

## Stakeholder Engagement Approach

This paper sets out WorkSafeBC's approach to stakeholder engagement on policy, regulation and practice issues, and also summarizes the PPCC's role in the consultation process for policy and regulation changes.

### Committee Information

The PPCC is an advisory committee which meets monthly to provide input and advice to WorkSafeBC. The PPCC's mandate is to:

- Advise on the scope and methods of consultation for policy and regulation changes that will have a significant impact on the worker and employer communities;
- Provide feedback on options and proposals for resolving issues that do not require wider consultation (e.g. housekeeping items);
- Receive information about significant operational issues, programs, and initiatives at WorkSafeBC; and
- Identify and bring forward issues of significance to the worker and employer communities.

The PPCC is presently comprised of:

- The Senior Vice President Corporate Affairs and the Senior Vice President Operations, who co-chair the committee meetings;
- The Executive Directors of the Workers' and Employers' Advisers Offices; and
- Four members, plus two alternates, from each of the worker and employer communities.

The BC Federation of Labour nominates members from the worker community, while the Employers' Forum nominates members from the employer community.

The topics brought to the attention of the PPCC fall into five broad categories:

- Compensation, Assessment and Prevention policy changes;
- Amendments and issues relating to the Occupational Health and Safety Regulation ("OHSR");
- Amendments to Compensation and Assessment Practice Directives, and OHSR Guidelines;
- Research Projects; and
- Other programs, projects and issues.

## **Consultation Process**

PPCC input is sought on which issues should be included in the Policy and Research Division (“PRD”) workplans. After the Board of Directors (“BOD”) approves the PRD workplans, the process for policy and regulation changes differs.

## **Compensation, Assessment and Prevention Policy Changes**

After the BOD approves consultation on an item from one of the workplans, a discussion paper is drafted on the issue and presented to the PPCC. The length of the consultation period and the parties to be consulted are usually discussed with the members. The discussion paper is then posted on the WorkSafeBC website with a request for feedback. An e-news notification is circulated by WorkSafeBC to approximately 10,000 e-mail subscribers. Weblinks to the discussion paper are provided to PPCC members to circulate among their communities. The PPCC may also suggest holding meetings with stakeholders directly affected by the proposed policy change.

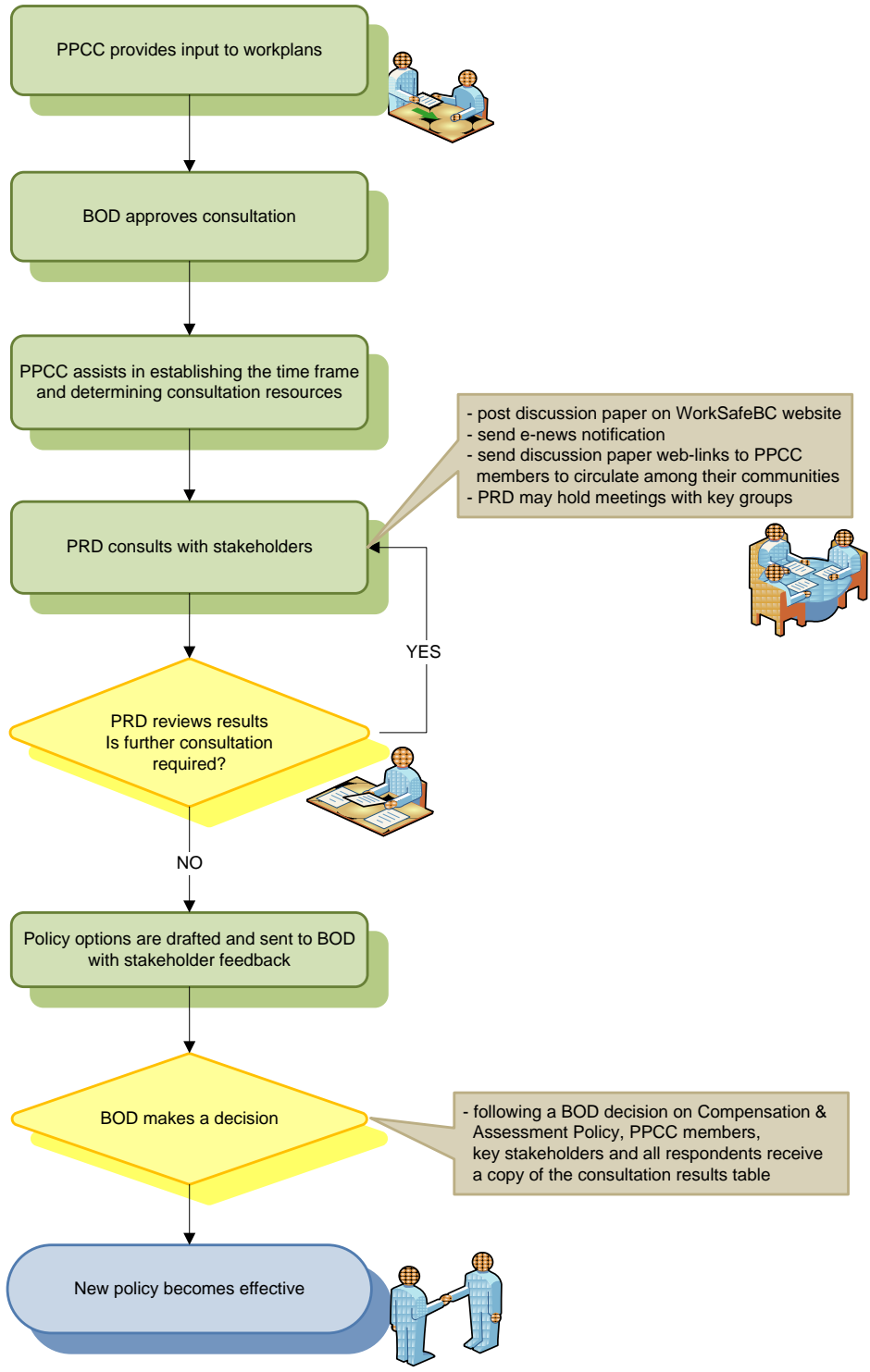
Feedback from stakeholders is submitted directly to the PRD. The consultation results are reviewed to determine if further consultation or analysis is required. When the consultation period is complete, policy options are drafted based on the feedback from stakeholders. Policy options and stakeholder feedback are then presented to the BOD for a decision.

Following a BOD decision on Compensation and Assessment issues, PPCC members, key stakeholders and all respondents receive a copy of the consultation results table which was appended to the BOD decision paper.

There may also be instances when minor changes to policy are required, such as housekeeping matters. Such amendments are brought to the PPCC for information and are not circulated more broadly for comment prior to a BOD decision.

The diagram on the following page summarizes this process.

## Stakeholder Engagement Approach For Compensation Assessment & Prevention Policy Changes



## **OHSR Review**

The process for reviewing the OHSR is a dynamic one, requiring flexibility to accommodate changes and additions as the process moves forward. An overview of proposed changes to the OHSR is provided to the PPCC for review and comment. A workplan is then developed and presented to the BOD.

PPCC members nominate subject matter experts to attend pre-consultation meetings on each regulatory package. During the pre-consultation meetings, external subject matter experts assist WorkSafeBC's subject matter experts in identifying issues and determining which stakeholders should be advised of the proposed changes. The PPCC is notified of the issues raised at the pre-consultation sessions. Draft amendments are then prepared and the BOD is asked to approve their release for consultation with stakeholders.

The consultation methods are similar to those used for policy changes, namely posting proposals on the WorkSafeBC website, circulating e-news notifications and distribution by PPCC members to interested stakeholders. In addition, the PRD meets with interested organizations at their request. Stakeholder feedback is reviewed, amendments are revised as required, and both the feedback and amendments are provided to the BOD. The PPCC is advised of issues raised during the consultation period.

The BOD is then asked to approve the release of the proposed amendments to public hearings. Based on the feedback from the public hearing process, the amendments may be revised further. The feedback from the public hearing and proposals are brought to the BOD for approval. The PPCC is again advised of the decisions of the BOD and of any issues that were raised at the public hearings.

## **Compensation and Assessment Practice Directives, and OHSR Guidelines**

Amendments to the OHSR Guidelines are regularly brought to the PPCC for consultation. Members are presented with draft guidelines and asked to circulate and provide feedback, usually within 60 days, to the Regulatory Practices group. A similar process is followed when amendments are required to Compensation or Assessment Practice Directives.

## **Research Projects and Other Issues**

Members are updated annually on the Research Secretariat's activities, results, and project highlights. PPCC members are also asked to provide input on the Research Secretariat's annual funding priorities.