

HELA
11th October 2006

Terms of Reference for HELA

Aim

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

Terms of reference

- To recommend, endorse and champion health and safety enforcement priorities for LAs.
- To embed partnership working across HSE/LAs, LAs/LAs and between HSC and LGP.
- To oversee the provision of the support needed to sustain and develop the partnership, including comprehensive, appropriate and timely guidance to LAs.
- To provide authoritative advice to HSC and LGP on issues of importance to local government, local communities and best approaches to business, identify consequences of policy impact, and challenge responses.
- To ensure local government's contribution is seen as essential to HSC/E in terms of development of policy and its delivery, and challenge where it neglects local government positions; equally, to challenge local government where it is falling short of HSC's expectations.
- 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 e.g. Hampton implementation.
- To report on LA activities, priorities and concerns to HSC and LGP.
- To make best use of current local strategic partnerships and bring in experience of other enforcement regimes.

Membership

Local government membership will be through nominated representatives from the LACORS Policy Forum:

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

Representatives from the Policy Forum will be the chair and vice chair plus two others, all heads of service nominees. This will always include

representatives from Wales and Scotland. Currently the chair and vice chair positions on the policy forum are filled by English representatives. When Scottish or Welsh representatives fulfil one of the chair/vice chair roles the numbers will be made up from England to maintain the ratio above.

HSE representatives will include senior policy and operational managers involved in taking forward the partnership.

There will also be a senior representative from Chartered Institute of Environmental Health (CIEH) and The Royal Environmental Health Institute of Scotland (REHIS).

Substitutes will also be identified in case nominated representatives are unable to attend.

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

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 representative (Deputy Chief Executive).
- HELA will meet at least twice a year.
- HELA's Chairs will attend meetings of the LGP.
- HELA will meet with the local government Commissioner (at least once every year).
- HELA will seek to resolve issues by consensus.
- HELA will set up task and finish groups for specific projects.
- HELA will provide an open invitation for any Commissioners or members of the LGP to attend its meetings.
- The secretariat will be provided jointly by LACORS / HSE's Local Authority Unit (LAU).
- A review of these governance arrangements will occur every 2 years.

Contact: Sarah Bull
Tel: 0207 665 3872
Email: sarah.bull@lacors.gov.uk