Asbestos Management Policy

Document Control

Responsible Person	Head of Property & Assets			
Review Frequency	5 Yearly			
Reviewed by	Board			
Date Approved	January 2025			
Next Review Due	January 2030			
Consultation Required	Yes		No	✓
Equalities Impact Assessment	Yes	✓	No	
Added to Company Website	Yes	✓	No	
Associated Documents Considered	Yes	✓	No	

1. Scope of the Policy

1.1. This policy outlines our activities and responsibilities involved while working with asbestos, in accordance with the requirements of the Control of Asbestos Regulations (2012).

1.2. This policy extends to cover our responsibilities as:

- A Registered Social Landlord (Common Area Management)
- An Employer (Duty of care towards employees), and;
- A Client (subcontracting maintenance related works)

1.3. This policy applies to all buildings whether owned or let by Waverley Housing. This policy must be read in conjunction with the Waverley Housing Asbestos Procedure and the Waverley Housing Health & Safety Policy.

2. Objectives and Principles of the Policy

2.1. The main aim of this policy is to ensure that any Asbestos Containing Materials (ACM's) located within the housing stock is managed in accordance with relevant legislation. There will also be a requirement on contractors to demonstrate that their staff have sufficient knowledge to recognise ACM's if they encounter them. Waverley Housing trades staff will be provided with the required training to identify ACM's.

Waverley Housing will also take the stance that contractually, asbestos may be seen as an item for purchase order variation dependent on specific circumstances.

2.2. The specific objectives of the Asbestos Policy are:

a) To create and roll out an Asbestos Management Plan.

b) To create and roll out Asbestos Management Procedures.

c) To take steps to survey, when required, the common areas of our housing stock and business premises in order to locate any asbestos containing materials, to assess their condition and act upon specialist recommendations where necessary.

d) To prepare records of the location and condition of all asbestos containing materials and associated the risk from them.

e) To provide information and advice on the location, type and condition of the ACM's to anyone who could be in a position to disturb it.

f) To ensure that all tenants, employees, internal tradesmen and contractors working in tenants homes clearly understand the risks involved in disturbing asbestos containing materials.

g) To take all reasonably practicable steps to prevent its tenants, employees, internal tradesmen and contractors working in tenants homes from exposure to asbestos fibres.

h) Where necessary this exercise will involve working with our regional RSL's and owner occupiers as required in order to address mixed tenure arrangements.

2.3. The principles underpinning the Asbestos Policy are that Waverley Housing will ensure that the Asbestos Management Plan and Procedures Policy comply with the various statutory requirements and as well as being good practice, i.e.

a) The Control of Asbestos Regulations 2012

b) The Health and Safety at Work Act 1974

c) The Management of Health and Safety at Work Regulations 1999

d) The Construction (Design and Management) Regulations 2015

2.4. The policy and plan will be supported by appropriate staff training and procedures for safe systems of work. Both shall be updated as necessary where work unknowingly results in a possible risk of exposure to asbestos.

3. Licensed Asbestos Contractors

3.1. Only HSE Licensed Asbestos Contractors will be allowed to undertake work on ACM's in Waverley Housing properties. It is the policy of Waverley Housing that work on non-licensed asbestos containing materials will only be carried out by an approved Licensed Asbestos Contractor.

4. Monitoring and Reporting

4.1. The Head of Property & Assets will have responsibility for ensuring that adequate monitoring and reporting is carried out on a routine basis as agreed by, and reported, as appropriate, to the Executive Team, Management Team, and Board.

5. Review Process

5.1. This policy will be reviewed every three years, or earlier, where a change in relevant legislation arises. Where any conflict arises at any point in time between policy, any appropriate legislation, statute or Government guidance, the policy shall be subordinate.