



TAI CANOLBARTH CYMRU MID-WALES HOUSING

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Asbestos Management Policy

Strategic Aim:	To ensure Mid-Wales Housing Association complies with current regulations and best practices regarding asbestos.
Reference No:	
Date Of Issue:	January 2016
Next Review Date:	January 2019
Departments Affected:	New Business Team/Planned & Development Customer Services/Maintenance Team & Visiting Officers External Contractors
Approved By/Date:	Scrutiny Committee and Board of Management: January 2016
Lead Officer:	Nick Dearden – New Business Team Leader
Statutory Compliance:	Health & Safety at Work Act 1974 Control of Asbestos Regulations 2012 Construction Design & Management Regulations 2015

Policy Statement

Mid-Wales Housing Association (MWHHA) acknowledges and accepts its responsibilities under the Health and Safety at Work Act 1974, and the Control of Asbestos Regulations (CAR) 2012 to identify and to safely manage Asbestos Containing Materials (ACMs) on its premises. It also accepts its responsibilities within the Construction Design & Management Regulations 2015 (CDM) to provide information to contractors and others when undertaking works to properties owned and/or managed by MWHHA.

The primary objective of this Asbestos Policy is to minimise risk of exposure to staff, contractors and residents by managing asbestos effectively through sound work practices and also to ensure that MWHHA comply with current regulations and best practices regarding asbestos.

ACMs present within MWHHA properties which are in good condition, not releasing fibres and not subject to abrasion or damage will be left in the property and managed. ACMs that are in poor condition will be removed from the property. However, if this is not feasible due to structural or customer care reasons it will be encapsulated and managed. No new ACMs shall be used within new or existing owned, leased or managed properties.

To comply with these requirements MWHHA will ensure it works in accordance with CAR, CDM, relevant approved code of practices (ACOPs) and guidance notes issued by the Health & Safety Executive (HSE).

1) Responsibility to Manage

The New Business Team Leader is MWHHA's nominated "Duty Holder" which is a key requirement defined under the CAR. In the absence of the New Business Team Leader the Director of New Business assumes responsibility.

The Duty Holder is responsible for the implementation of the Asbestos Policy, this includes:

- Taking reasonable steps to find out if there are materials containing asbestos in its housing stock and if so, the location, type, amount, and what condition it is in.
- To presume materials contain asbestos unless there is strong evidence that they do not (such as in properties constructed post 2000) and keep up-to-date, a record of the location and condition of such asbestos containing materials.
- To assess the risk of anyone potentially being exposed to fibres from the materials identified.
- Prepare a plan that sets out in detail how the risks from these materials will be appropriately managed and implement accordingly.
- Periodically review and monitor the plan and the arrangements to act on it so that the plan remains relevant and up-to-date.

- Provide information on all known locations and current condition of existing ACMs to anyone who is liable to work on or disturb them, including employees, residents and co-workers.
- Provide a six-monthly report to the Health & Safety group on the progress towards the objectives set out in the Asbestos Management policy and associated procedures.

There is also a requirement on all staff and contractors to co-operate as far as is necessary to allow the duty holder to comply with the above requirements.

2) Information

MWHA had a specialist asbestos survey carried out by qualified consultants on all communal areas within its stock in July 2013. In addition, asbestos surveys are carried out, where necessary, prior to the commencement of any planned maintenance works.

The data provided is recorded on an Asbestos Register which includes:

- a record of where asbestos was found in properties surveyed including its type and condition;
- a risk analysis for each location with recommendations for on-going management/monitoring.

The Asbestos Register is kept at MWHA's main office and is available for reference or inspection by MWHA staff, contractors and/or other stakeholders.

MWHA accepts that where its own directly employed staff or contractors work in domestic properties, such places are deemed places of work and all statutory provisions relating to working with ACM's apply.

3) Staff & Contractor Training

MWHA will ensure that employees who work in its properties where asbestos is presumed present will receive appropriate asbestos awareness training.

The New Business Team Leader will ensure that any works to asbestos containing materials are carried out by staff or contractors who are qualified and trained to do so, (holding personal certification P405/6), or by an organisation who has accreditation to ISO/IEC 17020.

All sampling will be undertaken by external surveyors or fully trained MWHA staff (holding a P402 qualification) and sent for analysis (external surveys and analysis laboratories to be UKAS Accredited).

All "licenced" asbestos work will be undertaken by Health and Safety Executive licenced contractors.

4) Policy Authorisation and Review

This policy is a document for approval by MWAHA Board of Management and will be subject to formal review every three years or as necessary following changes to corporate, regulatory or customer requirements.

5) Asbestos Procedures

This Policy is to be read in conjunction with MWAHA Asbestos Procedures.

6) Key Performance Areas:

Equality Impact Audit	<i>How does/will this policy ensure needs are met fairly, particularly with regard to race, gender, disability etc.?</i>	This object of this policy is to maintain a safe environment for everyone.
	<i>Is it felt that this Policy might affect different groups adversely. If so what is the justification for this, and is it legally permissible?</i>	No groups or individuals are expected to be affected adversely.
	<i>Have any representative groups in the locality been asked for their opinion and if so what was the outcome?</i>	No.
Tenant Engagement	<i>How does/will this policy ensure the needs of tenants are met?</i>	This object of this policy is to maintain a safe environment for residents, visiting offers and anyone working in the property.
	<i>How is it felt this Policy will impact on the rights and obligations of tenants?</i>	This strategy will not affect residents' rights and obligations.
	<i>Have tenants been consulted and were the outcomes of that consultation taken into account when considering the introduction of this Policy?</i>	The MW50 Group were consulted on a previous Asbestos Policy during July 2009 and TaRF on 7 th August 2009. TaRF did not think it appropriate to advise residents when/where Asbestos materials were found following surveys. Updated policy presented to TaRF June 2011.