

| Health and Safety Commission Paper | | HSC/05/113 | |
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HEALTH AND SAFETY COMMISSION

HSC Stakeholder Conference 2005

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**Cleared by
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on
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Issue

1. To consider the attached programme for a proposed Health and Safety Commission conference to engage stakeholders in the strategy for workplace health and safety in Great Britain to 2010 and beyond and encourage them to help take the strategy forward following, and in the light of, HSE's annual launch to the media of accident, injury and health statistics.

Timing

2. Endorsement of the programme and agreement to participation of Commissioners is required now to allow arrangements to be made for the event in good time.

Recommendation

3. That the Commission:
- Endorse the programme for the day.
 - Endorse or amend the roles suggested for individual Commissioners.
 - Advise officials of names and addresses to be added to the draft invitation list when it has been compiled.

Discussions will be held between Commissioners and officials as arrangements are put in place.

The proposed arrangements for the conference were set out in paper HSC/05/64 which was discussed at the Commission meeting in May. Subsequently at your private meeting in July you discussed the proposal that a stakeholder conference would be more useful than an open Commission meeting as the public now have the opportunity to attend all Commission meetings.

Background

4. The proposed stakeholder conference will be held on 8 November at the Institution of Civil Engineers in Westminster immediately after the media launch of the annual accident, injury and health statistics.

5. This proposed conference is timed to coincide with the mid point of the Revitalising Health and Safety (RHS) action plan 2000, which is measured by 2010 targets. It is also 18 months since the launch of HSC's strategy for workplace health and safety in Great Britain to 2010 and beyond.

Argument

6. It would be useful and appropriate to hold a stakeholder event 18 months after the launch of the Strategy for workplace health and safety in Great Britain to 2010 and beyond and around midway through its predecessor, the RHS action plan 2000, which is measured by 2010 targets.

This event would enable us to:

- measure progress towards targets in the light of the statistics launch
- inform the public and raise the profile of health and safety
- update stakeholders
- listen to stakeholders and reflect on what they say
- share and promote best practice
- attain commitment from stakeholders, especially potential new partners, to carry forward the strategy; to communicate that HSC/E cannot achieve the targets without their help
- learn what works most effectively - and what does not
- use the learnings as a springboard to develop further actions to progress effectively towards the Health and Safety targets

7. Audience: The proposed target audience would comprise about 200 stakeholders representing influential figures in industry, unions, local authorities, public sector and pressure groups, including "new" stakeholders.

8. Format: The conference would be chaired by Bill Callaghan, with speakers introduced by Commissioners. A facilitator would be appointed to announce domestics, control timekeeping and manage the question and answer session.

9. A draft programme which includes suggested roles of Commissioners is attached as Annex 1.

10. The body of the morning session should comprise case study presentations from key stakeholders in industry on progress to date (including lessons learned) on their development of the health and safety strategies: occupational health, injury reduction and sickness absence management, to:

- showcase the business benefits
- demonstrate other achievements and benefits including welfare of employees
- demonstrate through joint presentations by employers and employees the value of employers' winning the commitment of the workforce
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11. Each presentation would be introduced by a Commissioner.

12. The Question and Answer session on the strategy would provide an opportunity:

- for stakeholders to hear the views of a panel comprising Lord Hunt, Bill Callaghan, Brendon Barber and a CBI representative
- for Commissioners to hear the views of stakeholders

13. The breakout session would comprise a discussion on each of the four enabling programmes: Business Involvement, Worker Involvement, Local Authorities and Enforcement. Two Commissioners will attend each, as chair and rapporteur respectively. Officials would brief individual Commissioners in advance and also attend to advise and help. We suggest all delegates should be assigned to a group taking their preferences into account before the event.

Consultation

14. Communications Delivery Service, Communications Directorate, COSAS, Policy, Secretariat, FIT3 Programme Managers, Strategic Enabling Programme Managers, PEFD and Press Office.

Presentation

15. The event would be branded HSC. Appropriate displays would be used. The style would be interactive in keeping with the aims and objectives of the day. It is envisaged that most speaker presentations would use power point.

16. Use of the Web will be considered.

17. Media strategy will be discussed in detail with Communications Directorate; it is envisaged that there would not be much media interest beyond the health and safety trade press except in the statistics.

Costs and Benefits

18. No wider costs are foreseen. Benefits would include provision of a forum that would promote stakeholder engagement, with the objective of persuading stakeholders to commit to the occupational health and safety strategy to reduce injury, ill health and sickness absence in the workplace.

Financial/Resource Implications for HSE

19. There is budget allocated within the corporate communications spend for the HSC event. This would cover all costs including the hire of the venue, refreshments, facilitator, delegate management, invitations, displays and marketing as well as the costs of putting this proposal together and planning/managing the event. Cost estimated at just over £52k.

Environmental Implications

20. None.

Other Implications

21. N/A

Action

22. Following endorsement of both the programme and suggested roles of the Commissioners:

- An invitation list would be compiled and circulated to Commissioners who request it. They will be asked to add details of invitees that they feel are missing.
- A personalised invitation from the Chair would be sent to the agreed list.

The Commissioners would be fully briefed by officials on their roles for the day.