


Legionella Risk Assessment

Site Details	
<p><i>This assessment has been carried out to demonstrate compliance with L8 Legionnaires' disease – The Control from legionella bacteria in water systems – Approved Code of Practice and guidance on regulations.</i></p> <p><i>The purpose of this report is to provide an assessment of the risk to life from Legionella Bacteria in these premises, and, where appropriate, to make recommendations to ensure compliance with the relevant legionella legislation. The report does not address the risk to business continuity from a Legionella outbreak.</i></p> <p><i>This legionella risk assessment should be reviewed by a competent person by the date indicated below or at such earlier time as there is reason to suspect that it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a legionella outbreak occurs.</i></p>	
Site Photo	Site Address
	<p>Wilton Town Council Council Offices, Kingsbury Square Wilton SP2 0BA</p>
Responsible person: Clare Churchill (Town Clerk)	Deputy: To be confirmed.
Date of Risk Assessment:	27/11/2024
Risk Assessment carried out by	Billy Fee
Risk Assessment report checked by	Yan Spink-Herman
Suggested date for review:	November 2025

Introduction

We recently visited your premises at Council Offices, Kingsbury Square, Wilton SP2 0BA to carry out a Legionella Risk Assessment as per the scope of works agreed during the booking process.

The aim of the survey is to assess the risk of Legionella bacteria contamination within your hot and cold water system. If present, hot & cold systems such as Cold water storage tanks, Hot water storage vessels, Water Heaters, Showers, Dead legs/ ends etc. will be covered in this assessment of Legionella risk. Please note that your risk assessment does not cover high risk systems such as Cooling towers (if present, but not disclosed), or others as noted in HSG274 – parts 1 and 3, excluding Dental Chairs (if present).

In order to achieve compliance, the actions recommended in this assessment must be undertaken. The assessment covers the building systems susceptible to colonization by legionella and which incorporate a potential means for creating and disseminating water droplets. The assessment covers both the routine operation and use of the system and also in relation to breakdown, abnormal operation, commissioning or unusual circumstances.

As a result of the assessment of legionella risk carried out at Wilton Town Council, Bison Assist recommends a risk assessment review to be carried out in November 2025.

Limitation

This assessment was carried out only on parts of the building that were disclosed and made accessible on the day.

We will not include in our report any water services in an area of the building which wasn't made available to our team. Please note that exclusion of these systems does not indicate absence. While we make every endeavour to ascertain the correct information regarding the site layout and system plant information, our consultant must rely on staff knowledge and any available system drawings. Lack of such knowledge or information may lead to assumptions on the part of the consultant. Please note that an accurate full schematic diagram does not form part of this risk assessment.

While every effort has been made to ensure the accuracy of the content of this document, Bison Assist Ltd will accept no responsibility for any omissions.

About Your Risk Assessor

Your Legionella risk assessor was Billy Fee. They have successfully completed City & Guilds accredited courses "Risk Assessment for Legionella control in water systems WH004, Legionella and water hygiene control within hot and cold water systems HTM 04-01, as well as working towards the enhancement of personal skills and proficiency by completing 30+ hours of CPD per year.

All assessor risk assessments are reviewed, their competencies assessed regularly, and they have the necessary knowledge, training, experience, and competence to undertake the assessment of risk on smaller domestic type hot & cold water systems, on behalf of the appointed responsible person in your organisation.

Find out more about your assessor's competencies and experience by emailing support@bisonassist.co.uk.

As your trusted partner in safety, here are some of the credentials held by Bison Assist.



Our credentials can be downloaded from our [website](#).

Legionella Management Goals

Goal 1 - Risk Assessment: About Your Report	Goal 2 - Action Plan: Next Steps	Goal 3 – Review: Legal Requirements
<p>A risk assessment is typically the starting point on your journey to improved Legionella control, this should contribute to a more comprehensive plan for the effective management and control of the water systems within your premises.</p> <p>Here is how we completed your risk assessment:</p> <ul style="list-style-type: none"> • Through visual inspection; • Observation of existing policies, procedures, records, and other relevant documentation; • By gathering knowledge from members of your team, whilst we were on site. 	<p>Within the report, you will find an Action Plan section. It's vital that this is understood and implemented. Some of these actions may be achieved in-house, by your responsible person or a member of your team, others will need to be carried out by specialists with the relevant qualifications, skills and competence.</p> <p>On receipt of this document, should you have any queries or would like any further assistance or advice, please do not hesitate to contact our Support team at support@bisonassist.co.uk.</p> <p>Please remember, the risk assessment is the beginning of the journey, not the end.</p> <p>The Health and Safety Executive warns: <i>“A risk assessment is only effective if you and your staff act on it. You must follow through with any actions required and review it on a regular basis”.</i></p>	<p>Risk management should always remain effective. Some risks that are “very low” today, may increase over time.</p> <p>The assessment should be reviewed regularly and, specifically when there is a reason to suspect that it is no longer valid. An indication of when to review the assessment and what needs to be reviewed should be recorded. This may result from, for example:</p> <ul style="list-style-type: none"> • Changes to the water system or its use; • Changes to the use of the building in which the water system is installed; • The availability of new technology or information about risks or control measures; • The results of checks indicating that control measures are no longer effective; • Change of key personnel; • A case of Legionnaires’ disease / Legionellosis associated with the system.

Legislation

It is a legal requirement for every employer to conduct an assessment of the health and safety risks, arising out of their work activity. Under Regulation 3 of the Management of Health and Safety at Work Regulations 1999, the purpose of such assessment is to identify what needs to be done in order to control health and safety risks. Further applicable legislation to Legionella Safety has been listed in table 1.0 – Applicable Legislation, below.

Statutory legislation applicable to your business:
<small>(Not limited to the legislation listed below)</small>
• Health & Safety at Work Act 1974
• Management of Health & Safety at Work Regulations 1999
• Corporate Manslaughter and Corporate Homicide Act 2007
• Health & Safety (Consultation with Employees) Regulations 1996
• Control of Substances Hazardous to Health (COSHH) Regulations 2002
• The Water Supply (Water Fittings) Regulations 1999
• The Water Supply (Water Quality) Regulations 2018
• Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
• The Provision and Use of Work Equipment Regulations 1998
Non-Statutory legislation applicable to your business:
<small>(Not limited to the legislation listed below)</small>
• The Approved Code of Practice (ACOP) L8 (4th Edition) 2013 - Legionnaires' disease. The control of legionella bacteria in water systems
• HSG 274 Part 2 (2014): The control of legionella bacteria in hot and cold water systems
• INDG 458 (2012): Legionnaires' disease. A brief guide for duty holders

Executive Summary	
Property & People	<p>The property is primarily used as a council building and typically operates 7 days a week. The property can accommodate 50 visitors/contractors and 5 staff on an average day.</p> <p>The building does not use evaporative cooling and no other external aerosol generation was seen; the focus of this Risk Assessment will therefore be to identify the legionella risks posed by the internal domestic system which are not expected to impact beyond the curtilage of the property.</p> <p>Legionnaires' disease is a potentially fatal form of pneumonia although everyone is potentially susceptible to infection, there are a number of factors that increase susceptibility, including increasing age (particularly Males over 50 years); those with existing respiratory diseases or certain illnesses and conditions such as cancer, diabetes, kidney disease; alcoholics; smokers; and at a much greater risk are those with impaired immune systems.</p> <p>The potentially susceptible individuals include children (low risk) and staff, visitors and contractors (medium risk). Accordingly, we consider potentially susceptible individuals to have a Low to Medium susceptibility to legionnaires disease.</p>
Water Systems	<p>The water system, detailed in the report, briefly comprises of the following: Incoming cold-water mains and stop tap located in the safe room, 1 Boiler and 3 POU water heaters feeding local outlets.</p>
Inherent risk	<p>The inherent risk (sometimes referred to as the design risk) is an assessment of the risk without control measures in place (worst case).</p> <p>The inherent risk of the cold water systems on this site is assessed as – VERY LOW - as the system is mains fed without significant storage (e.g. no CWST) but limited aerosol generation (e.g. no showers) the risk of harm is unlikely.</p> <p>The inherent risk of the hot water systems on this site is assessed as – VERY LOW - with no stored hot water (e.g. no calorifier) but limited aerosol generation (e.g. no showers) the risk of harm is unlikely</p>

Risk Assessment Rating

LR - Legionella Risk Ratings

Our risk rating system is used to prioritise corrective actions relating directly to better Legionella control. We do not use a scoring system as in our view 'averaging' the residual risk to a single level tends to hide individual matters of concern that need addressing.

The HAZARD (Legionella) is always rated as serious since a fatality is a possible outcome. The risk is simply presented as the assessors estimate of likelihood.

The current design & control systems in place are presented against a risk rating based on the assessor's overview of: -

- Contamination. An evaluation of the risk of supply.
- Amplification. Assessment of the likelihood that Legionella will proliferate.
- Transmission. Whether droplets or aerosols are likely to be produced.
- Exposure. Potential for aerosols to be inhaled.
- Susceptibility. Consideration of the exposed population.

Failure of the current control measures will result in the water system reverting to the water systems inherent risk, this is likely to be a far higher risk rating.

Insignificant	<ul style="list-style-type: none">• LIKELIHOOD (Very Low) = RISK (Minimal)• No additional action required.
Low	<ul style="list-style-type: none">• LIKELIHOOD (Low) = RISK (Slight risk under abnormal operating conditions)• Take actions when other more significant risks have been completed.
Medium	<ul style="list-style-type: none">• LIKELIHOOD (Possible) = RISK (Possible risk with existing operating conditions)• Take actions when operationally practicable, time periods often programmed to fit with shutdowns or planned maintenance.
High	<ul style="list-style-type: none">• LIKELIHOOD (Present) = RISK (Probable risk with existing operating conditions)• Take actions as soon as possible, time periods are typically a few months maximum.
Imminent	<ul style="list-style-type: none">• LIKELIHOOD (High) = RISK (Imminent risk of harm or loss)• Take immediate action to reduce the risk, this may include taking systems offline.

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GR - General Risk Ratings

GR - General Risk Rating has been used to prioritise corrective actions relating to general safety concerns, such as working at heights, or scalding risks pointed out under our duty of care.

We as a service provider are unable to define exact time scales for corrective action as this is dependent on any other risks within your organisation and the budget available for corrective actions. A programme of implementation should be devised.

Action Plan

The remedial actions table highlights the issues identified during the assessment of Legionella risk. It is highly recommended the actions priority is followed – refer to Risk Assessment Rating section above.

Once the actions have been completed, these are required to be confirmed through signature by the designated responsible person.

Completion of the actions in this section would result in the Legionella control system operating at **ALARP** (As Low As Reasonably Practicable), in the view of the assessor.

Action	Residual risk	Completion date	Completed by
Formally record the statutory Duty Holder, Responsible Person, Named Deputy and those with Legionella control tasks in the allocation of responsibilities details.	MEDIUM = Take actions when operationally practicable		
Allocate all the missing tasks using the list of regular monitoring and inspection tasks produced in the control measures section of this assessment	MEDIUM = Take actions when operationally practicable		
Consider how the Responsible Person would demonstrate they have Legionella understanding and are competent. Assessed training with certification is often the first step.	HIGH = Take actions as soon as possible		

<p>Those who are appointed to carry out Legionella control measures and strategies should be suitably informed, instructed and trained and their suitability assessed. Staff should be properly trained to a standard which ensures that tasks are carried out in a safe, technically competent manner.</p>	<p>HIGH = Take actions as soon as possible</p>		
<p>Ensure that the risk assessment review process is defined and that change to water systems, management or conditions drives a risk assessment review.</p>	<p>HIGH = Take actions as soon as possible</p>		
<p>The duty holder has the duty to ensure that Legionella Risk Assessments are carried out regularly by competent contractors</p>	<p>HIGH = Take actions as soon as possible</p>		
<p>Find or produce an up to date drawing or diagram showing the layout of the plant including out of use equipment; strainers; pumps and primary control valves along with outlets served.</p>	<p>LOW = Take actions when other more significant risks have been completed</p>		
<p>ACoP L8 (p58) – A Legionella Scheme of Control specifying the measures to be taken to ensure that</p>	<p>MEDIUM = Take actions when</p>		

the control measures remain effective should be in place.	operationally practicable		
The site management structure and contact details need to be recorded	MEDIUM = Take actions when operationally practicable		
Conduct a system review or re-assess the water systems to identify root causes of poor performance and define proposed corrective actions, changes to the control scheme.	LOW = Take actions when other more significant risks have been completed		
Ensure that out of specification results bring about corrective actions within reasonable time frames and that the actions taken resolve the issue.	LOW = Take actions when other more significant risks have been completed		
Ensure that all Legionella monitoring records are available in a central location or sign posted from that location.	MEDIUM = Take actions when operationally practicable		

<p>All corrective actions should be completed and recorded.</p>	<p>LOW = Take actions when other more significant risks have been completed</p>		
<p>Ensure that any significant positive Legionella results have an action logged and are followed up with resampling.</p>	<p>LOW = Take actions when other more significant risks have been completed</p>		
<p>Quick fill connections are designed to be removed and should not be left connected</p>	<p>MEDIUM = Take actions when operationally practicable</p>		
<p>Label designated drinking water outlets.</p>	<p>LOW = Take actions when other more significant risks have been completed</p>		
<p>Outlets should be cleaned and descaled (including flow restrictors/spray inserts) on a regular basis. (See the asset register).</p>	<p>MEDIUM = Take actions when</p>		

	operationally practicable		
Remove all dead legs identified on the asset register.	HIGH = Take actions as soon as possible		
Check the temperature of sentinel locations (asset register) and record in the logbook.	MEDIUM = Take actions when operationally practicable		
Check the temperature of all locations with outlets (asset register) over the course of a year and record in the logbook.	MEDIUM = Take actions when operationally practicable		
Where POU's operate below 50°C (such as instant water heaters) regular turnover is essential. Operate the POU as close to target temperatures as possible.	HIGH = Take actions as soon as possible		

Assessment of Legionella Risk

1. MANAGEMENT & RECORDS		
QUESTION	ANSWER	GUIDANCE / ACTION RECOMMENDED
Statutory Duty Holder (Organisation):	Wilton Town Council	
Legionella Responsible Person (full name, title):	Clare Churchill (Town Clerk)	
Legionella Deputy Person (full name, title):	To be confirmed.	
Have the above persons been appointed in writing?	No - No supporting evidence provided to the assessor during the assessment	<i>Formally record the statutory duty holder, Responsible Person, Deputy and those with Legionella control tasks in the allocation of responsibilities details.</i>
Residual Risk:	MEDIUM = Take actions when operationally practicable	
Is the allocation of tasks comprehensive?	No – No supporting evidence provided to the assessor during the assessment	<i>ACoP L8:2013 Para 53 States - Supervise everyone involved in any related operational procedure properly. Define staff responsibilities and lines of communication properly and document them clearly. Allocate all the missing tasks using the list of regular monitoring and inspection tasks produced in the control measures section of this assessment</i>
Residual Risk:	MEDIUM = Take actions when operationally practicable	
Is the responsible person competent or do they have access to competent help?	No – There is no evidence the RP is Legionella competent	<i>Consider how the Responsible Person would demonstrate they have Legionella understanding and are competent. Assessed training with certification is often the first step. A specialist provider could be used to provide legionella management training.</i>
Residual Risk:	HIGH = Take actions as soon as possible	
Is staff Legionella competence adequate for tasks conducted (training recorded)?	No - No supporting evidence provided to the assessor during the assessment	<i>Those who are appointed to carry out Legionella control measures and strategies should be suitably informed, instructed and trained and their suitability assessed. Staff should be properly trained to a standard which ensures that tasks are carried out in a safe, technically competent manner.</i>
Residual Risk:	HIGH = Take actions as soon as possible	

Has an external Facilities, Maintenance or Water Hygiene service provider been appointed for Legionella control?	No	
Is there a system to ensure assessments are reviewed regularly or due to change?	No – No assessment review process	<i>Ensure that the risk assessment review process is defined and that change to water systems, management or conditions drives a risk assessment review</i>
Residual Risk:	HIGH = Take actions as soon as possible	
Have the significant findings of previous Legionella Risk Assessments been carried out?	No - No supporting evidence provided to the assessor during the assessment	<i>The duty holder has the duty to ensure that Legionella Risk Assessments are carried out regularly by competent contractors</i>
Residual Risk:	HIGH = Take actions as soon as possible	
Is there an up-to-date schematic diagram of the water system on record?	No up to date schematic diagrams were found	<i>Find or produce an up to date drawing or diagram showing the layout of the plant including out of use equipment; strainers; pumps and primary control valves along with outlets served.</i>
Residual Risk:	LOW = Take actions when other more significant risks have been completed	
Is there an up-to-date asset (outlet) register of the water system on record?	No - Asset register to be provided in this assessment	
Is a Legionella Written Scheme of Control in date and available for inspection?	No	<i>ACoP L8 (p58) – A Legionella Scheme of Control specifying the measures to be taken to ensure that the control measures remain effective should be in place. The written scheme can be provided by a consultant and should include (but not be limited to): an up-to-date plan or schematic showing the layout of the plant or system, including parts temporarily out of use, a description of the correct and safe operation of the system, the precautions to be taken, checks to be carried out to ensure the efficacy of the scheme and the frequency of such checks. Please note that the written scheme of control is not a legionella risk assessment, however it will assist in the production of the written scheme.</i>
Residual Risk:	MEDIUM = Take actions when operationally practicable	

Do records show clear and up to date lines of communication?	No – There is no recorded management structure	<i>The site management structure and contact details need to be recorded</i>
Residual Risk:	MEDIUM = Take actions when operationally practicable	
Do historic records indicate the current control measures are effective?	No - No supporting evidence provided to the assessor during the assessment	<i>Conduct a system review or re-assess the water systems to identify root causes of poor performance and define proposed corrective actions, changes to the control scheme.</i>
Residual Risk:	LOW = Take actions when other more significant risks have been completed	
Do historic maintenance records show corrective actions are completed in a timely manner and effective?	No - No supporting evidence provided to the assessor during the assessment	<i>Ensure that out of specification results bring about corrective actions within reasonable time frames and that the actions taken resolve the issue.</i>
Residual Risk:	LOW = Take actions when other more significant risks have been completed	
Are monitoring and inspection records complete and available for at least 5 years?	No – Records are limited	<i>Ensure that all Legionella monitoring records are available in a central location or sign posted from that location.</i>
Residual Risk:	MEDIUM = Take actions when operationally practicable	
Is there evidence of non-conformity control?	No - No supporting evidence provided to the assessor during the assessment	<i>All corrective actions should be completed and recorded.</i>
Residual Risk:	LOW = Take actions when other more significant risks have been completed	
Do technical difficulties require the use of alternative (to temperature) methods for legionella control?	No	
Residual Risk:	INSIGNIFICANT = No additional action required	
Is microbiological (legionella) water sampling carried out regularly (with locations and frequencies defined)?	Yes - Legionella testing/sampling carried out during this assessment	
Residual Risk:	INSIGNIFICANT = No additional action required	

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Location of Legionella water sample:	Kitchen
Location of other water sample(s) (e.g. Pseudomonas Aeruginosa):	Men's WC

Are previous Legionella water sampling results within limits?	No - No supporting evidence provided to the assessor during the assessment	<i>Ensure that any significant positive Legionella results have an action logged and are followed up with resampling.</i>
Residual Risk:	LOW = Take actions when other more significant risks have been completed	

Legionella Management – Any matters of concern (Outside of scope)?	No matters of concern outside the assessment scope identified	
Residual Risk:	INSIGNIFICANT = No additional action required	
Legionella Assessment – Were there any limitations during site visit (such as limited access, lack of assistance, records unavailable)?	No assessment limitations all survey information obtained	

2. COLD WATER STORAGE TANK(S)

QUESTION	ANSWER	GUIDANCE / ACTION RECOMMENDED
Have any cold water storage tanks been identified on site?	No	

3. STORED COLD & HOT WATER

QUESTION	ANSWER	GUIDANCE / ACTION RECOMMENDED
Location of incoming mains isolation (stop tap)?	Safe Cupboard	
Every water fitting through which water is supplied should be installed in such a manner that no backflow of fluid from any appliance, fitting or process can take place. (Water regulations guide Schedule 2 Section 6.4 G15.1)		
Is there backflow protection for the following outlets?		
Are shower hoses long enough to be submerged or reach the floor?	No showers present	
Residual Risk:	INSIGNIFICANT = No additional action required	
Mains fed external/ garden bib taps inc. wash down hoses	None seen	
Residual Risk:	INSIGNIFICANT = No additional action required	
Quick fill connections (Heating - filling loop)	Quick fill connections in place	<i>Quick fill connections are designed to be removed and should not be left connected.</i>
Residual Risk:	MEDIUM = Take actions when operationally practicable	
Washing machines & Dishwashers	None seen	
Residual Risk:	INSIGNIFICANT = No additional action required	

Treatment plant Softeners & Reverse Osmosis (RO)	None seen	
Residual Risk:	INSIGNIFICANT = No additional action required	
Fire hoses	None seen	
Residual Risk:	INSIGNIFICANT = No additional action required	
Are materials seen WRAS/WRC compliant?	No suspect materials were seen	
Residual Risk:	INSIGNIFICANT = No additional action required	
Have drinking water identification signs/ labels been used?	No labels seen	<i>Label designated drinking water outlets. The Water Regulations Advisory Scheme (WRAS) formal DETR guidance on the water supply (Water Fittings) Regulations 1999 requires non-wholesome water to be labelled not drinking water. Industry guidance indicates this can be achieved by labelling drinking water outlets.(G27.4).</i>
Residual Risk:	LOW = Take actions when other more significant risks have been completed	
Are there any drinking water outlets in unsatisfactory locations (toilets or workshops)?	None found	
Residual Risk:	INSIGNIFICANT = No additional action required	
Is access reasonable for inspection of pipes?	Access to components and pipework is acceptable for the type of premises	
Residual Risk:	INSIGNIFICANT = No additional action required	
Is distribution pipework insulated and likely to operate below 20°C?	Yes – Good temperatures found	
Residual Risk:	INSIGNIFICANT = No additional action required	
Are unnecessary aerosols produced (e.g. spray taps on TMVs)?	No unnecessary aerosols seen	
Residual Risk:	INSIGNIFICANT = No additional action required	

Are all outlets in regular use?	Yes - All outlets are in regular use	
Residual Risk:	INSIGNIFICANT = No additional action required	

Are outlets clean and free from scale and slime?	No – Scale noted on outlets (see the asset register)	<i>Outlets should be cleaned and descaled (including flow restrictors/spray inserts) on a regular basis.</i>
Residual Risk:	MEDIUM = Take actions when operationally practicable	

Photo of outlet condition:



Is the hot & cold water distribution system free from dead ends?	Dead ends identified (see asset register)	<i>Remove all dead legs identified on the asset register.</i>
Residual Risk:	HIGH = Take actions as soon as possible	

Photo of dead end(s) observed:



Do all parts of the hot water distribution system (including returns) operate above 50°C (55°C for healthcare premises)?	Yes – Good temperatures found	
Residual Risk:	INSIGNIFICANT = No additional action required	
Are sentinel temperature monitoring locations correct and checked?	No	<i>Check the temperature of sentinel locations (asset register) and record in the logbook.</i>
Residual Risk:	MEDIUM = Take actions when operationally practicable	
Is a temperature profiling schedule (representative outlets) defined and in operation?	No	<i>Check the temperature of all locations with outlets (asset register) over the course of a year and record in the logbook.</i>
Residual Risk:	MEDIUM = Take actions when operationally practicable	
Are TMVs listed and maintained as required?	N/A - No TMV's on site	
Residual Risk:	INSIGNIFICANT = No additional action required	

Are infrequently used outlets listed and flushed?	All outlets are in regular use - No Infrequently used outlets	
Residual Risk:	INSIGNIFICANT = No additional action required	

Are showers listed and cleaned and disinfected?	N/A - No showers on site	
Residual Risk:	INSIGNIFICANT = No additional action required	

4. HOT WATER STORAGE VESSEL(S) (CALORIFIERS)

QUESTION	ANSWER	GUIDANCE / ACTION RECOMMENDED
Have any hot water storage vessels (calorifiers) been identified on site?	No	

5. EXPANSION VESSELS

QUESTION	ANSWER	GUIDANCE / ACTION RECOMMENDED
Are any Expansion vessels present?	No	

6. LOCAL WATER HEATER <15ltr (POU)

QUESTION	ANSWER	GUIDANCE / ACTION RECOMMENDED
Are there any point of use water heaters present?	Yes	

Water heater:



Number of water heater(s):	3	
Make and volume of water heater?	Varied makes and volumes.	
Is the heater in good condition, working and in regular use?	No – Water heater off or not working	<i>Ensure that water heaters (POUs) are kept in operational condition and regularly used or remove them.</i>
Is the outlet temperature of the water heater satisfactory?	No - Operates below 50°C	<i>HSG 274 Table 2.1 States - Check water temperatures to confirm the heater operates at 50–60°C (55 °C in healthcare premises) or check the installation has a high turnover. Where POU's operate below 50°C (such as instant water heaters) regular turnover is essential. Operate the POU as close to target temperatures as possible.</i>

Residual Risk:	HIGH = Take actions as soon as possible	
Is the water heater feeding a suitable local outlet?	Yes	
Residual Risk:	INSIGNIFICANT = No additional action required	
Can expanded water be accommodated without hot water entering any supply pipe to which a cold water draw-off is connected or an expansion vessel fitted?	Yes	
Residual Risk:	INSIGNIFICANT = No additional action required	

7. OTHER WATER SYSTEMS

QUESTION	ANSWER	GUIDANCE / ACTION RECOMMENDED
Have any fire hose reels been identified on site?	No	
Have any wet fire sprinkler systems been identified on site?	No	
Residual Risk:	INSIGNIFICANT = No additional action required	

LEGIONELLA CONTROL MEASURES

Based on the risk assessment visit, the following legionella control measures are to be implemented:

HOT WATER SERVICES - take temperatures at sentinel points and a representative selection of other points. Minimum 50 °C (55 °C in healthcare) within one minute.
 FREQUENCY - Monthly.

COLD WATER SERVICES - take temperatures at sentinel points and a representative selection of other points. Below 20 °C within two minutes.
 FREQUENCY - Monthly.

POU WATER HEATERS (NO GREATER THAN 15 LITRES) - check water temperatures to confirm the heater operates at 50-60 °C (55 °C in healthcare premises).
 FREQUENCY - Monthly.

ADDITIONAL INFORMATION

QUESTION	ANSWER
Observations:	<p>Limited documentation, in the form of policies and records were found during this assessment. No scheme of control was observed. Client stated that no training had been completed. The client should ensure that all legionella related documentation (legionella awareness training, written scheme of control for legionella, water system maintenance records etc.) is kept up to date and on site, available for future inspections.</p> <p>All water outlets need to be routinely cleaned to ensure that scale and black sludge build-up up is prevented, it is recommended that tap descaling is added to the current cleaning schedule for all outlets ensuring that visual checks are made to the underside of the tap.</p> <p>Hot water temperatures did not consistently meet the threshold of 50° throughout the property. One POU heater was found to be dysfunctional.</p>
Sentinel point 1:	All outlets
Sentinel point 2:	All outlets

ASSET / OUTLET TABLE

The asset register below only includes areas accessible at the time of the visit:

Floor	Location	Asset(s)	Number of sinks in room	Cold Water Temperature	Hot Water Temperature	TMV / TMT Outlet Temperature	Infrequently Used Outlets	Dead Legs / Ends	Condition/ Comments
Ground	Men's WC	Basin(s), POU Water Heater, Toilet(s), Sentinel 1, Sentinel 2	1	11.3	43.8	-	No	No	Outlet(s) in poor condition due to scale build up.
Ground	Women's WC	Basin(s), POU Water Heater, Toilet(s), Sentinel 1, Sentinel 2	1	11.9	No hot water produced.	-	No	Yes	Outlet(s) in poor condition due to scale build up.
Ground	Kitchen	Kitchen Sink, POU Water Heater, Boiler, Sentinel 1, Sentinel 2	1	12.2	53.3	-	No	No	Outlet(s) in poor condition due to scale build up.

Glossary

Aerosol - *a suspension in a gaseous medium of solid particles, liquid particles or solid and liquid particles having a negligible falling velocity. In the context of this document, it is a suspension of particles which may contain legionella with a typical droplet size of <math><5\ \mu\text{m}</math> that can be inhaled deep into the lungs.*

Bacteria - *(singular bacterium) a microscopic, unicellular (or more rarely multicellular) organism.*

Biocide *a substance which kills microorganisms*

Biofilm *a community of bacteria and other microorganisms embedded in a protective layer with entrained debris, attached to a surface.*

Calorifier *an apparatus used for the transfer of heat to water in a vessel, the source of heat being contained within a pipe or coil immersed in the water.*

Chlorine *an element used as a biocide and for disinfection*

Cold water service *installation of plant, pipes and fitting in which cold water is stored, distributed and subsequently discharged.*

Dead end/blind end *a length of pipe closed at one end through which no water passes.*

Dead leg *a length of water system pipework leading to a fitting through which water only passes infrequently when there is draw off from the fitting, providing the potential for stagnation. Disinfection the reduction of the number of microorganisms to safe levels by either chemical or non-chemical means (eg biocides, heat or radiation)*

Domestic water *hot and cold water intended for drinking, washing, cooking, food preparation or other domestic purposes.*

Hot water service *installation of plant, pipes and fittings in which water is heated, distributed and subsequently discharged (not including cold water feed tank or cistern).*

Legionnaires' disease *a form of pneumonia caused by bacteria of the genus legionella.*

Legionella (plural legionellae) *a bacterium (or bacteria) of the genus legionella.*

Legionellosis *any illness caused by exposure to legionella.*

Microorganism *an organism of microscopic size, including bacteria, fungi and viruses.*

Nutrient *a food source for microorganisms.*

Point of use (pou) filters *a filter with a maximal pore size of 0.2 µm applied at the outlet, which removes bacteria from the water flow.*

Risk assessment *identifying and assessing the risk from legionellosis from work activities and water sources on premises and determining any necessary precautionary measures.*

Sentinel taps for hot water services – *the first and last taps on a recirculating system. For cold water systems (or non-recirculating hws), the nearest and furthest taps from the storage tank. The choice of sentinel taps may also include other taps which represent parts of the recirculating system where monitoring can aid control.*

Sero-group *a sub-group of the main species.*

Shunt pump *a circulation pump fitted to hot water service/plant to overcome the temperature stratification of the stored water.*

Slime *a mucus-like exudate that covers a surface produced by some microorganisms.*

Sludge *a general term for soft mud-like deposits found on heat transfer surfaces or other important sections of a cooling system. Also found at the base of calorifiers and cold water storage tanks.*

Stagnation *the condition where water ceases to flow and is therefore liable to microbiological growth.*

Thermal disinfection *heat treatment to disinfect a system*

Thermostatic mixing valve *a mixing valve in which the temperature at the outlet is pre-selected and controlled automatically by the valve.*