

1 Scope

- 1.1 This policy applies to all Aster colleagues, contractors, customers, and visitors to Aster premises.
- 1.2 This policy extends to all properties owned and/or managed by Aster (including Central & Cecil and East Boro Housing Trust [EBHT]) except properties verified as built in Year 2000, or since

2 Policy Statement

- 2.1 We will ensure, so far as is reasonably practicable, that our customers, visitors, colleagues, and contractors are properly protected from the risks arising from asbestos.
- 2.2 We will ensure we are compliant with all relevant legislation principally by following L143 the Control of Asbestos Regulations 2012, Approved Code of Practice and guidance and the Asbestos survey guide HSG264.
- 2.3 To achieve this, we will;
 - 2.3.1 Hold & make available to anyone who is liable to disturb asbestos the Asbestos Register.
 - 2.3.2 Manage high-risk asbestos, identified on any survey, by controlled removal or encapsulation. Manage medium & low risk asbestos in-situ.
 - 2.3.3 Complete an Asbestos Management Survey* in all rented dwellings for asbestos, by 31st March 2028.
 - 2.3.4 Complete an Asbestos Management Survey* in all Blocks (common parts & building fabric) by 31st December 2022.
 - 2.3.5 Complete an R&D survey in the area of any works affecting the fabric of a property (where an on-site assessment has established risk asbestos may be disturbed) and if a compliant Management Survey is not already held on file undertake a combined (Management and R&D) survey.
 - 2.3.6 Reinspect asbestos in Blocks annually
 - 2.3.7 Reinspect asbestos in rented dwellings every 5 years\at prescribed intervals
 - 2.3.8 Make residents aware of the risks presented by asbestos in their home if present
 - 2.3.9 Appoint a Responsible Person to manage the risk from Asbestos
 - 2.3.10 Compile and distribute, to those that need it, an Asbestos Management Plan [AMP].
- **Management Surveys will comply with the provisions of HSG264*
- 2.4 Licensable asbestos removal and encapsulation will only be carried out by Service Providers.

2.5 We will only employ Service Providers who hold the following accreditations:

Activity	Accreditation
Licensable asbestos removal and encapsulation	Licensed by the Health and Safety Executive (HSE) for asbestos related work.
Asbestos surveys	UKAS accredited
Analytical services	UKAS accredited

2.6 The Responsible Person will have had at least 3 years' experience of managing asbestos within a large property portfolio and will hold the qualification BOHS *P405 – Management of Asbestos in Buildings* provided by an accredited training organisation.

Roles and Responsibilities

2.7 The Chief Executive Officer retains overall accountability for this policy. Aster is the Duty-holder.

2.8 The Health & Safety Director is accountable for ensuring the policy is reviewed and updated as below. (Board for EBHT).

2.9 The Property Services Director is responsible for policy implementation and ensuring adequate resources are available to meet the policy objectives. (CEO for EBHT).

2.10 The Property Safety Director is accountable for delivery of the key policy objectives and for achieving the associated targets. (Director of Housing Services for EBHT).

2.11 The Head of Compliance is responsible for delivery of the key policy objectives and for achieving the associated targets. (The Building Safety and Compliance Manager for EBHT).

2.12 The Contracts Manager (Asbestos) is the Responsible Person. The responsible person takes day-to-day responsibility for managing asbestos by implementing the AMP (The Building Safety and Compliance Manager for EBHT).

2.13 Operations and Investment Directors are responsible for ensuring their colleagues and contractors have appropriate awareness of asbestos risks, have access to the Asbestos Register and have been trained to understand their responsibilities as set out in the AMP. (Property Investment Manager and Customer Services Manager for EBHT).

2.14 Housing and Independent Living colleagues will support staff & contractors in gaining access where needed.

2.15 Customers are expected to report damage and grant access when requested.

3 Monitoring and Review

3.1 Assurance measures will be applied as set out in the current version of the Property Compliance Plan.

3.2 Aster will monitor implementation of this policy using monthly performance measures as below:

Measure	Type	Reviewed by
%\No. of blocks with Management Survey on file of those required	KPI	GHSP\EB\AGL Board+
%\No. of blocks with asbestos reinspections completed within 12 months of the last.		
%\No. of dwellings with Management Survey on file of those required	OPI	Director of Property Services \ Director of Housing Services for EBHT
No. of dwellings asbestos reinspections completed within the prescribed period		
No. of Management Surveys completed to date v No. planned (dwellings only)		

3.3 The effectiveness of this policy will be continuously monitored, and the embedding of the policy scrutinised after 12 months by the *Group Health & Safety Panel*

3.4 This policy will be reviewed every 3 years unless business need, regulation or legislation prompts an early review

4 Related Policies and Procedures

- 4.1 Asbestos Management Plan
- 4.2 Aster Group Health & Safety Policy
- 4.3 Property Compliance Plan

5 Governance			
Effective From:	01/09/2022	Expires:	31/08/2025
Policy Owner:	Health & Safety Director		
Policy Author:	Director of Property Safety		
Approved by:	<i>Group Health & Safety Panel</i>		
Delegation Matrix Reference:	R070	Version Number:	v2.0