

**Open Government status: Fully Open**

**Paper Number: M1/2007/02**

**Meeting Date: 25 June 2007**

**Type of Paper: Above the Line**

**Exempt material: None**

**Paper File Reference:**

**Intranet embargo: None**

## **HEALTH AND SAFETY COMMISSION**

### **CONSTRUCTION INDUSTRY ADVISORY COMMITTEE (CONIAC)**

#### **PROPOSED CONIAC WORKPLAN 2007 – 2008**

##### **Summary**

**This paper proposes a CONIAC workplan for April 2007– December 2008 that reflects both HSC and CONIAC Strategies and supports HSE’s Construction Division Business Group Delivery Plan 2007–2008 and Construction Programme 2007-2008. CONIAC is invited to agree the workstreams to which it will contribute.**

##### **Issue**

1. To propose a CONIAC workplan for the period April 2007 – December 2008, setting out activities CONIAC will undertake to support HSE’s Construction Division in taking forward its Business Group Delivery Plan (BGDP) and Construction Programme 2007-2008.

##### **Timing**

2. Routine.

##### **Recommendation**

3. That CONIAC agrees;

- how it proposes to contribute to the workstreams in the workplan at Annex 5;
- the process for determining what its contribution will be; and
- to provide a draft action plan for this contribution at the November meeting of CONIAC.

##### **Background**

4. CONIAC’s role is set out in its Terms of Reference (see Annex 1). These include “to agree and carry forward a workplan that will assist the industry deliver its ‘Revitalising Health and Safety’ (RHS) targets set at the 2001 Summit”. Also, “CONIAC will work to complement the

HSC/E's Construction Priority Programme<sup>1</sup> (Con PP) and, when appropriate, carry forward specific workstreams through free-standing 'Task & Finish' IAC Working Parties." Annex 2 sets out the role of individual CONIAC members.

5. CONIAC discussed its long-term strategy for 2004–2008 (attached at Annex 3) at its April 2004 meeting <http://www.hse.gov.uk/aboutus/hsc/iacs/coniac/200404/200401.pdf> . The previous workplan for 2006–2007 was discussed and agreed at the 20 July 2006 meeting <http://www.hse.gov.uk/aboutus/hsc/iacs/coniac/200706/m220063.pdf> .

6. HSC's strategy for its Industry Advisory Committees (IACs)<sup>2</sup>, includes an expectation that they should have, and use, linkages with the HSC's Programmes to contribute to the achievement of HSC strategic outcomes. The rationale underlying CONIAC's strategy and workplan therefore included the benefits of closely aligning it with that of the then Con PP, not least in securing CONIAC's full engagement with HSC/E's Strategies. This working-together theme is further developed in HSC's *A Strategy for Workplace Health and Safety in Great Britain to 2010 and Beyond*, where the Commission states that it wishes to develop closer partnerships with others, so that HSE works with these partners to bring about change in the broader health & safety agenda.

## Argument

### The principles underlying the Proposed Workplan

7. The rationale for the development of CONIAC's proposed workplan 2007–2008 is largely the same as that described above. It seeks to ensure that, where resources permit, CONIAC maintains the linkages with the Construction Programme, which in turn is designed to deliver the RHS targets and the current PSA target, and is also closely linked to HSC's Strategy. It is apposite to note that the HSC Chair's Foreword in the Year 2 Report<sup>3</sup> on the HSC Strategy says that: "*... However, we are not the only players in the health and safety system. Whatever our resources, we can only do so much. The trade unions, health and safety professionals and British business all have a part to play and we will again be looking to them in the next 12 months to implement and use the Strategy in their work on health and safety, for example by promoting the strategic themes in their dealings with third parties, particularly small and medium sized businesses ... The Strategy is working and is now integral to our activities.*"

The workplan is further founded on the key points set out in CONIAC's agreed Strategy 2004–2008 (Annex 3) and takes in to account the activities in the BGD 2007-2008 (which sets out the proactive field work of the Construction Division and is attached at Annex 4) as well as CONIAC's chosen initiatives. Aspects of the workplan may be taken forward through the activities of CONIAC's working groups. A paper reviewing the work of these working groups is presented at this meeting (see Paper M1/2007/03 'A Brief Review of the Activities of CONIAC Sub-Groups April 2006 – March 2007').

8. Between the date of this meeting and December 2008, CONIAC will have 18 months to deliver a contribution and it is important that it prioritises its efforts and concentrates on those areas where it can make a real difference.

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<sup>1</sup> So called because the construction industry had been selected as a priority by HSC and was the subject of one of HSC's 8 Priority Programmes. Subsequently, HSE re-structured the organisation to better help deliver the Public Service Agreement (PSA) target arising from the Spending Review 2004 on reducing work-related ill health, injury and days lost and the ConPP became a component of HSC/E's overall "FIT3" Strategic Delivery Programme. <http://intranet/fit3/index.htm>

<sup>2</sup> GAP 2 - A Guide to managing HSC Advisory Committees

<sup>3</sup> <http://www.hse.gov.uk/aboutus/hsc/strategyyear2.pdf>

9. A key feature of HSC, HSE and Construction Division objectives for 2007-2008, reflected in the proposed workplan, revolve around ensuring the success of the CDM 2007. CDM 2007 was considered by CONIAC and cleared to be passed to the Minister on 17 October 2006 and came into force on 6 April 2007. General and widespread support for the package was expressed at a parliamentary prayer debate on 10 May 2007. However, the challenge remains to ensure that the correct messages are sent to industry about their responsibilities and that the industry is supported in achieving the potential health and safety gains. The workplan invites members to support the Construction Division in delivery of the CDM Benefits Realisation Plan and to take action in disseminating CDM's key messages to achieve a step change in health and safety performance in construction within three years of their introduction.

### **Consultation**

10. The Construction Division's Planning Team have contributed to and agreed the paper.

### **Action**

11. Members are asked to agree how they propose to contribute to the workplan, agree a process for determining their contribution and provide a draft action plan for discussions at the November CONIAC meeting.

### **Contact**

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**CONSTRUCTION INDUSTRY ADVISORY COMMITTEE (CONIAC)**

**TERMS OF REFERENCE**

“Pursuant to the powers granted to the Health and Safety Commission (“the Commission”) by Section 13(1)(d) of the Health and Safety at Work etc Act 1974 and exercised on the Commission’s behalf by the Health and Safety Executive (“the Executive”) in accordance with the Commission’s Direction dated 4 September 2001, the Executive has decided to appoint on the Commission’s behalf a committee to be known as Construction Industry Advisory Committee (“the Committee”). The Committee shall consider and advise the Commission or the Executive, as appropriate, on:

- The protection from hazards to health and safety of those at work in the building, civil engineering and engineering construction industry and the protection of the public from related hazards; and,
- Associated matters as referred to them by the Commission or the Health and Safety Executive.

The Committee will:

- Agree and carry forward a workplan that will assist the industry deliver its ‘Revitalising Health and Safety’ targets set at the 2001 Summit;
- Work in support of the HSC/E’s Construction Priority Programme and, when appropriate, through free-standing ‘Task & Finish’ IAC Working Parties to carry forward specific workstreams;
- Be constituted for a period of five years;
- Meet three times a year;
- Consist of a Chair and members appointed by HSC/E.

## Annex 2

**The role of individual CONIAC members** is to:

- To speak authoritatively for their sector and to exercise influence and leadership therein;
- Play an active part in developing CONIAC's strategy so that it will assist the industry in achieving the challenging RHS targets it has set;
- Act as a champion in bringing about change and in supporting the delivering of the strategy in their sector of the industry.

### CONIAC Strategy 2004-2008

1. CONIAC's strategy will focus on delivering the HSC's new strategy, *A Strategy for Workplace Health and Safety in GB to 2010 and Beyond*, within the construction industry, in particular:
  - By developing closer partnerships;
  - By promoting more effective health and safety management and a sensible health and safety culture; and,
  - In communicating the vision of an industry whose workplace health and safety standards lead the world.
2. CONIAC will:
  - Focus attention on where the industry performs poorly so as to get best results;
  - Promote greater involvement of workers – recognising that the people best placed to make workplaces safe and healthy are staff and managers;
  - Contribute to making information and advice clearer and simpler;
  - Champion involving all stakeholders and forging closer working relationships where everyone has a voice and can contribute.

# CONSTRUCTION DIVISION

## BUSINESS GROUP DELIVERY PLAN 2007/2008 (BGDP)

### Introduction

The Construction Division has four key elements of work:

- Work to deliver the Construction element of the Fit3 PSA Target
- Work to deliver wider HSE/Industry Revitalising priorities
- Core work which includes asbestos licensing work and matters of evident concern
- Reactive work to provide regulatory and public reassurance.

**This document sets out the proactive fieldwork of the Construction Division for 2007/08 and is designed as a reference document for Construction Division Heads of Unit and Field Teams to plan their work for the year.**

The overall aim in 2007/08 is to embed and build on previous work of the Construction Programme and continue to develop sustainable improvement within the industry. It is envisaged that the plan provides direction but also allows flexibility throughout the year. It is not intended to inhibit innovative local approaches. Concentrated proactive effort in the areas covered by the BGDP will contribute to the successful delivery of the Programme.

### Structure of the Plan

The plan is divided into three main sections:

- Contribution to the wider Fit3 Campaigns
- Specific Construction Initiatives
- Work throughout the work year.

Field activities are grouped to reduce the number of single-issue inspections and specific sections of the industry are to be targeted focusing on a number of priority topics. The identification of priority topics should not prevent Inspectors from dealing with matters of evident concern during site visits – there is time set aside for this based on previous year's experience. The priority topics should be covered in addition to any evident matters of concern. Reactive work is not included in the plan however, it is also recognised that reactive work can often contribute to Programme outcomes.

### Targeting of Proactive Work

Specific sections of the industry are to be targeted:

**Refurbishment** – An average of over 60% of all fatal accidents in construction take place during refurbishment/repair/maintenance and related activities yet this represents an average of around 47% of all construction activity. To reinforce this assessment, current figures show that fatal accidents in refurbishment / repair of domestic premises have almost doubled (2006/07 to date),

also fatal accidents in refurbishment/repair overall increased by over 60%.The sector must remain a high priority area throughout the year.

**Home Build** – Currently accounts for the highest proportion of accidents in the new build work. It is expanding and has a relatively well-defined structure. This provides opportunity to engage and influence a significant section of the whole industry. For 2006/07 to date the number of fatal accidents in housebuilding has more than doubled and this is probably the result of the high level of activity now seen in this sector.

**Commercial New Build** - Conditions have improved the most in this sector, however innovative design projects may give rise to greater risk and not all sites / projects are achieving good standards. There are significant opportunities for improving these standards.

New topics of work for 2007/08 include **CDM2007**, **Piling and Drilling** and **Roofwork**.

In addition, there are a number of familiar strands of work continued from last year:

- **Management of Occupational Health Risks**
- **Temporary Traffic Management**
- **High Impact Interventions**
- **Lifting**
- **SME**
- **Working Well Together**
- **Worker Engagement.**

### **Cross-Cutting Themes**

Importantly there are several crosscutting themes. These topics should be integrated where appropriate through all elements of proactive work. In particular, CDM2007, worker engagement, work with SME's and management of both safety and health risks are an integral part of day-to-day management.

### **Reporting and Monitoring the Plan**

The Construction Division approach is not numbers driven and is primarily concerned with outcomes. The plan this year outlines potential outcomes from work in 2007/08 and methods of measurement.

Reporting arrangements for 2007/08 will take on a variety of methods as shown within the BGDG and supporting document.

## A. Fit3 CAMPAIGNS

### INJURIES REDUCTION PROGRAMME

### MOVING GOODS SAFELY (MGS) incorporating Workplace Transport - FALLS FROM VEHICLES (FFV)

### MGS2 – Q1 (April - June) MGS3 – Q3/Q4 (Oct – March) FFV – Q3 (Oct/Nov/Dec)

Intervention & target audience	Topics to focus on	Activities	Reporting Arrangements	Potential Outcome(s)	Measurement of Outcome(s)
<b>1. MGS2</b> - Builders Merchants	Interventions for the final stages of 2006/07	<ul style="list-style-type: none"> <li>Product supply chain intervention – final stages of 2006/07 MGS2 project</li> </ul>	<ul style="list-style-type: none"> <li>As per SIM/05/2006/03</li> </ul>	- Increased awareness of good practice - Better communication & co-operation  - Greater understanding of logistical issues  - Better management of deliveries to site  - Other specific outcomes to be developed by working group	- Best practice information placed on webpages and distributed amongst key stakeholders  To be developed further
<b>2. MGS3</b> - Audience TBC  <i>(Contact: Marcus O'Connor)</i>	Product supply chain management (delivery end): - Concrete products - Trussed Rafters - Steel inc. rebar - Plasterboard	<ul style="list-style-type: none"> <li>Primarily Sector based - info gathering, establishment of Working Group and dialogue with stakeholders. Linked with Logistics and Supply chain projects as well as other Programmes</li> <li>Intelligence on delivery issues to be passed to non-con FOD as appropriate</li> <li>Possible HSAO promotional work in Q3/Q4</li> </ul>	<ul style="list-style-type: none"> <li>Direct to Working Group</li> </ul>		
<b>3. FFV</b> - PC & Contractors  New Build (Commercial) Home Build Refurbishment  <i>(Contact: Sarah Hague)</i>  <b>FUNDING FOR EVENTS NEEDS TO BE AGREED WITH COMMS TEAM BEFORE FINANCIAL COMMITMENT IS GIVEN</b>	- Falls from vehicles - Loading & unloading safely - MSD	<ul style="list-style-type: none"> <li>Site inspections:                             <ol style="list-style-type: none"> <li>Focus on issues as part of routine inspection</li> <li>Possible targeting to large sites (25 in 5 major cities – FU to mailshot &amp; radio campaign). To be developed</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>IRF</li> <li>Narrative report from inspector sample and/or tally sheets for all to Sarah Hague</li> </ul>	- Reduction in ICC reports of injuries from falls and manual handling from vehicles from start of campaign  - Increased proactive management of delivery issues by Site mgnt  - Increased use of associated safety equipment  - Increased use of information sources (web site, publications, attendance at SED)	- ICC reporting  - Inspector / HSAO narrative reports / COIN  - Sales / Hire figures from co.s regarding use of equipment  - Total figures of hits on website, download of information, purchase of guidance  - Feedback from SED
		<ul style="list-style-type: none"> <li>FU to F2508's (falls from veh) during campaign</li> <li>7 HSAO events at builders merchants (2 HSAOs per event) NB. Potential for events to be arranged in conjunction with WWT</li> <li>HSAO and Inspector support to the SED exhibition</li> </ul>	<ul style="list-style-type: none"> <li>HSAOs to report direct to Sarah Hague                               (&amp; copied to Tim Shambrook when SMEs audience)</li> <li>Narrative report on SED from event co-ordinator</li> </ul>		

<b>DISEASE REDUCTION PROGRAMME</b>					
<b>Asbestos - Duty to Manage</b>					
<b>Intervention &amp; target audience</b>	<b>Topics to focus on</b>	<b>Activities</b>	<b>Reporting Arrangements</b>	<b>Potential Outcome(s)</b>	<b>Measurement of Outcome(s)</b>
<b>4. Asbestos</b>  - Dutyholders i.e. Building Owners / Managers  (Contact: Neil Stephens)	- Duty to manage	<ul style="list-style-type: none"> <li>Use of asbestos waiver requests to help target non-Construction B4 work on duty to manage carried out by FOD Regions in accordance with SIM03/2007/02</li> </ul>	<ul style="list-style-type: none"> <li>Local arrangements</li> </ul>	<ul style="list-style-type: none"> <li>Appropriate waiver requests forwarded</li> </ul>	
<b>B. CONSTRUCTION INITIATIVES</b>					
<b>'Fit out' / Good Order – May/June/July 2007 incorporating National Ladders Week</b> <b>Pre-campaign publicity in Late May</b> <b>The 'Intensive Inspection Initiatives' can be conducted throughout June but preference is for tight targeting of activities / location with pre- and post publicity</b>  <p style="text-align: center;"><b>Feedback required by end of July</b></p>					
<b>Intervention &amp; target audience</b>	<b>Topics to focus on</b>	<b>Activities</b>	<b>Reporting Arrangements</b>	<b>Potential Outcome(s)</b>	<b>Measurement of Outcome(s)</b>
<b>1. Refurbishment</b>  - Property developers - PC & Contractors  Engaged in traditional refurbishment activities  (Contact: Nic Rigby / Phil Burgess)	- Falls inc. low falls / ladder & towers safety - Good Order  (Other topics to be addressed through matters of evident concern such as management of occupational health risks, fire, structural stability, temp works, asbestos etc)	<ul style="list-style-type: none"> <li>3 day 'Intensive inspection campaign' (10 inspections per inspector)</li> <li>Pre-campaign publicity (mailshot) by HSAOs</li> <li>FU visits by HSAO</li> </ul> <p>Further guidance on targeting will follow</p>	<ul style="list-style-type: none"> <li>IRF</li> <li>Narrative reports and tally sheets of sites visited &amp; enforcement action taken</li> </ul>	<ul style="list-style-type: none"> <li>Reduction in ICC reports of injuries from Falls and S&amp;T from start of campaign</li> <li>Increased use of information sources (web site, publications, campaign material)</li> <li>Improved standards for FFH, S&amp;T and welfare</li> </ul>	<ul style="list-style-type: none"> <li>ICC reporting and Omnibus survey</li> <li>Total figures of hits on website, download of information, purchase of guidance, issue of campaign packs, publicity</li> <li>Inspector / HSAO narrative reports / COIN. In particular from FU visits</li> <li>Feedback on ladder exchange / use of alternative equipment</li> </ul>

## C. PROACTIVE WORK THROUGHOUT 2007/08

Intervention & target audience	Topics to focus on	Activities	Reporting Arrangements	Potential Outcome(s)	Measurement of Outcome(s)
<p><b>1. Construction (Design and Management) Regulations 2007</b></p> <ul style="list-style-type: none"> <li>- Stakeholders</li> <li>- Clients</li> <li>- Designers</li> <li>- CDM Co-ordinators</li> <li>- PC</li> <li>- Contractors</li> <li>- Workers</li> </ul> <p>Greater focus on role of clients and co-ordinators. Less focus on designers and PCs.</p> <p><i>(Contact: Andrew East)</i></p> <p><b>FUNDING FOR EVENTS NEEDS TO BE AGREED WITH COMMS TEAM BEFORE FINANCIAL COMMITMENT IS GIVEN</b></p>	<p>General awareness and education of Regs. including:</p> <ul style="list-style-type: none"> <li>- Planning &amp; Management of safety &amp; health</li> <li>- Co-operation, Co-ordination &amp; Competence</li> <li>- Worker engagement</li> </ul>	<ul style="list-style-type: none"> <li>• CDM07 to be incorporated into all elements of BGDP work where appropriate.</li> </ul> <p>See also C16 – worker engagement</p> <hr style="border-top: 1px dashed black;"/> <ul style="list-style-type: none"> <li>• A number of planned events (including FU) proportionate to local circumstances and availability of target audiences. To include:                             <ul style="list-style-type: none"> <li>- Client Awareness Days</li> <li>- Designer Awareness Days or 'Take Designer To Site' Days</li> <li>- CPD events</li> <li>- RIBA events</li> <li>- DTI events (9 regional seminars to promote best construction procurement practice)</li> </ul> </li> </ul> <hr style="border-top: 1px dashed black;"/> <ul style="list-style-type: none"> <li>• Local initiatives / visits to “<b>promote</b>” Regulations (rather than inspection) including Interventions with co-ordinators to explain duties &amp; expectations</li> </ul> <ul style="list-style-type: none"> <li>• Work with Local Authorities and SME intermediaries. At least the equivalent of one visit per FMU for promotion of Regulations, bridge building and developing best practice</li> </ul>	<ul style="list-style-type: none"> <li>• Planned events / initiatives to Michael Ryan for central diary</li> <li>• Quarterly reporting to Andrew East on activities undertaken</li> <li>• Immediate direct reporting to Andrew East on concerns or areas of work not as successful as anticipated</li> <li>• IRF</li> </ul>	<ul style="list-style-type: none"> <li>- Overall achieving HSC aims</li> <li>- Awareness and understanding of the revised Regulations</li> <li>- Increased use of information sources (web site, publications, leaflets)</li> <li>- Proactive implementation of CDM07</li> <li>- Effective joint working</li> </ul>	<p>Prog. Office developing tracking arrangements of the launch and implementation of CDM07 with HSL</p> <ul style="list-style-type: none"> <li>- Attendance numbers and audience type at events / initiatives</li> <li>- FU sheets for events / initiatives</li> <li>- Total figures of hits on website, download of information, purchase of guidance, issue of leaflets. To include industry guidance</li> <li>- Inspector / HSAO narrative reports / COIN</li> <li>- Inspector / HSAO narrative reports / COIN</li> </ul>

Intervention & target audience	Topics to focus on	Activities	Reporting Arrangements	Potential Outcome(s)	Measurement of Outcome(s)
<p><b>2. Occupational Health Management Essentials (OHME)</b></p> <ul style="list-style-type: none"> <li>- Stakeholders</li> <li>- Clients</li> <li>- Designers</li> <li>- PC</li> <li>- Contractors</li> <li>- Workers</li> <li>- OH providers</li> </ul> <p><i>(Contact: Sue Parkyn)</i></p>	<ul style="list-style-type: none"> <li>- OHME</li> <li>- Management of occupational health risks</li> </ul>	<ul style="list-style-type: none"> <li>• Range of promotional launch events (6) to be confirmed by Sector</li> </ul> <hr style="border-top: 1px dashed black;"/> <ul style="list-style-type: none"> <li>• Q3/Q4 Promotion at OHADS, exhibitions etc. NB. Potential for events to be arranged in conjunction with WWT</li> </ul> <hr style="border-top: 1px dashed black;"/> <ul style="list-style-type: none"> <li>• Q3/Q4 HO visits by HSAOs and Inspectors – promotion of OHME and systematic management of health. To be incorporated into other HO visits through BGDG where appropriate</li> </ul>	<ul style="list-style-type: none"> <li>• HSAOs to report direct to Sue Parkyn. (&amp; copied to Tim Shambrook when SMEs audience)</li> </ul> <hr style="border-top: 1px dashed black;"/> <ul style="list-style-type: none"> <li>• Report – TBC subject to discussion with field teams</li> </ul>	<ul style="list-style-type: none"> <li>- Industry benchmark for managing occupational health</li> <li>- Increased awareness and understanding of issues both for field staff and in turn industry</li> <li>- Increased use of information sources (web site, publications, campaign material)</li> </ul>	<ul style="list-style-type: none"> <li>- FU sheets for events / initiatives</li> <li>- COIN report / Time spent on health issues</li> <li>- Qualitative reports</li> <li>- Total figures of hits on website, download of information</li> </ul>
<p><b>3. Refurbishment</b></p> <ul style="list-style-type: none"> <li>- Property developers</li> <li>- PC &amp; Contractors</li> <li>- Workers</li> </ul> <p>Engaged in traditional refurbishment activities</p> <p><i>(Contact: Phil Burgess)</i></p>	<ul style="list-style-type: none"> <li>- Falls inc. low falls / ladder &amp; towers safety</li> <li>- Good Order</li> <li>- Fire</li> <li>- Structural stability / temp works</li> <li>- Welfare</li> <li>- Management of Occupational Health risks:</li> </ul> <p>Asbestos (inc. compliance with duty to manage &amp; knowledge of workers)</p> <p>MSD Noise HAVS</p>	<ul style="list-style-type: none"> <li>• Site inspections or other interventions using local intelligence to target (including known poor performers and FU to Fit out/Good order campaign)</li> </ul>	<ul style="list-style-type: none"> <li>• IRF</li> <li>• Proforma from PI commenting on FMU activity each quarter</li> </ul>	<ul style="list-style-type: none"> <li>- Reduction in 3-day, major injuries &amp; fatalities</li> <li>- Increased awareness and understanding of issues</li> <li>- Competent key person over seeing any demolition and/or temporary works during alteration of any structural elements</li> <li>- Establish baseline of compliance for fire requirements</li> </ul>	<ul style="list-style-type: none"> <li>- ICC reporting &amp; Omnibus survey</li> <li>- Inspector / HSAO narrative reports / COIN</li> <li>- Qualitative assessments</li> </ul>

Intervention & target audience	Topics to focus on	Activities	Reporting Arrangements	Potential Outcome(s)	Measurement of Outcome(s)
<p><b>4. Refurbishment</b></p> <p>- Clients - PC &amp; Contractors</p> <p>Involved in major commercial refurbishment e.g. supermarkets, retail stores.</p> <p><i>(Contact: Phil Burgess)</i></p>	<p>- CDM07 client duties - Falls / low falls - Good Order - Worker engagement - Management of occupational health risks:</p> <p>MSD Noise HAVS Asbestos (inc. competence of contractors)</p>	<p>• 200 site inspections to projects in progress to check on standards and obtain information on contractual arrangements. (Guidance will be given to establish site visits – to provide evidence of good and poor practices for PC and selected clients)</p> <p>• 60 Head office – PC and sub-contractors (including those nominated by the Sector) to follow up on site visits</p> <p>• 20 Client HO visits (clients will be identified by the Sector) to follow site visits and PC/SC HO visits</p> <hr style="border-top: 1px dashed black;"/> <p>• HSAO intelligence gathering</p> <p>See also C16 – Worker engagement</p>	<p>• IRF</p> <p>• Proforma from PI commenting on FMU activity each quarter</p>	<p>- Reduction in 3-day, major injuries &amp; fatalities</p> <p>- Increased awareness and understanding of issues</p> <p>- Action plans agreed with dutyholders. (NLI clients should update existing action plans. Other clients should produce action plan.)</p>	<p>- ICC</p> <p>- Narrative reports / COIN</p> <p>- Qualitative assessments</p>
<p><b>5. Refurbishment</b></p> <p>- Domestic property repairers including small scale extensions e.g. dormers.</p> <p><i>(Contact: Phil Burgess)</i></p> <p><b>IF EVENTS ARE PLANNED, FUNDING NEEDS TO BE AGREED WITH COMMS TEAM BEFORE FINANCIAL COMMITMENT IS GIVEN</b></p>	<p>- Falls - Welfare - Asbestos (inc. compliance with duty to manage &amp; knowledge of workers)</p>	<p>• Each FMU or equivalent to spend up to 5 days trialling innovative approaches for engaging with the micro-SMEs who form the bulk of organisations working in this sector.</p>	<p>• Narrative report on activity and evaluation</p> <p>• IRF</p>	<p>- New innovative work methods established (intelligence base built on what worked well and what didn't)</p> <p>- Lessons learnt to feed into future SME work</p>	<p>- FMUs to evaluate work poss. with standard template</p>

Intervention & target audience	Topics to focus on	Activities		Reporting Arrangements	Potential Outcome(s)	Measurement of Outcome(s)
<p><b>6. Roofwork</b></p> <ul style="list-style-type: none"> <li>- SME Roofing Contractors</li> </ul> <p><i>(Contact: Justine Lee)</i></p> <p><b>FUNDING FOR EVENTS NEEDS TO BE AGREED WITH COMMS TEAM BEFORE FINANCIAL COMMITMENT IS GIVEN</b></p>	<ul style="list-style-type: none"> <li>- Falls</li> <li>- CDM07</li> </ul>	<ul style="list-style-type: none"> <li>• Q3/Q4 HO visits inc. short presentation to smaller non NFRC</li> <li>• Q3/Q4 Breakfast meeting – 1per HSAO for smaller contractors NB. Potential for events to be arranged in conjunction with WWT</li> </ul>		<ul style="list-style-type: none"> <li>• HSAOs to report direct to Justine Lee (&amp; copied to Tim Shambrook when SMEs audience)</li> </ul>	<ul style="list-style-type: none"> <li>- Improved standards &amp; increased awareness leading to reduction in accident stats</li> <li>- Key actions agreed with dutyholders</li> </ul>	<ul style="list-style-type: none"> <li>- ICC data</li> <li>- Total figures of hits on website, download of information, purchase of guidance</li> <li>- Inspector / HSAO narrative reports / COIN</li> <li>- FU sheets for events / initiatives</li> </ul>
		<ul style="list-style-type: none"> <li>• Q2/Q3/Q4 - HO visit am to check procedures followed by site inspection pm to check actual standards</li> </ul>		<ul style="list-style-type: none"> <li>• Tally sheet</li> </ul>		
<p><b>7. New Build Commercial</b> (i.e. non-residential)</p> <ul style="list-style-type: none"> <li>- Clients</li> <li>- Designers</li> <li>- PC</li> <li>- Contractors</li> <li>- Workers</li> </ul> <p><i>(Contact: Mike Cross / Justine Lee- MEWPS work)</i></p>	<ul style="list-style-type: none"> <li>- CDM07</li> <li>- Falls inc. use of MEWPS</li> <li>- Good Order</li> <li>- WPT</li> <li>- Lifting</li> </ul> <p>Management of occupational health risks inc. OHME &amp; supply chain</p>	<ul style="list-style-type: none"> <li>• Site inspections or other interventions targeting poor performers using local intelligence, including difficult site locations (public/traffic interface). To include:</li> </ul> <p>Q3/4 6 visits per Inspector to large scale steel erection work to check management issues with MEWPS</p> <p>Can be incorporated into NLI work where appropriate</p>		<ul style="list-style-type: none"> <li>• IRF</li> <li>• To report directly to Justine Lee on MEWPS work</li> </ul>	<ul style="list-style-type: none"> <li>- Improved standards &amp; increased awareness leading to reduction in accident stats</li> <li>- Key actions agreed with dutyholders</li> </ul>	<ul style="list-style-type: none"> <li>- ICC data</li> <li>- Mgnt numbers on IPAF course</li> <li>- Mgnt awareness of planned new CIS</li> </ul>
<p><b>8. Temp Traffic Mgmt on High Speed Roads</b></p> <ul style="list-style-type: none"> <li>- LA Clients</li> <li>- Contractors</li> <li>- HA Managing Agent Contractors</li> </ul> <p><i>(Contact: Phil Burgess)</i></p>	<p>Project protocol to include:</p> <ul style="list-style-type: none"> <li>- CDM07</li> <li>- Client/contractor</li> <li>- Info sharing</li> <li>- Industry - guidance training and competence</li> </ul>	<ul style="list-style-type: none"> <li>• HO visits to clients and contractors</li> <li>• Site inspections for verification</li> </ul>		<ul style="list-style-type: none"> <li>• Structured proforma – Quarterly to Phil Burgess</li> </ul>	<ul style="list-style-type: none"> <li>- To obtain a sound baseline of information to develop future work on TTM</li> <li>- Consistent application of standards and improved safety of road workers</li> </ul>	<ul style="list-style-type: none"> <li>- Inspector report</li> <li>- ICC data</li> </ul>

Intervention & target audience	Topics to focus on	Activities	Reporting Arrangements	Potential Outcome(s)	Measurement of Outcome(s)
<p><b>9. Home Build</b></p> <p>- To be developed</p> <p><i>(Contact: Joy Jones)</i></p>	<ul style="list-style-type: none"> <li>- CDM07</li> <li>- WPT inc. promotion of case studies</li> <li>- Good Order / Waste mgnt</li> <li>- Falls</li> <li>- Lifting</li> <li>- Management of occupational health risks inc. OHME &amp; supply chain</li> <li>- Worker engagement</li> </ul>	<ul style="list-style-type: none"> <li>• A mixture of approaches across Home build sector including HO visits, site inspections and SHADS</li>   <li>• Housebuilder net</li> </ul> <p>See also C16 – worker engagement</p>	<ul style="list-style-type: none"> <li>• IRF</li> <li>• HSAOs to report on SHADS direct to Tim Shambrook on a quarterly basis</li> </ul>	<ul style="list-style-type: none"> <li>- Improved standards on sites</li> <li>- Reduction in 3-day, major injuries &amp; fatalities</li> <li>- Increased awareness and understanding of issues</li> </ul> <p><b>To be developed further</b></p>	<p>To be developed</p>
<p><b>10. MSD</b></p> <p>- PC and Contractors</p> <p>May involve other target audiences with supply chain</p> <p><i>(Contact: Sue Parkyn)</i></p>	<ul style="list-style-type: none"> <li>- MSD</li> <li>- Supply chain</li> </ul>	<ul style="list-style-type: none"> <li>• HSAOs to identify MSD accidents and to request further information. Decision then by B2 &amp; OHI whether to investigate. OHI to investigate.</li> </ul> <p>Further guidance on accident selection to follow</p> <p>NB: Work subject to OHI resource availability</p>	<ul style="list-style-type: none"> <li>• OHI to report direct to Sue Parkyn using standard template</li> </ul>	<ul style="list-style-type: none"> <li>- Increase awareness of MSDs in industry</li> <li>- Increased intelligence on different work groups and control measures</li> </ul>	<p>- Narrative report</p>
<p><b>11. Asbestos</b></p> <p>- Licence Holders</p> <p><i>(Contact: ALU - Greg Haywood)</i></p>	<ul style="list-style-type: none"> <li>- Asbestos</li> <li>- Falls</li> <li>- Good Order</li> <li>- Electrical safety</li> </ul>	<ul style="list-style-type: none"> <li>• ALPI Head Office licensing visits</li> <li>• Site inspections based on ALU PVC list</li> <li>• 4 step change events (will include ALPI involvement)</li> </ul>	<ul style="list-style-type: none"> <li>• Normal reports to ALU by ASB 6s, etc.</li> </ul>		

Intervention & target audience	Topics to focus on	Activities	Reporting Arrangements	Potential Outcome(s)	Measurement of Outcome(s)
<p><b>12. Piling &amp; Drilling</b></p> <p>- PC &amp; Contractors</p> <p><i>(Contact: Marcus O'Connor)</i></p>	<p>- Machinery guarding</p> <p>- HAVS</p>	<ul style="list-style-type: none"> <li>HO visits and/or site inspections as FU to mailshot in 2006. Currently 24 companies identified</li> </ul>	<ul style="list-style-type: none"> <li>To report directly to Marcus O'Connor</li> </ul>	<ul style="list-style-type: none"> <li>Working practices as a minimum in line with BS</li> <li>Move the status of users from non-compliance with PUWER to full compliance</li> <li>Gain agreement with trade associations on their best practice line</li> <li>Issue guidance on subject</li> </ul>	<ul style="list-style-type: none"> <li>Qualitative reports</li> </ul>
<p><b>13. Lifting</b></p> <p>- PC &amp; Contractors</p> <p><i>(Contact: Marcus O'Connor)</i></p>	<p>- Tower cranes</p> <p>- Self erecting cranes</p>	<ul style="list-style-type: none"> <li>Follow on work from 06/07 project</li> <li>Site based inspections and FU to incidents. Details to be developed</li> </ul> <p><i>Where appropriate can be incorporated in NLI, New Build Commercial and Home Build.</i></p>	<ul style="list-style-type: none"> <li>To report directly to Marcus O'Connor</li> <li>Proforma report</li> </ul>	<ul style="list-style-type: none"> <li>Safer working practices</li> <li>Baseline of crane safety standards defined</li> <li>Enforcement expectations established for industry</li> <li>Increased awareness of need to ensure sufficiently independent examination of tower crane before first use</li> </ul>	<ul style="list-style-type: none"> <li>Detailed specialist reports on each crane company visited</li> <li>Summary report outlining the general level of compliance within the industry based on specialist reports</li> </ul>
<p><b>14. SME / WWT</b></p> <p>- Work with partners and regional groups</p> <p>- Stakeholders</p> <p>- SME</p> <p><i>(Contact: Tim Shambrook / Peter Hornsby)</i></p> <p><b>FUNDING FOR EVENTS NEEDS TO BE AGREED WITH COMMS TEAM BEFORE FINANICAL COMMITMENT IS GIVEN</b></p>	<p>- Current priorities</p>	<ul style="list-style-type: none"> <li>Help maintain existing WWT groups, and develop new ones where appropriate</li> <li>Support WWT regional groups undertaking WWT initiatives. Funding available for: <ul style="list-style-type: none"> <li>Building Control Competence Initiative</li> <li>High 5 SHADS</li> <li>RA workshops</li> <li>Piloting of new initiatives</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>HSAOs to report on SHADS direct to Tim Shambrook on a quarterly basis</li> <li>Evaluation reports after events to Tim Shambrook</li> </ul> <p>To be developed</p>	<ul style="list-style-type: none"> <li>Raised awareness of H&amp;S</li> <li>Greater participation in H&amp;S events</li> <li>Increased use of H&amp;S information sources</li> <li>Improved standard in WWT businesses</li> </ul>	<ul style="list-style-type: none"> <li>Numbers of Regional Groups</li> <li>Attendance numbers at WWT events</li> <li>Attendance numbers of target audience</li> <li>Total figures of hits on WWT website</li> </ul>

Intervention & target audience	Topics to focus on	Activities	Reporting Arrangements	Potential Outcome(s)	Measurement of Outcome(s)
<p><b>15. NLI / LLI AND EARLY INTERVENTIONS</b></p> <p>- Dutyholders and Dutyholders that are contacted through Early Intervention work.</p> <p><i>(Contact: Stephanie Rafferty)</i></p>	<p>- Common Agenda - CDM07 in part. clients - Management of occupational health risks inc. OHME and supply chain - Lifting - Worker engagement - FFV campaign</p>	<p>• Continue with existing NLI/LLI interventions and develop new LLI arrangements where merited</p> <p>• Continue with existing Early Interventions, and reflect the growth in infrastructure spend in selecting new Early Intervention candidates</p> <p>• NLIs to identify “performance testing” contacts (if appropriate) and negotiate with colleagues for these to be visited</p> <p>• Summer 2007 - Work with MCG companies to deliver key messages from FFV campaign and content of toolkit before main campaign in the Autumn</p> <p>See also C16 – worker engagement</p>	<p>• Interventions to be agreed with B1s and copied to S Rafferty (sample of plans on intranet)</p> <p>• Progress reports on NLI and EI plans to be prepared by end of Q3 and submitted to S Rafferty</p> <p>• FFV - report direct to Sarah Hague</p>	<p>- Coherent approach to large companies</p> <p>- Intervention at senior management level where poor practice identified</p> <p>- Continued intelligence on innovative work and good practice</p> <p>- Take up of ‘key messages’ about the campaign &amp; promotion / implementation to increase awareness &amp; influence attitudes.</p>	<p>- Intervention(s) to be followed up to check progress (ideally 6 months later). To be summarised in report by end of Q3</p> <p>- Knowledge of campaign messages on sites visited. Inspector / HSAO narrative reports / COIN</p>
<p><b>16. Worker Engagement</b> Within</p> <p>- C1 CDM - C10 Home build - C16 NLI - C4 Refurb.</p> <p><i>(Contact: Gordon Crick)</i></p>	<p>- Worker engagement</p>	<p>• 1 intervention per inspector, per quarter from any of the four categories</p>	<p>• Direct to regional contacts</p>	<p>- Action plan agreed with dutyholders covering project or company to embed worker engagement practices</p>	<p>- Narrative report to inc. items such as the no. of workers involved in consultation, actions by safety committees, matters of concern raised etc.</p>

Footnotes:

1. Possible additional items may be added in-year arising from projects
2. There may be requirements from other programmes. These will be advised when known. For example – Asbestos Communications Campaign September 2007
3. Any work involving targeting of dutyholders through local intelligence – field teams should contact Construction Communications to check data protection issues.
4. The Construction communications budget is managed centrally and administered by Peter Hornsby, Communications Manager. All spend on communication activities have to be agreed with Peter. Tim Shambrook will be co-ordinating and managing WWT/SME engagement events, including SHADs. Tim will need to know about **all events** across construction, including those not under WWT banner.
5. Responsibility for reporting and outcome(s) measurement to be confirmed.

**The CONIAC Workplan 2007-2008**

**Construction (Design and Management) Regulations 2007 (CDM)**

- Support HSE Construction Division in delivery of the CDM Benefits Realisation Plan which, following the launch, is focused on confirming and reinforcing changed behaviour.

**Construction Division Business Group Delivery Plan (BGDP)**

Supporting the Construction Division Business Group Delivery Plan 2007-2008  
In particular, to provide support to CDM 2007.

**Construction Division Work Programme**

Supporting the Construction Division Programme, in particular through the cross-cutting strategic projects;

- Working with local authorities
- Migrant workers
- Engagement with SME's and small sites
- Major accident potential
- High impact interventions
- Behavioural safety

**CONIAC meetings**

Holding 4 meetings of CONIAC during the period April 2007- December 2008, at least one of which will be open to members of the public.

Through which to:

- provide a high level forum to discuss H&S issues in the construction industry;
- support the Construction Programme and its projects;
- share and report best practice developments; and
- address issues requiring IAC input and support, in particular delivery of the CDM Benefits Realisation Plan.