

ANGUS COUNCIL

RESOURCES AND CENTRAL SERVICES COMMITTEE – 16 JUNE 2005

DEPARTMENT OF INFORMATION TECHNOLOGY ANNUAL HEALTH AND
SAFETY REPORT

REPORT BY THE DIRECTOR OF INFORMATION TECHNOLOGY

ABSTRACT

This report provides information on health and safety issues within the Department of Information Technology during the period 1st April 2004 to 31st March 2005.

1. RECOMMENDATIONS

The Committee is recommended to note the contents of this report.

2. BACKGROUND

The Chief Officers Management Team meeting on 13th December 1999 agreed that each department prepare an annual report on their health and safety performance. This report is the sixth provided by the Information Technology Department.

3. MAIN ISSUES

Accidents

During the year only one accident of a minor nature occurred. A risk assessment was conducted but no remedial action was required.

Accommodation

During the year discussions were ongoing with Property Services with regard to the replacement of windows at the Mart building. This replacement programme will help alleviate variances in temperature within the building and provide an improved working environment for staff. The project is scheduled for completion during the summer of 2005.

Action Plan:

The Department will continue to review the working environment for staff through continuous work assessment and health and safety inspections, together with ongoing reviews of staff health and safety training needs. The Department also continues to ensure that the criteria for retention of Scotland's Health at Work gold status are met.

4. HUMAN RIGHTS IMPLICATIONS

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

5. CONSULTATION

The Chief Executive, Director of Finance, Director of Law and Administration and the Personnel Services Manager have been consulted in the preparation of this report.

A Greenhill
Director of Information Technology

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.