



## **CROCKENHILL VILLAGE HALL MANAGEMENT COMMITTEE (CVHMC)**

### **LEGIONELLA MANAGEMENT POLICY**

#### **INTRODUCTION:**

This document sets out CVHMC Legionella Management Policy, and lists its procedures and processes it has in place to provide guidance for trustees and the caretaker who are ultimately responsible for implementing the policy.

#### **GENERAL POLICY:**

The policy of CVHMC is to prevent and mitigate the risk from legionella; to provide and maintain safe and healthy conditions, equipment and systems of activity for all users of the hall, and to provide such information and training as needed for this purpose. CVHMC will do all that is reasonably practicable to manage the risk of Legionella and will review this policy annually at the AGM along with its other charity policies.

There are no cold-water storage facilities on site. All cold water is supplied from the mains. This therefore removes the requirement to carry out inspections of cold-water storage from the management of risk.

#### **WHAT IS LEGIONELLA?**

Legionella bacteria is commonly found in water. The bacteria multiply where temperatures are between 20-45°C. The bacteria are dormant below 20°C and do not survive above 60°C.

Legionnaires disease is a potentially fatal type of pneumonia, contracted by inhaling airborne water droplets containing viable Legionella bacteria.

#### **MANAGING THE RISK OF LEGIONELLA:**

##### **1) System Design**

CVHMC have taken the following steps to minimise the growth of Legionella.

- Keeping pipe work as short and as direct as possible.
- Adequately insulating pipes and tanks whenever possible.
- Fitting tanks with lids and insect screens to prevent contamination.
- Descale taps and draining boards when necessary.

##### **2) The 5 minute flush**

Whenever a property or sections of a building is left unused for a time, weekly flushing is to be undertaken to reduce the chances of any problems cropping up. Each tap and water outlet should be opened and left to run through for at least five minutes and care should be taken to guard against splashing water during flushing. This to include the outside tap, sink in the bar and the sink in the disabled toilet cleaning cupboard.

##### **3) Water Samples**

Using DIY test kits, water samples taken from the nearest supply tap (gents toilets) and the furthest supply tap (disabled toilet and kitchen) should be tested every **quarter** and any abnormalities referred to a specialist company.

**The caretaker to keep a record of flushing and testing.**