

<b>TITLE</b>	Asbestos Management Policy
<b>Version:</b>	Version No.1 October 2009
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<b>Approved by:</b>	WM Housing Group Board on 7th December 2009

This Policy relates to The Management of Asbestos Containing Materials in WM Housing Group stock.

## 1. Policy Statement

1.1 The objectives of this policy are to manage WM Housing Group's statutory obligations in relation to:-

- Managing the risks associated with asbestos containing materials (ACMs).

1.2 WM Housing Group recognises that it has a legal duty to protect and not put at risk its;

- Tenants,
- Leaseholders,
- Employees,
- Contractors
- Any persons affected directly or indirectly by any construction, maintenance or other related activity from any potential or unnecessary risk of exposure to asbestos fibres.

## 2. Policy Purpose and Aims:

2.1 This policy supports our values which are:-

- Providing Excellent Service
- Acting with Integrity
- Valuing People
- Delivering Creative Solutions

We aim to manage asbestos in premises to minimise the risk of persons being exposed to asbestos fibres as far as practically possible by carrying out inspections at appropriate intervals and acting appropriately to any issues identified. Managing the risks associated with Asbestos Containing Materials (ACMs) is a priority for all employees.

2.2 This policy meets the requirements of :-

- The Control of Asbestos at Work Regulations 2006
- The Health & Safety at Work etc Act 1974
- The Construction (Design & Management) Regulations 2007
- The Audit Commissions Key Line of Enquiry (KLOE) number 3 Stock Investment and Asset Management.

### 3. Our Policy

#### 3.1 Managers Responsibilities

Provide adequate arrangements for communication and consultation on asbestos health and safety matters:-

To ensure relevant staff whom may come into contact with ACMs whilst undertaking their duties are adequately trained.

To increase awareness of key stakeholders (including employees, contractors and customers) as to the nature and use of asbestos and to the risks associated with exposure to asbestos fibres.

To ensure parties with a relevant interest are informed of the location and nature of ACMs and how we are managing the risks.

To ensure we have inspected and surveyed all relevant premises, hold and maintain an asbestos register giving details of location and type of asbestos present.

To ensure where practical employees exposure to asbestos fibres is prevented.

Provide the resources necessary to implement this policy

#### 3.2 All Employees Responsibilities

Take reasonable care for the health and safety of themselves and other persons who may be affected by their acts or omissions.

Report immediately to line manager any friable asbestos materials discovered during their normal work activities

#### 3.3 Identification of Asbestos Containing Materials

In accordance with the Health & Safety Executive Approved Code of Practice 2002 surveys will be carried out in all communal areas and updated in line with our obligations to include:-

- Foyers
- Corridors
- Lifts
- Lift Shafts
- Staircases
- Boiler Houses
- Vertical Risers
- Store Rooms

Surveys will be carried out to individual dwellings to identify Health & Safety risks for contractors and customers prior to commencing upgrades as part of our programmed works.

#### 3.4 Treatment of Asbestos Containing Materials

Generally asbestos containing materials will only be removed:-

- Where they are damaged or deteriorating.
- When maintenance works require the asbestos containing material to be disturbed.

Where asbestos containing materials are identified and not damaged the material will be left in place until other maintenance works are required, advice labels will be applied, and sealed if the asbestos is visible.

#### **4. Equality Impact Assessment**

- 4.1 We will ensure that our services reflect the diverse community that we work with and is in line with our policies on equality and diversity.  
WM Housing Group carry out Equality Impact Assessments to understand the impact that our policies may have on groups of people or individuals. These impacts may be positive or negative. We have reviewed our policy with employees from within our area of the business and identified no amendments required to our procedures for delivery of this policy.

#### **5. Performance Measures and Targets**

- 5.1 Performance is measured by the number of reportable instances to the Health & Safety Executive where asbestos is not managed in accordance with the legislation.
- 5.2 Failures to manage asbestos in compliance with legislation will be reported to Boards and Committees.

#### **6. Monitoring and Review**

- 6.1 The next policy review is scheduled for October 2011 and then every three years thereafter.

#### **7. Responsibility**

- 7.1 This effective implementation of this policy is the responsibility of the Director of Property Services within the group.

#### **8.0 Associated Documents/Policies**

- 8.1 List of documents/associated policies/publications.
- Customer Care Policy
  - WM Group Health & Safety Policy Statement
  - WM Group Key Procedures for Health & Safety
  - Equality and Diversity Strategy
  - The Control Of Asbestos at Work Regulations 2006
  - The Health & Safety at Work etc Act 1974
  - The Construction (Design & Management) Regulations 2007
  - Audit Commissions Key Lines of Enquiry number 3