

LCA Newsletter

News from the Legionella Control Association

April 2019 • www.legionellacontrol.org.uk

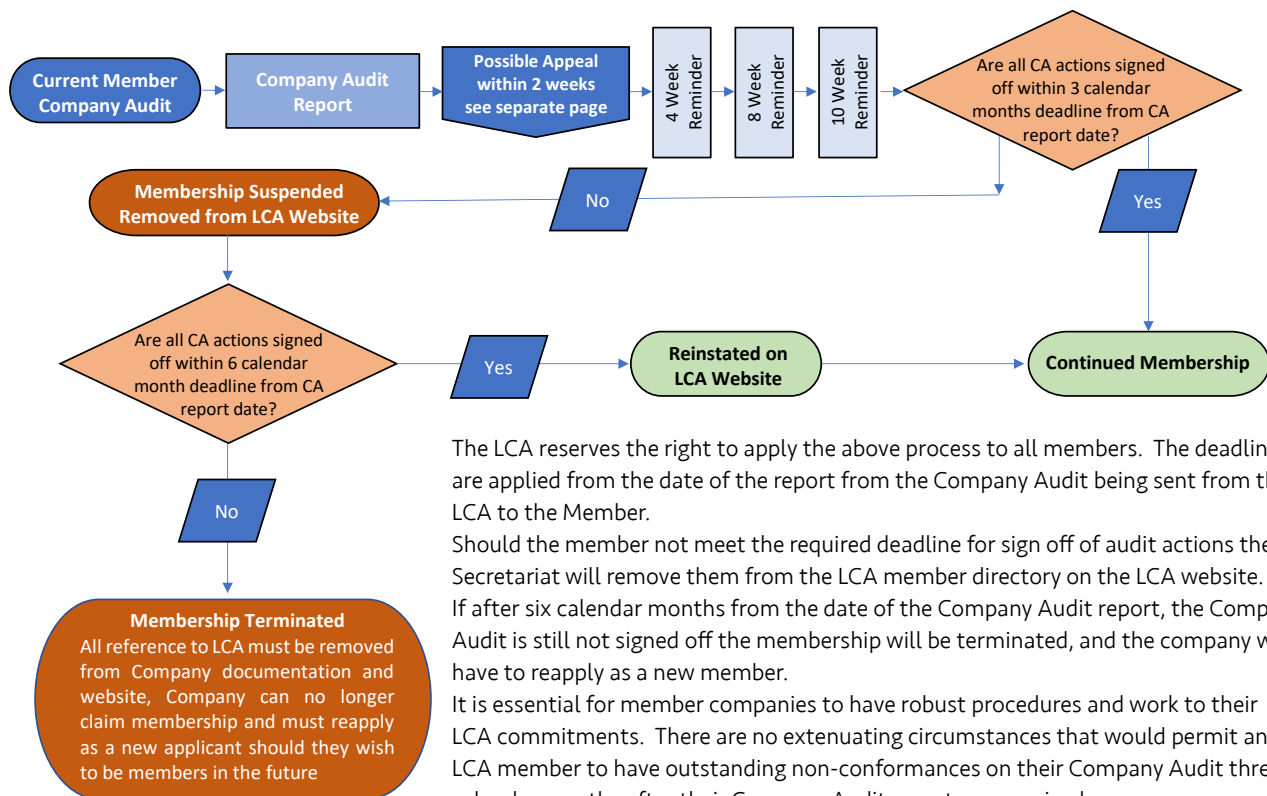


Important message to all LCA Members from the LCA Manager

LCA Process for Removal of Members from Website and Termination of LCA Membership

Over the last 18 months, the LCA Management Committee has refined the procedure for suspension and termination of LCA members. The following flowchart shows how we apply the rules and why it is critical Members reply within 6 weeks of receipt of the Company Audit report. LCA members currently suspended or terminated and the circumstances are discussed at every LCA Management Committee meeting. These discussions are minuted and the minutes of the meeting are sent to all LCA Management Committee members including representatives from HSE and Local Authority Enforcement.

LCA Process for Removal of Members from Website and Termination of Membership



The LCA reserves the right to apply the above process to all members. The deadlines are applied from the date of the report from the Company Audit being sent from the LCA to the Member.

Should the member not meet the required deadline for sign off of audit actions the LCA Secretariat will remove them from the LCA member directory on the LCA website. If after six calendar months from the date of the Company Audit report, the Company Audit is still not signed off the membership will be terminated, and the company will have to reapply as a new member.

It is essential for member companies to have robust procedures and work to their LCA commitments. There are no extenuating circumstances that would permit an LCA member to have outstanding non-conformances on their Company Audit three calendar months after their Company Audit report was received.

HSE Water Treatment Contractor Intervention Programme

HSE Field Operations Division inspectors undertook a series of head office visits to Legionella third party service providers, including some LCA registered members, between January and March 2019. This intervention contributed towards the control of high-consequence risks from Legionella. Visits were targeted towards third party contractors providing water treatment services, legionella risk assessments and cleaning and disinfection services.

Recent HSE cooling tower interventions indicated that whilst risk management is improving, analysis suggests that some dutyholders have struggled to achieve sustained compliance and that a contributory factor in this, may have been poor or inadequate service provision from service providers.

Visits focussed on some of the following areas:

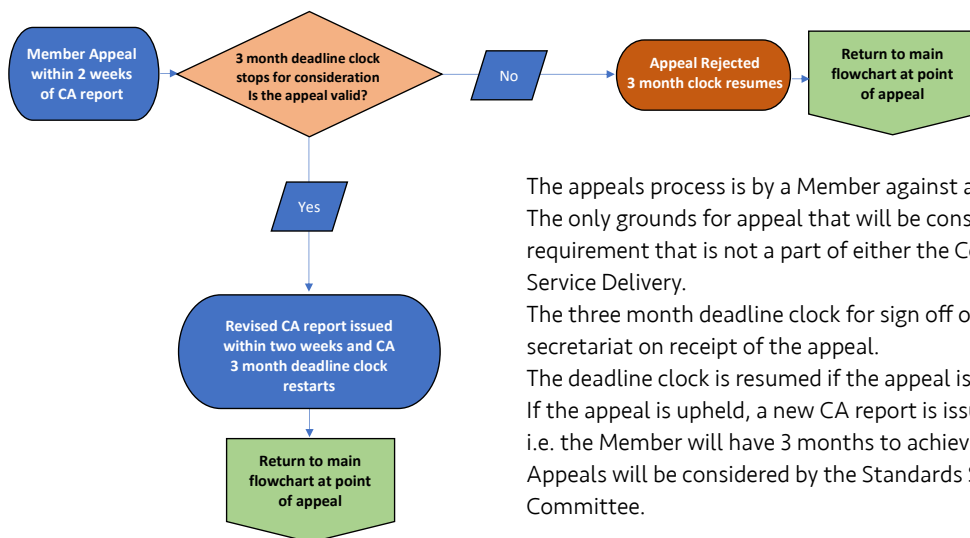
- how legionella control service providers cooperated and communicated with clients, especially once issues have been identified (e.g. non-compliance with the [Approved Code of Practice \(L8\)](#) or when there was evidence of inadequate control).
- training and supervision of service provider employees.
- how risk assessments and cleaning activities are planned and access arranged to work at height and operational evaporative cooling systems.
- whether respiratory protective equipment is adequate and suitable for the cleaning of evaporative cooling systems.

Initial findings from the Intervention will be presented by Duncan Smith, HSE at the LCA Spring Conference on 21st May 2019 at Drayton Manor in Tamworth.

Appeal against CA non-conformances

If you disagree with the actions assigned to you at your annual Company Audit, please follow process below:

LCA Process for Appeal Against Company Audit Non-conformances



The appeals process is by a Member against any required non-conformance. The only grounds for appeal that will be considered are that the Assessor is applying a requirement that is not a part of either the Code of Conduct or the relevant Standard for Service Delivery. The three month deadline clock for sign off of CA non-conformances is stopped by the secretariat on receipt of the appeal. The deadline clock is resumed if the appeal is rejected. If the appeal is upheld, a new CA report is issued and the three month clock restarts. i.e. the Member will have 3 months to achieve sign off from the new CA report date. Appeals will be considered by the Standards Sub-committee of the LCA Management Committee.

HAVE YOU ADDED SECTION 4.4 TO YOUR STATEMENT OF COMPLIANCE AND ALL FUTURE INTERNAL AUDITS?

In July 2018, the addition of section 4.4 under "Communication" was made. In recent months it has become evident that this is being missed by members completing Internal Audits. Please can you ensure that all future Internal Audits completed includes 4.4, as detailed below:

4.4 - Have a formal staged escalation procedure to ensure that in the event of significant matters of concern that must be raised, these are escalated, as necessary, to the responsible person, the duty holder and, as a last resort, to the relevant enforcement agency.

'The Code of Conduct' and 'Requirements for an Internal Audit' can be found in the [Downloads](#) section of our website for more information.

APPOINTMENT OF LCA MANAGER

The Legionella Control Association (LCA) is delighted to announce the appointment of Matt Morse as the new Manager of the LCA. The new role commenced on the 7th of January 2019 and will see Matt taking an active role in the day to day management of the LCA Assessors and the incoming enquiries to the office.

The new role of Manager will replace the Assessor Co-Ordinator roles that have been diligently completed since the formation of the LCA over 19 years ago by John Lindeman and Dr John Alvey. The Management Committee, Assessors and LCA Secretariat would like to place on record our thanks and appreciation of the hard work and success completed under the stewardship of Mr Lindeman and Dr Alvey that have seen the LCA grow and develop over the last two decades.

Matt Morse stepped down as Chairman of the LCA Management Committee on the 17th January 2019. Garry Kerin moves from Vice Chairman to Chairman and Nick Barsby has been elected Vice Chair. Upon announcing the appointment of Mr Morse, the new LCA Chairman Garry Kerin stated:

"The appointment of a Manager will allow the LCA to be more proactive in dealing with member enquiries and means the LCA can respond quickly and effectively to issues that arise. Industry expectations of the LCA grow year on year and reducing LCA's reliance on volunteers will help the LCA meet those expectations."

ANNUAL RE-REGISTRATION ON 1ST JULY 2019

As last year, only the Areas of Interest form and the Re-registration form and payment will be requested. Your Internal Audit and your Statement of Compliance to be sent to LCA Admin 6 weeks prior to your annual Company audit to ensure the LCA assessor has the latest copy.

LAUNCH OF THE BRITISH STANDARD

BS 8580-1:2019

Water Quality. Risk assessments for Legionella control.

The British Standard on conducting Legionella risk assessments has been updated in line with changes to the HSE's Code of Practice.

BS8580-1:2019 Water quality. Risk assessments for Legionella control. Code of practice

applies to risk assessments undertaken on premises, plant and systems and where control measures have been implemented.

This revision now aligns the standard with HSE ACoP L8 and its associated guidance documents. Legionella risk assessment is a legal requirement making this standard invaluable to anyone responsible for the safe management of water systems, especially within hospitals, the wider healthcare industry, leisure centres and schools.

shop.bsigroup.com

**NEW LCA WEBSITE
COMING SOON**



**Legionella
Control
Association**
KEEPING WATER SYSTEMS SAFE

**Spring
2019
Conference**

Booking Form

I wish to book a place on the LCA Spring Conference 2019:

Name:

Company:

Address:

Postcode:

Tel:

Email:

Special dietary requirements:

£99 per person +VAT (£19.80) For LCA members Total = £118.80

£150 per person +VAT (£30) For non members Total = £180

3ULFHVLQFO8HUHIUHVKPHQWVDQGDE8WOFK

Accommodation - Please contact Drayton Manor Hotel directly on 01827 285 551 and quote 'LCA'.

Payment options - a receipted VAT invoice will be issued. Please indicate method of payment:

Credit/Debit Card: Please call us to make your payment.

BACS: Bank details can be found at the bottom of invoice.

Cheque: Made payable to Legionella Control Association Limited. TOTAL ENCLOSED: £ _____

Trade Stand (includes 2 delegates) £750 +VAT (£150) Total = £900

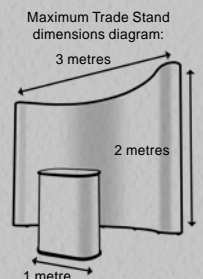
Event trade stands are to be a maximum size of 2 metres high x 3 metres wide with only 1 support table with a maximum width of 1 metre (see diagram example = right).

STRICTLY 10 TRADE STAND SPACES AVAILABLE.

Price includes one leaflet insert for the delegate packs

(maximum size A4 single sheet - can be single or double sided).

Additional A4 inserts can be accommodated - please contact LCA for pricing.



If you are interested in booking a Trade Stand, please call: 01827 269 063

All payments must be settled before the event. Cancellations can only be accepted two weeks before the event whereby 50% of the total fee will be retained, any cancellations received after this two week period will be charged in full.

Follow our updates on Twitter: @LCA110

/HJLRQHOOD&RQWURO8VRFLDWLRQ/LPLWHG6LU5REHUW3HHOOLoo+RM:DON)DHO8DP8UWK6WDV%4'

Telephone: 01827 269 063 Fax: 01827 250 408 Email: admin@legionellacontrol.org.uk Website: www.legionellacontrol.org.uk