



Spire View Housing Association Ltd.

Asbestos Policy

March2018

Policy Statement

1. It is the policy of Spire View to ensure that any asbestos containing materials (ACM's) are, so far as is reasonably practical, effectively identified, managed and monitored in accordance with the requirements of the Control of Asbestos Regulations 2012.

The risks posed by asbestos containing materials are considered to be small provided the materials are in good condition, not disturbed and are effectively managed to ensure they remain so.

2. LEGISLATION

- 2.1 The Control of Asbestos Regulations 2012 place a duty on the Association to manage ACM's in non-domestic premises that they own. This includes offices and associated buildings.

The Regulations also extend the duty to manage the common areas of domestic buildings and this includes common stairwells, bin stores entrance halls etc.

- 2.2 The Health & Safety at Work etc. Act 1974 section 2, requires all employers to conduct their work so their employees will not be exposed to health and safety risks, and to provide information to other people about their workplace which might affect their health and safety. Section 3 places a duty on employers and the self-employed towards people not in their employment and Section 4 contains general duties for anyone who has control, to any extent, over a workplace. In addition, the Management of Health and Safety at Work Regulations 1999 require employers to assess the health and safety risk to third parties, such as tenants who may be affected by their activities, and to make appropriate arrangements to protect them.

These requirements mean that the Association has legal duties to ensure the health and safety of their staff (and others) in domestic premises used as a place of work.

As employers, The Association also has a duty under the general requirements of the 2012 regulations to carry out a Risk Assessment of work liable to expose employees to asbestos and prepare a suitable written plan of work.

3. COMPLIANCE

- 3.1 The Association will appoint a staff member to act as the Asbestos Manager on it's behalf. However, it is understood that this role will require the support of specialist advisers from time to time. The Asbestos Manager will ensure that regular inspections of the

Association's stock is undertaken and records are maintained and updated as necessary.

- 3.2 The Association has undertaken surveys in various locations to identify, where practically possible, the presence of ACMs within buildings and domestic properties under their ownership. This information will be held in a Register within the Association's offices and it is the responsibility of the Asbestos Manager to maintain this register.
- 3.3 Where works are to be undertaken and information on the register is not comprehensive to cover all areas where ACMs require to be identified, a suitable representative survey will be carried out in advance of the project commencement date to determine likely presence of ACMs and the likelihood of these being disturbed.
- 3.4 Where projects involve the disturbance of ACMs, appropriate Risk Assessments will be conducted and appropriate Contractor's appointed as required to either eliminate the risk or reduce the risk as required. All appropriate method statements and work processes will be strictly adhered to in order to ensure the safety of all parties who may be affected.
- 3.5 The Association will also seek to inform relevant parties who may have cause to come into contact with known ACMs of the location and condition of the asbestos containing materials. In the case of Contractors who may undertake work near the ACMs, suitable Risk Assessments and Method Statements will be required to be developed and submitted prior to commencement of any work.
- 3.6 In addition to the the measures above, The Association will seek to advise all persons who may be affected by the presence of ACMs contained within the Association's stock by the following means:

Contractors

All Contractors will be lettered annually to reaffirm the likely presence of ACMs and will be required to confirm in writing that all employees have had appropriate asbestos awareness training.

Tenants

At the time of signing the tenancy agreement, tenants will be provided with a written statement advising the possible presence of Asbestos Containing Materials (if relevant to the property) within their property and that as such, they should contact the Association for advice and assistance prior to conducting any improvement works. This is reaffirmed through the tenancy agreement where tenants are required to contact The Association for permission to carry out any alterations or improvements