

SOUTH HOLLAND DISTRICT COUNCIL

Report of: Portfolio Holder for Strategy, Governance and Public Protection and Executive Director Commercialisation (S151)

To: Cabinet – 3 May 2016

(Author: Nick Kendrick - CPBS Health & Safety Advisor)

Subject: SHDC Corporate Asbestos Policy 2016

Purpose: To present the revised SHDC Corporate Asbestos Policy 2016 for approval

Recommendations:

- 1) That the Cabinet considers and approves the report and revised Corporate Asbestos Policy 2016.

1.0 BACKGROUND

- 1.1 The existing Corporate Asbestos Policy and Management Plan has been in place since 2013 and given a number of changes in legislation, and changes in SHDC Management structure, it is in need of a complete review. Following a recent audit by an Asbestos Consultant it was felt appropriate that to separate the Policy from the Management Plan, which will now sit as a separate operation document, alongside individual premises management plans. This makes it easier to maintain.
- 1.2 Whilst the new policy has not yet been formally approved, officers are adhering to most elements of the new policy and have refined procedures accordingly. In order that all elements of the policy can be adhered to corporately, it is now necessary that the policy be formally approved.
- 1.3 The new policy is fundamentally different to the existing policy from 2013, and for this reason, a summary of the key changes is hard to provide.
- 1.4 The Policy is going to PDP on 26 April and any comments from the Panel will be advised at Cabinet.
- 1.5 Please note that Appendix A of the Policy is not attached as this will be completed at a later date. This relates to roles and responsibilities and is an operational matter.

2.0 OPTIONS

- 2.1 To consider and approve the report.
- 2.2 To do nothing

3.0 REASONS FOR RECOMMENDATIONS

- 3.1 To ensure the Council operates in accordance with relevant legislation.

4.0 **EXPECTED BENEFITS**

4.1 Should the revised policy be approved, upon implementation, the Council can be confident that its asbestos procedures are compliant with current legislation.

5.0 **IMPLICATIONS**

5.1 **Staffing**

5.1.1 Contractually, staff are required to comply with Council policies and will therefore be required to comply with the amended policy. The policy will provide new allocations of responsibilities to key individuals / appointed persons and supporting processes with ensure suitable training, information and guidance is given to staff.

5.2 **Carbon Footprint / Environmental Issues**

5.2.1 It is considered that this report and its recommendations have no significant impact on the Council's carbon footprint or environmental issues.

5.3 **Constitution & Legal**

5.3.1 The revised policy is compliant with current legislation. The main statutory provision placed on the Council comes under the Control of Asbestos Regulations 2012 and all associated legislation.

5.3.2 This is an executive function and has been submitted to Cabinet for approval.

5.4 **Contracts**

5.4.1 The new policy does have an impact on how the Council will engage with external contractors where they are likely to encounter asbestos containing materials. However, as this has always been the case, it is considered that this report and its recommendations have no significant impact on the Council's contracts.

5.5 **Corporate Priorities**

5.5.1 It is considered that this report and its recommendations have no significant impact on the Corporate Priorities.

5.6 **Financial**

5.6.1 Asbestos management costs are included the planned maintenance budgets for the General Fund & the Housing Revenue Account.

5.6.2 General policy of non-disturbance of Asbestos containing materials is in place for all council buildings with specific removal costs chargeable to the repairs & renewals reserve as necessary.

5.6.3 Costs of the management plan including regular surveys are not currently separated in the budget and this is currently being reviewed to ensure the available budget is adequate to ensure compliance with this revised policy.

5.6.4 No removal costs have been incurred in 2015/16. Planned work in the boiler room for Priory Road offices is planned for 2016/17 and this will entail the removal of asbestos containing materials at an estimated cost of £2,500 which is included in the budget. Any additional costs incurred in buildings would need to be financed from corporate resources in the medium term

5.6.5 Council Dwellings have an asbestos register and non-disturbance of Asbestos containing materials is limited to external areas.

5.6.6 Removal of asbestos in main areas of each dwelling, e.g. Kitchen / Bathroom is carried out when properties are empty as this facilitates improvement works which are carried out on a rolling plan basis.

5.6.7 Planned maintenance costs of £300,000 for Asbestos management are included in the Housing revenue account and for each subsequent year of the current Medium Term Financial Plan. The operational plan is being reviewed to ensure compliance with the policy contained in this report.

5.7 Health & Wellbeing

5.7.1 With the changes to this policy it will result in improved health and wellbeing relevant to the management of Asbestos within the Council.

5.8 Reputation

5.8.1 Provided all aspects of the policy, associated documents to the policy and current legislation (as detailed earlier) are followed it should not cause the Council reputational damage.

5.9 Risk Management

5.9.1 The Council has a legal duty to have in place a robust and up-to-date Asbestos Policy, including a management plan, which sets a clear direction for the organisation to follow. The policy will help to manage asbestos related health and safety in the organisation and will let staff and others know about the organisation's commitment to health and safety.

6.0 WARDS/COMMUNITIES AFFECTED

6.1 All Wards could be affected by this policy, particularly in respect of Council Housing stock.

7.0 ACRONYMS

7.1	HSE	Health & Safety Executive
	ACMs	Asbestos Containing Material
	ACOP	Approved Code of Practice
	UKATA	UK Asbestos Training Association
	PMCSG	Property Management Compliance Sub Group

Background papers:- None

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Key Decision: No

Exempt Decision: No

This report refers to a Mandatory Service

Appendices attached to this report: Appendix A SHDC Asbestos Policy 2016