

ANGUS COUNCIL

RESOURCES AND CENTRAL SERVICES COMMITTEE

17 JUNE 2004

SUBJECT: ANNUAL HEALTH AND SAFETY REPORT

REPORT BY DIRECTOR OF FINANCE

Abstract: This report provides an update on health and safety issues within the Finance department during the period 1 April 2003 to 31 March 2004.

1 RECOMMENDATION

1.1 It is recommended that the Committee note the contents of this report.

2 BACKGROUND

2.1 During 2003/04, the department's Health & Safety Policy was reviewed and updated. Risk assessments were carried out as required and in particular, remedial actions arising from completed DSE checklists were taken forward.

3 MAIN ISSUES

3.1 TRAINING

Training in undertaking general and fire risk assessments to be undertaken by appropriate members of staff. Due to staff turnover, this has been carried forward from last year and is currently being arranged via the department's Health & Safety Liaison Group.

3.2 ACCIDENTS

During the year four minor accidents occurred. Remedial action was taken to prevent any similar occurrences.

4 FINANCIAL IMPLICATIONS

4.1 There are no financial implications arising directly from this report.

5 HUMAN RIGHTS IMPLICATIONS

5.1 There are no direct human rights implications arising from this report.

6 CONSULTATION

6.1 The Chief Executive and Director of Law and Administration have been consulted in the preparation of this report.

NOTE: No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973, (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above Report.

DSS/AF/JW - 12/05/04

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