



Asbestos Policy

Ref: 204

1. Policy Aim

To outline the Pioneer Group's duties in managing asbestos in buildings and premises controlled by the Pioneer Group, and to consider our responsibilities to our residents, employees and other stakeholders who may be exposed to asbestos.

2. Scope

This policy applies to all buildings owned, leased or managed by the Pioneer Group. The policy also relates to all residents, employees and contractors.

3. Related Documentation

- Asbestos Management Plan

4. Compliance

The Pioneer Group has identified the following list of relevant legislation:

- The Health & Safety at Work etc Act 1974
- The Management of Health and Safety at Work Regulations 1999
- The Control of Asbestos Regulations 2012
- HSE Guidance HSG 264
- The Housing Act 2004 (Housing Health and Safety Rating System)
- The Landlord and Tenant Act 1985
- The Construction (Design and Management) Regulations 2015
- The Hazardous Waste Regulations 2009
- The Carriage of Dangerous Goods and use of Transportable Pressure Receptacles (Amendment) Regulations 2011
- RSH (Regulator of Social Housing) – Home Standard

5. Background/Context

The 'duty to manage asbestos' requirements of regulation 4 of the Control of Asbestos Regulations (CAR) 2012 do not apply to domestic properties, that is, individual houses or flats but the Pioneer Group do have a duty of care to share standard communication with all the tenants to make them aware if asbestos is confirmed or presumed in their property for them to update us on any damage or changes in the area where this has been highlighted since the last inspection. However, the requirements do apply to communal areas of flats and developments including foyers, corridors, staircases, boiler houses, vertical risers, garden areas and outhouses.

The Health and Safety at Work Act 1974 requires the Pioneer Group to conduct our work so that our employees will not be exposed to health and safety risks.

The Management of Health and Safety at Work Regulations 1999 requires the Pioneer Group to assess the health and safety risks to residents who may be affected by our activities.

The implementation and co-ordination of the Asbestos Policy and the Asbestos Management Plan is the responsibility of the Director of Development & Asset Management who will be guided and advised by suitable external agencies in the continuing effective management of asbestos.

The Asbestos Containing Materials (ACMs) which is present in some of the buildings managed by the Pioneer Group has been identified as low risk and primarily consists of thermoplastic floor tiles and Artex textured ceiling coatings.

6. Policy Detail

The aim of this policy is to ensure that any Asbestos Containing Materials (ACMs) identified within the Pioneer Group's buildings or premises are managed in accordance with relevant legislation.

The Pioneer Group will not undertake or contract out any work to a building owned or managed by us without adequate information on the nature, condition and extent of any ACMs likely to be disturbed.

The Pioneer Group will also ensure that any work carried out to ACMs will only be undertaken by competent, fully trained people.

Furthermore, the Pioneer Group will ensure that nobody will be exposed to any risks from asbestos through their normal day to day activities or from any work undertaken.

The main objectives of the Asbestos Policy are to:

- Ensure that all materials in communal areas likely to contain asbestos are identified.
- Take reasonable steps to ensure that materials in domestic dwellings likely to contain asbestos are identified where practicable.
- Maintain an up-to-date written record of the location, condition, extent and nature of presumed Asbestos Containing Materials (ACMs).
- Carry out an assessment of the risk to residents, employees, visitors, contractors and any others who may be exposed to these ACMs.
- Carry out ongoing monitoring of the condition of ACMs and, on a basis of risk, repair or remove the materials as and when appropriate.
- Develop a management strategy for all the Pioneer Group occupied premises and ensure that these are monitored, audited and reviewed regularly.
- Inform residents and employees and other building users of the nature and extent of any known or suspected ACMs.

- To remove all asbestos where identified in a domestic property whilst it is void.

7. Roles and Responsibilities

Chief Executive

The Chief Executive is the duty holder in terms of achieving compliance with Regulation 4 of the Control of Asbestos Regulations (CAR) 2012.

The Chief Executive will delegate some or all of the functions to the Asset Management Director who will in turn delegate the day-to-day asbestos management to the Contract Manager (Compliance and Cyclical) the Contract Manager (Planned Maintenance) the Empty Homes and Information Officer and Contracts Manager (Repairs) plus other employees as appropriate.

Director of Development and Asset Management

The Director of Development and Asset Management is responsible for the implementation and updating of the Asbestos Policy. In conjunction with the Contracts Manager (Compliance and Cyclical), they will also be responsible for the Asbestos Management Plan including the continued identification, management, and abatement of ACMs to meet the requirements of this Asbestos Policy, CAR 2012 and all other relevant legislation.

Employees

All employees shall have regard to the health and safety of themselves and others who may be affected by any of their undertakings with respect to asbestos and they shall co-operate in the effective implementation of this policy.

All employees with a responsibility for the upkeep of Pioneer Group buildings such as scheme managers or office managers, or other employees such as supported housing or general needs housing employees will have asbestos awareness training which will be undertaken at least every 3 years.

8. Asbestos Management Plan

The Pioneer Group's Asbestos Management Plan sets out the procedures of how the Pioneer Group will:

- Keep and maintain an up to date record (Asbestos Register) of the location, condition, maintenance and removal of all ACMs.
- Maintain ACMs in a good state of repair and regularly monitor their condition.
- Repair, seal or remove ACMs if there is a risk of exposure due to their condition or location.
- Inform anyone who is liable to disturb the ACMs about their location and condition.
- Have arrangements and procedures in place for the appointment and management of specialist Asbestos Surveying Consultants and Asbestos Removal Contractors.
- Inform employees of the contents of the Asbestos Management Plan at regular intervals, as defined by an assessment of risks.
- Review the plan at regular intervals.

9. Training

The Pioneer Group will ensure that employees receive adequate information, instruction and training to allow them to undertake their asbestos management duties.

The Pioneer Group will undertake regular training of managers and employees, regular building users and contracted third parties, where necessary. This will include training for new starters and refresher training as necessary.

Training is mandatory as required under regulation 10 of the Control of Asbestos Regulations 2012, and all relevant employees must attend a suitable course that meets the requirements of regulation 10 of the Control of Asbestos Regulations 2012.

10. Monitoring and Review

Compliance with this policy will be monitored by the HSSG at least quarterly.

This policy will be reviewed every 3 years by the HSSG, or sooner if prompted by a change in legislation, operational requirements or feedback received.

11. Data Protection Statement

The Pioneer Group manages all of the data referred to in this policy in accordance with the GDPR regulations 2018. For more information on how The Pioneer Group handles information please see;

- Access to Your Information Leaflet (www.pioneergroup.org.uk)
- Data Protection Policy (www.pioneergroup.org.uk)