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HELA

Review of Governance Arrangements; Aim and Terms of Reference

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Aim

HELA aims to provide strategic oversight of the partnership between HSE and LAs, with a view to maximising its effectiveness in improving health and safety outcomes, ensuring delivery of the HSE Strategy.

Terms of reference

- To recommend, endorse and champion health and safety enforcement priorities for LAs.
- To work to maximise the effectiveness of the partnership in improving health and safety outcomes.
- To oversee the provision of the support needed to sustain and further develop the partnership, including comprehensive, appropriate and timely guidance to LAs and FOD.
- To oversee the implementation of the Section 18 Standard for LA regulation and provide advice to HSE Board on the extent to which LAs are compliant with the standard
- To provide authoritative advice to HSE Board and the Local Government Panel on issues of importance to local government, local communities and best approaches to business, identify consequences of policy impact, and challenge responses.
- To work in partnership to ensure there is a local government contribution to the development and delivery of policy. To challenge either partner where expectations are not being met.
- To work with HSE to develop sustainable and productive stakeholder links.
- To influence cross government issues so that they fully reflect local government's role and contribution.

- To report on LA activities, priorities and concerns to HSE and LGP as necessary.
- To make best use of current local strategic partnerships and bring in experience of other enforcement regimes.
- To ensure the role of LAs in delivering health and safety outcomes is understood within HSE and successfully communicated through media channels used by both parties.

Membership

The length of membership and timings for re-election is two years.

Local Government representatives

Local government representatives will be nominated by the LACORS Health and Safety Policy Forum.

There will be four local government representatives that will include the Chair and Deputy Chair of the Policy Forum, so that overall there are;

- 2 representatives from England
- 1 representative from Wales
- 1 representative from Scotland
- 1 LACORS representative

HSE representatives

HSE representatives will include;

- 1 HSE SCS (Senior Civil Servant) – HELA joint Chair
- 1 Head of Local Authority Unit
- 1 Field Operation Directorate Representative
- 1 Policy Representative

Additional representatives

A senior representative from both the Chartered Institute of Environmental Health (CIEH) and The Royal Environmental Health Institute of Scotland (REHIS) will attend the meetings.

A list of members (2010 to 2012) is attached at Annex 1.

Observers

An observer from Local Better Regulation Office will be invited to all meetings.

Substitutes

Representatives who are unable to attend a meeting will nominate a substitute who can attend on their behalf.

Ways of working

- HELA will be jointly chaired by a LA representative (Chair of the LACORS Health and Safety Policy Forum) and a senior HSE SCS representative.
- HELA will meet twice a year with the venue alternating between London and Bootle. The Joint Chairs (with secretariat) will meet at intermedial dates to ensure continuing dialogue/progress.
- A summary note of the HELA meeting discussions will submitted to the LGP. HELA's Chairs may also attend meetings of the LGP.
- HELA will seek to resolve issues by consensus.
- HELA will set up task and finish groups for specific projects.
- The secretariat will be provided jointly by LACORS / HSE's Local Authority Unit (LAU).
- A review of these governance arrangements and membership will occur every 2 years.

Annex 1

HELA Members 2010 to 2012

Representative	Contact Details
Paul Unsworth Joint Chair LG Side	Arun District Council Maltravers Road, Littlehampton West Sussex BN17 5LF Tel: 01903 737705 Paul.unsworth@arun.gov.uk
Kevin Myers Joint Chair HSE	Deputy Chief Executive HSE, 5S3 Redgrave Court, Bootle L20 7HS Tel: 0151 951 4701 Kevin.myers@hse.gsi.gov.uk
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Max Walker HSE Operational representative OR Rosi Edwards HSE Operational representative	Chair Partnership Managers' Liaison Forum HSE, 4 th Floor The Pithay, Bristol BS1 2ND Tel: 01179 886095 Max.walker@hse.gsi.gov.uk Midlands Regional Director HSE, Hagley Road, Birmingham B16 8HS Tel: 0121 607 510 6320 Roai.edwards@hse.gsi.gov.uk
Elaine Harbour Head, HSE Local Authority Unit	HSE, 1.3 Redgrave Court, Bootle L20 7HS Tel: 0151 951 4328 Elaine.harbour@hse.gsi.gov.uk
Darran West Deputy Chair of LACORS Policy Forum	Chesterfield Borough Council Environmental Services Town Hall, Chesterfield Derbyshire S40 1LP Tel: 01246 345751 Darran.west@chesterfield.gov.uk
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Kim Pugh	Head of Public Protection Torfaen County Borough Council

	County Hall, Cwmbran NP44 2WN Tel: 01633 647627 Kim.pugh@torfaen.gov.uk
Representative	Contact Details
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