



Solihull
Community Housing
Shaping our neighbourhoods

Asbestos Policy

Lead officer	Head of Building Safety and Compliance
Approval Chain:	Executive Leadership Team
Last reviewed on:	September 2025
Next review date:	September 2027

Version Control:

Version	Date	Reason for Change
1.2	May 2024	New Policy
1.3	September 2025	Amended following internal audit. Removal of process and procedure from policy.

Solihull Community Housing (SCH) manages and maintains council homes and delivers housing services on behalf of Solihull Metropolitan Borough Council (SMBC). Although SCH provides day-to-day housing services, the Council remains the owner of the housing stock and is your landlord. The Council retains the responsibility for ensuring your home is managed in line with the Consumer Standards.

1. Policy Objectives

1.1 The purpose of this policy is to outline Solihull Community Housing's (SCH) approach to managing asbestos material in properties we manage and control. We recognise that we have a duty of care towards employees, residents, contractors, visitors, and others who may be at risk from asbestos fibre release in our premises.

1.2 This policy provides a framework within which asbestos will be managed and key roles for its implementation. The policy forms part of our wider organisational commitment to driving a health and safety culture amongst staff and contractors (as detailed within our Health and Safety Policy).

1.3 The Asbestos Management Plan (AMP) will provide SCH operational approach and policy implementation plan for monitoring arrangements, risk management, managing the asbestos register, asbestos surveys, re-inspections, remediation works and asbestos emergency protocols.

1.4 The operational procedures in the AMP set out how SCH will meet the statutory obligation outlined in this policy and is therefore enforceable through this policy.

2. Introduction

2.1 Asbestos is a naturally forming mineral fibre that was commonly used in building and insulation products up until it was banned in 1999. Homes or buildings built or refurbished before the year 2000 may contain asbestos. If an asbestos containing material (ACM) is disturbed or damaged, it can release asbestos fibres into the air which are a danger to health if inhaled. Workers who carry out repairs and maintenance work are at particular risk, however, building occupants could also be put at risk. It is essential that ACMs are maintained and protected from inadvertent damage and disturbance, particularly during maintenance and refurbishment work.

2.2 The presence of ACM in a property or building does not constitute a danger and does not pose any risk unless disturbed through damage. The potential risk to health only arises if such material is disturbed or damaged. This policy is designed to provide a framework to manage risks associated with asbestos.

3. Policy Statement

3.1 SCH is committed in so far as reasonably practicable to ensuring the health, safety and welfare of people at our premises. A reasonably foreseeable risk of exposure to asbestos fibres exists where we have ACMs present. We acknowledge our legal obligations for premises we manage and control, including our responsibility to protect our residents, employees, those undertaking works and others from the risk of exposure to asbestos fibres at our premises.

3.2 SCH will ensure compliance with the Regulator of Social Housing's regulatory framework and consumer standards for social housing in England; the Safety and Quality Standard is the primary one applicable to this policy. The Social Housing (Regulation) Act 2023 changes the way social housing is regulated and may result in future changes to this policy.

3.3 To meet our legal duties in relation to asbestos management, we ensure compliance with the duties outlined in the Control of Asbestos Regulations 2012 (CAR 2012).

3.4 To comply with these requirements SCH will ensure compliance with the relevant statutory requirements. This will include but is not limited to the following activity:

- Carry out assessments to identify ACMs in non-domestic settings and conduct regular inspections of the ACM to identify any deterioration in the condition of the ACM so that appropriate risk mitigation measures can be taken.
- Maintain an up-to-date record of the location, condition, extent, and nature of the ACM for the asset base.
- Assume asbestos is present if the property was built prior to the year 2000 unless we have evidence that they do not. If built after the year 2000 asbestos is unlikely to be present, and no further action will be required.
- Provide information relating to ACMs to individuals who are likely to disturb it.
- Ensure that we use competent asbestos surveying companies who will possess the expertise to undertake management surveys, refurbishment and demolition surveys and monitoring (re-inspection) surveys.
- Ensure that any ACM removal/ abatement work will be undertaken by an approved, accredited, and competent contractor. This includes any minor asbestos related tasks.
- Develop and communicate emergency procedures to deal with accidental disturbance of ACMs.
- Assess the reliability of information we receive relating to asbestos within the properties we own and manage. Anyone who has information on the whereabouts of asbestos within these properties is required to make this available to us.

4. Legislative & Regulatory Framework

The main legislation and regulations governing this policy are:

- The Control of Asbestos Regulations 2012.
- Health and Safety at Work Act 1974
- The Management of Health and Safety at Work Regulations 1999
- The Workplace (Health Safety and Welfare) Regulations 1992
- Personal Protective Equipment at Work Regulations 1992
- Hazardous Waste (England and Wales) Regulations 2005 (Amendment 2009)
- Control of Substances Hazardous to Health Regulations (as amended) 2002 (COSHH)
- Construction (Design and Management) Regulations 2015
- Defective Premises Act 1972
- Landlord and Tenant Act 1985
- Data Protection Act 2018
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR)
- Homes (Fitness for Human Habitation) Act 2018
- The Asbestos (Licensing) (Amendment) Regulations 1998
- Environmental Protection Act 1990
- Social Housing Regulation Act 2023

Approved Code of Practice (ACoP)

The principal ACoP applicable to this policy is:

- ACoP L143 - 'Managing and working with Asbestos' (Second edition December 2013).

Guidance

The principal guidance applicable to this policy are as follows:

- HSG264 - 'Asbestos: The survey guide' (Second edition 2012, this holds ACoP status).

- HSG248 – ‘Asbestos: The Analysts’ Guide’ (2nd Edition 2021).
- HSG247 - ‘Asbestos: The Licensed Contractors’ Guide’ (First edition 2006).
- HSG210 - ‘Asbestos Essentials – A task manual for building, maintenance and allied trades and non-licensed asbestos work’ (Fourth edition 2018).

5. Scope

5.1 This policy applies to all SCH employees, contractors, stakeholders, individuals who may be affected by our activities or services and other persons who may work on, occupy, visit, or use SCH managed or owned premises.

5.2 This policy applies to the following locations:

- Rented properties including garages
- Communal areas
- Offices and storage facilities
- Leasehold and shared ownership premises where SCH retains the responsibility to maintain all or part of the building.

6. Key Roles and Responsibilities

Role	Responsibilities
SCH Board	The Board has the overall governance responsibility for ensuring that SCH is compliant with regulatory standards, legislation, and codes of practice. The role of the Board includes: • Establishing key H&S policies. • Awareness of risks and risk controls in place. • Agree performance targets and a performance monitoring framework. • Ensuring availability of adequate resources and competencies for delivering policy commitments • Ensuring appropriate reporting and auditing activity • Ensuring residents’ voices are heard.
Chief Executive	• The Chief Executive is the appointed Duty Holder and has ultimate responsibility for health and safety across the organisation and will nominate appropriately qualified and suitable experienced people to discharge those duties in relation to the management of asbestos
Executive Leadership Team (ELT)	• Overall responsibility for the implementation of this policy and ensuring that adequate resources are made available to enable the policy objectives to be met. • To ensure that appropriately qualified and suitably experienced people are employed to implement this policy, that appropriate programmes of work are in place to discharge relevant duties.

Head of Building Safety and Compliance	• Ensuring the Asbestos Management Plan is implemented, relevant, current, and practical. • To ensure that all activity required for compliance with this policy is carried out. • Provision of quarterly performance reports for the Board as part of the monitoring framework. • Reviewing the management plan every 12 months with all relevant parties to ensure the systems outlined in the plan are working.
Building Safety Manager	• Delivery of the Asbestos Management Plan • Administer associated contracts and act as the first point of contact for asbestos-related queries. • Ensure effective management of SCH's asbestos programme and register. • Ensure that asbestos information is available for those carrying out work in SCH premises. • Liaising between the employees, contractors, asbestos professionals, and residents about matters pertaining to all ACMs in properties managed or owned by SCH.
Employees, Residents and Contractors	• Adhere to the framework set out in this policy

7. Communications

7.1 A copy of this policy will made available to all stakeholders on the SCH website.

7.2 SCH staff managing contracts and projects will ensure that appropriate Asbestos information is provided to contractors prior to commencement of works.

7.3 SCH will ensure effective emergency procedures are in place and that staff and contractors are clear on their responsibilities.

7.4 SCH will promote asbestos awareness through training and induction of relevant staff. The training will be designed to fit the needs and roles of the employees being trained.

7.5 To ensure that appropriate and suitable training is provide to staff, SCH will carry out training needs where appropriate.

7.6 SCH will provide information on asbestos locations within individual properties to tenants.

8. Meeting individual needs and reasonable adjustments

8.1 SCH recognises that customers have different needs and may require a tailored service and reasonable adjustment to access our services either on a permanent or temporary basis. We will consider information provided by residents in our application of this policy and take reasonable steps to accommodate residents' requirements where possible.

9. Equality, Diversity and Inclusion summary

9.1 SCH is committed to valuing and promoting equality and diversity and inclusion across our services. We recognise we have a duty to eliminate unfair treatment and discrimination in the services we provide and to promote and value respect in everything we do. We expect our staff to share these values and treat all customers with fairness and respect. We also require our

contractors and suppliers to mirror our values and comply with our policies in this respect and their own respective duties.

9.2 SCH will apply a zero-tolerance response to acts of discrimination.

10. Monitoring & Review

Monitoring Arrangements

10.1 SCH has adopted and is undertaking surveys in accordance with the Regulatory standard tenant satisfaction measures. These will be utilised to address any reports on outstanding works, issues or concerns that warrant further action or learning and will be shared with out contractors delivering services.

10.2 Performance against key performance indicators will be monitored via our performance management framework.

Review

10.2 This policy will be reviewed every two years by Head of Building Safety and Compliance unless there are any significant changes to current legislation or regulation, good practice or guidance, or as the result of the outcome of an incident review or Ombudsman determination.