

DO NOT USE THIS POLICY IN PRINTED FORM WITHOUT FIRST CHECKING IT IS THE LATEST VERSION

Current versions of University policies are available online. If you are reading this document in printed form, please check that the version number and date match the most recent version. Approved policies are valid for use after their approval date and remain in force beyond any expiry of their review date until a new version is available.

Water Safety Policy

Document Control:

Policy Owner:	Director of Health & Safety
Policy Author(s):	Geoff O'Hara Graham Hakes - Communication and Operationalisation.
Effective Date:	24.09.26
Approving Body:	Policy Oversight Group
Equality Impact Assessment Date:	27/08/2026
Version Number:	V1.4 26.08.26
Date of Next Review:	April 2029

Amendment History:

Version Number:	Effective Date:	Summary of Amendments:	Author:
V1 22 03 17	22/03/17	Initial version of document	John Phillips
V1.1 22 03 17	13/06/18	Review	John Phillips
V1.2 16 06 22	28/07/22	Review	Andy Clews
V.1.3 11 02 25	18/03/25	Review, change of policy title, alignment to updated	Phil Bowen
V1.4 26 08 26	24.09.26	Policy Transferred to new policy template. Update of policy to remove repetition of statements across multiple sections. Update responsibilities and RACI and remove reference to redundant documents	Geoff O'Hara

1. Purpose

1.1 The University recognises that the management of water safety is essential to safeguard anyone who attends and uses the facilities managed by the University from hazards associated with water systems. The policy is to control risks from scalding, water quality, legionellosis pseudomonas, aeruginosa and other water-borne pathogens, which can cause serious illness, including Legionnaires' disease

2. Scope

2.1 This Policy applies across all University campuses, including Gibbet Hill, Westwood and University of Warwick Innovation Campus, Stratford.

2.2 The following legislation and guidance documents form the technical scope of this policy:

- Health and Safety at Work etc. Act 1974
- Control of Substances Hazardous to Health (COSHH) Regulations (2002)
- Health and Safety Executive's Approved Code of Practice (ACoP) L8 4th edition

- HSG274: Health and Safety Executive's Legionnaires' disease technical guidance
 - o Part 1: Evaporative cooling systems - Cooling towers, evaporative condensers
 - o Part 2: Hot and cold water systems - Domestic-type water systems in all premises
 - o Part 3: Other risk systems - Spa pools, hot tubs, humidifiers, water features
- HSG282: The Control of Legionella and Other Infectious Agents in Spa-pool Systems.
- HSG179: Health and Safety Executive's Health and safety in swimming pools
- PWTAG Code of Practice and the Swimming Pool Water Book
- Health Technical Memorandum (HTM) 04-01 (Safe water in healthcare premises)
- The Water Supply (Water Fittings) Regulations 1999

2.3 This Policy is supported by arrangements including, the University Water Safety Plan, Water Risk Assessments and instructions that are based on, latest guidance on water hygiene management and are available on the University's Health and Safety website.

2.4 Under the provisions of Regulation 26, Safety Regulations and associated University Health and Safety Policy document, it is the duty of all staff, students, contractors and others working in the University to comply with this Policy, together with any other instructions, rules and guidance that may apply.

3. Responsibilities

The table below outlines the key responsibilities associated with this Policy and should be read alongside the detailed role responsibilities set out in the [Leadership and Management of Health and Safety at the University of Warwick](#) document.

Role	Responsible for
Director of Health and Safety (or equivalent)	Providing advice on legal requirements and standards, maintaining relevant policy information, supporting assurance activities across the University, and ensuring that arrangements are in place for the provision of competent water safety advice.
Estates Director	To appoint an individual to act as Duty Holder for Water Safety.
Director of Maintenance	For the purposes of meeting the requirements of ACOP L8 act as the Duty Holder for water safety matters across the University. Responsible for implementing this policy, ensuring resources are available, and overseeing compliance with water safety management strategies. Responsible for appointing Responsible Person(s) and Deputy Responsible Person(s) as required.

	Chair of University Water Safety Group
Water Responsible Person(s) and Water Deputy Responsible Person(s) (Estates) (These are <i>roles defined in the HSE ACoP L8</i>)	To maintain and implement the Water Safety Plan. Oversee planned preventative and reactive maintenance, testing, and corrective actions related to water systems within their remit. To provide guidance on system design and provide technical input into the relevant design standards. To review and ensure newly installed systems meet the requirements of the relevant standards.
Associate Director of Energy and Infrastructure	Responsible for ensuring that University design standards meet the requirements set out in Water Safety Plan and relevant legislation.
Heads of Departments	Ensuring appropriate arrangements for managing water safety within areas under their control, including acting on relevant water risk assessment findings and ensuring that could create contamination risks water arising from their activities are appropriately assessed and managed.
Departmental Senior Administrative Staff	Supporting Heads of Department in meeting the expectations of this Policy within their areas of responsibility.
All staff	Complying with this Policy and associated arrangements, instructions and guidance.
University Water Safety Group	Acts as a forum for key internal stakeholders to collaborate, review policies, procedures and report findings to the University Health and Safety Executive Committee.
Swimming Pool Management Group	Provides oversight of Swimming Pool operations and report findings to the University Health and Safety Executive Committee.

RACI Matrix	
Responsible	Estates Director Estates Director of Maintenance (These are <i>roles defined in the HSE ACoP L8</i>) Associate Director of Energy and Infrastructure Heads of Department or equivalent Director of Health & Safety or equivalent
Accountable	Vice Chancellor Group Finance Director
Consult	Departmental Senior Administrator Supervisors Technical Services Manager Health and Safety Services Officers and Advisers
Inform	Managers (including Academic staff e.g. Principal Investigators) All staff

4. Policy Statement

4.1 The Duty Holder must appoint a Responsible Person (RP) and Deputy Responsible Person(s) (DRP) to oversee water safety management and ensure compliance with this policy.

4.2 The Water Safety Plan defines how the Duty Holder manages potential risks from exposure to waterborne bacteria in accordance with legislation, guidance, and best practice by:

- Identifying and assessing sources of risk.
- Preparing a written scheme for controlling the identified risks, including details of control measures and monitoring procedures.
- Ensuring adequate staffing, training, and financial resources to effectively implement and maintain control measures.
- Implementing, managing, and monitoring all control measures identified within the written schemes.
- Keeping up-to-date electronic records, including risk assessments, maintenance logs, and monitoring results.
- Setting minimum requirements for new / replacement water systems and associated components.

4.3 The RP/DRPs will regularly monitor and review the effectiveness of the Water Safety Plan, ensuring any necessary corrective actions are taken promptly.

5. Associated Links

[Legionella and Legionnaires' disease - HSE](#)
[Health and Safety Water Safety](#)
[Estates Water Safety](#)