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## **HEALTH AND SAFETY COMMISSION**

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

#### **SME Working Group Report to CONIAC**

**A paper by: Cathy Kerby**

**Cleared by Stephen Williams, Chief Inspector of Construction**

### **Summary**

**This paper reports the SME Working Group's (WG's) recommendations to address construction SME health and safety issues. The recommendations are the outcome of discussions at the WG's four meetings during 2007/08 and have been covered in two sections, the first being those which the WG considers a priority, the second those which the WG suggest be considered at a later date. The WG recommends that CONIAC implements the recommendations, and seeks suggestions from CONIAC on future progression of this work.**

#### **Issue**

1. CONIAC's SME Working Group's (SME WG's) report on its activities, with recommendations to address construction SME health and safety issues.

#### **Timing**

2. Routine, although CONIAC is encouraged to implement the SME WG's recommendations swiftly.

#### **Recommendation**

3. That CONIAC notes the information contained in this paper, and supports (and/or agrees to take action to progress), as high priority, the following SME WG recommendations (**see paragraphs 11 to 15 and Annex 2**):

- 1) that HSE makes the work to better integrate the Planning, Building Control and CDM regimes a priority;
- 2) that CONIAC promotes competence arrangements for companies, and does all it can to pledge support for a universal Competence/Accreditation scheme in line with the CDM ACoP, with priority being given to the construction industry Sector Schemes in Procurement – Competence (SSIP-C) Forum. Additionally, that HSE's Chief Inspector of Construction issues a note to the industry on improving competence; and

- 3) that HSE establishes a Standing Group comprised of industry representatives from appropriate organizations, to help promulgate health and safety messages.
4. At its last meeting on 13 June 2008, Members prioritised and refined the various proposals emerging from their previous discussions - arriving at a few key items they felt warranted CONIAC's more urgent consideration and support. Those which they believe are high priority are mentioned at paragraph 3 above, and can also be found at **Annex 2**, together with relevant background information.
5. Additional recommendations, which the WG felt might usefully be revisited by CONIAC at some future meeting, and taken forward as a lesser priority are at **Annex 3** with background information. CONIAC's suggestions for progressing this work would be welcome. Finally, it should be borne in mind that a new HSE Strategy is going out for public consultation on 3 December, and inevitably the implementation of the recommendations will depend on the direction the Strategy sets.

## Background

6. At its meeting on 25 June 2007, CONIAC agreed to establish a "task and finish" SME WG<sup>1</sup> - to identify health and safety issues which needed to be addressed through industry action, and make recommendations to CONIAC accordingly. This arose from concern at the relatively poor health and safety performance of SMEs and micro-SMEs, and the need to identify and address the contributory factors.
7. The Group's **Terms of Reference** are:
  - to help HSE's Construction Division develop and deliver a strategy for improving health and safety performance in construction SMEs; and
  - to take ownership of identified problems and lead in delivering them in partnership with HSE's Construction Division.
8. In discharging these ToR, the SME WG's **key priorities** were to:
  - undertake a mapping exercise of SME-related initiatives already underway or which have been tried, including feedback on their impact - i.e. what has worked and what has not;
  - identify gaps in SME coverage and consider how these might be addressed by the industry; and
  - make recommendations to CONIAC for future industry action to address construction SME health and safety issues.

## Methodology

9. The WG has met four times, primarily to gather information for the mapping exercise, consider and discuss findings and agree recommendations on future action to be made to CONIAC. Recognising the scale of the problem, the complexities involved in that sector of the industry and the need to avoid re-inventing the wheel and

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<sup>1</sup> Members: Phil Russell (Chair) (Federation of Master Builders); Douglas Dale :(Association of British Insurers); Bill Rabbetts: (Construction Confederation (CC)); Chris Tisi (The Berkeley Group Holdings plc (representing developers)) Martin Winstone (Construction Clients' Group) Shelley Atkinson-Frost: (CC); Robert Sayers: (Home Builders Federation)

duplicating the effort of others in HSE or the industry, the WG adopted a pragmatic approach to its likely findings and the focus of its recommendations.

10. The Group was assisted in its deliberations by occasional guests from HSE and industry, (see the resume of discussions and activities at these meetings given at **Annex 1**). This proved most helpful in broadening the Group's knowledge of local authority activities, spheres of influence and regulatory functions which impinge on many SMEs and their activities; as well as influencing factors and the pros and cons of some suggested possible interventions. Discussions were wide-ranging and covered the following issues:

- the provision and quality of health and safety information to SMEs
- construction industry competence
- integration of CDM, planning and building control regimes
- the Workers' Safety Advisers project
- training
- targetting resources; and
- handling future SME initiatives.

### Findings

11. The WG has completed its comprehensive (but not exhaustive) mapping exercise, the findings of which can be seen at **Annex 4**. Discussions around this formed the basis for the recommendations mentioned at paragraph 3 above, and at **Annexes 2 and 3**.

12. Unsurprisingly, the WG concluded that, notwithstanding the myriad of existing schemes, programmes and initiatives, the main problem was managing to communicate with and engage SMEs. Lack of positive client influence was also a major factor, particularly within the domestic householder market, where thousands of SME and micro-SMEs operate. While trade associations can and must lead their members along the route to better health and safety practice - and also influence their supply chain - the fact remains that only a small proportion of SMEs and micro-SMEs belong to such organisations. Consequently, there is no clear, specific communication channel to reach those who need to be reached most.

13. The mapping exercise clarified the need to address gaps in the provision of engagement with (i) SME clients and (ii) developers (particularly those involved in urban regeneration (so called "dirty ground")). Members therefore felt that priority should be given to providing information to these groups.

14. There was also a general consensus that one-to-one advice, such as that made available through the Workers Safety Adviser (WSA) scheme was of very high value in terms of engaging with small and micro businesses. While recognising the operational and financial constraints, WG Members nevertheless felt that the WSA scheme had been tried, tested and found to work – and wished to formally express their support for it.

15. The WG felt that insufficient thought went into SME initiatives before they were launched - quite often they were wound up for one reason or another and effort was wasted. Members called for an improvement in the selection of future SME initia-

tives by being more rigorous and basing them on viable business plans. They felt more rigorous procedures may lead to a smaller number of initiatives, but would give those that did go ahead a better chance of long term success.

### **Action**

16. The recommendations are the result of extensive deliberations over four meetings. They are not put forward lightly and CONIAC is requested to:

- agree to implement as high priority the recommendations at **Annex 2**;
- support that those at **Annex 3** are revisited at a later stage; and
- provide suggestions for future progression of this work.

### **Contact**

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## **A resume of activities/discussions at the SME WG meetings 2007-2008**

The WG has had four meetings: 9 October 2007 (inaugural meeting), 31 January 2008, 11 April 2008 and 13 June 2008.

Activities have included:

- discussion and agreement on its Terms of Reference and Programme of Work;
- agreement to gather information on SME-related initiatives (the mapping document) in order to facilitate making recommendations on how construction SME health and safety issues should be addressed;
- development of the mapping document of SME-related initiatives
- consideration of how individuals, organisations and stakeholders could usefully contribute to the work of the Group and the Programme of work.
- five presentations (followed by discussion) from:
  - (i) Tony Bandle (Head of HSE's Business Involvement Unit): an overview of current HSE/wider government thinking on SMEs and a forward look;
  - (ii) Mike Harrison (HSE Project Manager) : an update on the Local Authority Construction Engagement (LACE<sup>2</sup>) Project;
  - (iii) Peter Matthews, Secretary of the Builders' Merchants Federation;
  - (iv) Andrew Owst: Director of Operations: the Building Safety Group
  - (v) Shirley Williams (HSE): who is taking forward a six-month construction SME project with Construction Division;
- consideration of a paper on the activities of the Hire Association Europe
- discussions on recommendations.

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<sup>2</sup> Local Authorities (LAs) have a considerable potential influence on and interest in construction. The LACE Project was established to identify how this interest and influence can be harnessed to help improve standards of health and safety in construction. Potentially, LACE is very wide-ranging with all aspects of LA involvement in construction in scope.

## CONIAC's SME Working Group's Priority Recommendations (Phase 1)

### **Recommendation 1: that HSE makes the work to better integrate the Planning, Building Control and CDM regimes a priority.**

Background: WG members have been keen to register their support for HSE's work with CLG to explore the potential for better integration of the Planning, Building Control and CDM regimes; and to commend this work. They felt the integration work would achieve disproportionate benefits for SMEs, and therefore recommend that the work should be given priority. Suggestions on this issue included:

- introducing checks into the system requiring CDM duties to be met before receiving building approval; and
- when considering Planning/Building Control applications, officers should expect to see and take note of health and safety design considerations.

### **Recommendation 2: that CONIAC promotes competence arrangements for companies, and does all it can to pledge support for a universal Competence/Accreditation scheme in line with the CDM ACoP, with priority being given to the construction industry Sector Schemes in Procurement – Competence (SSIP-C) Forum. Additionally, that HSE's Chief Inspector of Construction issues a note to the industry on improving competence.**

Background: the WG agreed that one of the key ways forward to secure health and safety improvements in the industry was via a competent workforce. Though there is work ongoing in this area, there may be too many vested interests for there to be a successful outcome. Pressure needs to be applied to improve the chances of success.

The WG agreed that it should recommend that priority be given to the construction industry Sector Schemes in Procurement – Competence Forum<sup>3</sup> (SSPCF) which was developing proposals to establish mechanisms for mutual recognition between members of the Forum who offered third party accreditation services. The Forum aims to simplify the prequalification process for SMEs in construction by establishing arrangements for mutual recognition that a business has met the basic standard of the Health and Safety Core Criteria contained in the CDM2007 Regulations ACOP. Benefits would accrue to SMEs because the accreditation, once earned, would be transferable across the member schemes. Clients operating a prequalification process would then be able to recognise that the requirements for a Stage 1 assessment had been met, in the terms of the CDM ACOP.

The WG recognised that clients might still tend to use their own methods of competence assessment and thought that a note to the industry from HSE's Chief Inspector of Construction on the matter of improving competence in the industry would assist greatly.

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<sup>3</sup> The SSIP –C Forum consists of providers of third party accreditation including CHAS, Achilles, Exor, National Britannia, BM Trada, and NHBC. Constructionline and ECA, Electrical Contractors Association are also members.

**Recommendation 3: that HSE establishes a Standing Group comprised of industry representatives from appropriate organizations, to help promulgate health and safety messages.**

Background: following presentations from the Building Safety Group and the Builders Merchants' Federation and discussions at their meetings, during which they learnt of stakeholder capacity to spread messages to the industry<sup>4</sup>, the WG concluded that a "Panel" of representatives from key, partner organisations should be established and used on an ad hoc and "when necessary" basis to help promulgate health and safety messages – whatever they might be at the time. The WG learnt that HSE's Construction Communications' team, together with the construction sector, was reviewing its central stakeholder map and thought that that exercise might help with identifying and liaising with potential and willing partners for this Standing Group.

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<sup>4</sup> The ABI was a useful source of help here: it had over 350k policy holders from the construction sector.

## CONIAC's SME Working Group's Recommendations (Phase 2)

### **Recommendation 4: that CONIAC supports implementation and development of a number of initiatives suggested as potentially useful information conduits**

Background: whilst contemplating the important issue of getting information out to SMEs, the WG came up with the following potential initiatives, which would need to be developed further:

- set up a series of travelling roadshows;
- support WWT initiatives aimed at SMEs, especially those relating to the “mobile van” – suggest more mobile units, lent to Principal Contractors to deliver the safety message on site;
- hold “safety surgeries” in locations that SMEs visit, e.g. SHADs, Builders Merchants, Trade Fairs etc – possibly in partnership with IOSH and/or Trade bodies – face to face involvement with HSE and/or safety professionals;
- have information sent out with CSCS cards; and
- include information in CSCS packs.

### **Recommendation 5: that HSE takes every opportunity to ensure that all communications with SMEs are kept simple and succinct and, as part of this, makes improvements to HSE's Construction Infonet e-Bulletin.**

Background: the WG discussed, at length, issues relating to the provision, type and quality of information provided to SMEs. In general, Members agreed that careful and clear thought was vital before communicating initiatives back to SMEs - keeping things simple and succinct was key to the success of any SME initiative.

Members recognised that there were vast swathes of material and help available - which some SMEs find daunting and off-putting. In particular, members were keen that the findings and recommendations of HSE's Business Involvement Unit were taken seriously<sup>5</sup>. In addition, the WG was keen to bring to CONIAC's attention RoSPA's National Occupational Safety and Health Committee's research into occupational safety and health assistance in SMEs – (reports can be found on ROSPA's website at <http://www.rospace.com/occupationsafety/sme/index.htm> )

The Group agreed that HSE's Construction Infonet e-Bulletin was a valuable publication, but that it could be improved in a number of ways:

- make it more user friendly and inviting so that visitors are 'drawn into' the site.
- presentationally, it could be made more interesting and exciting;

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<sup>5</sup> (i) Giving the right level of advice for the target audience;  
(ii) Giving clear succinct messages;  
(iii) Listening to feed back from users and making improvements based on that feedback; and  
(iv) “Think small” when developing guidance.

- the messages should be simple and direct (to ensure that the information did not pass people by);
- it should be reproduced as a document without the inclusion of hyperlinks. (Some SME WG members reported that they had to “cut and paste” information for onward circulation to others, since most SMEs either did not have web access or when they did, it was very strictly controlled.)

**Recommendation 6: that the WG’s mapping document be publicised as widely as possible.**

Background: throughout the tenure of the SME WG, Members have advised of known SME initiatives designed to assist construction SMEs manage their health and safety responsibilities. The purpose was to identify gaps in SME coverage and to identify initiatives already underway or which had been tried in order to see what had worked and what had not. The initiatives were then brought together into a mapping document (**Annex 4**). The WG agreed that the document contained much useful information (indeed many Members had learnt of initiatives of which they had been unaware); and agreed to recommend to CONIAC that it be publicised widely to the industry, who were likely to find it informative and helpful.

**Recommendation 7: that Directors’ guidance is produced specifically for construction SME directors.**

Background: the WG agreed that the IoD/HSC Director’s Guidance: “*Leading health and safety at work – Leadership actions for Directors and Board Members*” - was too high level to be of practical use or relevance to construction SMEs. Members suggested that specific guidance for construction SME directors be drafted by CONIAC’s CDM Industry Guidance Group.

**Recommendation 8: where it can, CONIAC should support funding for the Workers’ Safety Advisers (WSA) scheme.**

Background: the WG was mindful of HSE’s position that it was not able to support funding for WSA. It recognised that HSE’s 2004-2007 WSA initiative had been discontinued because it would have been very expensive to roll out more widely and the benefits generally would be unlikely to justify the costs. The WG was also mindful that there had been some negative feedback on the project – although much of the initial resistance had been overcome. Added to these points, Members were conscious that there were financial/commercial considerations to be taken into account, but nevertheless wished to recommend that CONIAC support, as far as it could, further development of the scheme.

**Recommendation 9: that local training and other events, such as SHADs or specific trade courses, provide attendees with something tangible by way of advice on health and safety management training and systems, which they can take away and develop in relation to their specific business.**

Background: the WG did not discuss this issue in detail, but the general consensus was that free training in health and safety management, and provision of practical information (e.g. templates for risk assessments, health and safety policy documents etc), were two ways in which SMEs could be assisted in managing their business,

while at the same time promoting sensible health and safety management as a benefit rather than an administrative burden.

**Recommendation 10: that HSE target and focus resources on high risk industries and business and on checking risk assessments.**

Background: with limited resource it is essential to target the right areas. Spending too much time on low risk areas is a potential waste of resource. Also, the WG learnt that the bulk of serious accidents/fatalities that insurers handle every day revolve around the inadequacy of documentation - mainly risk assessments. In most cases these are not done or the information contained in them is not provided in a comprehensible format to the employees/persons at risk.

CONIAC Secretariat note: as a regulator, HSE is accountable for its enforcement activity which, in line with its Statement on Enforcement Policy, is **consistent** and **transparent**. HSE enforces in line with its published *Policy Statement on Enforcement*<sup>6</sup> with the ultimate purpose of ensuring that all dutyholders (regardless of the size of the business involved) manage and control risks effectively, thus preventing harm. Enforcement is **proportionate**, which means that action to achieve compliance (or bring dutyholders to account for non-compliance) should be proportionate to any risks to health and safety, or to the seriousness of any breach, (which includes any actual or potential harm arising from a breach of the law). It is also **targeted** primarily on those whose activities give rise to the most serious risks or where the hazards are least well controlled; and focused on the dutyholders who are responsible for the risk and who are best placed to control it.

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<sup>6</sup> <http://www.hse.gov.uk/pubns/hse41.pdf>

**CONIAC SME Working Group  
Mapping document**

**HEALTH AND SAFETY COMMISSION  
CONSTRUCTION INDUSTRY ADVISORY COMMITTEE (CONIAC)**

**SME Working Group**

**Summary of initiatives to assist construction SMEs manage their health and safety responsibilities**

	<i>Initiative</i>	<i>Organisation(s) involved</i>	<i>Target audience</i>	<i>Details</i>	<i>Status</i>	<i>Comments</i>
1	Essential E	Constructing Excellence, HSE, Construction Confederation, etc	Construction SMEs	Training programme for micro SMEs	Ongoing	Programme in drafting stage – follows successful pilot scheme
2	WSA Project	National Federation of Builders – together with UCATT	Small builders?	Following successful Pilot schemes in the Midlands, NFB is funding a further Pilot in the North East (this again working with UCATT).	Ongoing	Successful scheme attracted private funding – current scheme finishes in March 2008. Currently developing programme for 2008/2009
3	Business Benefits leaflet	Strategic Forum SME Group	Construction SMEs	Guidance document on business benefits of health and safety Produced as a first step for SMEs in engaging in the Respect for People Agenda. Is available electronically.	Ongoing	Practical simple information – to be published beginning of 2008. Distributed free at source. (Not yet published due mainly to lack of funding.)
4	Site Safe and You	Construction Confederation	SME contractors?	Guidance document for SMEs on health and safety. Pocket – sized, revamped.	Ongoing	Published beginning of 2008-01-22
5	Architects DVD	Construction Confederation?	Small architectural practices	Health and safety DVDs	Ongoing	Number of DVD on specific topics. Launching 7 April 2008 via press launch: BBC 100 people.
6	Homebuilding events	Home Builders Federation and HSE	SME contractors	Regional homebuilding good practice	Ongoing	

	<b>Initiative</b>	<b>Organisation(s) involved</b>	<b>Target audience</b>	<b>Details</b>	<b>Status</b>	<b>Comments</b>
				events		
7	Provision of information via builders' merchants	Construction Products Association and Builders Merchants	SME contractors	How builders' merchants can be used as conduit for provision of information	Pending	
8	Guidance on corporate killing	Construction Skills	Construction SME directors	Guidance document	Pending	Awaiting coming into force 6 April 2008
9	Guidance on risk assessment and method statements	Construction Skills	Construction SME directors	CD ROM	Pending	
10	Policy approach to worker consultation	Strategic Forum Health and Safety Group – sub-Group chaired by UCATT's Alan Ritchie	Construction SMEs	Develop policy approach for SMEs on worker consultation and engagement	Pending	HSE's Gordon Crick is a member of the Group.
11	Key message pocket guide	Scottish House Builders Health and Safety Forum	Scottish house building industry	Pocket guide of key health and safety issues	Ongoing	This is a new Group, very effective and well supported.
12	Health and safety policy for SMEs	Construction Confederation	National Federation of Builders members	Detailed health and safety policy template	Complete	Updated annually
13	Working Well Together	HSE and partners	Construction SMEs	HSE facilitation of regionally based self-help initiatives providing information and encouragement to construction SMEs. Activities include: Safety and Health Awareness Days (SHADs) and Designer Awareness Days (DADs).	Ongoing	Website is being "re-vamped"
14	Roof work project	HSE	SME roofing contractors	Presentations and breakfast meetings for small companies that are not members of main trade association.	Project wound down because of then forthcoming initiatives: February 2008 slips, trips and falls Campaign; refurbish-	

	<b>Initiative</b>	<b>Organisation(s) involved</b>	<b>Target audience</b>	<b>Details</b>	<b>Status</b>	<b>Comments</b>
					ment	
15	Subscription business support services	Organisations providing business services, eg insurers	SMEs (including construction companies)	Information and advice on a range of business challenges, including health and safety management	Ongoing	
16	Builder Infonet	HSE	SMEs	Monthly E-Mail news letter	Ongoing	<b>NB:</b> this particular publication is no longer produced. It has been swept up into the national publication "HSE's <b>Construction Infonet e-Bulletin</b> " (a free e-Bulletin from HSE providing a regular update on health and safety issues for all in the construction industry) <a href="http://www.hse.gov.uk/construction/infonet.htm">http://www.hse.gov.uk/construction/infonet.htm</a>
17	FMB National H&S Group standing committee responsible for developing policy to inform members regarding H&S issues	FMB, 13.000 plus member firms in the SME & micro sectors	FMB Member firms encouraged to operate in compliance and best practice & to influence their sub-contractors	FMB policy advisors monitor H&S legislation issues, CONIAC, CS/CITB, External consultants, Part owners of CBH & CSCS, active participation in HSE committees & working groups		Many FMB Members work for housing associations, local authorities, NHS Trusts, larger contractors who will stipulate & impose minimum standards. Large number of FMB members however work mainly or solely for domestic clients where no H&S practice drivers exist
18	To increase number of cardholders, therefore increasing the number of individuals who have completed the H&S test. Work continues to influence clients and procurement bodies which in turn creates drivers	CSCS over 1 million-card holders across industry. Only national industry wide scheme for verification of skills & H&S awareness. High recognition factor to both employees and firms and larger clients	Contractors to work towards employing a fully qualified workforce	Joint ownership by employer & trade union organisations. CSCS board also has directors representing professions and clients. CSCS works with all stakeholders to draw in views from all federations, unions, professions & government departments		Government bodies and agencies pressing the need for a fully qualified workforce
19	<b>CBH</b> will build a secure database to assist employers to manage OH in their firms and provide as-	CBH organisation working towards operating an occupational health scheme for assessing construction	Employers & their employees to address the problems the construction industry has with ill	Joint ownership by employer & trade union organisations. CBH also receives advice and guidance		Requirement that employers have to manage an employee's disability or ill health situation. Prolong the working life of construction industry operatives by promoting better health and obtaining early warning of potential health prob-

	<b>Initiative</b>	<b>Organisation(s) involved</b>	<b>Target audience</b>	<b>Details</b>	<b>Status</b>	<b>Comments</b>
	sistance and reas- surance for opera- tives.	industry operatives	health of its opera- tives	from OH profession- als		lems caused by the working environment
20	Clients' CDM Course	Construction Clients' Group (CCG) and the Construction Health & Safety Group (CHSG) at Chertsey	As a significant proportion of CHSG membership would fall into the SME bracket and many of them potentially work for SME Clients we are hoping to influence this client group in particular.	CCG is working with the Construction Health & Safety Group (CHSG) at Chertsey to develop and deliver a CDM course for Clients.		
21	Client Assessment Tool	CCG		The Client CDM Assessment tool is based on the 12 questions in the CCG Client's guidance. Possible answers are provided and depending on the response, a report is generated highlighting areas for improvement and advising on where further advice and guidance can be found.	Well advanced	Funds have been allocated for development. CCG has already had positive discussions with Andrew East (HSE) about the tool. The intention is that, following a (hopefully) successful pilot run, the tool would be made available to as wide an audience as possible, hopefully free at the point of use.
22	COHME (Construction Occupational Health Management Essentials)	HSE has developed COHME in consultation with the construction industry.	Contractors, designers and clients. COHME is also relevant to CDM Coordinators.	COHME is a web-based tool to help the construction industry understand how to manage occupational health risks more effectively. It contains examples, case studies and links to other information on the HSE web pages and other useful websites.		HSE has developed COHME in consultation with the construction industry. COHME will be of interest to SMEs and workers but these are not the primary audience.

	<b>Initiative</b>	<b>Organisation(s) involved</b>	<b>Target audience</b>	<b>Details</b>	<b>Status</b>	<b>Comments</b>
23	<u>Targetting refurbishment</u>	HSE	Includes small firms	<p>Routine inspection throughout 2008/09 as well as a 3-day intensive inspection initiative (timing/detail to be confirmed)</p> <p>Although not exclusively, inspectors will focus on the following topics:</p> <p>Competence; Falls / low falls; Welfare; Good order; - Structural stability / temp works; Fire; Management of occupational health risks – Asbestos.</p>	Activity is contained in HSE's Construction Division's agreed Plan of work 2008/09	<p><u>Potential outcomes:</u> Compliance with basic standards</p> <p>Properly planned work</p> <p>Reduced number of structural collapses.</p>
24	Targetting Homebuild	HSE	Includes small developers	Health and Safety Awareness Officer head office visits to small developers and potential follow up site visits – focus will include competence/good order and welfare	Activity is contained in HSE's Construction Division's agreed Plan of work 2008/09	<p><u>Potential outcomes</u></p> <ul style="list-style-type: none"> <li>• Knowledge of health &amp; safety risks, improved standards &amp; awareness of duties</li> <li>• Properly planned work</li> <li>• Sharing good practice</li> <li>• Improved crane &amp; quick hitches management</li> <li>• Improved traffic management</li> <li>• Improved management of health risks</li> <li>• Sharing good practice</li> <li>• Control of fire risk</li> </ul>
25	Targetting micro and small businesses	HSE	<ul style="list-style-type: none"> <li>• Existing WWT partners and groups</li> </ul>	<ul style="list-style-type: none"> <li>• Support to CONIAC'S WWT Steering Group</li> </ul>	Activity is contained in HSE's Construction Division's agreed Plan	<p><u>Potential outcomes:</u></p> <ul style="list-style-type: none"> <li>• High level industry activity and focus on supporting micro / small construction businesses improve their health and safety performance</li> </ul>

	<b>Initiative</b>	<b>Organisation(s) involved</b>	<b>Target audience</b>	<b>Details</b>	<b>Status</b>	<b>Comments</b>
			<ul style="list-style-type: none"> <li>• WWT members</li> <li>• Micros and small construction businesses</li> </ul>	<ul style="list-style-type: none"> <li>• Organisational support to existing WWT regional &amp; affiliate groups</li> <li>• Support WWT activities / events (if align with BGDG priorities &amp; staff / communications budget available)</li> <li>• Maintenance of WWT website regional pages</li> <li>• Promote WWT 'brand' where partnership working taking place to support micro / small construction businesses</li> <li>• Identification of good and bad practices for websites, Site Safe News, Construction e-bulletin etc</li> <li>• Where appropriate support development of new WWT activities, events or groups</li> </ul>	of work 2008/09	<ul style="list-style-type: none"> <li>• Higher level of awareness of health and safety amongst those involved in WWT Campaign and / or attending WWT events</li> <li>• Improved levels of compliance amongst those involved in WWT Campaign and / or attending events</li> <li>• Higher level of awareness of 'WWT' brand</li> <li>• Improved intelligence about micro / small construction businesses</li> </ul>
26	ABI's <a href="#">Insurance for Small Businesses Guide</a>	ABI and Government	SMEs	The Association of British Insurers joined forces with the Gov-	Published/launched 2 April 2008	It is being extensively distributed to small and medium-sized firms through insurers, local authorities, business groups and the police.

	<b>Initiative</b>	<b>Organisation(s) involved</b>	<b>Target audience</b>	<b>Details</b>	<b>Status</b>	<b>Comments</b>
				ernment to raise the level of contingency planning among the 4.3 million small to medium-sized businesses in the UK by way of ABI's <a href="#">Insurance for Small Businesses Guide</a> .		The ABI is the trade association for Britain's insurance industry. Its nearly 400 member companies provide over 94% of the insurance business in the UK. It represents insurance companies to the Government, and to the regulatory and other agencies, and is an influential voice on public policy and financial services issues.
27	New initiative aiming to improve Scotland's health and safety record	Scottish Centre for Healthy Working Lives (SCHWL) and the Partnership on Health and Safety in Scotland (PHASS)	SMEs in Scotland	The initiative will use higher performing Scottish businesses to share their experiences with SMEs e.g. through free business to business seminars giving straightforward information	Will run for a month from 23 April 2008	