



# G+ workstream selection and scoping process

Approved for 2025 workstream selection

## 1. Overview

This paper describes the criteria and process for selecting G+ workstreams.

## 2. Criteria

1. **Health and safety:** The work must aim to improve health and safety and be niche to the offshore wind workforce.
2. **Data driven:** Topics will be chosen and prioritised using the G+ incident data, or other relevant data sources. Workstreams may be selected for which there is yet no available data, for example to understand health and safety implications of new technologies.
3. **Unique:** The G+ will not duplicate existing work or other workstreams that are underway elsewhere. As part of the scoping process, the G+ will identify existing relevant guidance and understand how the G+ work can build on it. The G+ will also seek to collaborate where there is existing expertise elsewhere and inform the wind Industry Collaboration Committee (ICC) of forthcoming workstreams.
4. **Sphere of influence:** Workstreams must be written for the wind farm operators, WTG OEMs and/or developers to apply and be cognisant of the sphere of influence in contractual relationships and responsibilities. The G+ will consider if it is the right organisation to lead the work. A topic can be important to the G+ membership, but outside of the immediate sphere of control of G+ members. In such cases the G+ could seek to influence other organisations that may be best placed to lead on the work, and then support that effort.
5. **International:** Guidance should be applicable in an international context. Sections or addendums to help implement a particular guidance to a region are encouraged. G+ can have country-specific workstreams within Country Chapters.



### 3. Process

#### *Stage 1: From generating list of topics to a shortlist for scoping:*

Topics for a G+ workstream are primarily driven by the incident data collected from the members and associates.

Topics might also be proposed by (not exclusively):

- Member concern/request (through Board or Focal Groups)
- Review of topics previously covered, ideas previously suggested, and the gaps
- Emerging issues or technical developments not yet visible in the G+ data
- Regulator, or other stakeholder, input
- Industry Collaboration Committee (ICC) suggestions
- Outcomes of previous workstreams, such as Safe by Design workshops
- Historical output in need of review
- Existing G+ working groups
- The G+ Development, Construction or O&M groups

The proposed topics are discussed by each Focal Group to understand if they fit the G+ principles, how to develop the scope to make sure it fits the principles and prioritised.

The FG Forum (Regional FG chairs & General Manager) reviews the proposed topics from the FGs, confirming they fit the principles and select a short list for scoping. In this review a good balance in project deliverables (GPGs and practical material like videos) is part of the consideration as is the importance of a well-defined scope and clear deliverables that can be achieved in a timely manner.

The FG Forum will consider existing workload and the ability of the G+ to complete the workstream within a reasonable timeframe (18 months is typical, but different may be justified).

If a topic does not make the short list for scoping, the FG will be informed, and the topic considered for the following year.

#### *Stage 2: Scoping the shortlisted topics*

The shortlist will be produced in a Workstreams document. The secretariat will develop initial scopes for the shortlisted topics, making sure they fit the criteria. Researching will be undertaken to provide context & references and avoid duplicating existing work. Advice will be sought from member representatives keen to support the topic. The FG Forum will review the draft workstreams document ahead of it being sent for FG review.



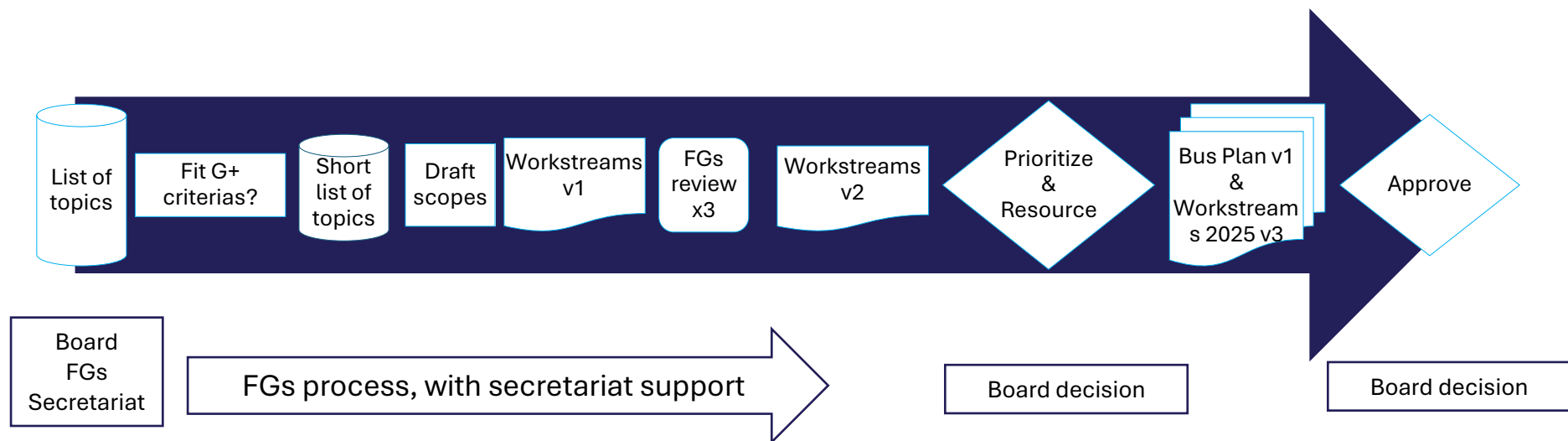
### *Stage 3: Refining scopes, agreeing resources, producing the annual Business Plan*

From the Workstreams document, a draft budget for the year will be compiled. This will be approved by the FGs before it is sent to the Board. Both are reviewed by the Board, and workstreams may be deselected at this stage, or scoping adjusted.

A final draft of the Workstreams document is produced, informing Focal Groups and consulting on the technical aspects of any scope changes.

The budget and workstreams are compiled into the draft business plan, which is approved by the Board at their final meeting of the calendar year.

This impacts how much each member pays for membership, but not associates, which is a fixed fee.





**Table 1: Workstream selection and Business Plan preparation process**

What	Who	Timing	Notes
1. Produce early list of topics to scope	G+ Secretariat	May	Secretariat will ask Board, FGs and wider membership for input.
2. Topics reviewed by FG vs principles	Regional FGs	June	FGs review topic list, consider if they fit the principles, provide steer on scope and priorities
3. Short list topics for scoping	FG Forum	July	Consider all proposed topics across FG versus workload and priorities. Agree a shortlist to scope.
4. Scope the selected topics, incl. expected resourcing	Secretariat (with Members' support)	July-August	Ideally an individual from a member, volunteers to help scope a workstream
5. Review Workstreams document v1	FG Forum	September	Confirm scoped fit criteria
6. Review Workstreams v2	Regional FGs	September	Further develop each scope
7. Present to Board	Secretariat	September/ October	Present plan and indicative budget/resourcing to Board
8. Make changes requested by Board, produce final Workstreams document	Secretariat (Informing and consulting Regional FGs)	October/ November	The Secretariat makes the changes requested, consulting with the FGs for any technical content changes. FGs kept informed throughout
9. Prepare Business Plan	Secretariat	November	
10. Review Business Plan	Board	November	Sent with meeting papers for final Board meeting of the year
11. Approve Business Plan	Board	December	Final Board meeting of the year, usually first week of December



12. Confirm global remit of each workstream, Board sponsor and champion and secretariat support	FG Forum	January	
13. Create work group	Secretariat	January onwards	As soon as 10 complete, and yearly activity plan allows

#### 4. Prioritization

A scoring and prioritization system is being developed. It'll use the criteria to ask questions with pre-set answers and associated scores. The average scores will be used to prioritize, this could be done at workstream selection stage, or if needed during the year (e.g. due to resourcing changes). The table below is a work-in-progress, and illustrative only. A excel tool based on it will be shared with the three Focal Groups and then tested during the 2025 workstream selection process.

**Table 2 – Illustrative scoring mechanism/questions – under development – comments/suggestions appreciated**

Criteria	Question	Answers and scores
<b>H&amp;S of offshore wind workforce</b>	Is the proposal addressing the health and/or safety of the offshore wind workforce?	Yes, and specific to OW - 5pts Yes, but not-specific to OW – 3 pts Yes, but only tangential to OW – 1 pt No – 0 (topic de-selected at this stage)
<b>Data driven</b>	Have there been fatalities or life-changing injuries on the proposed topic (in the G+ dataset of other relevant)?	Yes, in G+ dataset, or in OW operations of non-members – 5 pts Yes, in relevant OW dataset – 3pts Yes, in relevant dataset NOT in OW – 2 pts No, but other injuries do appear in high frequency – 1pt
<b>Data driven</b>	Is the topic in the top-5 work process or work-areas in the G+ dataset?	Yes, in top-5 for over 3 years – 5pts Yes, in top-5 less 3-years – 4pts No, but in top 10 for 5+ years – 2pts



		No, and not in top 1- ever – 0 No, but topic not covered by our data collections – N/A (don't count in average)
<b>Data driven</b>	Is the topic an emerging issue without much data, but clear fatality potential?	Yes, clear fatality potential – 4 pts Yes, but fatality potential unclear – 3 pts Yes, but only less severe injury potential – 1 pt N/A - N/A (don't count in average)
<b>Unique</b>	Is the topic already cover by the work of another organisation?	No – 5pts Yes, but didn't cover OW – 3pts Yes, it covered OW but not international 3pts Yes, it cover OW, but not to members satisfaction – 2pts
<b>Sphere of influence</b>	Is the topic within the sphere of influence of a G+ member?	Yes, G+ Member operations – 5pts Yes, G+ directly contracted operation – 3pts No, but critical supply chain component – 1pts No - 0
<b>International</b>	Is the topic international in scope?	International – 5pts Regional, requested by FG – 4pts National, requested by Chapter - 3pts Important for a location without OW development yet – 1pt



## The G+ topic library

The G+ topic library is a portal/search platform to help the Secretariat and members find and use documents shared, work done, and discussions held on any topic since the start of the G+. Topics are organised within the following overall themes (top boxes), with example topics in the sub-boxes:

