

Annex 2 to HSE Paper HSE/05/12

PROJECT PLAN

Project title: Reviewing the regulators' approach to duty holders' management of health and safety.

Aim: To produce a strategy for ensuring effective intervention with regard to health and safety management across all sectors to support HSC Strategic Programmes.

Outputs:

Stage 1

1. A report detailing the results and analysis of consultation with HSE inspectors and LA enforcement officers;
2. A report detailing research into perspectives of selected stakeholders and businesses across a range of sectors.
3. A literature review detailing national and international practice;
4. A paper(s) detailing options and recommendations to the Board/HSC;

Stage 2

5. Detailed planning and implementation of the options based on HSE's decisions..

Project dependencies.

This project has links to Revitalising Health and Safety and the HSC strategy for 2010 and beyond. It links to other work ongoing in many other parts of HSE, some of which is identified in Annexe 1, including the 'Regulation and Recognition' work and is attempting to increase the effectiveness of the Regulator's interventions with regard to health as well as safety. It links with other Government wide initiatives such as the Hampton Review and the Health of the Nation initiative.

Ensuring that work streams and projects that may overlap or link do in fact run in parallel is an issue that is outside the remit of this project, but is key to ensuring optimum impact of the work and efficient use of resources.

Justification

Two recent statements: 'Revitalising Health and Safety' and 'A strategy for workplace health and safety in Great Britain to 2010 and beyond' state as an objective a need for sustained change *and* improvement in health and safety in the UK.

In order to affect that change, and achieve sustained improvements, HSE needs to ensure industry raises health and safety management standards, and indeed looks at health and safety management in a wider context linking it to the principles of corporate governance in the Turnbull report and issues such as Corporate Social Responsibility and 'sustainability'.

This project in recognising that health and safety management underpins all of the activities of the HSE and LAs is highlighting the need for a coherent and overarching policy to ensure the stated aims above are achieved. It also aims to establish mechanisms for taking that policy forward.

Success Criteria

1. A clearly stated and widely understood overarching HSC policy relating to health and safety management;
2. More effective integration of health and safety into the wider management agenda;
3. More effective influencing for long term improvement in the management of health and safety;

Project Team and responsibilities:

Project Sponsor: OMT/Policy Group	Broad oversight of the project
Project Board Director: Chris Willby direction of the project	Chair Project Board and sets strategic
Project Team Leader: Sharan Bains	Drive the project forward within HSE remits and provides advice to the Project Director.
Project Secretariat: Sally Hawkins Albert Hitchcock	Assist project Team Leader in project development.
Project Board representation	Operations, Policy, Comms Dir, Local Authority, Independent Academic.
Project Team representation:	FOD, OSD, NSD, OPSD, RI, HID, CommsDir, Policy Group interests (BHAW, Business Improvement Local Authority, Revitalising, Worker Involvement)

Resources

1. The Phase I and II research costs to date are £130K. Current staff allocation for the Secretariat is 1 x Band 2, 0.8 x Band 3 and 0.2 x Band 6. Resource implication for Project Team and Board members has not been calculated. Stage 2 (implementation) of the project will also have resource implication but this will depend on the options selected. These will be costed during development.

Key Risks

1. Inconsistency between ongoing related initiatives.
2. Inadequate communication and consequent loss of goodwill between policy and operations divisions.

Quality Assurance

1. Regular meetings of the Project Team will be held.
2. Regular meetings of Project Board.
3. Regular updates and feedback to senior management.
4. OMT will be briefed and kept informed by the Project Director.

Schedule and Milestones

Milestones	Date
Community of Practice and Interest set up	02/04
Project team to agree PID	02/04
OMF to confirm PID.	03/04
Agree HSL methodology for focus groups.	
HSE and LA focus groups completed.	09/04
HSL Report from focus groups produced.	11/04
Project Board meeting	23/09/04
Consultant (Bomel) review of stakeholder's view of current approaches – fieldwork completed.	02/05
Project Team meeting	1/2/05
Paper presented to HSE Board dealing with progress of project and emerging findings.	2/3/05
Consultant literature detailing national and international practices.	03/05
Bomel report into review of stakeholder's view of current approaches.	03/05
Analysis of costs and benefits, to include business risks to HSE, of the project commissioned.	03/05 onwards
Agree replacement for Mr C Willby as Project Director – OMT	03/05
Project Team to discuss findings from HSL and Bomel reports.	03/05
Draft HSE Board paper produced and circulated to Project Team for comment.	03/05
Project Board Meeting.	13/4/05
Development of recommendations to the Board with Project Team	05/6/05
Paper presented to HSE Board	07/05
Options/recommendations paper to HSC	08/9/05
Implementation of Stage 2	To be agreed.

