

# **South Derbyshire District Council**

## **Statement of Intent**

### **Asbestos Policy**

**Feb 2004**

## **South Derbyshire District Council - Asbestos Statement of Intent**

- a. South Derbyshire District Council (the council) recognises the responsibilities and duties under the Health and Safety At Work, etc Act 1974 to provide as healthy and as safe an environment as is reasonably practicable for all employees, tenants, leaseholders, contractors, visitors and members of the public. This policy relates solely to asbestos and is a live document and will be reviewed annually as well as when Approved Codes of Practice (ACOPs) or good practice change.
- b. Mark Alflat the Director of Community Services, is responsible for the implementation of the Asbestos Management Plan and for the review of existing procedures utilised by building maintenance operations.
- c. Asbestos products have been extensively used within the construction industry and the Council is aware of the potential for the presence of asbestos containing materials within Council properties.
- d. The presence of asbestos-based material does not in itself constitute a danger. However, it is hazardous when disturbed or damaged and must be treated accordingly. Activities that give rise to airborne dust, e.g. breaking, sawing, cutting, drilling or machining asbestos products, are most likely to present risks.
- e. Staff and contractors are not expected to work with or be exposed to asbestos on Council property. A limited number whose normal duties may bring them into contact with existing asbestos materials (e.g. electrical or building maintenance staff) will be trained to recognise the possibility of its presence and to deal appropriately where necessary.
- f. The Council's policy is:
  1. To prevent exposure to the hazards associated with asbestos.
  2. To promote awareness of the hazards of asbestos and the Council's Asbestos Management Procedure through training and induction of staff.
  3. To provide and maintain an Asbestos Register of both public buildings and housing.
  4. To freely provide information on asbestos.
  5. To regularly review the Council Asbestos Management Policy and Procedures.
  6. To implement effective Management control measures so that timely and appropriate measures are undertaken where necessary, such as the sealing, labelling, inspection or removal of asbestos containing materials.

- g. In pursuance of compliance with the Councils obligations, a pro-active approach to asbestos and its control has been adopted in order to ensure the safety of Council tenants, leaseholders, staff, contractors and visitors.
- h. The Council will adopt a pro-active approach in the pursuance of compliance with their duties under current legislation and approved codes of practice.
- i. The Council adopts a continual program of identification and assessment of asbestos containing materials within Council premises. Where the presence of asbestos is identified within a site, a full risk assessment will be undertaken.
- j. Where required by the risk assessment, remedial works will be undertaken to remove or reduce the risk to health. In all cases the risk assessment will establish processes to ensure the condition of the asbestos containing materials until such a time that it be removed.
- k. The Council will inform all relevant parties, including tenants, of the presence of any known asbestos containing materials. All personnel to whom a specific risk assessment relates shall be provided with all relevant information including site conditions and restrictions.
- l. The Council shall:
  - 1. Not use any product of material containing asbestos unless an alternative is not available.
  - 2. Determine, record and assess the risk from the presence of materials suspected of containing asbestos in buildings, sites or operations under the responsibility of the Council.
  - 3. Not undertake any works within areas without the prior assessment for asbestos materials.
  - 4. Where immediate actions required take all practicable steps to eliminate any risks to persons occupying the areas either continually or incidentally.
- m. As part of a continual on going program the council shall ensure that all public buildings and residential dwellings (including communal parts) are surveyed and areas within the building sampled, in addition to suspect samples control samples will also be taken.

- n. All work areas for which the Council is responsible must be surveyed for asbestos prior to maintenance work. The results of the survey must be communicated to the managers of the property and to the maintenance staff undertaking the work.
- o. Environmental analysts, appropriately accredited by UKAS, the United Kingdom Accreditation Service, must carry out all asbestos surveys bulk sampling and analysis. The environmental analyst will be appointed by the Council, and must be independent of the licensed asbestos removal contractor.
- p. Known asbestos containing materials located within the Councils buildings will be managed appropriately.
- q. Regular inspections must be undertaken, in order to ensure that the known asbestos products remain in good condition and are of minimum risk to tenants, leaseholders, staff, contractors and members of the public.
- r. All members of staff have a duty to report damaged asbestos to their line manager, *with* out delay so that the appropriate remedial action can be carried out. The survey information can then be updated.

Chief Executive  
Dated

An appointed Member  
Dated