



Legionella Risk Assessment Reviewer Guidance – Building Hot & Cold Water Systems
Reference: HSE Control of Legionella Bacteria in Water Systems: Audit Checklists C200

Newtown Adventure Playground

Risk Assessment Review

11th August 2015



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Property Name & Description Newtown Adventure Playground			Review Date: 11th August 2015
Responsible Person(s) Name & SCC Appointment: Ali Murray			Last Review: N/A
Compliance & Control Measure Checks	Yes	No	Comments/Observations
Have there been changes (or being proposed) to the use of the property in which the water systems are installed?		NO	
Have there been changes (or being proposed) to the water systems or their use?		NO	
Is there new information about potential risks or control measures?		NO	
Do the results of monitoring indicate that control measures are no longer effective?		NO	
Are the roles & responsibilities of all staff involved in control measures clearly defined in writing including responsible persons(s) & contractors?		NO	Responsible persons and deputy are not nominated in writing within the logbook documentation.
Have the persons nominated to carry out control measures including responsible person(s) received appropriate training?		NOT KNOWN	
Has there been a legionella bacteria incident associated with the water systems in the property?		NOT KNOWN	



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Risk Assessment, Written Scheme & Property/System Change Checks			
Risk Assessment	Yes	No	Comments/Observations
Does the Risk Assessment identify foreseeable risks & include an up to date schematic of the water systems?	YES		Drawings were updated at the time of this review 2015.
Does the Risk Assessment include the measures & precautions to be taken to control foreseeable risks?	YES		
Written Scheme			
Are inspection & maintenance measures identified in the Risk Assessment being carried out?	YES		
Have remedial works identified in the Risk Assessment & subsequent reviews to minimise foreseeable risks been completed?	YES		Some remedials recommended in the risk assessment have been carried out.
Are the records of water system temperature monitoring & flushing representative of control measures, & up-to-date?	YES		Temperature Monitoring is up to date as of July 2015
Property & System Changes			
Have changes to property occupancy resulted in fewer occupants, intermittent occupation, or partial closure?		NO	Variable amounts of people use the building.
Have changes or modifications to the water systems resulted in low use outlets; dead legs; redundant service equipment or additional fittings e.g. TMV's?	YES		Deadleg pipe work seen. Showers not used.
Are there any other aspects of the water system including its design, operation & maintenance that have increased foreseeable risks?	YES		Boiler room TMV serves toilet areas exceeds more than 2 metres.



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Risk Was (Circle)	Insignificant	Low	Medium	High	Uncertain
Risk Now (Circle)	Insignificant	Low	Medium	High	Uncertain

Remedial action to be taken	By Whom	By When
A full Legionella control regime as recommended in the ACoP L8 must be put in place at the earliest opportunity along with a water systems logbook. The duty holder, responsible person and operational staff should be nominated in writing within the logbook along with all contact details. High Monitoring is now being carried out; duty holder, responsible person and deputy have not been nominated in writing. High		
Start monthly temperature monitoring of the hot water calorifier flow and return temperatures and record in a water systems logbook when issued. High This is now being carried out. Medium		
Start monthly temperature monitoring of the hot and cold water sentinel and additional outlets on a monthly basis and record in a water systems logbook when issued. High This is now being carried out. Medium		
Remove dead leg pipe work or put on a weekly flushing regime. High This has not been carried out. High		
Adjust hot water calorifier to store hot water at 60.0c or more and maintain 50.0c or more on the return at all times. High Calorifier now has good storage and return temperatures. Medium		
Flush any infrequently used outlets including showers on a weekly basis; record when carried out. Medium Weekly flushing is not carried out; building flushed when shut down for long periods only. Medium		



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Risk Was (Circle)	Insignificant	Low	Medium	High	Uncertain
Risk Now (Circle)	Insignificant	Low	Medium	High	Uncertain

Remedial action to be taken	By Whom	By When
Clean inline strainers fitted on the hot water return pump, and on the supplies to the showers and TMV taps on a regular basis as ideal areas for bacteria proliferation. Medium No record seen to indicate this is being carried out. Medium		
Purge hot water calorifier to drain at least on an annual basis, record when carried out. Medium No record seen to indicate this is being carried out. Medium		
All TMV blender taps should be serviced and maintained to manufacturer's recommendations. Medium No record seen to indicate this is being carried out. Medium		
Clean and descale showerheads and hoses at least on a quarterly basis and record in logbook when carried out. medium This is being carried out and recorded last carried out in July 2015. Medium		



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Compliance & Control Checks	Reviewer notes
Have responsible person(s) considered whether foreseeable risks could be eliminated?	Refer to Southampton City Council.
Have the responsible person(s) & deputies been nominated in writing?	<u>Responsible person and deputies have not been nominated in writing.</u>
Are responsible person(s)/deputies contact details available in the event of an emergency?	<u>No responsible person or deputies contact details were seen within the logbook documentation.</u>
Are the roles & responsibilities of all Council staff, & contractors involved in control & compliance measures identified in writing?	No roles and responsibilities of council and contractors involved in control and compliance measures were seen in writing within the log book documentation.
Have they all received appropriate training?	No training records were seen for any staff or contractors. Refer to Southampton City Council
Has the competence of contractors been checked and appropriate documentation held on file?	Refer to Southampton City Council.
Have other Health & Safety issues been actioned e.g. COSHH/MHSWR assessments for treatment chemicals and flushing routines?	Refer to Contractors used by Southampton City Council.
Do responsible person(s) keep a log of water system defects and follow up on progress?	All system defects are phoned through to Southampton Property Services.
Do the responsible person(s) have a budget for remedial works and are they aware of the programme for completion?	Refer to Southampton City Council.



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Risk Assessment, Written Scheme & Property/System Change Checks	Reviewer notes
Does the risk assessment include all water systems in the building(s) including e.g. fire hose reels, spray fountains, dehumidifiers etc?	Yes
Does the water system schematic show and identify all equipment & outlets including water softeners, TMV's, pumps, principal valves, stand-by equipment, showers, washbasins, water supply origin & systems out of use etc?	Drawings have been updated at the time of this review 2015.
Does the Written Scheme contain the following: <ul style="list-style-type: none"> ●System operating instructions? ●Precautions to be taken when operating the system? ●Details of the monitoring checks to be carried out on the system? 	NO YES YES
Have changes to the system been recorded in the water system logbook?	No records seen within logbook.
How are changes to the system managed & approved including approval by the responsible person(s)?	Refer to Southampton City Council.
How are remedial works co-ordinated, funded and approved including programme priorities?	Refer to Southampton City Council.



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System Design & Construction	Reviewer notes
Are the water systems designed in accordance with BS6700: 1997 & the Water Supply (Water Fittings) Regulations 1999 as amended by latest WRAS guidance?	Pipe work appeared to be copper.
Do any of the materials used in pipe systems & fittings support bacterial growth or corrosion?	No
If TMV's are fitted are they sited within 2m of the outlet(s) served?	Boiler room TMV appears to serve the three toilet areas and probably exceeds more than 2 metres to the outlets.
Cold Water System	
Have low use outlets been installed upstream of high use outlets?	Flushing should be carried out weekly on infrequently used outlets.
Has cold water storage volumes been assessed for turnover (ideally 12 hours) & stagnation risk?	N/A
Is cold & hot water pipe work kept separated and adequately insulated?	Domestic pipe work appeared to be insulated within the building.
Are cold water tanks fitted with covers & insect screens, located in a cool well-insulated space, & safely accessible?	N/A
Are multiple CWST's configured in duty/stand-by mode and not operated in parallel?	N/A



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System Design & Construction	Reviewer notes
Hot Water Systems	
Is Calorifier storage capacity capable of maintaining a DHW distribution temperature of at least 50°C during maximum demand periods?	Yes calorifier is capable of maintaining temperatures; records indicate this is normally satisfactory.
Are multiple calorifiers connected in parallel?	No
Is the calorifier(s) fitted with the following: <ul style="list-style-type: none"> •Functioning drain valve? •Temperature gauges on the flow & return? •An access panel? •A shunt pump and timer, timed to heat the calorifier to over 60°C for at least an hour a day? •Adequate primary & secondary pipe work insulation? 	Yes Fitted flow only No No Insulation fitted on all pipe work
Do electrically heated hot water heaters deliver water instantaneously at 50°C or above?	None fitted
Is there a risk of scalding e.g. in buildings used by infants (under 5 years) the disabled or the elderly?	Possible risk to young children.
Have 'Very Hot' water labels been fitted to outlets used by the public including school children?	Hot water warning labels are not fitted.



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Operation & Maintenance	Reviewer notes
Are low use outlets flushed at least weekly and records kept in the Written Scheme logbook?	Flushing is only carried out and recorded in the logbook when the building has been shut for long periods.
What are the procedures for bringing stand-by equipment into service?	No standby equipment.
If TMV's are fitted, are they being maintained on a 6 monthly basis and records kept in the system logbook?	No records seen for this.
Are CWST's inspected at least annually to include a check that there is cross flow of water and records kept in the system logbook?	N/A
Are calorifier drains checked on a monthly basis for operation and drained water conditions checked and records kept in the system logbook?	No records of calorifier drain purging seen.
How is calorifier internal condition assessed and what is the periodicity of internal inspection?	No records found Refer to Southampton City Council.
Have outlets that are no longer required been cut back to the nearest main pipe branch?	Deadleg pipe work was seen at the time of this review 2015.
Are up-to-date O&M manuals for the water system plant held including system valve lists, and pre-start, running, and stopping check off lists?	No records seen.
Are showers & other outlets being cleaned at least quarterly and records kept in the system logbook?	The showerheads are being cleaned and disinfected on a quarterly basis; this was last carried out in July 2015.



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Monitoring	Reviewer notes
Do system users carry out daily temperature monitoring checks and place records in the system logbook?	No
Are the temperatures of sentinel hot & cold-water outlets checked on a monthly basis and records kept in the system logbook?	Yes this is being monitored and recorded in the logbook documentation.
Are the hot & cold-water temperatures from all other water system outlets checked on an annual basis and records kept in the system logbook?	Yes this is being monitored and recorded in the logbook documentation.
Is the temperature of the hot water supply to TMV's checked on a monthly basis and records kept in the system logbook?	Yes this is being monitored and recorded in the logbook documentation.
Are calorifier flow & return temperatures checked on a monthly basis and records kept in the system logbook?	Yes this is being monitored and recorded in the logbook documentation.
Are calorifier temperatures checked at the base mid-level and top to check for primary heating efficiency and records kept in the system logbook?	Not known refer to contractors carrying out monitoring.
Are CWST inlet & outlet temperatures checked on a 6 monthly basis and records kept in the system logbook?	N/A