

City of Bradford Metropolitan District Council

Asbestos Policy

Issued by: Asbestos Management Unit

Originally Issued: July 1992

Revised: September 2016



Introduction

In accordance with The Control of Asbestos Regulations 2012 the Council continues to identify and manage asbestos within all buildings that are Council owned or controlled. If the presence of asbestos is established a full risk assessment will be undertaken. Monitoring strategies and review processes will be established to ensure the asbestos is managed and remains in a safe condition.

The Council practices an open approach to information relating to asbestos. This Policy embodies the requirements of current asbestos legislation along with the best-known practices in this field.

Application

The policy is supported by all Departments of the Council and applies to all buildings or operations that fall within the Council's direct responsibility and is applicable to all Council employees.

There shall be no deviation from this policy unless authorised in writing by the Asbestos Manager.

Basic Policy

- Not to use any product or materials containing asbestos
- To determine, record and assess the risk from the presence of materials suspected of containing asbestos in all properties owned or controlled by the Council.
- If asbestos is confirmed, a full risk assessment will be carried out to confirm the materials present condition and action required. Where immediate action is required steps will be taken to eliminate any risk to persons involved.
- Any building which contains materials suspected of containing asbestos must be brought to the attention of the Asbestos Manager and/or his representative as soon as is practicable by the persons responsible for that building or work operation.
- No work is to be undertaken which could disturb asbestos containing materials.

Surveying, Sampling and Risk Assessments

All surveying, sampling and risk assessments shall be carried out by the Authority's Asbestos Management Unit.

All properties owned or controlled by the Council will be surveyed for the presence of asbestos containing materials. An Asbestos Management Plan containing the Premises Asbestos Register will be issued to the person in control of each property.



Criteria for Assessment

The risks arising from asbestos containing materials will be fully assessed taking into account the following factors:-

- Form and type of asbestos.
- Condition, friability and integrity of materials.
- Location and accessibility to persons involved.
- Environmental conditions.

Consideration will also be given to the present and future use of the premises in relation to planned and/or ongoing maintenance works.

The risk assessment will be categorised to give a priority rating for action. This will range from a Category A where the risk is high and immediate action is necessary to Category C where the risk is very low and Category D which is non asbestos.

Information

All persons affected by asbestos operations will be given access to any available information relating to any potential asbestos risk.

Prevention of Disturbance of Asbestos Containing Materials

- All suspect materials must be presumed to contain asbestos unless verified as free of asbestos by the Asbestos Management Unit.
- Prior to any planned works the Asbestos Management Unit must be consulted.
- The person in control of a property must monitor asbestos containing materials and report any damage or deterioration to the Asbestos Management Unit.
- The person in control of a property must ensure that the presences of asbestos containing materials, where identified, are brought to the attention of any persons planning or undertaking work on the building.

Removal and Repair of Asbestos Containing Materials

This work shall be carried out in accordance with all current Health & Safety Executive (HSE) legislation.

All work with asbestos containing materials shall be undertaken by an asbestos contractor licensed by the Health and Safety Executive, in accordance with Regulation 8 of the Control of Asbestos Regulations 2012. Any deviation to or variation on these working procedures must be agreed with the Asbestos Management Unit.

All works with asbestos containing materials shall be arranged through and monitored by the Council's Asbestos management Unit.



Analytical Monitoring

Analytical monitoring shall be undertaken by an independent Occupational Hygiene Laboratory which is accredited by the United Kingdom Accreditation Service (UKAS) scheme to ISO/IEC17025 Standards.

These laboratories will be appointed to a contract independently of the asbestos removal contractor and will receive their instructions from the Authority's Asbestos Management Unit.

Records

All information appertaining to asbestos in Council buildings is kept by the Authorities Asbestos Management Unit.

Individual Medical Records are kept in the Occupational Health Unit.

The Asbestos Management Unit can be contacted on 01274 433562.

Kirsten England.

Signed

Chief Executive Officer
City of Bradford Metropolitan District Council

