



***European Social Dialogue
Committee of the Hospital sector
Inaugural meeting***





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European Social Dialogue Committee of the Hospital sector Inaugural meeting

20 September 2006
Bedford Hotel, Rue du midi, 135, Brussels

AGENDA

- 10.30 Separate preparatory meetings of the social partners
- 13.00 Common lunch in Bedford Hotel
- 14.30 Opening of the inaugural meeting**
- Introductory statements:
- **Mr. Nikolaus van der Pas**, Director General, DG "*Employment, Social Affairs and Equal Opportunities*", European Commission
 - **Mr. Godfrey Perera**, HOSPEEM Secretary General
 - **Ms Carola Fischbach-Pyttel**, EPSU General Secretary
- 15.00 Designation of the chairpersons and the vice-persons
- Adoption of Rules of Procedure (signature)
- 15.15 Presentation of the Work Programme (First part)
- Recruitment and retention
 - The ageing force in the hospital sector
- 16.00 *Coffee break*
- 16.15 Presentation of the Work Programme (Second Part)
- New skill needs in the hospital sector
 - Project Social Dialogue
- Adoption of the Work Programme including Timetable (signature)
- 17.00 Update and discussion on developments in the Hospital sector
- Conclusions and Closing statements
- 17.30 End of the meeting and cocktail reception**





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Work programme of the European Social Dialogue Committee in the Hospital Sector in the European Union (2006-2007)

1. Introduction

The Committee's work programme is multi-annual (initially for two years) and sets out the strategy and goals we want to achieve and the themes to jointly react on.

The programme deals with a limited number of topics / issues in order to ensure qualitative results.

2. Objectives

HOSPEEM and EPSU shall aim to strengthen the possibilities of the social partners to shape the future developments regarding employment in the hospital sector and to articulate European, national, regional and local levels of social dialogue. The Social Partners shall in particular:

- Promote quality hospital services based on values of social responsibility and accountability.
- Actively contributing to the shaping of the debate at European level on the delivery and organisation of hospital services.
- Organise activities to strengthen social dialogue between employer and trade unions organisations in the hospital sector in the new Member States;
- Complement the work of the cross-sectoral social partners where appropriate;
- Address initiatives by the European Commission in the field of employment policy and other policies having an impact on the hospital sector.
- Participation in the Commission's policy-making and activities on the European sectoral social dialogue, including the Liaison Forum for the Adaptation and Promotion of Social Dialogue.





3. Themes

Suggested themes are:

- Statement supporting the establishment of **working groups** in the agreed subject areas of;
 - **Recruitment and retention**
 - One working group.
 - Identifying common positions for cross-border recruitment of hospital personnel
 - **The ageing workforce in the hospital sector**
 - One working group;
 - Identifying member state and regional initiatives to promote realistic active ageing policies.
 - **New skill needs in the hospital sector**
 - One working group;
 - Defining existing categories of hospital professionals and workers. Identifying successful training initiatives and weak-points.
- Organisation of a seminar and workshops on industrial relations to support the development of social dialogue in the hospital sector in the new Member States;

4. Implementation

Following agreement on these broad lines of the work programme, a more precise programme will be drawn up with the European Commission to fix the timetable and detailed arrangements for implementation of the work programme.

Karen Jennings
President of the EPSU Standing Committee on Health
and Social Services

Godfrey Perera
HOSPEEM Secretary General





DRAFT INTERNAL RULES OF PROCEDURE FOR THE EUROPEAN SECTORAL SOCIAL DIALOGUE COMMITTEE FOR THE HOSPITAL SECTOR

Preamble

In the framework of the European Commission Decision of 20 May 1998 annexed to its Communication entitled "*Adapting and promoting the social dialogue at Community level*" COM (1998) 322, the European Hospital and Healthcare Employers Association (HOSPEEM) and the European Federation of Public Service Unions (EPSU) have requested the establishment of a Social Dialogue Committee in the Hospital sector.

HOSPEEM and EPSU recognise each other at all levels as being representative of the interests of employers and employees in the EU hospital sector in accordance with Annex 1 of European Commission Communication COM(98) 322.

The Committee's work programme, and the formulation and implementation of statements or common positions agreed in the Committee shall take account of specific national contexts, which differ in the way hospital and healthcare services are organised and provided and in the way social dialogue practices and procedures are determined.

In accordance with article 5§1 of the aforementioned Commission Decision which states that "each Committee shall, together with the Commission, establish its own rules of procedure", the Internal Rules of Procedure for the Committee are set out below.

Clause 1- Objectives

The Committee's objectives are:

- Deliver opinions to the Commission on initiatives and consultations with regard to social and employment policy and the development of European policy having consequences in these areas for the hospital sector, along the lines of article 138 EC Treaty.
- Encourage and develop the social dialogue at European, national and local level in the hospital sector, along the lines of article 139 EC Treaty.

Clause 2 –The Dialogue

In order to achieve these objectives, the Committee shall:

- Work in a spirit of co-operation and consensus.



- Adopt in plenary a multi-annual work programme, based on themes identified and agreed jointly.
- Organise the implementation of the work programme in a flexible manner, establishing ad hoc working groups as necessary on specific subjects.
- Meet in plenary session at least twice a year.
- Promote the discussion and/or implementation, for instance, of policies, statements, recommendations and agreements adopted by the Committee at European, national, regional and local levels.
- Regularly evaluate and update its work programme.
- Liaise closely with the Commission Secretariat.

Clause 3- Appointment of Chairperson

1. The Committee will agree on two chairpersons and four vice-chairpersons. One of the chairpersons and two of the vice-chairpersons will be appointed by HOSPEEM; the other chairperson and vice-chairpersons by EPSU. All Committee meetings will be jointly chaired by one chairperson or vice-chairperson from the employers' side and one chairperson or vice-chairperson from the employees' side.
2. In the event that the individuals holding the role of chairperson or vice-chairperson become no longer engaged in the work of the sectoral social dialogue committee, a successor will be appointed by the employers' or the employees' side for the remainder of the term.

Clause 4 – Committee Steering Group

1. The Committee will establish a Steering Group whose function shall be to prepare and coordinate the meetings of the Committee in liaison with the Commission's services. This Group shall be composed of members appointed by HOSPEEM and EPSU. The Steering Group will agree its detailed working methods.
2. The Steering Group will comprise of up to three members representatives for each side plus one representative from each secretariat.
3. The Commission services will provide the Secretariat for the Committee and for the Steering Group.
4. The Steering Group will meet at least twice a year.

Clause 5 – Composition of the Committee

1. The Committee will be composed up to a maximum 50 representatives from current and new Member States, (25 each side). At least 10 representatives per side will be present when decisions are taken.





2. HOSPEEM and EPSU will co-ordinate respectively the employers' and workers' delegations and invite their representatives to the various meetings and activities of the Committee, Steering Group and Ad Hoc Working Groups taking into account as far as possible the need for gender and geographical balance.
3. No remuneration shall be paid to Committee members in respect of functions exercised or as regards participation in meetings.
4. Accommodation and travel expenses will be reimbursed in accordance with the Commission's procedures.

Clause 6 - Secretariat

The Commission shall provide the Secretariat for the Committee, the Ad Hoc Working Groups and the Steering Group.

The Secretariat shall inform HOSPEEM and EPSU of documents relating to the sector and forward texts adopted by the Committee to external parties, including relevant Commission services.

Clause 7 - Confidentiality

Without prejudice to the provisions of Article 214 of the Treaty, if the Commission informs the Committee that the opinion requested relates to a subject that is confidential, members undertake not to disclose information they may receive through their work in the Committee, working groups or in the Steering Group.

Clause 8 – Commencement of Rules of Procedure

These Internal Rules of Procedure will enter into force on adoption by the Committee.

Clause 9 - – Review and Amendment of Rules of Procedure

HOSPEEM and EPSU may review these internal rules of procedure at the request of one of the parties mentioned in the preamble. Any changes will be taken by consensus.

Karen Jennings
President of the EPSU Standing Committee on Health
and Social Services

Godfrey Perera
HOSPEEM Secretary General



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Social Dialogue Committee for the Hospital Sector
Internal rules of procedure for the steering group
and the ad hoc working groups
to be read in conjunction with the committee rules of procedure

Steering group

Purpose and objectives

The function of the steering group is to prepare the plenary meetings of the sectoral committee and to follow through mandates given by the plenary in liaison with the Commission's services.

Functioning

1. Meetings of the steering group will be prepared through co-operation between the HOSPEEM and EPSU secretariats in liaison with the Commission services.
2. The steering group will follow through the decisions of the plenary and will oversee the work of the ad hoc working groups and approve their objectives.
3. The HOSPEEM and EPSU secretariats will ensure the liaison with their respective members of the steering group between meetings and will co-ordinate the positions of the employers and employees accordingly.
4. The steering group may authorise the drafting of opinions (through the establishment of ad hoc working groups) in the event that the Commission should seek a consultation.
5. The steering group will make full use of email in both its discussions and decision-making processes. This will be facilitated by the HOSPEEM and EPSU secretariats.
6. The steering group will meet at least twice a year. The language used will be English.

Ad hoc working groups

Purpose and objectives

Ad hoc working groups will seek to fulfil the tasks assigned to them in the plenary based on the broad terms of reference contained in the work programme as set out in the work programme text and detailed by the steering group.

Functioning

1. The steering group will agree the composition of the ad hoc working groups which will be balanced between employers and employees and take into account gender and geographical balance.





2. The terms of reference of each ad hoc working group will have its basis in the decisions of the plenary.
3. The term of each ad hoc working group will cease once its work is fulfilled.

Relations between the steering group, the ad hoc working groups and the plenary

1. The HOSPEEM and EPSU secretariats will provide periodic email updates to their respective members of the steering group on the state of play within the current ad hoc working groups. They will also facilitate communication from the steering group to the ad hoc working groups.
2. The ad hoc working groups will periodically report back to the meetings of the steering group and will present their findings to the plenary on the work they have carried out.





**European Federation of Public Service Unions (EPSU)
European Hospital and Healthcare Employers' Association (HOSPEEM)**

**Press Communication: Brussels
Thursday, 20 September**

**European Social Partners in Hospital Sector
hold first formal meeting
Topics for discussion include International recruitment practices and
hospital workforce age profile**

(For release 20 September) The European Federation of Public Service Unions (EPSU) and the European Hospital and Healthcare Employers' Association (HOSPEEM) today met jointly in the first formal meeting of a European Sectoral Social Dialogue committee for the hospital sector.

HOSPEEM General Secretary Godfrey Perera stated that; *"To get to this point where representatives of the hospital workforce and management in the European Union can get together to discuss topics is a tremendous achievement. HOSPEEM is fully confident that this collaborative process will make a valuable contribution to the issues facing the hospital sector in the EU"*.

EPSU General Secretary, Ms. Carola Fischbach-Pyttel added that *"EPSU and HOSPEEM have identified three key areas in the hospital sector where a European approach provides added value; recruitment and retention, the age profile of workers in the sector and the new skill needs required of hospital personnel are all areas that will benefit from being tackled collectively. This process will be a cornerstone in any EU debate on the hospital sector"*.

The establishment of the committee represents the first occasion that there will be formal recognition of social partners in the hospital sector at the European level. This is an *extremely significant step* as it allows the workers and employers to have a direct formal input on EU policies affecting the hospital sector.

Over the last 5 years, as the social partners for the hospital sector at European level, EPSU and HOSPEEM have been working, with European Commission support, to formalise sectoral social dialogue at the European level. The successful agreement to establish a committee marks the end of the 'informal stage' and the beginning of genuine social partner engagement at the European level for the sector.

The social dialogue process is supported by the Directorate General for Employment and Social Affairs of the European Commission. The formal committee will consist of trade union and employer representatives from all over the 25 EU Member States.





The social partners have agreed a work programme for 2006-2007 that will concentrate on:

- Recruitment and retention of personnel in the hospital sector;
- The age profile of the hospital workforce;
- The new skill requirements for the workforce in the sector.

These items will be linked to items, which are high on the political agenda.

If you want to arrange interviews with EPSU or HOSPEEM leadership or with delegations from one of the countries, please call EPSU press officer **Brian Synnott, +32 474 98 96 75** or HOSPEEM secretariat, **+32-2-2292147**.

For information please contact:

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EPSU is the European Federation of Public Service Unions. It is the largest federation of the ETUC. 8 million public service workers and their 213 trade unions are members. They organise workers in health and social services, local and national administration, energy, water, waste. In the health and social services sector EPSU organises 3.5 million members

HOSPEEM is the European Hospital and Healthcare Employers Association. It regroups at European level national employers' associations operating in the hospital and health care sector and delivering services of general interest, in order to co-ordinate their views and actions with regard to a sector and a market in constant evolution. HOSPEEM is an individual member of CEEP.





The Commission welcomes the launch of the new hospitals' sectoral social dialogue committee

Brussels 20-09-2006. Workers' and employers' representatives from the hospital sector - the European Federation of Public Service Unions (EPSU) and the European Hospital Employers' Association (HOSPEEM) - have launched the 33rd sectoral social dialogue committee with the backing of the European Commission. A growing number of sectors are involved in this partnership approach, contributing to better governance at European level

Over the past five years, EPSU and HOSPEEM have been working - with the support of the European Commission - to formalise this sectoral social dialogue at European level. The new committee will monitor the social, economic and employment consequences of EU policies in the Health sector. It will also examine how demographic, technological and structural changes within hospitals in Europe affect employment. Concretely, it will enable the social partners to have a direct formal input to EU policies affecting the hospital sector, allowing them to contribute to consultations launched by the Commission on social policy. This could lead to European agreements, bringing real benefits to the 3,000,000 workers they represent.

The social partners are committed to promoting quality hospital services based on values of social responsibility and realistic active ageing measures. At the inaugural meeting, they will adopt the rules of procedure of their committee and their first work programme for 2006-2007 which will cover the areas of recruitment and retention of personnel in the hospital sector, the age profile of the hospital workforce and the new skill requirements for the workforce in the sector.

Participants List

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EPSU the European Federation of Public Service Unions is a member of the ETUC. 8 million workers organised in their 216 trade unions are members of EPSU. These workers deliver services to the public in health and social services, local, regional and central government, and the utilities in energy, water and waste. EPSU organises workers in both public and private companies including large transnational companies.



HOSPEEM is the European Hospital and Healthcare Employers Association. It regroups at European level national employers' associations operating in the hospital and health care sector and delivering services of general interest, in order to co-ordinate their views and actions with regard to a sector and a market in constant evolution. HOSPEEM is an individual member of CEEP.

