



Asbestos Compliance Policy

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MONITORING, APPROVAL AND REVIEW	
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Approved by	FCHO Board – January 2020 / Compliance Team – January 2021
Policy Review	The Policy will be reviewed on a biennial basis or in line with legislative or regulatory changes. Due January 2023
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Asbestos Policy

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1. What is the purpose of this Policy?

- 1.1 The purpose of this policy is to ensure First Choice Homes Oldham fulfils its responsibilities, legal obligations and adopts robust procedures to guarantee all Asbestos work is compliant with the relevant legislation, guidance and best practice and meets the expectation of our customers, the Regulator and the First Choice Homes' Board.
- 1.2 The implementation of the policy is supported by a detailed Asbestos management plan that works towards removal to eliminate the risk over time. However where asbestos is left in situ, this will be managed accordingly with the asbestos regulations.

2. Policy Details

2.1 Elements covered by this policy

- 2.1.1 First Choice Homes Asbestos Compliance is divided into 3 specific work areas:
 - a) Asbestos Surveys
 - b) Asbestos Re-inspections
 - c) Asbestos Remediation

2.2 Management and Hierarchy of Control

- 2.2.1 The Board has overall responsibility for all activities undertaken by First Choice Homes, the organisation's employees and appointed contractors. This includes compliance with legal obligations, relevant legislation, guidance and best practice.
- 2.2.2 The Chief Executive is responsible to the Board for ensuring that First Choice Homes operate safely and achieve the Board's objectives.
- 2.2.3 The Chief Executive has delegated the specific responsibilities relating to Asbestos to the Executive Director, Homes and Investment as the main 'Duty Holder' as required under the legislation.
- 2.2.4 The Head of Property Safety will be nominated to act as a 'Responsible Person' and they along with their operational staff will be responsible for the day to day delivery of asbestos management.

2.3 Asbestos Surveys

- 2.3.1 The duties as set out in Regulation 4 of The CAR 2012 Regulation ensure all 'common areas' (includes offices, community centres, shops and garage blocks) will have a suitable management survey.
- 2.3.2 When commissioning work within a tenanted property, First Choice Homes recognise that the duty to manage ACMs is extended to the relevant domestic and non-domestic areas of dwellings by virtue of the Health and Safety at Work Act regulations. Therefore, a survey will be carried out prior to work taking place (to a suitable level based on proposed work).

The results from these surveys are currently held in First Choice Homes' web based asbestos database which is accessible 24/7. Logins will be provided and access will be given to all internal and external maintenance staff and contractors. Northgate housing management system contains more condensed information on asbestos in properties which is given to the internal maintenance team Property Care, and is also available on the operatives handheld device. Access to the full survey is also available as required.

2.4 Asbestos Re-Inspections

- 2.4.1 First Choice Homes Oldham will ensure all 'common areas' will have an annual re-inspection of any identified ACMs and any remedial works undertaken.

2.5 Asbestos Remediation

- 2.5.1 First Choice Homes will effectively manage the risks from ACMs identified within properties through surveys and will act upon any recommendations in regards to management of ACMs as well as proactively undertaking removal programmes where appropriate. Our approach will be to eliminate the risk over time through a removal programme, however where asbestos is left in situ this will be managed accordingly with the asbestos regulations. .

2.6 Asbestos Information

- 2.6.1 The asbestos surveys are held on the 'RiskBase' Database system (access via internet access and secure password at: <https://app.riskbase.co.uk>).
- 2.6.2 The web based First Choice Homes asbestos database shall be updated by the Compliance Team following any asbestos survey, removal or remediation works and following completion of re-inspections.

2.7 Policy Monitoring and Review

- 2.7.1 This Policy document will be reviewed annually or amended as and when Legislation is revised.

2.8 Performance Management

- 2.8.1 Performance is measured and monitored as part of the corporate compliance assurance process.
- 2.8.2 Reporting of performance is through the operational monthly review meetings and then reported to the Leadership team on a monthly basis, through to the Health and Safety Group on a quarterly basis and then to Board.

3. Legislative or other Guidelines

3.1 Legislation

- The Health and Safety at Work Act 1974
- Control of Asbestos Regulations (CAR) 2012
- The Management of Health & Safety at Work Regulations 1999
- Workplace (Health, Safety and Welfare) Regulations 1992
- Hazardous Waste Regulations 2005
- The Construction (Design & Management) Regulations (CDM 2015)

3.2 Approved Codes of Practice ACOP

- ACoP L143 - 'Managing and Working with Asbestos' (December 2013)
- HSG 264 – 'Asbestos: The survey guide', holds ACoP status.

3.3 Guidance Documents (Health and Safety Executive)

- HSG247 – 'Asbestos: The licensed contractors' guide
- HSG248 – 'Asbestos: The analysts' guide' (updated Nov 2016)
- HSG189/2 – 'Working with asbestos cement'
- HSG213 – 'Introduction to asbestos essentials'
- HSG210 – 'Asbestos essentials task manual'
- HSG33 – 'Health and safety in roof work'. (Covers asbestos cement roof demolition)
- HSG227 – 'Comprehensive guide to managing asbestos in buildings'

4. Links to First Choice Home's Strategic Plan and Risk Register

4.1 Landlord: Excellent landlord services – Provides for an efficient and effective service.

4.2 Links to the following Strategic risks:

- Health and Safety – Failure to monitor and control health and safety risks which may lead to injury/death, regulatory compliance failure and/or reputational and financial loss.