attention needs to be applied here about water quality and the potential for Legionella.

Legionella is commonly contracted by inhaling tiny droplets of water contaminated with Legionella bacteria. This is normally present in water temperatures in the range of 20 – 45 degrees C. The organism does not appear to grow below 20C or survive above 60 C. In addition to temperature, a source of nutrients (lime scale), is needed for the organism to multiply.

To present a risk this then needs the creation of the contaminated water into droplets (as in a shower) and the presence of particularly vulnerable people – very young or very old, smokers, alcoholics, diabetics and those with cancer or chronic respiratory or kidney disease.

When you are undertaking the risk assessment of your premises consider:

Is any of the water supply held in tanks? Are there long runs of pipe work? Are the showers used regularly?

Some preventative measures which will help to reduce risk are:

A point of use heater with minimal or no storage may be preferential to holding stored hot water.

Run the shower for a short while before getting in. Clean shower heads periodically to clean out the nutrients.

Be mindful that water in excess of 60C is getting very close to a scalding temperature and may need to be controlled.

3.0 Summary of Systems requiring scheduled monitoring and controls

None

Key:
CWST Cold Water Storage Tank
LVWH Low Volume Water Heater
IWH Instant Water Heater

4.0 Water Risk Management

Hazard - Legionella Bacteria **Persons affected** - Leaders, Young People, visitors, contractors, suppliers etc.
Date of assessment – May 2020 **Company conducting assessment** – Internal Assessment.

NB: Consult the main report for full detail about the necessary actions

Location	Hazard & Persons at Risk (Guests & staff unless otherwise indicated)	Action Required	Date Required	Responsible Person (HD number)	Date Completed
Whole Site	Lack of co-ordinated management of Legionella risk leading to potential infection.	Implement Legionella Management Plan and regular monitoring and maintenance accordingly. Include in weekly flushing during summer months.	September 2020 September 2020	GSL	
All Hot Water Outlets	Heater in kitchen requires warning signage to warn of hot water	Add warning signs.	June 2020	GSL	
ALL AREAS – Showers	High risk of contracting Legionella due to atomisation of water in showers.	Where showers and spray outlets are not in use or are used less than weekly, the outlets need to be flushed on a bi-weekly basis to prevent stagnation in the supply pipe work.	Bi-Weekly ongoing	Group Leaders	

5.0 Action Plan

Given the potential for Legionella to become active in the buildings on site. The following actions shall be taken to manage water quality:

- This plan will be reviewed annually by the Group Chair and the Group Scout Leader.
- Records of regular monitoring, servicing and maintenance will be kept at the back of this plan. This is the responsibility of the Group Chair (Responsible Person).
- The Group Scout Leader will update the Legionella Management Plan whenever any actions are taken relating to controls.
- The water systems will be monitored regularly in accordance with the ACOP, and as summarised in the table of Routine Control Actions found at Section 6.0.
- Any changes or modifications to the plant, equipment or pipe work infrastructure must be properly documented within the Water Management Plan. This is the responsibility of the Group Chair (Responsible Person).

6.0 Legionella Routine Control Actions

Item	Task	Frequency
Whole Site	Risk Assessment carried out by competent person and report issued. It should be reviewed if any significant changes are made to the plant or pipe work.	Every 2 years
Showers and spray outlets	Where showers and spray outlets are not in use or are used less than bi-weekly, the outlets need to be flushed on a bi-weekly basis to prevent stagnation in the supply pipe work.	Bi-Weekly
Hot & cold water outlets	Where rooms or outlets are not in use or are of low usage, the outlets should be flushed on a weekly basis to prevent stagnation in the supply pipe work. There are two LUO located in the hall, the shower in the main toilet and outside tap. To be run for two minutes.	Weekly

7.0 Risk Areas Requiring Remedial Work

7.1 Legionella Risk Assessment

This must be carried out every two years or sooner if there is an incident on site resulting in a case of Legionellosis.

The risk assessment will recognise particular urgent remedial actions arising but also summarise significant areas of risk within the Executive summary in the Legionella Risk Assessment. These are further broken down into action points within section 4 of this Plan with specific timescales for remedial action to be completed.

7.2 Findings from regular monitoring and maintenance

Guide to Urgency of Actions Required

Problem Identified	Timescale
Temperatures unacceptably high presenting a risk of scalding	Immediate adjustment and signage

In the event of there being an incident of Legionella on the site, ensure that an Incident Report form is completed and reported to the District Commissioner.

Appendix A: Record of LUO 1: Toilets Shower

Building: Crown East Scout Hut

Year: 2020/2021

Date:	01/05/2020												
Used/Flushed ▶ (weekly)	Flushed												
Cleaned & Descaled ▶ (quarterly)													
Date:													
Used/Flushed ▶ (weekly)													
Cleaned & Descaled ▶ (quarterly)													
Date:													
Used/Flushed ▶ (weekly)													
Cleaned & Descaled ▶ (quarterly)													
Date:													
Used/Flushed ▶ (weekly)													
Cleaned & Descaled ▶ (quarterly)													

Appendix B: Record of LUO 2: Outside Tap

Building: Crown East Scout Hut

Year: 2020/2021

Date:	01/05/2020												
Used/Flushed ▶ (weekly)	Flushed												
Cleaned & Descaled ▶ (quarterly)													
Date:													
Used/Flushed ▶ (weekly)													
Cleaned & Descaled ▶ (quarterly)													
Date:													
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