



c/o Energy Institute  
61 New Cavendish Street  
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United Kingdom

**29 April 2016**

**G9 – response to industry workshop proposals in HSE report “Offshore wind leaders event”**

Dear Trevor,

Thank you for inviting members of the G9 Offshore Wind Health & Safety Association (G9) and other key industry players to participate in the HSE “Offshore wind leaders event” held in November 2015.

As you will be aware, the G9 was established in order to promote and maintain the highest possible standards of health and safety throughout the life cycle of offshore wind farms in the UK and internationally. As asset owners and operators, we see ourselves as being in the best place to perform this role. We were therefore very pleased to see that it was widely acknowledged at the Bootle workshop that the industry would welcome the G9 further consolidating its leadership role in driving the improvement of health and safety performance in the offshore wind industry.

In your letter dated 29 January 2016, you asked that we demonstrate our commitment to providing leadership by reporting to the industry on five key areas, which were:

1. Consider how to improve engagement through the supply chain to ensure it is fully involved
2. Recognise need to create a common, risk-based agenda for the sector
3. Actively engage with all relevant stakeholders including trade associations and others
4. Drive the development and proper and consistent implementation of good practice
5. Identify quick wins to provide momentum for further change

In the Annex to this letter, we have provided specific comments on each area in order to demonstrate the progress that the G9 is currently making and will continue to make.

In addition to our responses on these five specific topics, we would also like to point out the following steps that we are taking:

- a. **Resourcing the G9** - Independently of the outcomes of the Bootle workshop, the G9 was in the process of updating its overall strategy, including a review of the resources required to fulfil our aims and objectives. In addition to the resources provided through the Energy Institute (EI) to support our work programme, the G9 members have appointed a full-time General Manager (seconded from one of the member companies), in order to provide constant leadership in driving this work programme forward.
- b. **Establishing clearer lines of responsibility** - Following preliminary discussions with other key industry stakeholders (including GWO, IMCA and RenewableUK), we have proposed the formation of a new industry Steering Committee to be chaired by G9. This Steering committee will meet on a regular basis in order to ensure that the various organisations work programmes are consistent with current and emerging priority risks, that duplication is minimised and that efforts are undertaken by the most suitable organisation under a more collaborative framework.

- c. **Rebranding to ensure that the G9 is seen as international and inclusive** – as part of our ongoing efforts to demonstrate that the G9 is an inclusive organisation with an international reach, we have decided that it is time to reconsider the branding of the “G9 Health and Safety Association”. We are therefore planning to change the long name of the G9 to the “Global Offshore Wind Health & Safety Organisation”. In early course, we will also be announcing the removal of the “9” from our brand, in order to promote the fact that we are an inclusive organisation and are not limited to our nine founding members.

A summary of our responses to the specific deliverables set against the G9 are outlined in the Annex to this letter. We would also welcome the opportunity to present our responses to the other points raised in the Bootle report at a date and time which is convenient for you and your team. Should you have any questions or queries on these, or would like to discuss any aspect of these responses further please don't hesitate to get in touch.

Yours sincerely,



Jonathan Cole  
Managing Director - Offshore, ScottishPower Renewables  
Chairman, G9 Board of Directors



Stephen Rose  
Head of Offshore Wind Generation, SSE  
Leader, G9 Focal Group

## **Annex - Feedback on outcomes of Bootle workshop, breakout session 5, Developing and delivering a risk reduction programme**

### **1. Consider how to improve engagement through the supply chain to ensure it is fully involved**

**Proposed engagement of tier 1 supply chain companies** through invitations to Focal Group meetings and also topic-based meetings where subject matter experts will focus on one particular issue facing the industry and discuss where resource can be pooled to develop a common response.

**Develop our Safe by Design workshop programme** with regular engagement on topic-based issues and involving supply chain companies, academia, trade associations, subject matter experts, etc. Continue to provide non-G9 members a platform to showcase innovation and put forward expert knowledge on a particular design issue facing the offshore wind industry.

**Continue to promote and hold the G9 Stakeholder Forum** as a high profile event, where key supply chain companies, trade associations, etc. are invited to speak and also participate in panel sessions and topic discussions. We shall also engage key stakeholders in advance in order to seek their input into the planning of the event.

### **2. Recognise need to create a common, risk-based agenda for the sector**

**The G9 risk based agenda** is formed in part on the back of member incident data. These data are useful in identifying where “hot spots” of incidents are occurring across member sites, and also identifying that a common solution to tackle these would be valuable to the industry.

**Supplement the risk based agenda** with additional information e.g. outputs from workshops, events and input from other organisations as required in order address potential risks not identified through the incident data. This information will be provided at Focal Group meetings through information and knowledge sharing sessions and will ensure that we are able to be forward looking and anticipate potential future risks.

**Develop the G9 operating plan** outlining how the G9 will respond to and address these topics, and to share this plan at the next Stakeholder Forum event.

### **3. Actively engage with all relevant stakeholders including trade associations and others**

**Prepare a G9 engagement plan** and publish the key principles and objectives of the plan on the G9 website. The plan shall comprise engagement activity at the following levels:

- Strategic (through the G9 Chairman / Board of Directors, with senior industry figures)
- Structural (through the Focal Group, with relevant industry organisations)
- Topic-based (through specific working groups, with subject matter experts)

**Undertake bilateral and multilateral engagement** as part of the G9 engagement plan. To cover specifics such as bespoke agreements with different HSE focussed organisations and trade bodies on particular areas.

### **4. Drive the development and proper and consistent implementation of good practice**

**To hold a G9 members stakeholder event** where key influencers with authority at member sites will attend with the Focal Group and Board of Directors, with the objective of bringing them into the G9 way of thinking and championing use of materials at site level and with site based contractors.

**Update our existing good practice guidelines** to take account of the member and supply chain feedback, including items that have worked well and been adopted as well as areas for improvement and change.

**Engage with the ORE Catapult** on work being done covering case studies of what has worked well during O&M activities at various UK offshore wind farms. We would also consider replicating this model by engaging with counterparts of the ORE Catapult in other jurisdictions.

**Initiate peer review process of G9 sites** and incorporate into the operating plan a process for members supporting each other on the implementation of our good practice guidelines.

## 5. Identify quick wins to provide momentum for further change

**Formation of an Industry Task Force**, comprising G9 and other key industry stakeholders, in order to try to find opportunities for harmonisation or minimum standards in relation to aspects of one or more of the following:

- equipment
- training
- operating practices
- medical and physical fitness requirements

One of the key objectives of harmonisation and minimum standard setting is to ensure the workforce is able to work safely and consistently across different sites. In order to do this in an appropriate and effective manner, it is important that sufficient time is allowed to consider the views of all relevant stakeholders. On that basis, we would expect to be engaging the industry in the coming months, with a view to reaching an agreed position by the end of 2016.

**Formation of a new industry steering committee** comprising other industry stakeholders to ensure alignment of work programmes, tackling of common issues and avoidance of duplication.

**Information and knowledge sharing** for offshore wind farms being constructed during 2016 – 2018. A subset of G9 members have met already to discuss the “Safety Champions” initiative for potential common safety campaigns centred on behavioural safety and culture, as well as sharing information and lessons learned from previous construction projects.