



Name of Policy	Asbestos Management Policy
Responsible Officer	Property Services Manager
Date Approved by the Management Committee	29th June 2022
Date of First Review Approval	26th August 2025
Date of Next Review	August 2028
Section	Maintenance

We can produce information, on request, in large print, Braille, tape and on disc. It is also available in other languages. If you need information in any of these formats please contact us on 0141 952 4676.

1 Policy Statement

It is the policy of Trafalgar HA to ensure that, in so far as is reasonably practical, any asbestos containing materials (ACMs) are identified, managed and monitored in accordance with the requirements set out in The Control of Asbestos Regulations 2012.

The risks posed by ACMs are considered to be small, provided that the materials are in good condition, are not disturbed and are managed in a way to ensure that they remain so.

2 Legislation

2.1 Under the terms of The Control of Asbestos Regulations 2012, Associations have a legal duty to manage ACMs in any non-domestic buildings that they own such as offices etc. The regulations also require Associations to manage common areas of domestic buildings e.g. bin stores, common closes, stairwells etc.

2.2 As employers, the Association has a duty under the Health and Safety at Work Act 1974 to ensure that their employees (and others) will not be exposed to health and safety risks.

The Association also has a duty under The Control of Asbestos Regulations 2012 to carry out a Risk Assessment of work liable to expose employees to Asbestos and to prepare a suitable written plan of work.

3 Compliance

3.1 The Association will conduct suitable and sufficient risk assessments for all work liable to expose employees or others to asbestos, as required by Regulation 6 of the Control of Asbestos Regulations 2012. These assessments will be carried out by the Asbestos Manager or a competent third party consultant, documented in the asbestos register, and reviewed at least annually or following any significant changes to the building or work processes.

3.2 The Association will appoint a staff member to act as the Asbestos Manager on its behalf. However, it is recognised that this role will require support from the Health and Safety Consultant from time to time. The Asbestos Manager will ensure that regular inspections of the Association's stock are undertaken and records updated as necessary,

3.3 Regular inspections of asbestos-containing materials (ACMs) will be conducted at least annually or more frequently based on the condition and risk level of the ACMs, as outlined in HSE's HSG264

Asbestos: The Survey Guide. The Asbestos Manager will ensure inspection findings are recorded and updated in the asbestos register. The Association have engaged with a specialist contractor to carry out the condition inspections on our behalf.

- 3.4 The Association has instructed Asbestos Management Surveys to be carried out in the past in various locations to identify, where practically possible, the presence of ACMs within buildings and domestic premises within its portfolio. This information will be held in a register and the Asbestos Manager will be responsible for maintaining that register.
- 3.5 Where major works/refurbishment works are to be carried out and the presence of ACMs are not known, an Asbestos Refurbishment & Demolition survey will be carried out before the works start to identify whether or not any asbestos containing materials are present. If any are found then no work will be carried out until suitable Risk Assessments and method statements are completed highlighting how the work will be completed to ensure the safety of all parties concerned.
- 3.6 The Association will also seek to inform any relevant parties who may have cause to come into contact with ACMs of the location and condition of the materials.
- 3.7 All contractors will be required to confirm in writing that their employees have undertaken Asbestos Awareness Training.
- 3.8 In the event of accidental disturbance of ACMs, the Association will follow an emergency response protocol. This includes immediately stopping work, securing the area, notifying the Asbestos Manager, and engaging a licensed asbestos contractor for assessment and remediation. All incidents will be reported and recorded in accordance with Regulation 15 of the Control of Asbestos Regulations 2012.
- 3.9 All staff involved in overseeing or coordinating maintenance or refurbishment works will undertake asbestos awareness training, as required by Regulation 10 of the Control of Asbestos Regulations 2012. Training records will be maintained and reviewed annually to ensure ongoing competency.

4. Equality, Diversity and Inclusion

Trafalgar HA is committed to Equality, Diversity and Inclusion. We strive to be fair in our dealings with all people, communities and organisations, considering the diverse nature of their culture and background and actively promoting inclusion. This policy is in line with Trafalgar's Equality and Human Right's Policy and has been subject to an Equality Impact Assessment.

Trafalgar Housing Association Equality Impact Assessment



Name of the policy to be assessed	Asbestos Management Policy	Is this a new policy or a revision?	Revision
Person(s) responsible for the assessment	Acting Director		
1. Briefly describe the aims, objectives and purpose of the policy / proposal	The main objective of the policy is to meet all legal and regulatory obligations and ensure best practice is followed in relation to Asbestos management. It therefore aims to: Keep the general public, tenants, employees and contractors safe from the risks associated with Asbestos being disturbed and Asbestos fibres being released and exposure of those fibres to anyone who could come into contact with them.		
2. Who is intended to benefit from the policy / proposal? (e.g. applicants, tenants, staff, contractors)	Tenants, residents, owners, staff, contractors and the general public.		
3. What outcomes are wanted from this policy / proposal ? (e.g. the benefits to customers)	The policy aims to ensure that the risk of exposure to asbestos is minimised. It intends to benefit tenants, staff, contractors and members of the public who live within our properties or visiting and working within Trafalgar properties. It will also benefit the association in ensuring legal obligations are met.		
4. Which protected characteristics could be affected by the proposal? (tick all that apply)			
Age	Disability	Marriage & Civil Partnership	Pregnancy/Maternity
Race	Religion or Belief	Gender	Gender Reassignment

Sexual Orientation

5. If the policy/proposal is not relevant to any of the protected equality groups listed in part 4, state why and end the process here

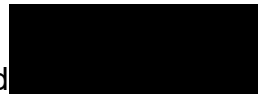
The policy is applied equally to all properties with the aim of preventing exposure to Asbestos fibres in all properties and ensuring safety for all equally and therefore has no positive or negative impact upon any of the above

6. Describe the **likely impact(s)** the policy / proposal could have on the groups identified in part 4

7. What **actions** are **required** to address the impacts arising from this assessment? *(This might include; collecting additional data, putting monitoring in place, specific actions to mitigate negative impacts).*

Equality Impact Assessment Carried Out by: Alison Leabody

Signed



Job Title: Acting Director

Date Equality Impact Assessment was carried out: 3/6/2025

