Legionnaires' Disease Risk Assessment – Private Rented Property **(this form can be used to assist in recording the Risk assessment process but landlords must themselves determine if it is suitable for their particular circumstances and seek additional advice where appropriate)**

Property address, including postcode	4 Lower Achagoyle, Minard, Inveraray PA32 8YD
Date of assessment	16/04/2023
Describe property type e.g. Detached 3 bed 2 bathroom property, Flat, single bed and bathroom, bedsit, etc	2 bedroom mid terraced 1 ½ storey house
Is there any tenant, resident or regular visitor particularly susceptible to Legionella due to age, health or lifestyle?	No
Is the property served by mains (Scottish Water) water or a private water supply?	Mains (Scottish Water) (* delete as appropriate)
Describe type of cold water system e.g. mains feed or from storage tank *see annex A for some typical examples of system designs.	Mains feed to a vented hot water cylinder with water heated by an immersion heater.

RISK CATEGORIES

Q 1. Water outlet temperature

Is cold water temperature at outlets e.g. taps, showers etc below 20°C?	YES		
Is the hot water temperature above 50°C at all outlets within a maximum running time of 1 minute?	YES		

Cold water must flow from outlets at below 20°C and hot water above 50°C to minimise risk. If temperatures are too low/high then adjustments need to be made to the system such as lagging of pipework or adjustment of temperature settings for hot water. (note: pipe lagging can assist in keeping cool water cool as well as hot water hot.)

Actions required:

Identify any defect/risk and related recommendations associated with water outlet temperature. If any action is required identify responsible person: -

Defect/Risk	None
Recommendation	
Responsible person: Landlord/tenant/other	

Q 2. Cold water storage tanks

Is there one (or more) present?			NO	
If Yes complete the following, if **No** go to Q3				
Location				
Does it have a tight fitting lid?				
Is the water in the tank clean and free from rust, debris, scale and organic matter?				
Is the temperature of the water in the tank below 20°C? Is the tank insulated?				

If any debris etc. is present in the system it should be drained and thoroughly cleaned by a competent period. If debris is from corrosion on the tank itself then the tank may need to be replaced. All cold water tanks should have tight fitting lids to prevent debris entering the system. The water in the tank should be below 20°C and the tank should be insulated to prevent the temperature rising above this level. Remember tanks situated in loft spaces can become very warm particularly in summer months and checks should be carried out at this time of year.

Actions required:

Identify any defect/risk and related recommendations associated with cold water storage. If any action is required identify responsible person: -

Defect/Risk	
Recommendation	
Responsible person: Landlord/tenant/other	

Q 3. Hot water

Is the temperature setting on the boiler and/or hot water tank such that the hot water is heated to and stored at a temperature of 60°C?			YES	

NB: If the temperature is set at above 60°C this can cause scalding to users.
The temperature setting on the boiler and/or hot water tank should be set and maintained at 60°C.

Actions required:

Identify any defect/risk and related recommendations associated with hot water. If any action is required identify responsible person: -

Defect/Risk	None
Recommendation	
Responsible person: Landlord/tenant/other	

Q 4. Little used outlets e.g. taps, showers etc

Are there any water outlets e.g. taps, showers etc that are used less than once per week e.g. in guest bathrooms?			NO	
If yes, identify all outlets & locations				

Any infrequently used outlets should be flushed through weekly by running water through the outlet (tap) for at least 2 minutes. Aerosol production should be minimised during this process.

Actions required:

Identify any risks and related recommendations associated with little used outlets. If any action is required identify responsible person: -

Risk	None
Recommendation	
Responsible person: Landlord/tenant/other	

Q 5. Shower heads and spray taps

Are there any showers or spray taps in the property?	YES			
If yes, identify outlet & location	Electric shower in the bathroom			

All shower heads and spray taps (including any removable inserts and hoses) should be cleaned, disinfected and descaled quarterly. Aerosol production should be minimised during this process.

Actions required:

Identify any risks and related recommendations associated with shower heads and spray taps. If any action is required identify responsible person: -

Risk	None – the shower is cleaned every time a guest vacates the property
Recommendation	
Responsible person: Landlord/tenant/other	

Q 6. Dead legs and redundant pipework

Sections of pipework which are redundant or owing to the system design and have little/no through flow of water (known as “dead legs”) can allow water to stagnate in the system. Are there any dead legs present in the system? If so, please describe.

Are there any dead legs in the property?			NO	
If yes, identify outlet & location				

Any dead legs in pipework should be removed or the system altered so that water flows through all pipework on a regular basis.

Actions required:
Identify any risks and related recommendations associated with dead legs. If any action is required identify responsible person: -

Risk	None
Recommendation	
Responsible person: Landlord/tenant/other	

Q 7. Unoccupied properties

Is the property left unoccupied for periods of time, e.g. in the case of student lettings over the summer holiday or at Christmas/New Year?			YES	
	Property can be empty for 2-3 weeks during the quieter periods of the year. Property heating is set to 10-12 degrees centigrade at these times.			

During periods of inoccupation all outlets on hot and cold water systems should be flushed through at least once a week for at least 2 minutes. For long periods consider draining the system. Make sure that the system is flushed through when it is re-occupied by running all outlets for at least 2 minutes. Aerosol production should be minimised during this process. Tenants need to be reminded to do this after they have been away from the property for a period of time e.g. summer holidays etc.

Actions required:
Identify any risks and related recommendations associated with inoccupation. If any action is required identify responsible person: -

Risk	Low risk
Recommendation	Run taps before guests arrive if property has been vacant for 2 weeks or more.
Responsible person: Landlord/tenant/other	Property owners

Q 8. Advice to tenants

Has advice been given to the tenants as to the risks of Legionnaires' Disease in a domestic setting and their responsibilities to minimise risk?	Yes – included in the information pack for guests Date provided: April 2023 To whom (name): Any guest staying in the cottage

We have provided a leaflet that can assist with this but you must also ensure that any additional actions that have been highlighted as being necessary for your tenants to take are also brought to their attention. We would suggest that you keep a copy of any information provided to your tenants along with a confirmation from them that it has been received.

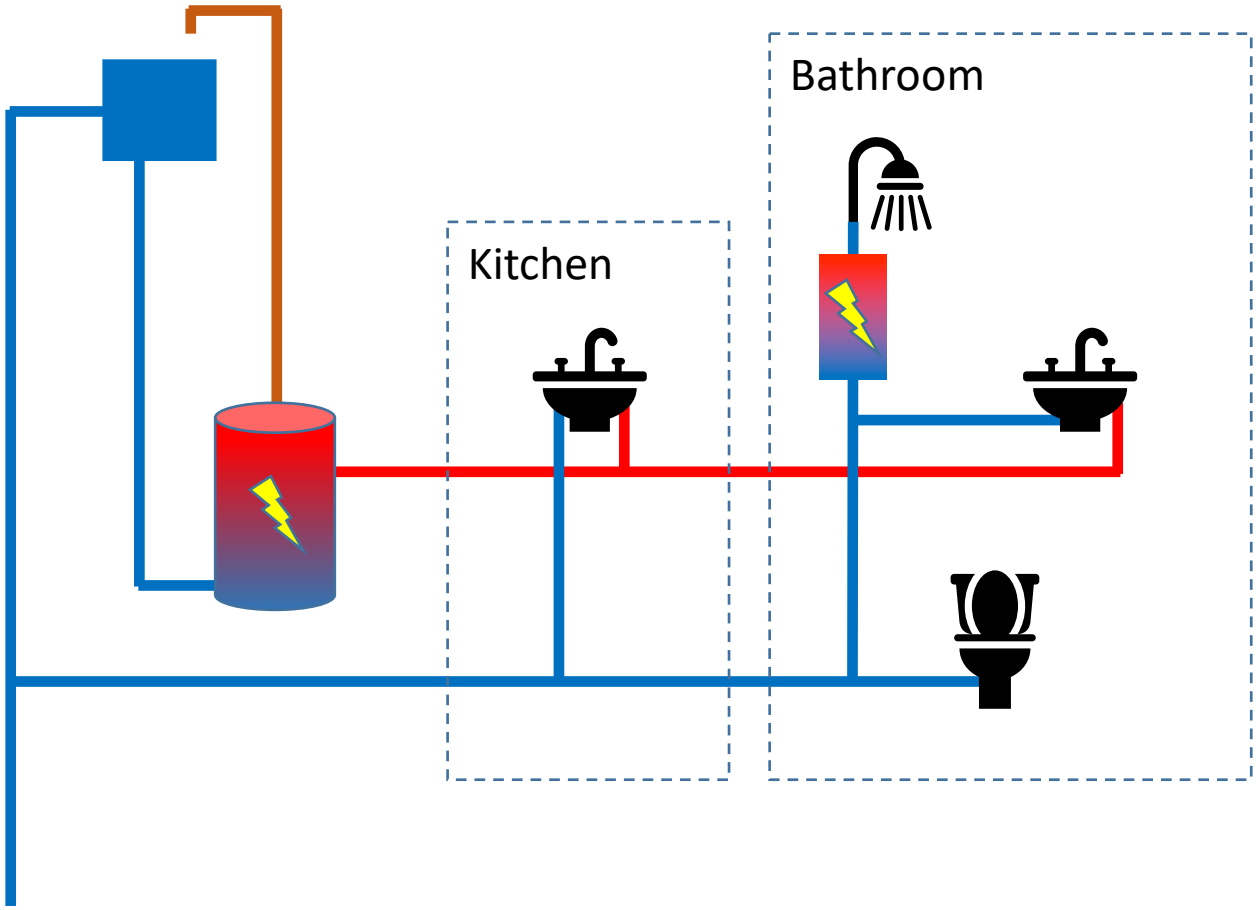
The assessment once complete and should be reviewed regularly (recommended review period once a year) and also specifically when there is reason to suspect it is no longer valid. You should ensure that the recommendations above are implemented and any existing controls maintained.

Completed by:

Signed	Brian Barker	Date	16 April 2023
Print Name			

Provide a diagram/sketch of the water system in the property (Include all pipework, water storage tanks, taps outlets and showers etc.)

Diagram/Sketch of Water System In Property
(Include all pipework water storage tanks, taps outlets and showers)

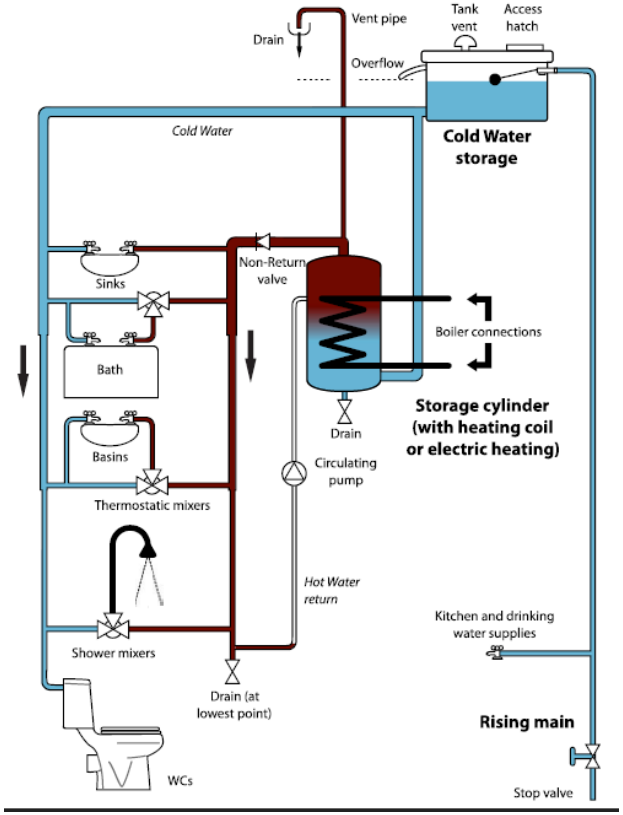


Annexe A – Common Examples of Types of Water Systems

Hot and cold water storage

A gravity fed system

This type of system is found in many commercial buildings. Cold water enters the building from a rising main and is stored in an intermediate cold water tank. The cold water is fed from the tank by gravity to the points of use without recirculation. Cold water is fed from the storage tank to the calorifier (hot water cylinder) where it is heated. There is a continuous flow of water from the calorifier / cylinder around the distribution circuit and back to the calorifier. This ensures that the hot water is quickly available at any of the taps, independent of their distance from the calorifier. The circulation pump is sized to ensure that the return temperature back to the calorifier is not less than 50°C. The vent pipe at the calorifier should be linked to a separate tundish/drain. This should only discharge water under fault conditions. These design principles also apply where an electrically heated cylinder or direct fired storage heater is used instead of a calorifier.

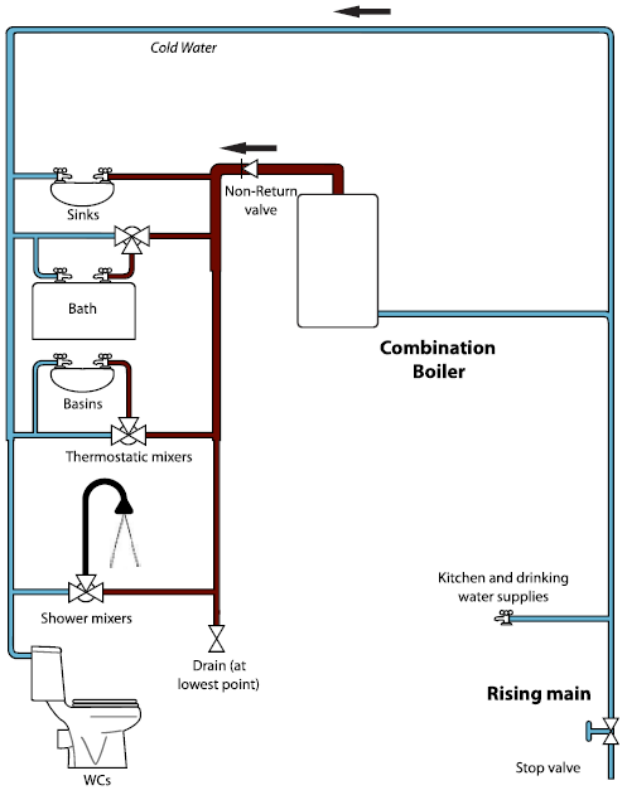


https://www.hse.gov.uk/legionnaires/hot-and-cold-water-storage.htm

Mains pressure water system

Flow of water round an instant heating combination boiler system

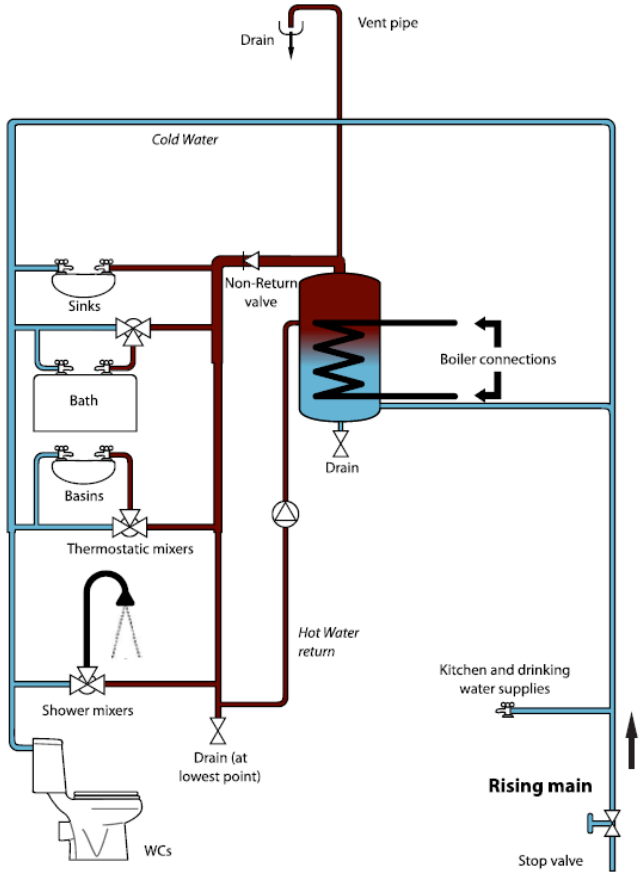
In a mains pressure hot water system there is no intermediate cold water storage tank. Cold water is fed directly from the mains to the points of use. The rising main is connected directly to the calorifier, water heater or plate heat exchanger. Since the water in the system will expand due to heating, an expansion vessel and a safety temperature and pressure relief valve are required. Hot water distribution from pressurised systems can be used in both recirculation and non-recirculation systems. The latter is commonly found in houses with combination heating and hot water (combi) boilers.



https://www.hse.gov.uk/legionnaires/mains-pressure.htm

Hot water storage

This type of system is found in many commercial buildings. Cold water enters the building from a rising main which directly feeds the hot water calorifier where it is heated. There is a continuous flow of water from the calorifier / cylinder around the distribution circuit and back to the calorifier. This ensures that the hot water is quickly available at any of the taps, independent of their distance from the calorifier. The circulation pump is sized to ensure that the return temperature back to the calorifier is not less than 50°C. The vent pipe at the calorifier should be linked to a separate tundish/drain. This should only discharge water under fault conditions. These design principles also apply where an electrically heated cylinder or direct fired storage heater is used instead of a calorifier.

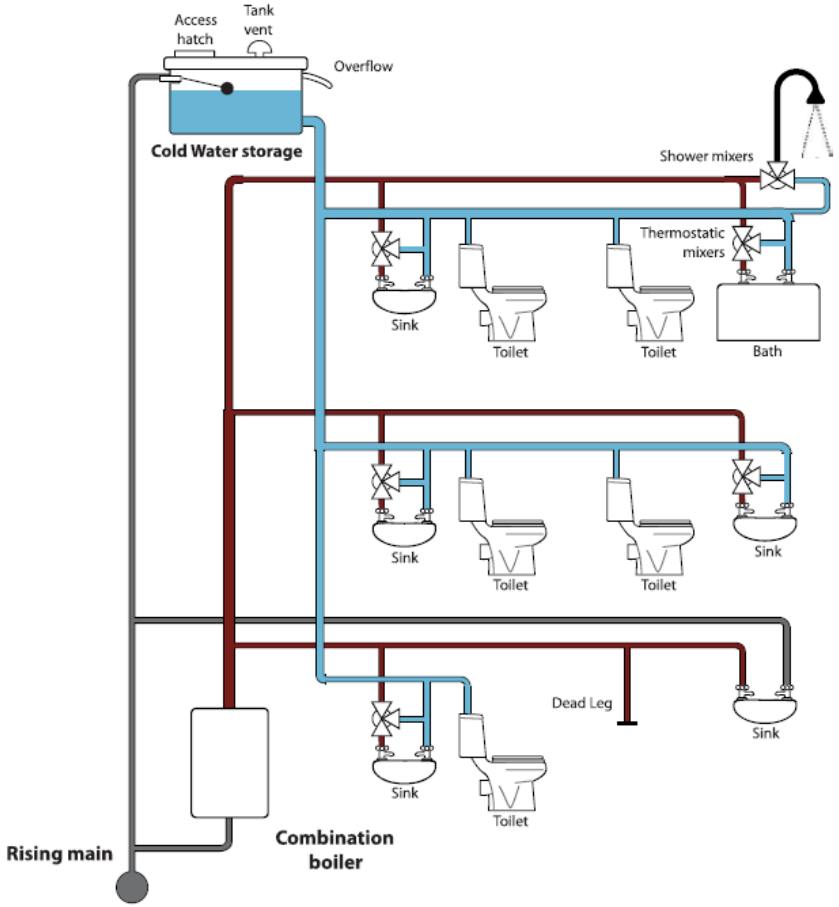


https://www.hse.gov.uk/legionnaires/hot-water-storage.htm

Cold water storage

Mains pressure hot water system with separate cold water storage supply

The rising main is connected directly to the calorifier, water heater or plate heat exchanger. Since the water in the system will expand due to heating, an expansion vessel and a safety temperature and pressure relief valve are required. Hot water distribution from pressurised systems can be used in both recirculation and non-recirculation systems. The latter is commonly found in houses with combination heating and hot water (combi) boilers. Cold water storage may supply water to some or all outlets.



https://www.hse.gov.uk/legionnaires/cold-water-storage.htm