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**Workforce Involvement  
and  
SI 971 Inspection Programme  
Humberside Presentation**

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# WORKFORCE INVOLVEMENT

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- Wide agreement regarding positive effect that workforce involvement can have on health & safety.
- Offshore Workforce Survey revealed that Senior Managers valued Workforce Involvement, but also indicated that 10% felt their job could be threatened if they stopped work due to safety concerns.
- Whether perception or reality we must all work to over come this.

# SI 971 Inspection Programme

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- OIAC (through the work of WIG) identified safety representatives and committees offshore as central to the success of workforce involvement and recommended an inspection project into the application and effectiveness of SI 971
- HSE responded by instigating the SI 971 Inspection Programme

# SI971 Inspection Programme

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- Legal framework for worker involvement
- Programme to ascertain level of compliance
- Conclusions should inform HSE, industry and stakeholders
- Enforcement where identified as appropriate

# Traffic Light System



Action Taken Resulting From Intervention  Activity	Compliance Level	Outcome Status	'Traffic Light'
No findings or	General compliance	1	
Verbal advice		2	
SPC/ENF/166 format letter issued identifying breaches and requiring action to be taken. No significant change made to intervention plan to follow-up issues (eg follow-up via future planned intervention activity)	Partial Compliance	3	
SPC/ENF/166 format letter issued identifying breaches and requiring action to be taken. Changes made to intervention plan to follow-up the issues (eg additional un-planned intervention activity)  And/or Enforcement Notices considered but not served (eg EMM dutyholder factors modified initial enforcement expectation)	General non-compliance	4	
Enforcement Notice Served	Significant Non Compliance	5	
Court proceedings recommended	Significant Non Compliance	6	

## The story so far...

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- 41 inspections covering 25 DHs
- 18 inspections resulted in formal letters addressing partial compliance
- 16 inspections resulted in verbal advice where minor improvements would secure full compliance
- No findings reported on 7 installations



# SI 971 Inspection Project Results

Platform ID	SRs, Constituencies & Election Process	SR Functions & Powers	Safety committees	Duties of operators, owners and employers	Time off & Training	Inspection Outcome
1	2	3	2	3	1	3
2	2	1	1	1	1	1
3	2	1	2	1	1	2
4	3	1	3	1	1	3
5	1	3	3	2	1	3
6	2	3	4	4	4	4
7	2	2	1	1	1	2
8	2	2	2	2	1	2
9	1	1	1	1	1	1
10	1	1	1	1	1	1
11	1	1	1	1	1	1
12	1	3	3	1	2	3
13	1	1	1	2	2	2
14	2	3	3	2	3	3
15	1	2	1	2	1	2
16	1	1	1	1	1	1



# SI 971 Inspection Project Results

Platform ID	SRs, Constituencies & Election Process	SR Functions & Powers	Safety committees	Duties of operators, owners and employers	Time off & Training	Inspection Outcome
17	3	2	2	3	2	3
18	3	3	1	2	3	3
19	1	3	3	1	3	3
20	1	1	1	1	1	1
21	3	1	1	3	3	3
22	3	1	1	1	3	3
23	1	3	1	2	1	3
24	2	2	2	1	2	2
25	1	2	2	2	2	2
26	1	2	2	1	2	2
27	1	1	1	2	2	2
28	2	2	1	2	1	2
29	3	3	3	2	2	3
30	1	1	1	1	2	2
31	2	2	2	2	1	2
32	1	1	2	2	2	2



# SI 971 Inspection Project Results

Platform ID	SRs, Constituencies & Election Process	SR Functions & Powers	Safety committees	Duties of operators, owners and employers	Time off & Training	Inspection Outcome
33	3	2	1	1	3	3
34	3	1	1	1	3	3
35	1	2	2	3	3	3
36	3	2	3	1	2	3
37	2	2	2	2	2	2
38	2	1	1	1	2	2
39	3	1	3	3	1	3
40	2	1	1	2	1	2
41	1	1	1	1	1	1

# Inspection Template

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- Heavily based on regulations
- 5 sections
  - Safety Representatives, constituencies & election process etc
  - Functions and powers of safety representatives
  - Safety committees
  - Duties of installation operators and owners, and employers
  - Time off and training
- Room for comment and conclusion
- Space to collect examples of good practice

# Scope and Coverage

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- Each Duty Holder at least once
- Representative sample of installations – large / small / old / new / production / drilling / flotel / NUI etc.
- Inspections: May – November 2010
- Analyse findings – Dec/Jan 2010
- DMT Consideration – February 2010
- Publish Findings – March 2010

## 5 Topic Areas

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- Constituencies & election process
- Functions & powers of SR's
- Safety committees
- Duties of installation operators, owners and employers
- Time off & training

# Conststuenencies & Elections

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- Most non-compliances around R6 (informing SR's and constituents of their designated SR/constituent members)
- 8 examples of constituents not being notified in writing of their SR
- 22 instances of SR's not informed in writing of new constituents
- 9 instances of the election process not being followed (though mainly where only one individual had been put forward)
- 5 examples of election results not being communicated in writing

# Functions & powers

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- Extent to which SR's were involved varied considerably
- 8 examples of SR's not getting involved in investigations or only in a limited capacity
- No example of SR's carrying out own investigations
- Regularly commented that they felt inadequately trained to participate fully
- SR inspections varied - a few carried out their own, most were as part of the DH regime, 5 instances of not being involved. Joint working can be positive, but equally independence can provide an alternative channel for problems to be raised.
- Access to documentation was variable – 23 instances of a summary of the SC not being provided (R18A)
- Information systems not being made available to a contractor on one occasion

# Safety Committees

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- Meetings generally being held (compliance on 35)
- 2 occasions of no quorum
- 3 instances of meetings slipping beyond 3 months
- 2 instances of SR's running meetings, not DH/OIM
- Instances of 'poor timing'
- Standard agenda not always used (R22)
- Instances of very little proactive work by SR's
- Instances of SR action tracking registers
- Instances of onshore management joining meetings by phone link

# Duties of installation Owners

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- Significant scope for DH's to adopt some of the examples of good practice going on (6 formal letters and 15 instances of verbal advice)
- Many example of SR's not being provided with dedicated space, computers, e mail accounts, etc.
- Time off an issue, especially contractors( DH's need to allocate time for all SR's to carry out duties)
- 13 instances of SR's felling that they were informed rather than consulted + 10 other cases of 'room for improvement'



# Time Off & Training

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- A number of instances of SR's not having received the basic training
- Increasing number of DH's have recognised the benefits of offering additional training – numerous examples of DH's developing matrices of training requirements, carrying out gap analysis for SR's – regarded as best practice
- Instances of contractors being treated differently from core crew – divisive – different travel arrangements, expenses payments, time off during shift, etc

# Good Practice

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- Training matrices/gap analysis
- Bespoke training course for SR's
- Coaching of SR's - support from onshore management – starter pack for SR's, SR's Charter
- DH paying directly for contractor SR training
- Photo's of SR's on notice boards with information about them and re-election dates
- SR's inspect against MAH's in SC/planned into SC review process
- Onshore representation at meetings via phone
- Tracking register for meeting actions
- Internal SR website

# Good Practice contd

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- Meetings in shift time
- Standard agenda to ensure all R22 requirements are met
- Pre-meetings with workforce ahead of SR meetings
- Annual SR meetings to facilitate networking/sharing of good practice
- SR's weekly conference call with onshore management
- SR's wear red hats
- Post minutes of meetings from other installations/visit other operators
- Workforce led behavioural safety programmes
- Recognise SR needs at early stage of installation life – crew size, dedicated facilities

# WIG ON TOUR



# Conclusions (provisional)

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- Extremely positive exercise – inspectors consistently reported back on how well received the programme was by SR's (focus gave encouragement and recognition and a clear message to management of the importance of SI 971)
- Has motivated inspectors themselves to 'up their game' when interfacing with the workforce and influencing DH's to recognise the positive benefits SR can bring – still a perception that being a SR can have a negative effect on career
- There is a hunger for information on what other installations are doing, and WIG will redouble efforts to see this is done

# Conclusions (provisional)

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- General desire to comply with SI 971
- A number of instances of DH's seeking to take best advantage of the framework by working in partnership with SR's and encouraging ownership but many could do better
- An area of poor performance was the lack of meaningful consultation and many DH's need to review their practices to address this
- Issues around different treatment of operator v contractor Reps. ('two-tier system')
- An ongoing role for HSE to ensure compliance and encourage DH's to support and fully involve SR's to reap the full benefits effective workforce involvement brings
- Training of SR's important

**FINALLY**



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# **QUESTIONS**

# WIG WORKPLAN 2010/2011

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- Hold 2 workforce events to identify blockers to effective workforce involvement, and identify good practice;
- Work with training providers to develop an industry ‘additional training matrix’ for Safety Representatives;
- Take forward findings from HSE’s SI 971 Inspection Programme; and
- Better utilisation of HSE website.



# WORKFORCE INVOLVEMENT GROUP (WIG) OBJECTIVES



- **Promote workforce involvement in H&S in the workplace;**
- **Encourage voluntary expansion of workplace H&S representation; and**
- **Share and promote industry best practice to raise safety standards.**

# OSD's priority areas



- Incident investigation – hydrocarbon releases & other incidents with major hazard potential
- Maintain impetus on installation integrity – project on ageing installations
- Project on leadership & performance indicators
- Workforce involvement – S.I.971 inspections

# WORKFORCE INVOLVEMENT

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- HSE's Strategy launched in June 2009 cites workforce involvement as one of its priorities.
- In OSD this is reflected in:
  - improved access to information and guidance for the workforce. e.g. website and Tea Shack News.
  - support forums such as OIAC Workforce Involvement Group and Helicopter Liaison Group.
  - 'Play Your Part' publication.