

Health and Safety Executive Board Paper		HSE/08/05	
Meeting Date:	25 th April 2008	FOI Status:	Fully Open
Type of Paper:	Above the line	Exemptions:	None
Trim reference:			
Formal Agreement of Governance Documentation for the HSE Board			

Purpose of Paper

1. The HSE Board is asked to formally agree the governance documentation that sets out your new roles and responsibilities.

Background

2. At the residential in March the Health and Safety Commission (HSC) agreed to amend the draft 'Statement of Aims' so that it provided a brief mission statement as well as outlining the role of HSE (as an organisation) in striving to achieve the mission. It was also agreed that the statement should highlight the specific role the HSE Board will play.
3. A revised 'Statement of Aims' (and 'RACI' matrix by way of background information) are attached at **Annex A**.
4. Since the residential HSE officials have also been working to develop a revised Code of Practice that reflects the governance changes. The Code sets out how the HSE Board and its members will meet the Government's policies on standards in public life, openness and accountability. The Code also includes the terms of reference for the Audit Committee. The Code is attached (**Annex B**) for your consideration and agreement.

Recommendation

5. That the HSE Board note, and formally agree, the 'Statement of Aims' and the revised Code of Practice.

Next Steps

6. An agreed version of the Statement of Aims and Code of Practice will be placed on the HSE Website.
7. Officials are developing the high level agreement between HSE and DWP (the Framework Document) as required by Treasury guidelines. The HSE Board will be given the opportunity to consider it before it is finalised and agreed with the DWP.

Paper Clearance

8. Both the Statement of Aims, which was produced by the Chair (Judith Hackitt), and the Code of Practice, which was updated by René McTaggart, were produced in conjunction with relevant parts of the HSE.