



West Lothian
Council

COUNCIL EXECUTIVE

ASBESTOS MANAGEMENT POLICY

REPORT BY HEAD OF CORPORATE SERVICES.

A. PURPOSE OF REPORT

To submit to the Council Executive for consideration, a revised council Policy for Asbestos Management.

B. RECOMMENDATION

That the Council Executive approves the revised Policy for Asbestos Management, appended to this report.

C. SUMMARY OF IMPLICATIONS

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| I Council Values | Being honest, open and accountable

Making best use of our resources |
| II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment) | It is a requirement of the Health and Safety at Work Etc Act 1974 that businesses should have arrangements in place to manage health and safety. The Control of Asbestos Regulations 2006 expands in detail on the arrangements expected to be in place. |
| III Implications for Scheme of Delegations to Officers | None |
| IV Impact on performance and performance Indicators | None |
| V Relevance to Single Outcome Agreement | None |
| VI Resources - (Financial, Staffing and Property) | Building Services will now, through the revised policy, be allowed to undertake agreed non-licensed asbestos work. Therefore the cost of the work and manpower to undertake the work will be internal rather than external. As a result it is anticipated that the response to the work will be quicker than presently experienced by |

external contractors.

VII Consideration at PDSP

The revised policy was considered by the Partnership and Resources PDSP on 8 June 2012.

VIII Other consultations

All Services and Trade Unions

D TERMS OF REPORT

D.1 BACKGROUND

The Council's Asbestos Policy was first approved in December 2002 and last revised in July 2007. The current revision, as set out in Appendix 1, incorporates the changes in the new Asbestos Regulations 2012. It also updates and provides clearer details on the roles and responsibilities of those who are required to implement the policy and will ensure those employees and other persons who use and have access to council premises and properties are not exposed to the harmful effects of asbestos. The outcomes of discussions with Health and Safety Executive, as well as lessons learned from past asbestos incidents have also been taken into account.

D.2 POLICY AMENDMENTS SINCE 2007

A summary of the key amendments since 2007 are as follows:

- The aims have been revised to focus on the setting of clear responsibilities for the following; ensuring no-one is exposure to the harmful effects of asbestos containing materials; communicating and promoting the council's commitment to prevent exposure; ensuring strict compliance with the council's Asbestos Management Plan.
- Allows agreed non-licensed asbestos work to be undertaken by council employees and clearly defines what is required to undertake that work.
- States that contractors can undertake licensed and non-licensed asbestos work if they are suitably qualified and what information the council will provide in relation to that work.
- Makes clearer the responsibilities of those who are responsible for ensuring that employees and others are protected from the hazards associated with asbestos containing materials.
- Additional officers now have responsibilities; Head of Corporate Services, Head of Housing, Construction and Building Services, Head Teachers, Asbestos Co-ordinator, Persons in Control of Construction or Maintenance Work, Property Management and Development Staff, Persons in Control of Property (Asbestos Register Holders, Head Teachers and Building Managers).
- Creates the post of Asbestos Coordinator to manage asbestos across the council.
- Requires services to consider asbestos in their business continuity plans.
- Signposts responsibilities back to the council's Scheme of Delegation to Officers.

D.3 CONSIDERATION AT PDSP

The revised Asbestos Management Policy was considered at the Partnership & Resources PDSP on 8 June 2012. The committee noted the revised policy and agreed that a report be forwarded to the Council Executive for approval.

E CONCLUSION

The revised Asbestos Management Policy, which is supported by a council wide Asbestos Management Plan, will provide clearer direction on how the council manages asbestos and will be further supported by service specific asbestos procedures and where appropriate service Occupational Health and Safety Supplementary Policy and Safety Arrangements Booklets will be reviewed in light of the changes.

F. BACKGROUND REFERENCES

Health and Safety at Work Etc Act 1974

Asbestos at Work Regulations 2006

Appendices/Attachments: Appendix 1

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