

<b>Action Plan</b>			
<b>When</b>	<b>What</b>	<b>How</b>	<b>Who</b>
Mar 08	Confirm milestones	Discussion/paper	HELA, LGP
Apr 08	"Publish" S18 Standard	Via HELEX	LAU
	Toolkits for Commitment, Priorities and Planning and Targeting, Enforcement Policy and Decisions and Sensible Risk Management completed	Made available via HELEX	LAU
	Comms Plan Tasks Completed		LAU
	Set up Task and Finish Group to develop/review self assessment/peer and external challenge	T&F from LAU, LACoRS, LAs, HSE, etc	HELA
May 08 – Sep 08	New Executive undertaking re continuing to apply Standard to FOD	Report to New Executive Board	LAU
May 08 – Sep 08	Review HSE centralised information on compliance/identify local information needs	Examine HSE Website for key documentation, procedures and evidence of compliance.	LAU, FOD HQ
May 08 – Sep 08	Undertake and analyse self assessment sample – 10% of LAs based on upper/lower quartiles of H&S enforcement activity indicators - 5 HSE FMUs randomly selected. Target 50% full compliance and 50% part compliance	Voluntary requests to specific LAs/FMUs	LAU, CoSaS
Sep 08 – Mar 09	Amend all supporting information in light of any new developments e.g. LBRO, BERR	Await developments and amend accordingly	LAU
Oct 08	Report to Policy Forum/HELA on Progress – HELA to issue subsequent advice as necessary	Report to/from Policy Forum and HELA	LAU, HELA
Mar 09	Competences Framework complete	Prototype currently on trial and being piloted during 2008	SITNA Board
Apr 09	Toolkits for Capacity , Competent Inspectorate, Management Arrangements, Information Systems and Performance Management completed	Made available via HELEX	
May 09 – Sep 09	Undertake and analyse self assessment sample - 10% of LAs based on upper/lower quartiles of H&S enforcement activity indicators - 5 HSE FMUs randomly selected. Target 70% full compliance and 30% part compliance	Voluntary requests to specific LAs/FMUs	LAU, CoSaS
Oct 09	Report to Policy Forum/HELA on Progress - HELA to issue subsequent advice as necessary	Report to/from Policy Forum and HELA	LAU, HELA
Mar 10	Priority Planning Guidance complete		HELA T&F
Apr 10	Toolkits for Governance, Sensible Risk Management, Complaints and Working Together completed	Made available via HELEX	LAU
May 10 – Sep 10	Undertake and analyse self assessment sample - 10% of LAs based on upper/lower quartiles of H&S enforcement activity indicators - 5 HSE FMUs randomly selected. Target 95% full compliance and 05% part compliance?	Voluntary requests to specific LAs/FMUs	LAU, CoSaS
Oct 10	Report to Policy Forum/HELA on Progress - HELA to issue subsequent advice as necessary	Report to Policy Forum and HELA	LAU, HELA
May 11 - Sep 11	Undertake and analyse self assessment sample - 10% of LAs based on upper/lower quartiles of H&S enforcement activity indicators - 5 HSE FMUs randomly selected. Target 100% full compliance.	Voluntary requests to specific LAs/FMUs	LAU, CoSaS