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HELA

Governance Arrangements: Re-election of HELA members and Terms of reference review

A Paper by Kate Haire (LAU)

Advisor: Shirley Howes and Alexander Tsavalos

Cleared by Kevin Myers on 12th October 2015

Issue

- 1) This paper asks HELA to review its current governance arrangements and terms of reference.

Timing

- 2) For discussion at the meeting on 20 October 2015.

Recommendation

- 3) HELA is asked to consider suggested amendments to its terms of reference, membership and proposals for re-election of members.

Background

- 4) HELA agreed, in June 2012, to a process of re-election of membership every 3 years (see paper H13/04). The composition of HELA, terms of reference (Annex 1) and ways of working were also refreshed. It is now appropriate to review these in line with the suggested length of membership.

Terms of reference

- 5) HELA's terms of reference require some amendment to reflect developments since 2012. Suggested revisions are set out below for HELA's consideration:
 - To recommend, endorse and champion health and safety regulatory priorities for LAs across Great Britain;
 - To oversee the LAs making adequate arrangements for the proportionate enforcement of health and safety in accordance with the

National Code for Local Authorities and provide advice to the HSE Board on its effectiveness;

- To oversee the provision of the support needed to sustain effective delivery of LA health and safety regulatory services, including appropriate and timely guidance to LAs, and
- To provide a forum for two way communications between enforcing authorities in the development of policy in respect of health and safety matters.

Membership

- 6) HELA members are invited to indicate if they wish to stand for re-election. Those wishing to continue will be put forward for endorsement by members of the Practitioner Forum (PF). Should any vacancies arise, PF members will be invited to nominate new representatives for election to HELA.
- 7) HELA is invited to note slight changes to HSE representatives arising as a result of restructuring of Directorates within HSE (Revised membership list Annex 2). We propose that the criteria for Local Government and additional representatives, along with procedures for inviting substitutes and observers remain the same. It is suggested that ways of working are revisited post renewal of HELA membership.

Action

- 8) HELA members are asked to review the suggested changes to the terms of reference and inform Shirley Howes by 30th October if they wish to stand for re-election.

Contact

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Current Terms of Reference – Agreed June 2012 – HELA paper H13/04

- To recommend, endorse and champion health and safety regulatory priorities for LAs across Great Britain.
- To work to maximise the effectiveness of the strategic partnership in improving health and safety outcomes.
- To oversee the provision of the support needed to sustain and further develop the partnership, including appropriate and timely guidance to LAs.
- To oversee the development, launch and implementation of a National Code for Local Authorities and provide advice to the HSE Board on its implementation
- To provide a forum for two way communications between enforcing authorities in the development and implementation of policy in respect of health and safety matters.

ANNEX 2

HELA Members October 2015

Representative	Contact Details
Colin Alborough Joint Chair LG England representative	Rushmoor Borough Council Council Offices, Farnborough Road Farnborough, Hampshire GU14 7JU Tel: 01252 398398 colin.alborough@rushmoor.gov.uk
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Representative	Contact Details
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