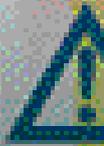




Highlights

from the HSC Annual Report
and the HSC/E Accounts 1999/2000



HSC'S MISSION STATEMENT

To ensure that risks to
people's health and safety
from work activities
are properly controlled

This booklet provides highlights of the work undertaken by HSC/E in 1999/2000. It is not possible here to cover all the work we carried out during the year but full details are given in *HSC's Annual Report 1999/2000 and HSC/E Accounts 1999/2000*.

The Health and Safety Commission (HSC)



The Health and Safety Commission (HSC) is a body of ten people, appointed by the Secretary of State for the Environment, Transport and the Regions for the administration of the Health and Safety at Work etc Act 1974. HSC's primary function is to make arrangements to secure the health, safety and welfare of people at work, and the public, in the way undertakings are conducted, including proposing new law and standards, conducting research and providing information and advice.



GEORGE BRUMWELL



MARGARET BURNS



BILL CALLAGHAN
chair



ABDUL CHOWDRY



JOYCE EDMOND-SMITH



ANNE GIBSON OBE



SONNY HAMID



MIKE M'KIERNAN



REX SYMONS CBE



OWENTUDOR

The Health and Safety Executive (HSE)



The Health and Safety Executive (HSE) is a body of three people which advises and assists the Commission in its functions. It also has day-to-day responsibility for enforcing health and safety legislation; investigates accidents; licences and approves standards in areas of significant hazard and commissions research. The Executive has a staff of around 4000 – collectively known as HSE – which includes inspectors, policy advisers, technologists and scientific and medical experts.



JENNY BACON CB

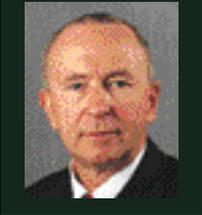


DAVID EVES CB



RICHARD HILLIER

Introduction



Strategic Plan

In May 1999 we published HSC's first three-year Strategic Plan. This set out HSC's long-term **strategic themes** and the key programmes intended to take these forward; how we would be delivering our **continuing aims**; and details of our actions and planned targets for 1999/2002 across the full range of our activities.

We consulted our stakeholders about our strategy and how we should take it forward through the Way Ahead conference and questionnaire in May 1999. There was broad support for the strategic themes and a wide range of suggestions on how we should implement them.

This report briefly summarises the progress made so far. It describes our five strategic themes, the key programmes we have developed to take these forward, and key activities carried out in 1999/2000. Our work revolves around a core set of statutory responsibilities, our continuing aims. This report also describes briefly the policy, operational, and information outputs which are at the core of our business.

The commission's strategic framework

Our **goals** are: to continue to reduce injury rates; to continue to reduce work-related ill health and consequent days lost from work; to continue to improve the working environment; and to prevent major incidents with catastrophic consequences from occurring in high-hazard industries. Our goals reflect the Government's national targets for health and safety which were set out in the *Revitalising health and safety strategy statement*, published in June 2000. These are to:

- reduce the number of working days lost per 100 000 workers from work-related injury and ill health **by 30% by 2 010**;
- reduce the incidence rate of fatal and major injury accidents **by 1 0% by 2 010**;
- reduce the incidence rate of cases of work-related ill health by **20% by 2010**; and
- achieve **half** the improvement under each target **by 2004**.

The Commission's contribution to achieving those targets is: to continue to undertake our statutory responsibilities reflected in our continuing aims; to take forward work in those key areas which provide a focus for our strategy, which are reflected in our strategic themes; and to take forward the action points in the *Revitalising health and safety strategy statement*.

Bill Callaghan chair

Strategic themes in 1999/2000

To raise the profile of occupational health

An estimated two million people believe they suffer from ill health caused by their work each year, and this costs society about £10 billion annually. The Commission recognised that to be successful it has to:

- change people's behaviour and attitude to managing health risks at work;
- create new partnerships with others to tackle the large toll of occupational ill health; and
- engage all interested parties in developing and implementing its future work programmes.

To achieve this, the HSC took forward three key programmes. Progress on each of these programmes is provided below.

Key programme Good Health is Good Business Campaign (GHGB)

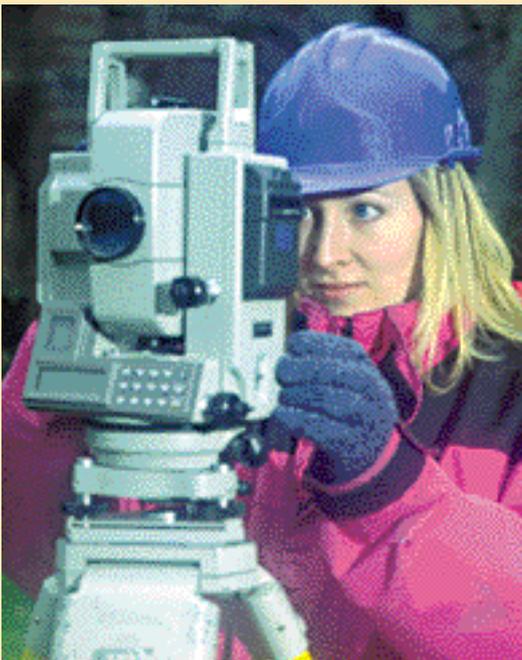
Target

To reduce by 10% the number of firms taking no action to control health risks by 2003

On course

Key actions in 1999/2000

- Examples of inspection initiatives – over 500 visits to employers with known hand arm vibration (HAV) risks; HAV inspected at all mines; 100 visits in Yorkshire and north east region on noise-induced hearing loss from the use of compressed air; in the offshore sector an increase in inspection visits by occupational health specialists and an increase in improvement notices related to occupational health.
- Publication of a new video, CD-ROM and leaflets to help raise awareness of the risks.
- GHGB Phase 4 launched in October 1999.
- Preparation for a series of GHGB seminars to be run jointly by the Trades Union Council and the British Chambers of Commerce.





Key programme Preventing and managing musculoskeletal disorders (MSD)

Target

**To ensure that at least
10 pilot back pain
projects are initiated**

Achieved

Key actions in 1999/2000

- HSE/DOH initiative on back pain launched May 1999.
- 19 pilot projects on creative and holistic approaches to back pain have been funded.
- Piloted a compliance strategy in the Midlands region (focusing on small and medium-sized firms).
- All MSD major injuries in mines were investigated.
- Carried out an analysis to identify the root causes of manual handling accidents in the chemicals sector.
- Produced an open learning guide for the chemical industry on assessing and reducing risk from manual handling operations.

Key programme To develop a long-term occupational health strategy

Target

**To obtain agreement to
a new strategy**

Achieved

Key actions in 1999/2000

- HSC agreed occupational health strategy recommendations in Autumn 1999.
- Other key parties (eg Government departments and devolved administrations in Scotland and Wales) have signed up to new health strategy.
- New occupational health strategy *Securing Health Together* was launched on 5 July 2000 and is available on HSE's website (www.ohstrategy.net).



To improve health and safety performance in key risk areas

Notable successes during the year include the outcome of the strategy to control major problems from the 'Millennium Bug', the launch of the highly popular Working Well Together campaign in construction, and the growing popularity of safety awareness training events in agriculture.

Key programme Legislative and enforcement programme on asbestos

Target

To eliminate dry stripping methods by end 2000

To train 10 000 workers each year in asbestos related NVQ/SVQ

On course

Key actions in 1999/2000

- Video material produced, a draft NVQ/SVQ unit and distance learning material prepared.
- 939 inspections (4.6% of notifications) made to notified asbestos removal work – targeting poor performers. 37 enforcement notices issued; 4 prosecutions.
- 37 local authorities visited to assess the procedures for management of asbestos in housing, estates, leisure and education departments. Five notices issued.

Key programme Millennium Bug and Millennium celebrations

Target

No major health and safety incidents arising from the Millennium problem in and around the Year 2000

On course (1 January 2001 is another critical date)

Key actions in 1999/2000

- The national publicity campaigns were successful in reaching organisations and duty holders.
- Many organisations had carried out an enormous amount of work to identify and remedy systems with Year 2000 compliance problems and also develop contingency plans.



Key programme A review of gas safety

Target

To reduce the number of carbon monoxide fatalities by 10% over a 10 year average

On course

Key actions in 1999/2000

- Discussion document published and consultation completed. Assessment under way.
- Number of gas fatalities is 35 compared with 48 in 1998/99. Of these, 26 deaths were caused by carbon monoxide (37 in 1998/99).
- 227 improvement notices (INs) and 37 prohibition notices (PNs) issued.
- 261 informations laid including 24 against landlords and installers.



Key programme Health and safety in construction*Target*

To launch and develop the Working Well Together campaign

On course

To eliminate falls through fragile roof lights on new and refurbished commercial/industrial property by 2000/01

Key actions in 1999/2000

- Launches in London, Regions, Scotland and Wales.
- Website launched. Over 200 'hits' daily.
- 170 action plans produced by February.
- The campaign ran from April 1998 to December 1999.
- During the campaign 1500 contacts were made by inspectors. A change in attitude to the specification of fragile roof lights has been secured.

**Key programme** Health and safety in agriculture*Target*

To reduce fatal injuries to children to below 5 per annum (10 year average) by April 2000

To reduce fatalities resulting from falls from a height by 2002

To reduce fatalities in forestry by improving management of health and safety

To reduce transport-related fatalities by at least 10% by 2001

*On course**Key actions in 1999/2000*

- Four child fatalities – although an increase of one over 1998/99, the average over the last four years is 4.5 – within the target; six INs, six PNIs; six prosecutions.
- A reduction in deaths due to falls from heights from ten to seven; 5 INs, 5 PNIs issued.
- No fatal accidents in forestry in the period from April 1998. Also a 25% drop in major injuries over the same period.
- On a baseline of 12 fatalities in 1997/98, there have been seven transport-related fatalities, within the scope of this strategic theme. A joint exercise with police and 760 visits made by inspectors.
- 11 000 copies of *Managing health and safety in forestry* were distributed.
- A revised publication *Farm-wise: Your essential guide to health and safety in agriculture* was sent to 206 000 farms; 10 000 to agricultural colleges and 25 000 to other organisations for distribution.



To develop health and safety aspects of the competitiveness and social equality agendas

The main aim of this theme is to demonstrate the contribution which good health and safety at work practice can make to improved business competitiveness, reduced social exclusion and better social equality.

During 1999/2000 we made good progress in promoting the theme, building on the successes of our previous key priorities on occupational health, stakeholder participation and small firms. We reviewed our Small Firms Strategy and continued to work with small firms. We took action to improve welfare standards in the workplace, and to encourage better access to occupational health support. We also developed a statement on HSC/E's commitment to sustainable development and the importance of a safe, healthy working environment to the Government's sustainable development strategy.

Key programme Improving the management of health and safety in small firms

Target

To increase the awareness of and participation in Good Neighbour schemes among large employers by 50% each year, to 2002

On course

To increase the number of contractors' employees trained on 'passport' type schemes from 70 000 to 100 000 by 2002

Achieved

Key actions in 1999/2000

- Three Good Neighbour Forums held. Good Neighbour scheme was promoted during Health and Safety Week. Development of an HSE Website directory of Good Neighbours and a Good Neighbour Scheme leaflet.



- Target already exceeded. Around 400 000 passports were issued during 1999/2000. HSE supported the development of schemes in the plant bakery industry; the food, drink and packaging industry; and the paper manufacturing industry. Evaluation of one of the largest UK passport training schemes in the petrochemical sector, published in October 1999.

- **Benchmarking** – *Health and safety benchmarking: Improving together* was published in September 1999.

- **Small firms** – HSC reviewed the Small Firms Strategy to make it more flexible and responsive. HSE became a partner in a programme of Business Advice Open Days organised by HM Customs and Excise.



Key programme Provision of adequate welfare facilities*Target*

To improve standards of welfare facilities in the workplace, assessed by a variety of measures including a follow-up to the 1998 survey

On course

Key actions in 1999/2000

- The second stage of the enforcement initiative (from April to December 1999) involved almost 60 000 contacts by HSE and local authorities at a range of premises. Over 1200 improvement notices were issued and 21 prosecutions were initiated.

Key programme Access to occupational health support*Target*

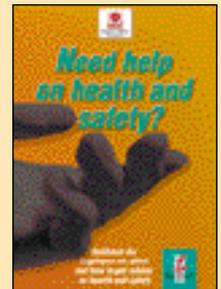
To increase the use of occupational health support by 10% by 2003

On course

(This key programme has been transferred to Strategic Theme 1 from 2000/01)

Key actions in 1999/2000

- The HSC's Occupational Health Advisory Committee Report *Improving access to occupational health support* was published at the same time as the occupational health strategy in Summer 2000. HSE has agreed an overarching project plan with the Department of Health to implement the 30 OHAC Report recommendations over 2000–2003/4.
- A mapping exercise to identify existing self-audit packages revealed a highly fragmented, inconsistent market.
- A free leaflet *Need help on health and safety?* was published in May 2000 to include sources of advice on occupational health.



To increase the engagement of others and promote full participation in improving health and safety

We recognise that we cannot achieve our mission by our actions alone. We are working towards closer relationships with other regulators and are developing our links with a range of intermediaries. We expect the key longer term outcome of our efforts to be better control of risks and thus a lower incidence, or probability of incidence, of accidents and ill health.

A range of activity across HSE is contributing to achievement of this strategic theme, including that highlighted below and elsewhere in this report.

Key programme To develop the partnership between HSE and local authorities (Synergy programme)

Target

Trial and evaluate new ways of working in at least two project areas by 2000

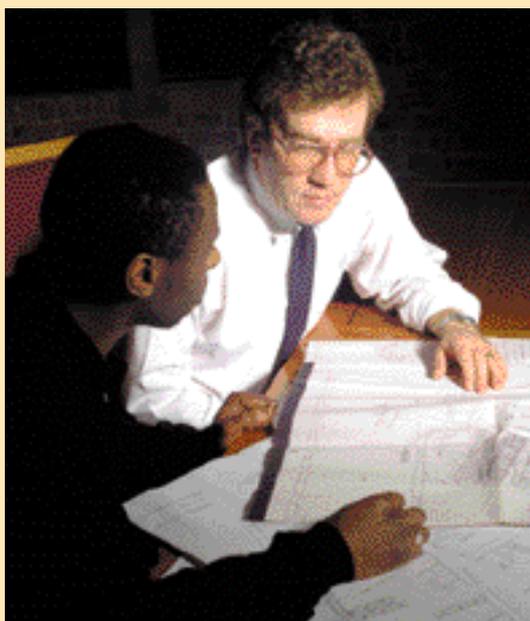
Achieved

Map enforcement allocation against a risk/hazard continuum and make recommendations for improved arrangements by 2001

On course

Key actions in 1999/2000

- HSE/local authority joint work on strategic and operational aspects of seamless oversight of the regulation of Royal Mail.
- Working partnership established between inspectors in HSE's textiles sector and Glasgow City Council. Training sessions for local authority enforcement officers in Scotland completed. Responsibility for dry cleaning premises in Scotland was transferred to local authorities for a two year trial period from 1 July 2000.
- Mapping research completed.





Key programme To secure more effective employee participation in improving health and safety

Target

Increased proportion of workplaces with effective consultation arrangements

Under way

Key actions in 1999/2000

- Field testing of new quality procedures and work instructions on inspector contact with safety representatives (FOD Quality Improvement Programme).
- Discussion document issued on employee consultation and participation, and the role of safety representatives.
- Development of Award scheme for safety representatives.
- Publication of research report into effectiveness of workforce involvement in the chemicals industry.
- Support through the HSC's Training Initiative for several projects, including new TUC course material for safety representatives, and the revision of training materials on COSHH.
- Activity to involve safety representatives and workforce representatives in resolving issues affecting the Southern North Sea offshore oil and gas industry.





To improve our openness and accountability

Our aim is to share what we know within the limits of what the law allows; to identify the information which people need and to provide it; to inform and consult on important proposals; to be receptive to information and views we receive; and to have transparent decision-making arrangements. We believe all this is vital if we are to be effective in a complex world; to build on the trust of our stakeholders and partners; to develop our accountability as a positive force; and to enhance our reputation as competent and independent regulators.

Key programme Preparing for Freedom of Information Act (FOI)

Target

No adverse rulings by the Information Commissioner

Achieved



Key actions in 1999/2000

- **FOI legislation:** HSE maintained close contact with the Home Office to promote HSC/E interests as drafting of FOI legislation was being developed.
- A major programme was launched to enhance HSE's systems to facilitate openness and ensure efficient and effective compliance with FOI legislation.
- **Local authorities:** A protocol for inter-authority audit of health and safety enforcement management was agreed and launched in May.
- **Internet HSE website:** we continued to expand the content, range and topics covered including measures to anticipate FOI such as papers and agendas of Commission meetings.

Key programme Implementation of Data Protection Act

Target

Data subject requests are dealt with, effectively, within the 40 days time limit

Data subjects are aware of the information they hold and their rights under the Act

No adverse rulings from the Data Protection Commissioner

On course

Key actions in 1999/2000

- Draft implementation plans were scrutinised centrally to ensure consistency of approach and to maximise cost effectiveness.
- Systems put in place to ensure HSE was fully compliant by 1 March.
- Information was issued to all HSE staff in March 2000.
- Action has started to ensure that all necessary activities are carried out.



Key programme Adopting Service First principles of public service delivery*Target*

**To carry out a new
HSE-wide customer
satisfaction survey by
end March 2000**

Not yet

Key actions in 1999/2000

- Work on survey started but delayed. To be taken forward in 2000/01.
- The two Citizen's Charter leaflets were revised, to demonstrate HSE's commitment to Service First principles. To be published in 2000/01.

**Key programme** Engaging stakeholders in risk-based decision making*Target*

**To publish a discussion
document, hold seminars
by end of 2000**

Achieved

Key actions in 1999/2000

- Discussion document *Reducing risks, protecting people* was published in May 1999. Over 15 000 copies distributed. More than 8000 'hits' on the document on HSE's website.
- HSE staff gave more than 20 presentations to promote discussion on the document, culminating in an HSC/E seminar in March 2000, attended by a cross-section of 100 stakeholders.

Continuing Aims

HSC/E's mainstream work stems from our statutory functions under the Health and Safety at Work etc Act 1974. These activities are wide-ranging and draw on extensive expertise across the organisation. Some highlights from 1999/2000 are given below. Full details of HSE's key outputs are set out in the output and performance analysis on pages 22-23.



AIM: To modernise and simplify the regulatory framework work

We continued our work to develop policy and legislation in response to new risks and government initiatives. In 1999/2000:

- We issued a consultative document jointly with DETR Ministers on 'revitalising health and safety' and received some 1500 responses. Together with Government we published the *Revitalising health and safety strategy statement* in June 2000, setting national targets for the whole of the health and safety system.
- We used new approaches to help small firms, including the publication of *COSHH essentials: Easy steps to control chemicals* in May 1999; and a new programme The 3Rs (right information to the right people in the right way) to improve the effectiveness of information to small firms.
- The new **COMAH** Regulations came into force in April 1999 and various guidance was published. A publicity campaign was run to inform companies of their duties.
- New regulations were introduced on the control of ground movement in **mines** and we continued the review of mining legislation; a report was published on the evaluation of the **offshore** safety regime; a discussion document on **stress** was published followed by eight nationwide open meetings; and HSC approved a three year programme on work-related **violence** to start in April 2000.

In **Europe** HSE led for the UK on 13 directives and contributed to nine others. Significant directives implemented included the ban on the use of white asbestos and the Control of Major Hazards.



AIM: To secure compliance with the law

Much of HSE's work involves inspections and other initiatives to address significant risks within sectors. A top priority during the year was to respond to the major rail accident at **Ladbroke Grove** in which 31 people lost their lives. The Commission appointed Lord Cullen to chair a Public Inquiry and requested HSE to carry out a full technical inquiry into the accident.

In 1999/2000 HSE:

- carried out 185 496 regulatory contacts;
- investigated over 35 000 incidents and complaints about working conditions;

- dealt with over 690 safety cases in high hazard industries;
- issued 11 304 improvement and prohibition notices; and
- took 2253 prosecutions (informations laid).

Key actions in industry sectors included:

- publication of a report on the **falsification of quality control data in BNFL's MOX Demonstration Facility** at Sellafield;
- the start of a three-year programme on the management of **offshore process integrity**, which aims to reduce hydrocarbon releases by 50%;
- the second year of a three-year programme to improve the management of **workplace transport** risks, which aims to reduce fatal and major injuries by at least 10% over the next three years; and
- an analysis of the causes of manual handling accidents in the **chemicals** sector, involving over 30 investigations of major injuries.

● AIM: **To provide appropriate information and advice**

The development of electronic forms of publication and communication is enabling us to get across important messages on health and safety and making our publications and information more easily accessible to a wider and diverse audience. This year:

- HSE's **website** attracted around 200 000 'hits' a week, double the number last year;
- HSE's **InfoLine** received an average of 20 000 calls per month;
- we achieved a **record level of sales** – 1.3 million items sold and 7.9 million free leaflets issued;
- the first UK government **e-commerce** site was launched by the Chair of HSC; and
- an **electronic catalogue of communications** is now on the commercial site, enabling ordering of publications and payments on line.

● AIM: **To promote risk assessment and technical knowledge**

Our mission is to ensure that risks to people's health and safety from work activities are properly controlled. This requires a thorough knowledge and understanding of science and technology related to health and safety evaluation and the prevention of accidents and ill health. HSC/E use this intelligence when proposing standards and regulations, in advice and guidance to industry and in enforcement. This needs to be continually updated.

Work in 1999/2000 included:

- publication of guidance on **inherent safety by design**;
- key guidance produced on risk management of **hazardous biological agents**

and **genetically modified organisms** , as a basis for improved standards and more effective regulation;

- work to assess the technique of **risk-based inspection** and to produce guidance;
- research arising from the Health Risk Review, including the start of a three-year project into recovery from **musculoskeletal disorders** ; and communication of risk messages about **chemicals** for small and medium-sized firms; and
- the start of a two-year project to evaluate the effectiveness of different mechanisms for consulting **stakeholders** .

● AIM: **To operate statutory schemes, including regulatory services**

HSE provides statutory schemes to ensure that particular products or substances are assessed, approved or certified before they are marketed, to ensure that they do not pose a risk to people or the environment. For example in 1999/2000 HSE:

- issued 169 **pesticide** approvals;
- issued 1020 **diving** certificates;
- processed 393 **asbestos** licence applications; and
- processed 262 **genetic modification** processes.

HSE's **Electrical Equipment Certification Service** took the lead in the development of a worldwide scheme to eliminate technical barriers to trade caused by national certification requirements. The scheme, developed by the International Electrotechnical Commission, relates to electrical equipment intended for use in explosive atmospheres. It will help suppliers to gain faster access to export markets and help purchasers to obtain products from the global marketplace to internationally agreed safety standards.

● INTERNAL MANAGEMENT AIM: **To maintain an efficient and effective central service**

- HSE met both its corporate efficiency targets and achieved £6.5 million in efficiency gains.
- HSE achieved a prompt payment performance of 97.58% of suppliers' bills, a significant improvement on last year (94.1%).
- changes were introduced to HSE's internal vacancy filling arrangements.
- HSE introduced new arrangements to manage attendance more effectively, to help achieve the Government's targets to reduce sick absence.
- 14 directorate/divisions have been reassessed and successfully maintained their Investors in People accreditation.

Resources

In 1999/2000 HSE achieved a net expenditure within 2.5% of its grant-in-aid provision. The table below shows the provision and expenditure in 1999/2000 and expenditure in 1998/99. A more detailed analysis is given in the full Report.

In Autumn 1999, following the Government's Comprehensive Spending Review, HSC were given an increased gross provision of nearly £9 million in 1999/2000 and a further £10.3 million in 2000/01, financed largely by increasing the receipts provision by £8.8 million in the first year and by £9.6 million in the second.

Table Financial provision £ thousand

	1998/99 Outturn	1999/2000 Final provision	1999/2000 Outturn
Running costs	163 896	173 375	170 288
Capital expenditure	8 221	7 412	8 958
Other current expenditure	48 061	49 023	50 357
Gross total	220 178	229 810	229 603
Health and Safety Laboratory			
Agency (net)	-2 499	1 444	-2 585
Receipts	-38 902	-44 399	-44 273
Net grant-in-aid	178 777	186 855	182 725

Health and safety statistics

● Fatal injuries to workers

In 1999/2000:

- The number of fatal injuries to workers is expected to fall to 218 from 253 in the previous year. This is the lowest number reported since the introduction of RIDDOR in 1986.
- Estimated final figures indicate that there were 161 fatal injuries to employees: 27 fewer than in 1998/99, the lowest number reported since the introduction of RIDDOR.
- Estimated final figures indicate that there were 57 fatal injuries to the self-employed, 8 less than in 1998/99.
- The best strategic view of the overall picture of injury rates is the long-term trend. There are clear downward trends in the numbers and rates of fatal injury to workers over the last ten years.
- Figure 1 shows that the fatal injury rate for workers is expected to fall to 0.8 per 100 000 workers, from 0.9 in 1998/99.
- The fatal injury rate for employees is expected to fall to 0.7 per 100 000 from 0.8 in the previous year. This is the lowest rate since the introduction of RIDDOR.
- The fatal injury rate for the self-employed is expected to fall to 1.7 per 100 000 from 1.9 in the previous year.

● Fatal injuries to employees in England, Scotland and Wales

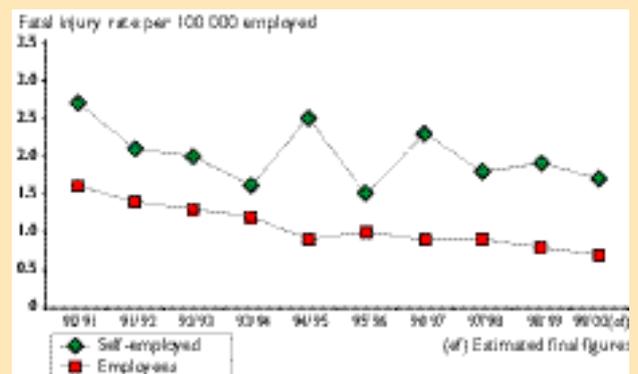
In 1999/2000, the numbers of fatalities to employees in each of the constituent countries of Great Britain (England, Scotland and Wales) are expected to show a decrease for the second consecutive year. Based on provisional figures, and compared with 1998/99, the number of fatal injuries to employees in England has reduced by 14% to 127 from 147; in Scotland, a decrease to 23 from 26; and for Wales, to 9 from 14. These figures represent the lowest numbers of fatalities for the respective countries since 1995/96.

The overall rates of fatal injury for employees from 1995/96 have been higher for Scotland and Wales when

Figure 1 Fatal injuries to workers 1990/91 – 1999/2000(ef)



Figure 2 Fatal injury rates for employees and the self-employed 1990/91 – 1999/2000(ef)



compared with England. The 1999/2000 fatality rates for Scotland are higher than those for Wales, a similar situation to 1995/96. There has been a reduction in rates for all countries when compared with 1998/99, although trends in the number of fatal injuries and the fatal injury rates for Scotland and Wales must be treated with caution, because of the relatively small numbers of fatalities in each country each year. The average rates of fatal injury for England, Scotland and Wales pooled over the five year period from 1995/96–1999/2000 were 0.8, 1.3 and 1.5 per 100 000 respectively.

● Non-fatal injuries

In 1999/2000:

- Estimated final figures show there was a slight reduction in the non-fatal major injury rate for employees, to 120.1 per 100 000, compared with 121.7 the previous year;

● Reporting levels of non-fatal injuries

The statistics on injuries are complemented by the information derived from the Labour Force Survey. The questions on occupational injuries in the 1990 Labour Force Survey confirmed the suspected substantial under-reporting of non-fatal injuries, with around one-third of reportable injuries being

- The over-3-day injury rate is expected to be 561.5 per 100 000 employees, a similar (1%) reduction on the 1998/99 figure of 567.3.

reported by employers. Subsequent surveys have shown that the figure has risen to 46%, with improvements in most industries and proportionately largest changes in agriculture and the services sectors. However, the results also show that self-employed people report less than 5% of reportable injuries.

● Ill Health

In 1995 an estimated 2 million individuals in Great Britain were suffering from an illness which they believed was caused by their work (current or past). An estimated 18 million working days were lost in 1995 because of work-related illness. The commonest types of reported illness were musculoskeletal disorders (affecting an estimated 1.2 million people), and stress and psychological disorders (279 000). Other commonly reported illnesses included lower respiratory disease (202 000), deafness, tinnitus or other ear conditions (170 000), skin disease (66 000), headache or 'eyestrain' (50 000), trauma (34 000), and pneumoconiosis (19 000).

Past exposures to asbestos continue to be the main cause of fatal occupational disease, with over 1500 deaths annually from mesothelioma, most of them probably caused by asbestos. In 1998 there were 1527 mesothelioma deaths, in line with the long-term upward trend, though the rate of increase in the two previous years did appear to slow down slightly. In addition to mesotheliomas, it is estimated that lung cancers due to asbestos are probably at least equal in number, though they cannot be individually counted.

Voluntary reporting schemes for occupational physicians and other specialists provide annual estimates of numbers of new cases of occupational disease seen by them. However, these figures are bound to underestimate the total national



incidence since many sufferers will not be seen by specialists. The commonest diseases include musculoskeletal disorders (with an estimated 8500 new cases seen by specialists in 1999), dermatitis (3900), psychological problems including 'stress' (6500), infections (620), asthma (1100), and hearing loss (710). (These estimates of new cases are not comparable with the self-reported prevalence estimates in the first paragraph which include long-standing cases of illness and disability, and cases not seen by specialists.)

Output and performance analysis

Contextual indicators (the environment in which HSE carries out its mission and aims)

HSC/E's mission: to ensure that risks to people's health and safety from work activities are properly controlled.

Fatal and major injury rate for workers, per 100 000	109.8 (1998/99 final rate) 108.3 (1999/2000 estimated final rate)
Estimated cost to society of work accidents and work-related ill health, 1990 – of which cost of work-related ill health	£14.5–18.1 billion (1995/96 prices)* £10.2–10.6 billion (1995/96 prices)**

Source: The costs to Britain of workplace accidents and work-related ill health in 1995/96 HSE Books 1999 ISBN 0 7176 1709 2.

* These costs include the net present value of costs in future years. Costs in 95/96 are £9.9–£14.1 billion

** These costs include the net present value of costs in future years. Costs in 95/96 are £6.2–£7.2 billion

OUTPUT MEASURES (how HSE carries out its aims)

	1998/99 outturn	1999/2000 plan	1999/2000 outturn	Notes
AIM 1: MODERNISE AND SIMPLIFY THE LEGAL FRAMEWORK				
ORK, BY:				
Introducing: sets of regulations, Approved Codes of Practice, consultative documents and new guidance documents	66	74	58	Many policy outputs are difficult to quantify. This measure is an indicator of one aspect of this work reflecting the scale of HSE's formal standard-setting work. A few formal policy products did not materialise, often for reasons outside HSE's control.
AIM 2: SECURE COMPLIANCE WITH THE LAW, BY:				
Making regulatory contacts, including inspections and investigations, with employers and duty holders	183 292	188 000	185 496	PSA measure. Includes all operational site visits, office meetings etc with 'clients'. Small discrepancy in this measure due to shortfall of FOD inspectors and shift in activity towards investigation of accidents and complaints.
Investigating incidents/complaints	32 270	31 000	35 551	PSA measure. Cases completed, some of which may involve more than one contact.
Considering and processing safety cases/reports and nuclear licence actions	759	680	691	Demand-led measure, beyond HSE's control. Included: offshore safety cases, onshore major hazard safety reports and nuclear licence actions.
AIM 3: PROVIDE INFORMATION AND ADVICE, BY:				
Dealing with enquiries	476 500	550 000	425 000	A demand-led measure.
Making available a range of publicity products	4 489	6 100	6 551	Includes: publications, titles, exhibitions/displays, press adverts, notice and briefings, internet pages, video titles, Autofax titles. Outturn reflects the continuing popularity of (and HSE's work on) electronic media.
Number of publicity products purchased or accessed, millions	11.6	11.9	18.0	Includes: free leaflets issued, publications sold, videos hired/sold, accesses to Autofax, internet 'hits'. Noticeable shift in emphasis from printed to electronic media.
AIM 4: PROMOTE RISK ASSESSMENT AND TECHNOLOGICAL UNDERSTANDING, BY:				
Carrying out effective research; % research projects achieving objectives	*	88	90	New measure, reflecting the proportion of HSE-sponsored research judged to have achieved at least 60 % of project objectives (as originally defined).
Implementing risk and technical policy projects (some of these contribute to other aims)	126	120	113	Influence of HSE's science and technology expertise on policy and field outputs.
AIM 5: OPERATE STATUTORY SCHEMES, BY:				
Providing regulatory services, eg issuing statutory certificates	3 834	3 700	3 770	This is an aggregate measure.

PERFORMANCE MEASURES (efficiency and quality aspects of how HSE carries out its aims)

	1998/99 outturn	1999/2000 plan	1999/2000 outturn	Notes
AIM 1: MODERNISE AND SIMPLIFY THE LEGAL FRAMEWORK				
ORK				
% sets of regulations, approved codes of practice, consultative documents and guidance documents introduced to time	82	90	97	
AIM 2: SECURE COMPLIANCE WITH THE LAW				
% high hazard/risk workplaces receiving annual regulatory contact	960	100	100	Reflects HSE's proactive effort targeted on workplaces categorised as high hazard/high risk.
% complaints (about work activities) investigated	77	86	80	Higher than expected number of complaints received resulting in lower proportion investigated.
% reported events (accidents/incidents) investigated	5.7	6.7	6.8	Considerable improvement in this aspect of performance.
% safety cases/reports and nuclear licence actions processed to time	89	90	92	
% prosecutions resulting in convictions	86	targets not set	71p	This is a control measure.
% inspector time on site/contact and related activities (as a proportion of total time available)	78	80	75	Measure of the proportion of time (net of leave and training) spent by operational inspectors on regulatory programmes (excludes Mines Inspectorate).
AIM 3: PROVIDE INFORMATION AND ADVICE				
% public enquiries answered within 10 days	97	100	96	Service First commitment.
% customer satisfaction with HSE service	79	targets not set	81	Service First measure (see general note below).
Number of justified or partly justified complaints against HSE staff per 100 000 contacts	5	targets not set	3.8	Service First measure. Contacts include all public enquiries plus regulatory contacts (see general note below).
AIM 4: PROMOTE RISK ASSESSMENT AND TECHNOLOGICAL UNDERSTANDING				
% new research projects involving competition or collaboration with others	–	55	52	New measure still being developed, illustrating HSE's twin goals of increasing amount of research let competitively and sponsoring more research with others, eg industry, EU and other government departments.
% risk and technical policy projects completed to time	79	72	86	
AIM 5: OPERATE STATUTORY SCHEMES				
% service products (statutory certificates etc) processed to time	94	91	92	Excludes mines approvals and exemptions.
AIM 6: ENSURE EFFICIENT CENTRAL SERVICES †				
Efficiency gains (cash and productivity) as % of total running costs	3	3	3.9	
Staff costs (as % total) devoted to central services (personnel, planning, finance etc)	8.1	8.0	7.7	A control measure – aiming to limit the size of central services, despite pressures to expand them as a result of increases in HSE's staff recruitment plans and additional work arising from various government initiatives such as charging and Resource Accounting and Budgeting.

NOTES

HSE does not set targets for certain measures and indicators, ie prosecution conviction rates, some Service First results, measures that are demand-led and measures that are beyond our control. Instead, where necessary, the term 'expected demand level' is used.

* New measure, comparative figures not available.

† Aim 6 now considered an internal business aim

p Provisional.

Health and Safety Commission and Health and Safety Executive Summary Financial Statements 1999–2000

Summary for word

These summary financial statements are only a summary of information in the Health and Safety Commission's and Health and Safety Executive's financial statements and do not contain sufficient information to allow for a full understanding of the results and state of affairs of them.

For further information, consult the full annual financial statements and the Comptroller and Auditor General's report on those statements. These are included in *HSC's Annual Report 1999/2000 and HSC/E's Accounts 1999/2000* (ISBN 0 10 556912 7), available from HSE Books, PO Box 1999, Sudbury, Suffolk CO10 2WA.

These summary financial statements have been prepared in accordance with the Resource Accounting Manual issued by HM Treasury and were signed by Bill Callaghan and Jenny Bacon CB on 25th September 2000.

Review of activities

The continuing aims and strategic themes for 1999/2000 of the Commission and Executive are reviewed in pages 4 to 16 of this report.

Future developments

The Commission's and Executive's continuing aims and strategic themes for 1999–2002 were set out in the *Health and Safety Commission's Strategic Plan* published in May 1999.

Members of the Commission and Executive

Commission members

Chairman: Bill Callaghan

Other Members: George Brumwell, Margaret Burns, Abdul Chowdry, Joyce Edmond-Smith, Anne Gibson, Sonny Hamid, Michael McKiernan, Rex Symons CBE and Owen Tudor.

Executive Members

Director General: Jenny Bacon CB

Other Members: David Eves CB and Richard Hillier.

Summary operating cost statement for the year ended 31 March 2000

Health and Safety Commission	1999–2000 (£000)	1998–99 (£000)
Administration costs		
Staff costs	319	288
Other administration costs	237	260
Gross administration costs	556	548
Operating Income	—	—
Net operating costs	556	548
Commission members emoluments	160	151

There are no material balances at 31 March 2000 and a balance sheet has therefore not been prepared.

Bill Callaghan

Chairman

25 September 2000

Health and Safety Executive	1999-00 (£000)	1998-99 (£000)
Administration costs		
Staff costs	124 339	119 633
Other administration costs	<u>67 023</u>	<u>70 811</u>
Gross administration costs	191 362	190 444
Operating income	(36 044)	(27 262)
EU income	<u>(626)</u>	<u>(828)</u>
Net administration costs	154 692	162 354
Programme costs		
Expenditure	30 277	28 908
Less income	<u>(8 761)</u>	<u>(6 845)</u>
Net programme costs	21 516	22 063
Other adjustments	<u>-</u>	<u>(3 304)</u>
Net operating costs	176 208	181 113
Executive members emoluments	290	274

Summary Balance Sheet for the year ended 31 March 2000

Health and Safety Executive	1999-2000 (£000)	1998-99 (£000)
Fixed assets	31 424	33 117
Current assets	19 406	12 027
Creditors: amounts falling due within one year	(6 718)	(7 663)
Net current assets	12 688	4 364
Total assets less current liabilities	44 112	37 481
Creditors: amounts falling due after more than 1 year	(58)	-
Provisions for liabilities and charges	<u>(1 122)</u>	<u>(3 057)</u>
Total net assets	42 932	34 424
Reserves	42 932	34 424

Jenny Bacon CB
Director General
25 September 2000

The certificate and report of the Comptroller and Auditor General on the full financial statements for the year ended 31 March 2000 was unqualified and did not contain a statement made under either Section 237(2) of the Companies Act 1985 (accounting records or returns inadequate or accounts not agreeing with records or returns) or Section 237(3) (failure to obtain necessary information and explanations).

Statement of the Comptroller and Auditor General to the Houses of Parliament

I have examined the summary financial statements on pages 22 and 23 which have been prepared in the form and on the basis set out in the Summary Foreword on page 22.

Respective responsibilities of the Commission, the Executive, the Chairman and the Director General

The summary financial statement for the HSC is the responsibility of the Commission and the Chairman and the statements of the HSE, the Executive and Director General respectively.

My responsibility is to report to you my opinion on their preparation and consistency with the full financial statements and foreword.

Basis of opinion

I have conducted my work in accordance with the Auditing Guideline The auditor's statement on the summary financial statement adopted by the Auditing Practices Board.

Opinion

In my opinion the summary financial statement is consistent with the full financial statements and foreword of the Health and Safety Commission and the Health and Safety Executive for the year ended 31 March 2000 and has been properly prepared on the basis set out in the Summary Foreword to the summary financial statements.

John Bourn
Comptroller and Auditor General
16 October 2000

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