



Policy: *Water Management (legionella)*

Approved by: *Leadership Group*

Date 7th February 2023

Approved:
Frequency of 3 years (unless influenced by a significant event change)
Review: 7th February 2026

POLICY STATEMENT:

Broadland Housing Association (BHA) is committed to providing and maintaining a safe and healthy working environment for our employees and residents, supplying appropriate equipment, operational processes and safe systems of work relating to our water systems. Other people may also be affected by our activities, for example, visitors and members of the public, and we accept the responsibility to take suitable managed precautions that provide appropriate levels of safety.

We will provide water safety management information, instructions, and training to employees and residents where applicable. Where risks need to be assessed under a specific legal duty, we will ensure that a 'water hygiene risk assessment' is carried out by a competent person and actions shown to be necessary will be implemented. These actions will ensure that 'safe systems of work' are in place and applied appropriately to manage bacteria such as legionella.

SCOPE:

The Water Management policy reflects the safe management of water within BHA homes and offices and other premises for which we have a duty to control.

There is a need to consult with employees, residents, external consultants and any responsible third parties on matters affecting their health and safety, and to provide information, instruction and supervision as applicable.

The Operations Directorate is responsible for the Water Management policy and associated protocols supported by staff dependent on the procedural requirements detailed within the water management procedures.

The details contained within the Water Management Policy and procedures are applicable to all operational staff supported by the relevant training.

BHA's Water Management Procedure provides a detailed account of how this Policy will be implemented.

KEY STAFF RESPONSIBILITIES:

The Board

The Board is responsible for ensuring the continued development of the Group and that all health and safety policies are adhered to.

Duty Holder

Broadland Housing Association unless explicitly stated otherwise as part of a lease or management agreement with a third party.

Competent Person

The Assistant Asset Director is the Competent Person and has responsibility for the implementation and management of the Water Management policy and procedures. The Competent Person will ensure all relevant practices contained within the procedures are carried out and the responsibilities for water management are met and that all individuals and organisations assigned to carry out tasks are competent to do so.

Nominated Person

The Deputy Head of Assets is the Nominated Person responsible for overseeing the day to day control of water systems, supported by the Responsible Persons.

Responsible Persons

The Responsible Persons are appointed individuals who have responsibility under, the authority of the duty holder for ensuring that the operational duties for water management controls are met.

Staff

Employees are responsible for ensuring they are fully aware and adhere to the terms set out in the policy.

DEFINITIONS:

BHA – Broadland Housing Association

Water Management - The management of water systems mainly preventing contamination of harmful bacteria such as legionella in stored communal water systems. A written document which details a thorough assessment of environment or activities and records the risks involved and the control measures that need to be in place to eliminate/reduce risk.

Safe Systems of Work - These are rules developed to ensure that tasks are carried out safely and with the minimum risk. They are often developed from a Risk Assessment and form part of the Group's procedures.

Legionaries' Disease

Legionnaires' disease is a serious lung infection caused by Legionella bacteria.

RELVANT KEY LEGISLATION AND RELATED DOCUMENTS: (not limited to)

Legislation	Documents
Legislation <ul style="list-style-type: none">• The Health and Safety at Work Act 1974• COSHH Regulations 2002	<ul style="list-style-type: none">• Water Management Procedures, 2023.• Group Health and Safety Policy

- The Management of Health and Safety Regulations 1999
- HSG 274 Part 2 Legionnaires' Disease
- Health & Safety Commission Approved Code of Practice and Guidance L8

EQUALITY IMPACT ASSESSMENT:

As this policy would be implemented in a consistent manner in all cases, there would be no disadvantage to any particular group and therefore, there is not a requirement for a full EIA against this policy.

DATA PROTECTION

This policy (and associated procedures) does not involve the use of any personal data and so a Privacy Impact Assessment (PIA) has not been undertaken.

IMPORTANT PRINCIPLES:

Section 2 (3) of the Health and Safety at Work Act 1974 (HSWA) provides that there is a duty for every employer to prepare, and, as often as may be appropriate, revise, a written statement of their Policy with respect to health and safety at work for employees and the organisation.

HSG 274 part 2 specifically details Legionnaires Disease and the control of legionella bacteria in hot and cold water systems. Arrangement for carrying out the conditions of the policy as well as bring it to the notice of all employees is a specific requirement.

To comply with HSWA, BHA must:

- Consult with employees on health and safety issues
- Identify significant risks and appropriate ways of managing them
- Provide staff with adequate training
- Implement emergency procedures
- Maintain a safe workplace.

It is BHA's intention to manage all its operations with regard to the design and maintenance of water systems in compliance with all current and relevant guidelines and legislation.

