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HEALTH AND SAFETY COMMISSION

CONSTRUCTION INDUSTRY ADVISORY COMMITTEE (CONIAC)

Draft model of the reconstituted committee and workplan for CONIAC

2004/05/05

Summary

This paper deals with reconstitution.

Issue

1. This paper informs members about:
 - Key findings from the consultation process;
 - The considerations taken into account; and
 - Next steps.
2. This paper also:
 - Provides the opportunity to be further consulted on the proposed composition of the committee; and,
 - Consults CONIAC on a draft workplan for 2004/05/06.
3. Discussion is invited at the meeting on the draft workplan so that it can be further developed as part of the Business Plan for the reconstituted advisory committee.

Background

4. CONIAC's three year (2000 – 2002) term formally ended on 31 December 2002. CONIAC has since been extended to the end of 2003.

5. HSC began a review of Industry Advisory Committees (IACs) in Autumn 2001. This was overtaken by a review of wider considerations about HSC's ways of working. The position was summarised in Bill Callaghan's letter to IAC members on 15 November 2001.
6. Subsequent developments about arrangements for administering IACs took some time to finalise. To date, CONIAC has been kept informed on progress at meetings M1/2002, M2/2002 and M1/2003 when members agreed to continue serving until the end of 2003.
7. HSC's Advisory Committees have previously been charged with advising the Commission on the health and/or safety of people at work and members of the public likely to be affected by the work activity in the IAC's area of concern. IACs also deal with any other associated matters referred to them by the Commission or HSE. The Commission now wishes IACs, while remaining tripartite, to move to being less 'advisory' and to be more output driven to play a key role in the delivery of outcomes. Therefore, in addition to demonstrating that indicative criteria for an IAC are met, proposals to constitute or reconstitute an IAC should explain how the IAC would contribute to achieving strategic outcomes, and the planned timescale (including any sub-goals with milestones), so that progress can be monitored.
8. HSC has recently published a consultative document (CD) entitled 'A Strategy for Workplace Health and Safety in Great Britain to 2010 and beyond' (see paper M3/2003/6).

Reconstitution Consultation

9. CONIAC Secretariat consulted current members, member organisations and some other key stakeholders during August and September 2003 on issues, such as, the size and function of a new committee, how CONIAC can contribute to the RHS targets that CONIAC helped set for the industry and address what their organisations could contribute and deliver. The main findings of that consultation are presented in Annex 1 and, in summary, are:
 - The new committee should better contribute to the deliver of RHS targets;

- A considerable support for reducing the size of the committee; and
- A view that the new committee should:
 - Be more strategic;
 - Improve lines of communication between the IAC and the professions and federations;
 - Better represent the industry, especially small firms (SMEs);
 - Increase the use of work groups with task and delivery objectives;
 - Make better use of key drivers for improvement in health & safety eg economic levers (clients, insurance), designers, training, encourage partnerships & integrated teams;
 - Champion issues to change health & safety culture in the industry.

10. Details of the individuals and organisations consulted can be found at Annex 2.

Proposals for IAC Membership

11. A range of models has been considered that address HSC's criteria and secure a membership that reflects the diverse nature of the industry and provides an IAC that can make a major contribution to change in the industry. Four possible models are representative of the range of options considered. These models can be broadly summarised as:

- The *status quo*
- An Executive Committee;
- Adding to the membership; or,
- Reducing membership from the current committee.

Keep the *status quo*

12. It might be argued that the current committee membership provides a balanced representative body for this complex industry and issues and should be kept as it is.

13. However, with 20 members and 6 formal observers, there is a broad agreement from consultation that it has become more difficult to contribute in an effective way and that opportunities to make improvements in the industry are being missed.
14. Comments suggested that the current size has led to a committee that is more often passive and informed rather than an active and leading player in making change come about.
15. There was little support for keeping the committee at the current size (see Annex 1).

An Executive Committee

16. One option would be to set up a small executive body, similar in many ways to the CONIAC's Steering Group with working groups answering to it.
17. The results of the consultation exercise argued strongly for a reduction in the overall size of the committee. There would be a significant loss of representation at the highest level and it is of note that those acknowledging the need to reduce the size of the IAC also argued for their continuing membership (see Annex 1). An Executive would also exclude a significant number of bodies.
18. There is also the risk that this model could well require more resources, operating what might be a 2-tier structure and have further drawbacks in agreeing industry-wide consensus.

Adding to membership

19. With over 150 industry stakeholder organisations, there is an argument for an increase in the size of the IAC to improve stakeholder voice and buy-in. In theory, inclusion of a greater cross-section of the industry should improve delivery of and commitment to, key strategies for improving health & safety behaviour.
20. Views expressed during the consultation were that a larger committee would be unwieldy and ineffective. CONIAC Secretariat agrees with this view.

21. However, housing is an important sector of the industry and is not represented on CONIAC. Likewise, insurers are coming to increasing prominence in the role they can play as an active industry stakeholder in managing risk.

Reducing membership

22. Subject to paragraph 21, the issue is simply one of how small could CONIAC be to achieve the desired level of representation, buy-in and commitment, taking account of the opportunities for organisations to contribute on matters where they have particular knowledge and/or abilities to bring about change. Such an approach reflects members’ views and the views of HSC.

23. Addressing the overarching drivers of industry representation by those who can deliver change, current proposals focus on the following model:

Organisation	Members	Observers
CC	2 (MCG & a SME representative federation)	1 (H&S Director)
FMB	1	
HBFB	1	
ECIA	1	
SEC	1	
NSCC	1	
CIC	1	
CCG	1	
CITB	1	
Construction Products Association	1	
Trade Unions	3 (UCATT, TGWU, AMICUS)	1 (Policy Officer)
Local Authorities	1	
ABI	1	
TOTAL	16	2

24. The model addresses HSC/E requirements for:

- Engagement with SMEs;
- A tripartite committee;
- Broad industry representation;
- Inclusion of other bodies influential in the industry.

25. The position on observers from other government departments is under consideration. Other channels for sharing knowledge and securing a more integrated approach to the industry have been developed and may negate the need for observer status on CONIAC.

Draft Workplan

26. As a part of the reconstitution process, a draft workplan requires development and a draft is set out at Annex 3. This workplan picks up on the key issues for construction and takes account of CONIAC's current interests and workstreams.
27. Members are invited to consider the draft with a view to discussion at the meeting M3/2003.

Next Steps

28. Secretariat has to prepare a business case for the Justin McCracken, HSE Deputy Director General, setting out:
- A general justification for the IAC, including Chair and membership;
 - The strategic contribution of the IAC;
 - A Workplan;
 - Possible sub-committee structure.

Action

29. CONIAC members are invited to:
- Note the opportunity to be further consulted on the proposed composition of the committee; and,
 - Contribute to the development of a draft workplan for the new committee.

Contact

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Annex 1: Summary of responses from consultation exercise

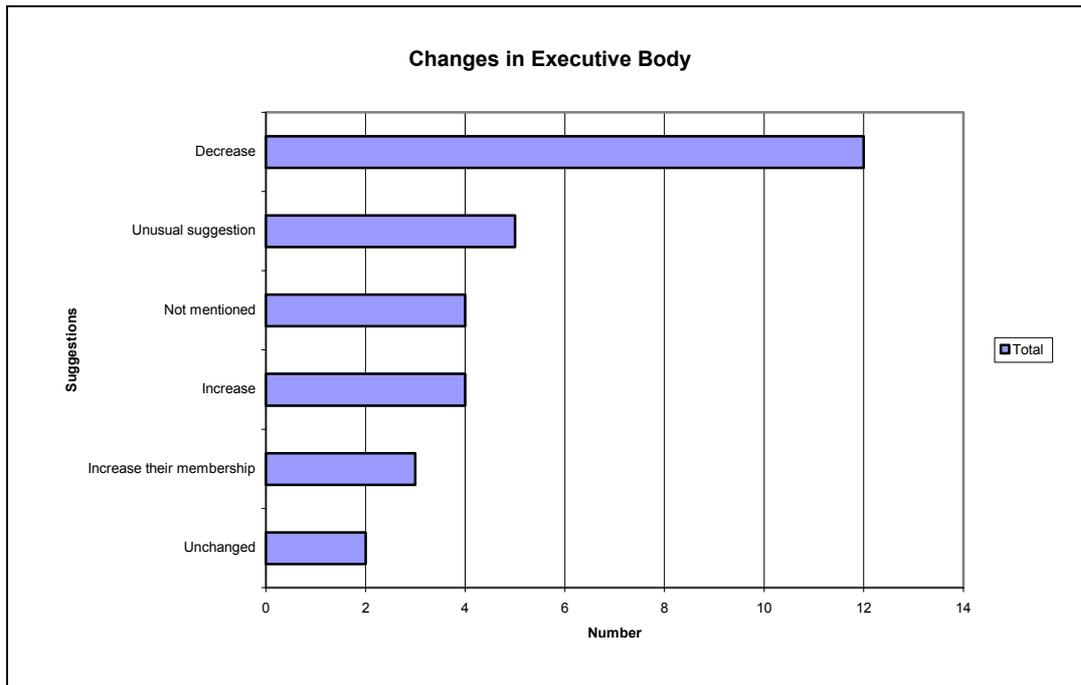


Figure 1: Changes in size of the Committee.

Notes: The first bar indicates the number of responses to the question asking about committee size. Unusual suggestions (*ie* not voiced by others) included the appointment of Regional HSE managers; inclusion of chairs of regional health & safety network groups; inclusion of MDs of large companies.

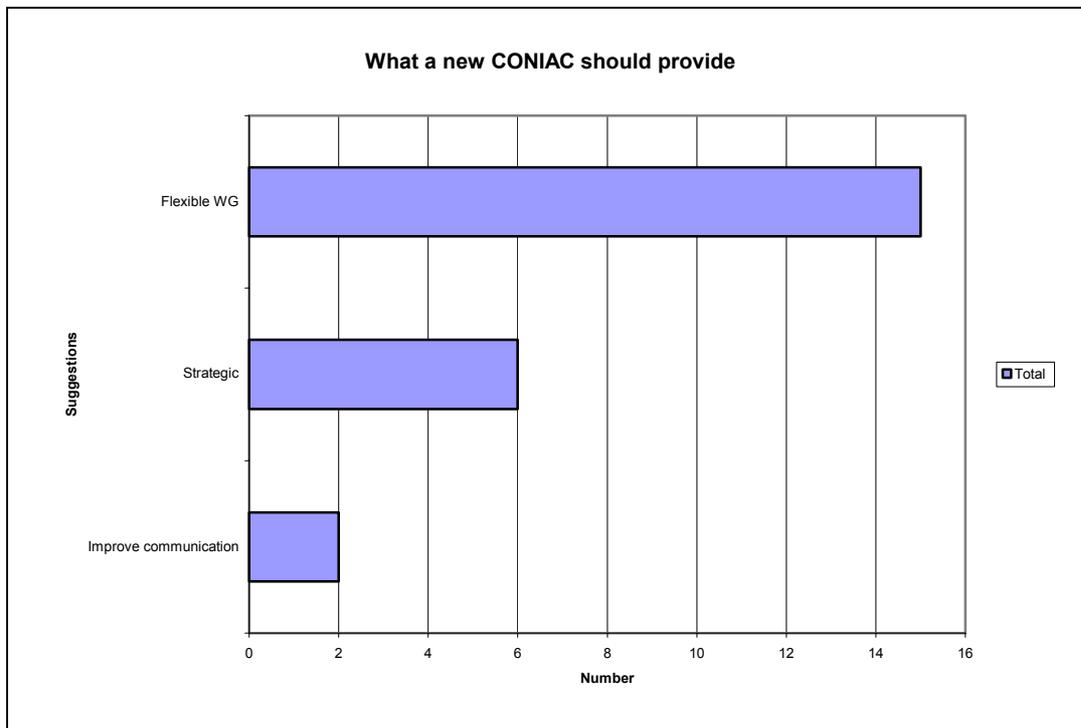


Figure 2: Strategic Vision for what CONIAC should provide.

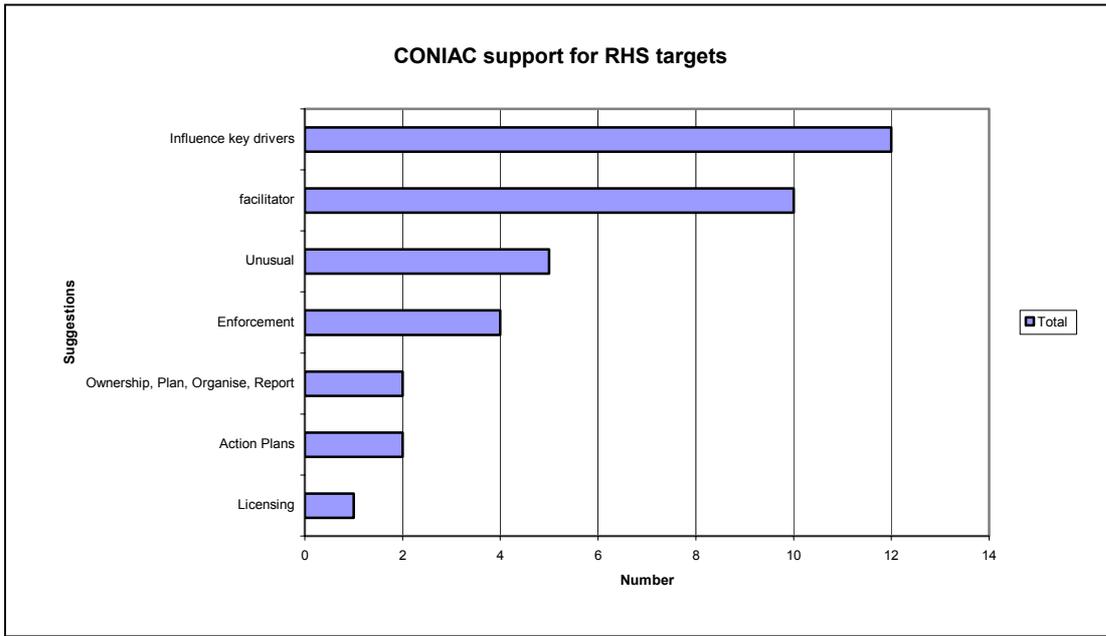


Figure 3: How CONIAC should support delivery of RHS targets.

Notes: Unusual suggestions include CONIAC support for publication of accident stats with trends; Working Group to monitor 'Action Plans'; promote 'roving safety reps'.

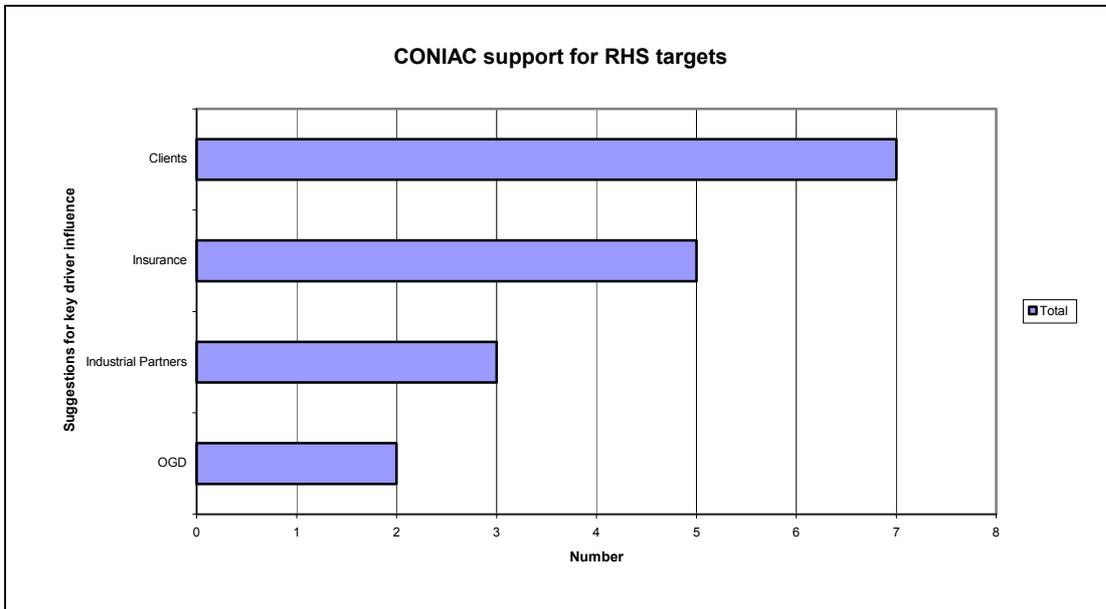


Figure 4: Breakdown of 'Influence Key Drivers' in fig 3.

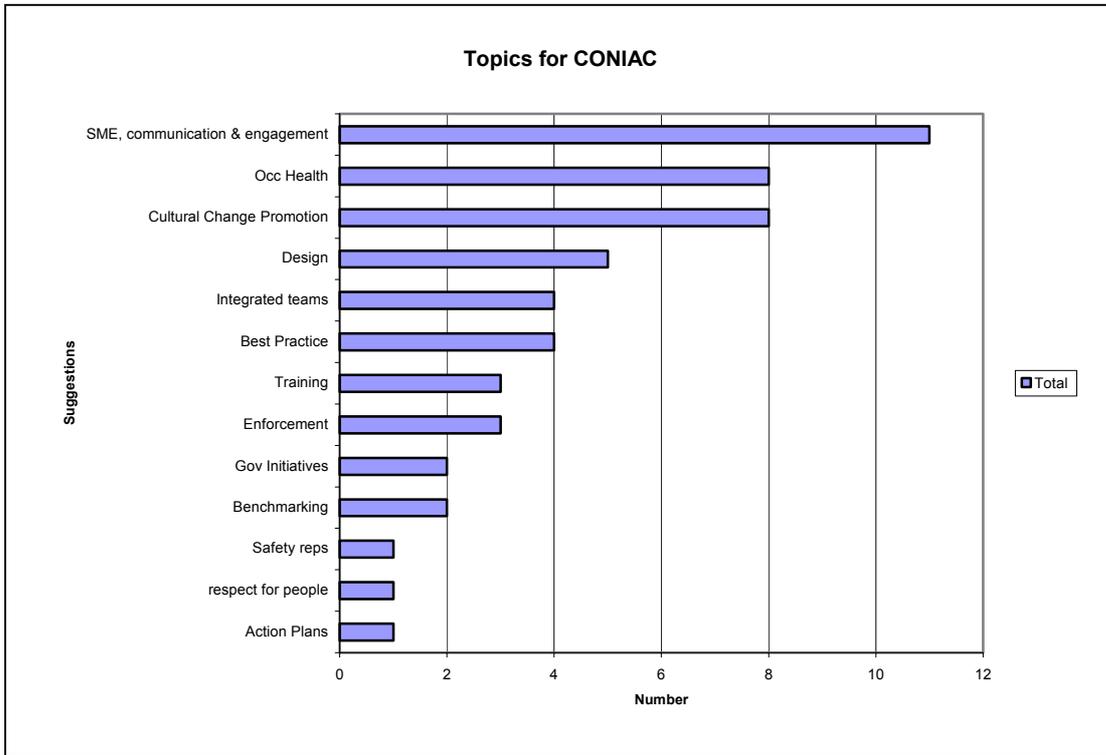


Figure 5: Topics and issues for consideration in CONIAC’s workplan

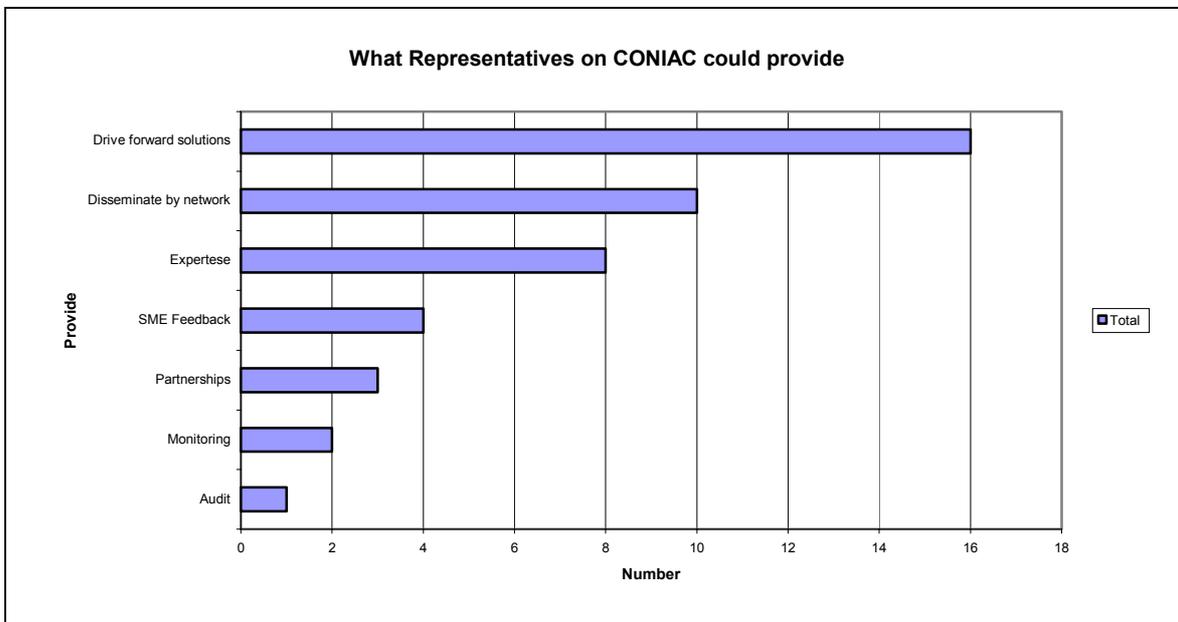


Figure 6: What respondents said their organisation could provide

Annex 2: Stakeholder consultation

The following individuals took part in the consultation process and were asked to respond to the following:

- How can we secure wide industry representation on CONIAC while at the same time focussing membership on a small high-level core of members?
- What do you believe CONIAC can do to support the industry in meeting its RHS targets?
- What are the topics/issues to which CONIAC might give particular attention?
- What your organisation might be able to contribute through high- level representation on CONIAC or in support of a member drawn from an 'umbrella' body to which you belong.
- What your organisation might be able to contribute through representation on CONIAC topic-specific initiatives you have identified.
- What your organisation might be able to contribute through its abilities to deliver identified objectives within your sector of the industry.

NAME	STATUS	COMPANY
Malcolm Bonnett	Member	AMICUS
Stephen Green	TEWP	Assoc. of Colleges
Robin Powell	Member	BCC
David Frost	Director General	BCC
Robert Mason	President	BIAT
Roger Crane	Responding on behalf of BIAT	BIAT
John Adams	Member	CC
Andy Sneddon	Observer	CC
Stephen Ratcliffe	Chief Executive	CC
Mike Roberts	Chief Executive	CCG
Alan Muddiman	Member	CECA
Rosemarie Beales	Chief Executive	CECA
Alan Smith	Member	CIC
Graham Watts	Chief Executive	CIC
Frazer Clement	Member	CITB
Peter Lobban	Chief Executive	CITB
John Varcoe	Member	CPA
Derek Wood	Chief Executive	CPA
Michael Ankers	Chief Executive	Construction Products Association
John Tebbit	Industry Affairs Director	Construction Products Association
Craig Streak	Member	Construction Products Association
Willie O'Rourke	Member	COSLA
Rory Mair	Chief Executive	COSLA
Prof. MacLeod	TEWP	DCE
Dr. Kevin Holland-Elliot	OHWP	Dept. of Occ. H&S
Paul Everall	Observer	DETR
Rodger Evans	Observer	DTI
Alex Meikle	Employee Relations	ECA
Mike Totterdell	Member	ECIA
Brenig Williams	Chief Executive	ECIA
Richard Ash	SFAG	ECIA

NAME	STATUS	COMPANY
Prof. Wright	TEWP	European Occ. H&S
Prof. Blockley	TEWP	Faculty of Eng.
Barry Stephens	Chief Executive	NFB
Philip Russell	Member	FMB
Ian Davis	Director General	FMB
Nicholas Golding	Chief Executive	FPB
John Walker	Chief Executive	FSB
Phil Davies	Member	GMB
Kevin Curran	Director General	GMB
Robert Ashmead	Chief Executive	HBF
Kevin Toner	Observer	HSENI
Peter Kent	Member	LGA
Brian Briscoe	Chief Executive	LGA
Tony Wheel	Observer	MCG
Chris McEwen	Member	NFB
Barry Stephens	Chief Executive	NFB
Imtiaz Farhooki	Chief Executive	NHBC
Suzannah Nichol	Chief Executive	NSCC
Tony Hutchinson	Chief Executive	RDBA
Rudi Klein	Chief Executive	SEC
John Nelson	Responding on behalf of SEC	SEC
Bill Belshaw	Member	SEC/CLG
Lawrence Waterman	OHWP	SYPOL
Bob Blackman	Member	TGWU
Bill Morris	General Secretary	TGWU
Tom Mellish	Observer	TUC
Brendan Barber	General Secretary	TUC
Alan Ritchie	Member	UCATT
Ivan Moldawczuk	Member	UCATT
George Brumwell	General Secretary	UCATT
John Connelly	Member	UNISON
Dave Prentis	Chief Executive	UNISON

Annex 3: Draft workplan for the new committee

Small Firms

1. SMEs make up some 95% of the industry. Improvements are needed in this hard to reach group if RHS targets are to be achieved.
2. The 'Strategy 2010 and Beyond' document recognises that the changing nature of business means that help for small firms is essential for improving their health and safety performance.
3. Particular attention will need to be given to:
 - Identifying the concerns and barriers to progress for SME's and ways of getting round these;
 - Communicating with small firms, particularly in the promotion of best practice;
 - CONIAC's WWT initiative has expanded significantly into addressing SME issues through the 'High 5'; SHADs with micro-businesses being well represented at events; the WWT Awards and current proposals for mini-roadshows.

Occupational Health

4. Standards of occupational health in the industry are poor in comparison with other sectors. Problems in ill-health dwarf accident statistics with high levels of musculoskeletal injuries, hand arm vibration syndrome (HAVS), work related deafness and a continuing legacy of diseases from past exposure to asbestos.
5. CONIAC needs to support change through its continuing support of the Occupational Health Pilot & Forum as starting point for development of a national occupational health advice and support provision to the industry; and to support other narrower workstreams focussed on:
 - Establishing a common core of OH management practice which will form the benchmark for the industry;
 - Identifying, promoting & distributing information on practical ways to eliminate or reduce health risks through improvements in design & specification;

- Developing & supporting practical guidance to help control health risks in the industry;
- Supporting & lobbying for the inclusion of health matters in professional training & CPD.

People Issues

6. CONIAC should champion behavioural changes in the industry to promote a better working environment characterised by a workforce engaged and consulted on the provision of decent working conditions, including promoting the 'Best Practice' Note being developed by CONIAC's Work Party.

Clients

7. CONIAC should explore ways to encourage clients, in both the public and private sectors, to adopt 'exemplar' status in their approach to managing occupational health and safety.

Designers

8. CONIAC should continue its work with designers to improve their understanding of hazards and what they are able to do to 'design-out' risk rather than transfer it to other dutyholders.

Safety

9. CONIAC should action through work groups addressing identified high risk processes with a view to industry self-improvement through self-generated standard setting and process change.

Education, training & competence

10. CONIAC should play a role addressing:
 - Essential health & safety competencies;
 - Training and educational needs that arise for the workforce, including the professions and students.

Legislation

11. CONIAC should continue to provide advice to the HSC/E on the implications of proposals for the industry of changes to legislation and proposals to improve

the impact of existing legislation, to secure law that is 'fit for purpose', meeting in particular the needs of SMEs, and that will be effective in achieving the intended changes.

Existing programmes

12. CONIAC should continue to support existing programmes of work, such as:

- The revision to CDM and C(HSW) Regulations;
- Designer initiative;
- Working Well Together Campaign (WWT);
- Occupational Health Pilot;
- Consultation Best Practice Note.