



Management of Asbestos Policy

1. Introduction

- 1.1 Salvation Army Homes is committed to ensuring that resident homes, offices and communal areas are safe and secure places to live and work.
- 1.2 This policy sets out how we intend to meet our obligations as a landlord and provide assurances that asbestos safety is appropriately managed. We aim to ensure that residents, the public, employees and contractors are not exposed to any risk that may impact on their health, safety and wellbeing.
- 1.3 This policy sets out how Salvation Army Homes will ensure that asbestos is correctly managed and periodically examined in line with current legislation. They will designate the Head of Asset Management as the "Responsible Person (Asbestos)" who is the individual responsible for the management and control of the risks associated with asbestos within a building. This person will ensure the preventative measures, remedial actions, and ongoing tests are in place to manage asbestos safety. They will have the authority, competence, and knowledge to oversee these responsibilities effectively.
- 1.4 This policy provides the framework our staff and partners will operate within to meet these obligations.
- 1.5 This policy forms part of our wider organisational commitment to driving a health and safety culture amongst staff and contractors.

2. Scope

- 2.1 The Control of Asbestos Regulations 2012 requires Salvation Army Homes to manage asbestos in non-domestic premises however this duty is extended to residential premises where Salvation Army Homes has clear responsibility for their maintenance and repair of the property.
- 2.2 In compliance with legislation, Salvation Army Homes has a duty of care to manage the risk posed by asbestos containing material and materials presumed to contain asbestos in premises owned, managed, or controlled by Salvation Army Homes.
- 2.3 Salvation Army Homes intends to implement this policy through the Management of Asbestos Plan, which sets out processes for the management of asbestos, and should be read in conjunction with this policy.
- 2.4 This policy is relevant to all employees, residents, contractors, stakeholders and other persons who may work on, occupy, visit, or use our premises, or who may

be affected by our activities or services and upon which have a duty of care to work in a safe manner and to comply with the policy requirements in relation to their work activities.

- 2.5 Salvation Army Homes takes the health, safety and wellbeing of its residents and staff seriously. It is our policy to exceed, where possible, the minimum health and safety standard required by law.
- 2.6 The policy should be used by all to ensure they understand the obligations placed upon Salvation Army Homes to maintain a safe environment for tenants and employees within the home of each resident, and within all communal areas of buildings and other properties we own and/or manage. Adherence to this policy is mandatory.

3. Policy Statement

- 3.1 Salvation Army Homes will comply with the relevant legislation (The Control of Asbestos Regulations 2012 (CAR 2012)) and comply with its legal obligation under Part 2, Section 4 "Duty to manage asbestos in non-domestic properties, extended obligation to include residential properties' and is the Duty Holder for the purposes of the legislation and will meet its asbestos safety and management obligations to protect our residents, staff and contractors from any risk to health and safety due to exposure to asbestos.

3.2 Management of Asbestos Safety Duties

Salvation Army Homes has a duty to manage risk from asbestos by:

- Appointing competent and appropriately qualified persons to co-ordinate the management of asbestos.
- Implementing all necessary asbestos safety precautions and any other best practice measures.
- Identifying whether properties and buildings contain asbestos (via management survey), and if so recording its location and condition. If the property was built prior to 2000 it will be assumed asbestos is present.
- Our survey strategy is:
 - Communal areas – Every 3-years, risk-based inspections,
 - Domestic properties – Every 5-years, risk-based inspections,
 - Properties on the planned/investment programme – Full Refurbishment and Demolition Survey,
 - Void properties – Hybrid, targeted Refurbishment and Demolition Survey and Management Survey to rest of property.
- Assessing the risk from asbestos being present in the home or building.
- Preparing an Asbestos Management Plan that sets out how identified risk of asbestos, following an asbestos survey, is going to be managed and ensuring the plan is actioned.
- Assess the reliability of information we receive relating to asbestos.

- Making suitable arrangements for the removal of material containing or presumed to contain asbestos, especially where there is a likelihood of disturbance, considering its location and condition.
- Providing information to staff and contractors who are likely to disturb any asbestos present, so they can put appropriate controls in place while undertaking work.

3.3 Keeping Asbestos Safety Records

Salvation Army Homes will keep and maintain:

- An up-to-date register of the location and condition of material containing asbestos or presumed to contain asbestos in premises and buildings.
- A record of all asbestos tests where asbestos has been identified and remedial works taken place to contain or remove it.
- Records of staff attending relevant asbestos training, and refresher training is regularly attended.

3.4 Promotion of Asbestos Safety

Salvation Army Homes will protect residents, staff and contractors to ensure:

- Staff and contractors are aware of this policy and the implications of their responsibilities.
- Residents are advised of any asbestos findings in their home or communal areas where they live.
- Staff and contractors receive asbestos safety related training, and it is personally signed off.
- Provision of appropriate personal protective equipment to our multi skilled operatives where required.
- Arrangements are in place with contractors to ensure that all relevant residents and staff are aware of any asbestos work being undertaken so that the safety of residents is not endangered.
- Residents and staff are aware of their responsibility in relation to asbestos safety measures.
- That there is a robust process in place to manage immediately dangerous situations identified during asbestos related works (refer to the Asbestos Management Plan procedure on the Hub).
- We operate effective contract management arrangements with the contractors responsible for delivering the service, including ensuring contracts/service level agreements are in place, conducting client-led performance meetings, and ensuring that contractors' employee and public liability insurances are up to date on an annual basis.
- We 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. Where resident vulnerability issues are known or identified we will ensure we safeguard the wellbeing of the resident.

- We will establish and maintain a risk assessment for asbestos management and operations, setting out our key risks from asbestos and appropriate mitigations.
- Comply with the requirements of the Construction (Design and Management) Regulations 2015 (CDM). A Construction Phase Plan will be in place for all repairs to void and tenanted properties (at the start of the contract and reviewed/updated annually thereafter), component replacement works and refurbishment projects.
- That there is a robust process in place to investigate and manage all RIDDOR notifications made to the HSE in relation to asbestos safety and will take action to address any issues identified and lessons we have learned, to prevent a similar incident occurring again.

3.5 Implementation and Performance Monitoring

- 3.5.1 The implementation of this policy will be carried out through staff training, briefings and made available on the intranet for review.
- 3.5.2 Performance will be monitored and challenged through agreed performance indicators and will be reviewed at the following scheduled meetings: -
 - Health and Safety Committee
 - Operations Committee
 - EMT / Board
- 3.5.3 Salvation Army Homes will seek independent assurances through internal and external audit processes.
- 3.5.4 This policy will be reviewed annually or where there has been a change in legislation prior to the scheduled review.

4. Data Protection and Equality Impact

- 4.1 In developing this policy we have carried out assessments to ensure that we have considered:
 - Equality, Diversity and Inclusion
 - Privacy and Data Protection
- 4.2 To request a copy of these full assessments, please contact the Business Assurance Team at business.assurance@salvationarmyhomes.org.uk.

5. Further information

- 5.1 If you have any questions regarding this policy, please contact your line manager or the Business Assurance Team at business.assurance@salvationarmyhomes.org.uk, who will direct your query to the relevant Policy owner.

Legislative and Regulatory Framework

The following legislation, regulatory standards and guidance documents in their latest versions / updates can be relied upon to inform this policy.

Legal Framework	Regulatory Standard	Other documents
The Control of Asbestos Regulations 2012	Home Standard	Health and Safety Policy
The Hazardous Waste (England and Wales) (amendment) Regulations 2016		
Management of Health and Safety at Work Regulations 1999		
The Workplace (Health, Safety & Welfare) Regulations 1992		
Personal Protective Equipment at Work Regulations 1992		
Secure Tenants of Local Authority (Right To Repair) Regulation 1994		
ACoP L143 - managing and working with Asbestos (Second edition, 2013)		
HSG227 - A comprehensive guide to managing asbestos in premises (First edition, 2002)		
HSG247 - Asbestos: The licensed contractors' guide (First edition, 2006)		
HSG264 - Asbestos: The survey guide (Second edition, 2012)		
INDG223 - Managing asbestos in buildings: a brief guide (Revision 5, April 2012)		
HSG210 - Asbestos Essentials: A task manual for building, maintenance and allied trades and non-licensed asbestos work (Fourth edition, 2018)		

Document History Log

Lead Reviewer	Date			Version	Approval	
	Created:	Revised:	Expiry		By	Date
Interim Head and Safety Manager	May 2022		July 2025	2.0	EMT	July 2022
BAA		July 2024 Rebranded	July 2025	2.1	n/a	n/a
Faithorn Farrell Timms LLP		12/06/25	Nov 2028	2.2	JW SMT EMT	12/06/25 22/10/25 25/11/25

Equality Impact Assessment Summary			
Protected characteristic	Impact (Positive, negative, neutral)	Protected characteristic	Impact (Positive, negative, neutral)
Age	Neutral	Disability	Neutral
Sex	Neutral	Race	Neutral
Religion of belief	Neutral	Sexual orientation	Neutral
Gender reassignment	Neutral	Pregnancy / maternity	Neutral
Marriage / civil partnership	Neutral		