



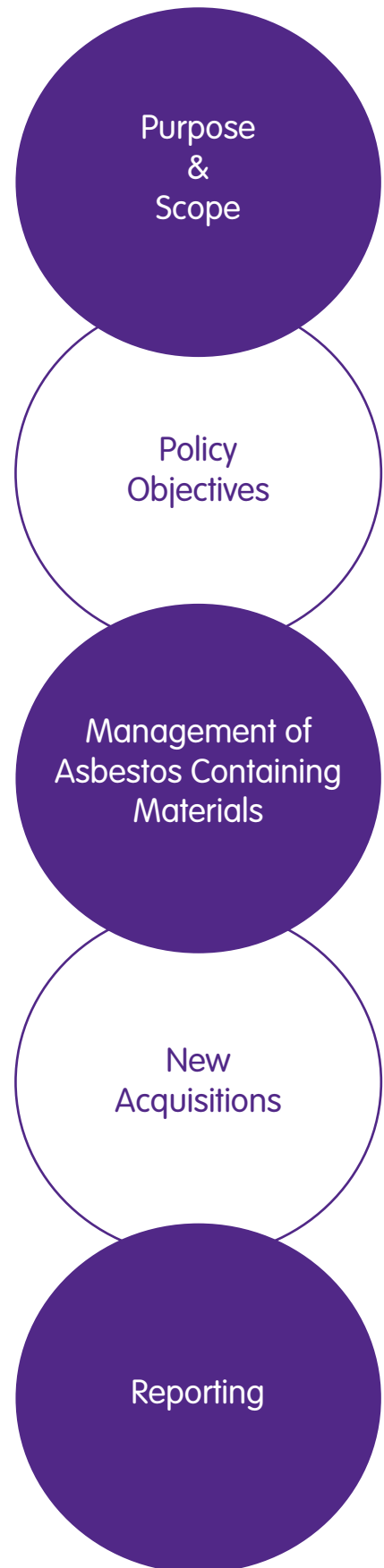
Homes & Enterprise

Supporting BME Communities
and Multi-Cultural Neighbourhoods

Asbestos Policy



Unity Housing Association is a leading provider of social rented housing in Leeds. It is committed to ensuring that the properties contained in its portfolio are well maintained and provide a decent home for tenants, both now and in the years ahead.



Asbestos Management Policy

1. Purpose & Scope

1.1 Unity is committed to ensuring that the properties contained in its portfolio are well maintained and provide a decent home for tenants, both now and in the years ahead.

1.2 We have a legal duty to ensure the health and safety of our employees, tenants, leaseholders and other stakeholders in relation to the management of asbestos containing materials within our domestic stock, communal areas and office accommodation. We will discharge this duty by complying with the requirements of the Control of Asbestos Regulations 2012 and other associated legislation.

1.3 Our legal duty extends to the manner in which we manage asbestos containing products in properties under our control. The following regulations and guidance relate to the provision of asbestos safety within the social housing sector. While it is not an exhaustive list it includes the main regulations and guidance we will adhere to:

- ✓ The Control of Asbestos Regulations 2012
- ✓ L143 - HSE Approved Code of Practice (ACoP) to the control of asbestos regulations 2012
- ✓ The Health and Safety at Work Act 1974
- ✓ The Construction (Design and Management) Regulations 2015

1.4 The 'Duty Holder' responsible for effectively controlling the risk from asbestos within our stock is the organisations Chief Executive. Duties in respect of the development and implementation of our asbestos policy and management plan are delegated to Operations Director and Maintenance Manager.

2. Policy Objectives

2.1 The objective of this policy is to provide a robust asbestos management framework which will be implemented to secure the safety and wellbeing of our staff, contractors, customers and other stakeholders and to protect our assets.

2.2 This policy relates to the following properties:

- ✓ Unity Housing Association office
- ✓ The Associations domestic property stock
- ✓ The communal areas to our purpose built and converted low rise flats

2.3 Commercial units and buildings owned or leased by Unity Enterprise are covered in a separate policy.

3. Management of Asbestos Containing Materials

3.1 We will maintain an Asbestos Management Plan that details how we deal with asbestos containing components and products within our properties.

3.2 We will ensure that all staff who are responsible of the management of asbestos containing materials within our stock receive adequate training to enable them to undertake their duties in compliance with legislative requirement. We will also ensure that all staff accessing our properties as part of their duties receive adequate training to enable them to identify possible asbestos containing materials and what action they should take if they do.

3.3 We will work with our customer base to raise their awareness of asbestos containing materials that may be present in homes in the UK and what action they should take if they suspect that there may be such materials in their home.

3.4 We will ensure that our contractors are adequately trained to enable them to identify possible asbestos containing materials in our properties and what action they should take if they do so.

3.5 We will maintain a register detailing the asbestos status of all of our properties. The register will include any actions required to manage asbestos containing materials within the individual properties that make up our stock.

4. New Acquisitions

3.6 In order to populate our asbestos register we will undertake appropriate Asbestos Management Surveys (AMS) or Refurbishment & Demolition Surveys (R&DS) on all properties where no information is held. They will be undertaken on the acquisition of a property, when a property is void or when a property is due to have work undertaken as part of our planned maintenance programme. These surveys will be undertaken by appropriately qualified consultants/contractors. They will use a risk based system to prioritise the actions required in managing any asbestos containing material identified.

3.7 Any asbestos containing materials located in our property stock will be subject to a specific asbestos management plan. This will include either removing the asbestos on identification or where this is not practicable or cost effective, managing it in-situ. Details of the action to be taken will be detailed within our asbestos register. Specific consideration will be given to the risk posed by the asbestos containing material in deciding the action to be taken in respect of it.

3.8 Where we are removing asbestos containing materials from a property we will ensure that any such work is undertaken by suitably trained & competent, certified or licenced, contractors as may be required.

3.9 We will regularly update our contractors as to the asbestos status of our stock both in general and in respect of individual properties.

3.10 We will notify tenants of any asbestos containing materials located in their homes and our plan for managing these. We will be clear as to what we expect from them in respect of managing any suspected asbestos in their homes.

3.11 Where tenants notify us that they wish to carryout improvements to their homes, we will provide them with details of the asbestos status of their property and advise them on any precautions they need to take.

4.1 The Regeneration Manager will arrange for asbestos surveys on all new acquisitions to our portfolio.

4.2 Should the asbestos surveys undertaken on new acquisitions identify the presence of asbestos containing materials the Regeneration Manager will arrange for their removal. Should removal be impractical they will arrange for an appropriate plan for their long term management. The survey report and any management plan will be forwarded to the Maintenance Manager for the detail to be entered on to the asbestos register.

4.3 The Maintenance Manager will arrange for the ongoing monitoring of any asbestos left in-situ at acquisition in accordance with the asbestos management plan.

5. Reporting

5.1 This policy is owned by the maintenance manager and will be reviewed regularly in line with policy review timescales or should there be any legislative change that affects the policy.

5.2 Progress on the implementation of this policy will be reported to the operations committee. Reporting will include details of:

- ✓ The number of properties that have been inspected for the presence of asbestos containing materials.
- ✓ The number of properties that require inspection for the presence of asbestos containing materials.
- ✓ The number of properties identified as being free of asbestos containing materials.
- ✓ The number of properties identified as having asbestos containing materials.
- ✓ The number of properties that are presumed to have asbestos containing materials.
- ✓ The number of properties subject to ongoing management in respect of asbestos containing materials.