

# Asbestos Safety Policy

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## 1. Policy statement

- 1.1. We are committed to ensuring the safety of everyone living in our homes, and all persons who enter or visit premises that we are responsible for.
- 1.2. To meet the requirements of all relevant legislation and regulation for homes we are responsible for, we will:
  - Make sure that all asbestos related activities, such as survey inspections and asbestos remedial works, are undertaken by suitably trained and experienced contractors holding the necessary licences and accreditations
  - Make available, as far as practicably possible, a system that provides information regarding the location and condition of suspected or known asbestos containing materials (ACM's) to anyone who is liable to disturb it within an Asbestos Register
  - Carry out an intrusive refurbishment or demolition inspections to pre-2000 domestic and non- domestic properties as and when required, as per HSG264
  - Make sure there is an efficient and robust emergency process in place to immediately manage any dangerous asbestos related situations that arise as a result of newly received survey information, accidents, incidents, construction work or situations encountered during asbestos related works
  - Pro-actively manage all high-risk ACMs identified during survey inspections and contained within our asbestos register, by undertaking controlled remedial works such as removal or encapsulation
  - Manage and monitor medium & low risk ACMs that have been deemed safe to remain in-situ following a suitable risk assessment
  - Commission a new (or if necessary, a repeat) survey inspection in any home or common area under the following circumstances:



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- where there is risk of asbestos being disturbed by works or other activity
- when a property becomes vacant and has not previously had a survey inspection
- on demand, upon request from a customer.
- Survey 100% of all pre-2000 non-residential buildings and the common areas of blocks including external areas (e.g. fascias, soffits) for ACMs and retain the findings within our Asbestos Register
- Re-inspect all known ACMs in non-domestic buildings and the common area of blocks including the external areas annually as a minimum
- Place responsibility on all staff and contractors who may disturb asbestos to:
  - undertake asbestos awareness training on an annual basis
  - carry out on-site risk assessments, to establish the likelihood of asbestos being disturbed *and, in any event*
  - check the Asbestos Register, and if there's a risk asbestos may be disturbed, request an appropriate survey, then
  - act on the findings of any survey before any work is carried out.
- Only use A2Dominion approved asbestos removal contractors licensed by the Health and Safety Executive (HSE) for any asbestos related work
- Only use A2Dominion approved framework asbestos surveying contractors that are United Kingdom Accreditation Service (UKAS) accredited
- Not use asbestos labels so as not to draw unwanted attention such as anti-social behavior. However some historic labels may be present. Absence of a label must not be relied upon as an indicator of asbestos content, the Asbestos Register must be consulted in all cases
- Use the legal remedies available within the terms of the tenancy and lease agreement should any resident refuse access to carry out essential asbestos related inspection and remediation works.

## 2. Scope of this policy

- 2.1. This policy applies to all properties owned and managed by A2Dominion, including shared areas in those buildings and any other properties where A2Dominion has a legal interest.
- 2.2. Where A2Dominion does not hold responsibility for completing the safety checks e.g., where such obligations (legally or contractually) sit with a Managing

Agent or a third party, we will use all reasonable options available to us to obtain evidence of compliance and will retain copies within our electronic records.

- 2.3. We do not carry out any asbestos related inspections for shared owners or leaseholders. However, we will communicate periodically to make sure all of our customers have information highlighting the importance of undertaking these checks.

### **3. Equality, diversity & inclusion statement**

- 3.1 A2Dominion Group, colleagues, partners, stakeholders, and contractors are committed to providing services, which are relevant and appropriate to the needs of people. We will treat others fairly and without discrimination.
- 3.2 We will ensure that all our services relating to this policy are accessible and available for all customers as set out in the requirements of the Equality Act 2010.
- 3.3 An Equality Impact Assessment has also been undertaken for this policy with no further changes or actions needed.

### **4. Data protection sstatement**

- 4.1. The protection of personal data is of great importance to A2Dominion Group and more than just a legal obligation.
- 4.2. A2Dominion Group and affiliate organisations are the data controllers registered with the ICO with the following registration numbers:
- A2Dominion Housing Group Limited: Z4843307
  - A2Dominion Homes Limited: Z9799978
  - A2Dominion South Limited: Z7835340
  - A2Dominion Housing Options Limited: Z5412073
  - A2Dominion Residential Limited: Z3391351
  - A2Dominion Developments Limited: ZA103931
  - Pyramid Plus London LLP: Z3594227
  - Pyramid Plus South LLP: Z3594230
- 4.3. Our data protection policy and procedures are governed by the Data Protection Act 2018. We collect and process personal information to provide housing services and to meet our contractual and legal obligations. All persons authorised to receive personal data are obliged to handle personal data in accordance with applicable laws and regulations at all times.

- 4.4. For information on how we collect, store, process, and use customers' personal data, please visit our website on [a2dominiongroup.co.uk/privacy-and-cookie-policy](https://a2dominiongroup.co.uk/privacy-and-cookie-policy).
- 4.5. For employee related privacy statement, please contact our HR team at [people.support@a2dominion.co.uk](mailto:people.support@a2dominion.co.uk). You can also contact the Data Protection Officer / Data Compliance team at [governance@a2dominion.co.uk](mailto:governance@a2dominion.co.uk)

## **5. Policy review**

- 5.1. We will review this policy at least once every 2 years to make sure it remains relevant and accurate or more frequently where:
- Legislation/regulation or industry changes require otherwise, making sure that it continues to meet our aims and industry best practice.
  - We identify any problems or failures in this procedure as a result of customer and/or stakeholder feedback, complaints, or findings from any independent organisations.
  - We become aware of any other circumstances which may affect the content of this policy.

## **6. Associated documents**

- 6.1. This Asbestos Safety Policy will operate in conjunction with relevant site or departmental policies and procedures.
- 6.2. This policy is supported by the Health and Safety Management System which sets out our operational and procedural activities.