**Wales Primary Authority Group (WPAUG) – Terms of Reference**

**Purpose**

The Group has been established by Directors of Public Protection Wales as a joint WHoEHG / WHOTS group and by The Office for Product Safety and Standards to support local authorities in Wales in developing their role as Primary Authorities and to support wider stakeholder engagement relating to PA.

**Aims**

The aims of the Group are to:

* Share Experience of PA in practice
* Establish a network of support
* Facilitate communication and liaison with stakeholders
* Support learning and skills development
* Identify and disseminate examples of good practice
* Help develop consistency where that is appropriate
* Act as a consultative forum in relation to PA development and related issues
* Assist in providing a Wales perspective on PA matters
* Strengthen further the support that local authorities in Wales can provide to businesses to help them achieve or maintain legal compliance and achieve economic success.

The group will sit within the existing framework of WHoEHG / WHoTS Expert Groups liaising with and drawing on the advice of the Wales Expert Groups when appropriate.

The Group will provide a forum to enable OPSS (BEIS) to engage with experienced users of the Primary Authority scheme in Wales to shape its future development, evaluate delivery, identify good practice and disseminate information.

In particular the forum will assist OPSS in gaining a Wales perspective on PA delivery and development and consult on PA issues that have a devolved dimension.

**Attendance**

Invitations to attend the WPAUG started being sent out to all businesses active in the Primary Authority scheme from Autumn of 2018 onwards. Up to that point only those Local Authorities (LAs) and Fire and Rescue Services active in the scheme attended. Currently LAs and businesses keen to learn more about the scheme may also attend.

The Chair role is provided by OPS&S.

**Review**

The terms of reference, membership and achievements against aims should be reviewed, initially after one year, with the full engagement of the Group.