



Better Regulation Delivery Office

Regulatory Excellence Forum – Terms of Reference

Purpose

The Regulatory Excellence Forum (REF) comprises national regulators, government departments, national organisations and professional bodies, all of whom have an interest in local authority delivery of regulation. It exists to simplify and improve the complex regulatory landscape, fostering common approaches to regulatory challenges and sharing best practice.

Particular areas of interest include:

- a) Identifying and exploring where there is commonality and alignment between regulators' approaches that affect delivery of regulatory services at both the national and local level;
- b) Identifying, evaluating and disseminating good practice;
- c) Providing a forum to discuss national regulator involvement with Primary Authority;
- d) Suggesting priority areas which are impacting on the regulatory environment for discussion/problem solving;
- e) Identifying barriers and challenges to suggested improvements and areas of shared concern and formulating collective solutions to tackle these;
- f) Identifying approaches to better regulation and creating greater clarity around the benefits of better regulation and the work of regulators locally and nationally;
- g) Monitoring wider changes and horizon scanning to ensure regulatory delivery is viewed within the wider context.

Working arrangements

REF is chaired by BRDO and will meet a maximum of four times per year at the Westminster Conference Centre, 1 Victoria Street, London. The meeting will usually run from 10:30 to 13:15 unless exceptional topics require longer, in which case members will be notified of this in advance. Secretarial support will be provided by BRDO.

Links between this group and BRDO's other engagement forums will be facilitated by the Chair, as appropriate.

In addition, members of REF may provide representatives to task and finish groups organised by BRDO to support the development of common approaches to regulatory challenges, for example working groups for professional competency modules.

Membership

Membership of REF is open to those organisations that have a national interest in regulatory delivery by local authorities. Current REF members are listed below. Attendees from each member organisation may change from one meeting to another, according to topics discussed.

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| Health and Safety Executive | Food Standards Agency |
| Department for Environment, Food and Rural Affairs | Department for Communities and Local Government |
| Competition and Markets Authority | Chief Fire Officers Association |
| Environment Agency | Chartered Institute of Environmental Health |
| National Measurement and Regulation Office | Chartered Trading Standards Institute |
| Gambling Commission | Institute of Licensing |
| Intellectual Property Office | Association of Port Health Authorities |
| Animal and Plant Health Agency | Consumer and Competition Policy Directorate, BIS |
| National Trading Standards | Better Regulation Executive, BIS |
| Local Government Association | Welsh Government |

Many REF members have a remit across the UK nations. The remit is primarily driven by the Westminster Government, however where possible, links will be made to agendas in other UK Nations.

The Scottish Government and Northern Ireland Government will be invited to attend REF meetings as observers.

REF membership will be reviewed annually alongside its Terms of Reference.