

**ANGUS COUNCIL**

**Housing Committee - 26 August 2004**

**HEALTH AND SAFETY REPORT**

**REPORT by DIRECTOR OF HOUSING**

**ABSTRACT**

This report advises Members of the Health and Safety activity within the Housing Department during 2003/04 and outlines areas that will be addressed during 2004 - 2005.

**1. RECOMMENDATION**

Members are asked to note the content of this report.

**2. BACKGROUND**

The Personnel and Property Services Committee approved report 89/96 at its meeting on 20 March 1996 recommending the adoption by the Council of a General Statement of Health and Safety. The general statement charges each department to prepare a departmental policy and monitor its implementation thereafter. This report is the sixth since the Housing Department Health and Safety Policy was accepted by the Housing Committee on 20 May 1997.

**3. DEVELOPMENTS 2003/2004**

- a) Provision of new office accommodation (linked to provision of new ACCESS Office) at Brechin thus improving working conditions and related Health and Safety issues within the office for staff and public alike.
- b) Training - staff have continued to attend appropriate selected training courses and seminars to increase their awareness of Health and Safety issues.
- c) Continuation of Building Managers' role at local House/ACCESS Offices and Headquarters locations.

**4. ACTION PLAN FOR FORTHCOMING YEAR**

- a) Supply lone workers with mobile phones/handsets linked to global positioning satellite to enhance staff security.
- b) Finalise and publish updated departmental Health & Safety Policy.
- c) Introduce Procedures as identified by departmental Violence and Aggression Working Group.

- d) Introduce and carry out risk assessments for all activities within Homelessness Service.
- e) Introduce and carry out risk assessment for all activities for Sheltered Services.
- f) Review procedures for forced entry where access is refused to enable Annual Gas Safety inspections to be completed. (This particular issue was the only Health and Safety matter raised at Pathfinder Inspection by Communities Scotland and will be subject to a separate report).
- g) Playing part, in consultation with other departments, regarding provision of ACCESS offices in Arbroath and Forfar.

## **5. FINANCIAL IMPLICATIONS**

Any costs incurred in implementing Health and Safety measures will be contained within the departmental budget.

## **6. HUMAN RIGHTS IMPLICATIONS**

It is considered that in following the recommendations of this report, the Council would not be acting in any way that is incompatible with Human Rights.

## **7. CONSULTATION**

The Chief Executive, Director of Finance, Director of Law & Administration have been consulted in the preparation of this report.

Ron Ashton  
Director of Housing

Note:- The following background paper, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), was relied upon to any material extent in preparing this report:

- Report 89/96 - 20 March 1996