



# **ASBESTOS MANAGEMENT POLICY (Legacy Rosebery)**

## **Scope**

This policy applies to the delivery of services where the legacy Rosebery part of Town and Country Housing provides the service.

## **Introduction**

- 1.1 This policy explains how Town and Country Housing (Legacy Rosebery) will manage the risk posed by asbestos containing materials (ACMs) and materials presumed to contain asbestos at premises owned, managed, or controlled by Town and Country Housing (Legacy Rosebery).
- 1.2 Town and Country Housing (Legacy Rosebery) will aim to meet its statutory obligations, principally the requirements of the Control of Asbestos Regulations 2012 and associated Approved Codes of Practice and Guidance Notes produced by the Health and Safety Executive through the implementation of this policy.
- 1.3 We intend to implement the policy through the arrangements and procedures set out in the Town and Country Housing (Legacy Rosebery) Asbestos Safety Manual, which should be read in conjunction with this policy.
- 1.4 All Town and Country Housing (Legacy Rosebery) employees have a duty of care to work in a safe manner and to comply with the policy requirements in relation to their work activities. Third party service providers and contractors are also required to meet certain obligations and responsibilities, as defined by statutory requirements and in this policy, when carrying out activities involving ACMs at Town and Country Housing (Legacy Rosebery) premises.
- 1.5 This policy applies to all parts of our organisation and relevant suppliers to Town and Country Housing (Legacy Rosebery).

## **2. Statement of Intent**

- 2.1 We are committed to protecting all tenants, staff, contractors, and visitors from the health risks associated with ACMs in all of our premises.
- 2.2 We will implement procedure to prevent, in as far as is reasonably practicable, ACMs giving rise to health risks in our premises.
- 2.3 To achieve and maintain effective management of the risk posed by ACMs, we will comply with the requirements of the Control of Asbestos Regulations (CAR) 2012 and follow supplementary Health and Safety Executive Approved Codes of Practice and Guidance Notes. In achieving compliance our aims are to:
  - provide safe dwellings and places to work;
  - comply with statutory obligations;
  - meet industry best practice.
- 2.4 Where Town and Country Housing (Legacy Rosebery) holds certain duties as 'duty holder', as defined in CAR 2012, any premises constructed prior to 2000 will be assessed for ACMs or presumed ACMs and suitable risk assessments will be carried out.

- 2.5 Findings from these assessments will be recorded in the Asbestos register and where necessary, control and management actions will be taken to manage, remove or treat ACMs in order to eliminate or minimise risk of exposure to asbestos airborne fibres. Assessment and remedial plans will be set out in the Asbestos Management Plan.
- 2.6 No materials containing asbestos will be used for the purposes of re-instatement repair or replacement.
- 2.7 No employee shall work on or with ACMs.
- 2.8 Adequate training, instruction and awareness will be provided for employees who need to be involved in the safe management of ACMs. Any other person likely to be at risk from ACMs will be provided with suitable information on the location and associated risk of known ACMs Town and Country Housing (Legacy Rosebery) premises.
- 2.9 Competent persons will be appointed to provide specialist services to meet the requirements of this policy.

### **3. Key points of policy**

- 3.1 The Asbestos Safety Manual sets out the arrangements and procedures for managing asbestos risk at Town and Country Housing (Legacy Rosebery) premises together with advice and guidance on how to implement the policy.
- 3.2 An overarching Asbestos Management Plan is produced on an Tri-annual basis setting out what actions Town and Country Housing (Legacy Rosebery) will take for the continued safe management of ACMs.
- 3.3 Certain job roles at Town and Country Housing (Legacy Rosebery) will include responsibilities for the delivery and implementation of the policy. The Asbestos Safety Manual details the specific responsibilities for each job role.
- 3.4 All individuals working or visiting Town and Country Housing (Legacy Rosebery) premises are required to co-operate with any employee or third party agent charged with the safe management of ACMs at our premises.
- 3.5 In addition, any person working or occupying Town and Country Housing (Legacy Rosebery) premises must take all reasonably practicable steps to see that their activities, and the consequences of their actions, comply with the statutory obligations imposed upon them through this policy.
- 3.6 Residents, employees and contractors who live and work at Town and Country Housing (Legacy Rosebery) premises, will be informed of the location, type and condition of known or presumed ACMs together with an indication of the potential exposure risk.
- 3.7 Residents will be informed of the steps to take so as not to disturb ACMs known to be present in their homes. When repairs or redevelopment work are carried out, information on how ACMs will be safely managed will be provided.
- 3.8 Right to buy leaseholders will be advised of any findings from asbestos surveys undertaken in neighbouring tenanted properties if they are the same type of property, including if any new information is obtained.

- 3.8 Supplementary tenant information sheets are available from Town and Country Housing (Legacy Rosebery) office or via the web site.

#### **4. Training**

- 4.1 Town and Country Housing (Legacy Rosebery) employees will receive suitable instruction and awareness training. The instruction and training will be appropriate to the individual's job role and place of work. A training record will be kept. Competent persons will provide awareness training that meets the requirements of Regulation 10 of CAR 2012.
- 4.2 All service providers and contractors must have received suitable asbestos awareness training for any work activity at our premises likely to contain ACMs.

#### **5. Monitoring and reporting**

- 5.1 Changes of use, occupancy, and ownership of premises and any incidents involving the disturbance of ACMs or any other obligation relating to Town and Country Housing (Legacy Rosebery) premises will be monitored and the feedback used to review the policy and manual.
- 5.2 The Health and Safety Group will monitor the implementation of this policy.

#### **6. Linked Documents**

- Asbestos Safety Manual (Procedures & Arrangements)
- Asbestos Management Plan Asbestos risk assessment process map
- Asbestos Safety Manual