

HELA

5 October 2010

HSE Office, Redgrave Court, Bootle, Merseyside L20 7HS

Attendees

Kevin Myers, Joint Chair, HSE (Chairing this meeting)
Nick Powell, Joint Chair, Dudley BC
Max Walker, HSE FOD Representative
Elaine Harbour HSE Head of LAU
David Evans, Society of Chief Officers of Environmental Health (Scotland)
Graham Robertson, Royal Environmental Health Institute of Scotland
Darran West, Chesterfield BC
Mark Du Val LACORS
Sarah Bull, Secretariat, LACORS
Tracy Hamilton Secretariat, HSE LAU

Observer

Wendy McVey, LBRO

Item 1: Welcome and apologies

- 1.1 The Chair welcomed everyone to the meeting, in particular Nick Powell as Joint Chair. Apologies were received from Andrew Griffiths CIEH, Kim Pugh Torfean BC and Jane Willis HSE Policy Representative

Item 2: Minutes from the last meeting / Matters Arising

- 2.1 The minutes from the previous meeting, held on 15 April 2010 were agreed.
- 2.2 All actions from the previous meeting had been completed. HELA were asked to note that there would be no awards presented at the forthcoming Partnership Regional events due to the current financial climate.

Item 3: Oral report from the LG Regulation Policy Forum

- 3.1 Feedback from the LG Regulation Policy Forum on the 16 September was provided by Nick Powell:
 - a) The forum had robust discussions about the beauty sector, looking at various underlying issues including the use of lasers, obscure/unusual practices.

- b) The new risk assessment online tool for offices, shops and classrooms are due for phased release alongside and soon after Lord Young reports. The forum discussed the tools and their target audience with particular emphasis on the definition of a 'shop'.
- c) The Safety Consultants Register, implemented by HSE, would be launched January 2011.
- d) The Safer Work Better Business pack, produced jointly by HSE and LAs in the South West, received very positive feedback. The forum commented that the pack was a good tool with a proactive approach to health and safety and were keen for this pack to be widely available.
- e) Local authority (LA) work-planning for 2011/2012 was discussed. The forum recognised that fewer, larger projects would be undertaken during the year. The forum requested the workplan be discussed at this HELA at this meeting agenda item 6).

Item 4: Oral report from the Local Government Panel Meeting (LGP)

- 4.1 Feedback from the Local Government Panel on the 28 July 2010 was provided:
 - a) The LGP has focussed on regulatory issues and the co-regulator relationship to date. The panel discussed (and supported) widening its focus to include LAs as duty holders and procurers of services and how this position can impact positively on health and safety outcomes.
 - b) The LGP Joint Chair (HSE) welcomed the positive response to this change and looked forward to future strategic discussions in this area, but did recognise the need to ensure balance between the two distinct local government roles.
 - c) LGP members acknowledged they had a role in influencing health and safety outcomes. They agreed to engage with senior local authority politicians/managers, raising the profile of health and safety as well as strengthening links with others.
 - d) It was agreed that the next LGP meeting would be held early 2011 with discussions focussing on budget cuts and the pressures these will place on LAs and HSE alike.

Item 5: S 18 Self-Assessment and Peer Review– Introduced by Elaine Harbour

- 5.1 An update was provided on the revised toolkits to be used to demonstrate Section 18 compliance and also outlines procedures for identifying LAs who may need additional support in implementing the Section 18 standard
- 5.2 The toolkits and peer review process have been streamlined and simplified following user feedback during the six month calibration period to February 2010 and are now available on HELex. These changes will make the process of demonstrating compliance clearer

and reduce the administrative burden on LAs.

- 5.3 Current intelligence suggests substantive progress has been made with only a few LAs likely to need additional support. LAU will continue to monitor LA progress with S18 implementation to identify LAs that may need further assistance.
- 5.4 HELA agreed LAU should continue to monitor and encourage LAs to implement the Standard. It was agreed that completion of the assessments and the peer review process should be viewed positively, with the toolkits being used to help target LA resources. HELA also agreed this approach was in keeping with the coalition government's policy on localism and reducing any tendency towards top-down control. A further update was requested at the next meeting.
- 5.5 LBRO (Local Better Regulation Office) agreed with the approach proposed and gave its support to a system which reduces burdens on LAs. LBRO are keen to work closely with HELA, sharing experiences on what methods of encouragement work best.

Actions:

LAU to take forward the further work agreed in Paras 19-22 of the paper.

- **LAU will track the implementation of Section 18 in LAs.**
- **LAU and LG Regulation will seek to share good practice/benchmarking examples, once they are available, via their respective web services**
- **LAU will work with LG Regulation, and jointly with LGP where appropriate, to encourage and assist any LAs experiencing difficulties in achieving the standard.**

LAU to provide an update at the next HELA meeting.

Item 6: LA National Outline Plan 2010/2011 and National Delivery Plan 2011.2012

- 6.1 An overview was provided of the 2010/2011 national delivery plan and gives an update on the development of the 2011/2012 joint HSE/LA delivery plan.
- 6.2 HELA acknowledged the benefits of HSE and LG Regulation working together to produce a plan that is more aligned to the LA planning timescale, allowing a coherent approach to health and safety priority

topics at both national and local level.

- 6.3 HELA fully endorsed the workplan for 2011/2012 which contains fewer, bigger projects than previously. HELA recognised that these projects will look at 'bundled' recurring issues within the workplace and will facilitate and encourage further joint working between both regulators
- 6.4 HELA agreed that 'roll-out' of the 2011/2012 workplan at the forthcoming regional partnership events was appropriate and that they would receive further updates on work planning on an ad-hoc basis.

Item 7: Post election implications/developments impacting HSE and Local Authorities

- 7.1 HELA members discussed a number of current developments that would impact on HSE and LAs including Lord Young's Review, the comprehensive spending review and the implications of the localism agenda.

Item 8 Update on HSE Strategy Sector Priorities

- 8.1 The Chair gave a brief overview of the work currently being undertaken within HSE and LG Regulation on the development on sector based strategies. The HSE Senior Management Team will be considering this work alongside the results of the Comprehensive Spending Review and publication of Lord Young's Review to inform decisions on resource prioritisation.
- 8.2 HELA agreed their role will be to make strategic decisions during the delivery planning stages.

Date of Next meeting

- 9.1 The next HELA meeting will be conducted via videoconference and will take place March 2011, dates and locations to be confirmed.