



ASBESTOS POLICY 2017

The duty to manage asbestos is directed at those who manage non-domestic premises: the people with responsibility for protecting others who work in such premises, or use them in other ways, from the risks to ill health that exposure to asbestos causes.

What is the duty?

The duty to manage asbestos is contained in regulation 4 of the Control of Asbestos Regulations 2012. It requires the person who has the duty (ie the 'dutyholder') to:

- take reasonable steps to find out if there are materials containing asbestos in non-domestic premises, and if so, its amount, where it is and what condition it is in.
- presume materials contain asbestos unless there is strong evidence that they do not.
- make, and keep up-to-date, a record of the location and condition of the asbestos-containing materials - or materials which are presumed to contain asbestos.
- assess the risk of anyone being exposed to fibres from the materials identified.
- prepare a plan that sets out in detail how the risks from these materials will be managed.
- take the necessary steps to put the plan into action.
- periodically review and monitor the plan and the arrangements to act on it so that the plan remains relevant and up-to-date.
- provide information on the location and condition of the materials to anyone who is liable to work on or disturb them.

There is also a requirement on others to co-operate as far as is necessary to allow the dutyholder to comply with the above requirements.

Who has the duty?

The dutyholder is the owner of the non-domestic premises or the person or organisation that has clear responsibility for the maintenance or repair of non-domestic premises, for example through an explicit agreement such as a tenancy agreement or contract.

What premises are affected?

The duty to manage covers all non-domestic premises. Such premises include all industrial, commercial or public buildings such as factories, warehouses, offices, shops, hospitals and schools.

How do dutyholders comply?

There are four essential steps:

- find out whether the premises contains asbestos, and, if so, where it is and what condition it is in. If in doubt, materials must be presumed to contain asbestos.
- assess the risk from asbestos present in the premises.
- make a plan to manage that risk and act on it.
- provide this information to other employers (eg building contractors) who are likely to disturb any asbestos present, so that they can put in place appropriate control while the work is being done.

Here are some basic principles to consider when managing asbestos:

- asbestos is only dangerous when disturbed. If it is safely managed and contained, it doesn't present a health hazard.
- don't remove asbestos unnecessarily - removing it can be more dangerous than leaving it in place and managing it.
- not all asbestos materials present the same risk. The measures that need to be taken for controlling the risks from materials such as pipe insulation are different from those needed in relation to asbestos cement.
- if you are unsure about whether certain materials contain asbestos, you should presume they do and treat them as such.
- remember that the duty to manage is all about putting in place the practical steps necessary to protect maintenance workers and others from the risk of exposure to asbestos fibres - it is **not** about removing all asbestos.

A Management Survey aims to ensure that:

1. nobody is harmed by the continuing presence of ACM in the premises or equipment
2. that the ACM remain in good condition
3. that nobody disturbs it accidentally

Cranleigh Parish Council Asbestos Management Survey

An Asbestos Management Survey was carried out on the following premises in June 2017:

- Cranleigh Village Hall
- Cranleigh Parish Council Offices
- Snoxhall Pavilion
- Youth Centre
- Public Conveniences in Village Way and at the Common
- Cemetery Machine Shed

Asbestos of a very low grade has been found at:

- Council Offices
- Cemetery Machine Shed
- Snoxhall Pavilion

The Management Survey advises to label and manage the asbestos.

All areas identified as containing Asbestos containing materials have been labelled with the following:



A copy of the Management Survey will be made available to contractors working on these buildings and risk assessment prepared for the works to be undertaken.