



Where an inconsistency of advice and/or interpretation is brought to the attention of the Charities Safety Group, Westminster City Council reserves the right to use the offices of the Health and Safety Executive (Local Authority Unit or Enforcement Liaison Officers/Field Officers) to help reach a resolution. (The City Council will as a matter of routine liaise with the relevant Health and Safety Executive Enforcement Liaison Officer where premises involving dual enforcement is concerned).

Westminster City Council will:

- Provide the Charities Safety Group management committee with advice concerning national health, safety and welfare legislation, guidance and any enforcement issues that may have national significance.
- Limit its advice and support to the existing health, safety and welfare legislative framework.
- Target its advice to the details provided by Charities Safety Group.
- Comment on policy and guidance documents generated by Charities Safety Group,
- Provide advice to help the Charities Safety Group to comply with its legal duties under health, safety and welfare legislation
- Refer representatives of the media to their press office concerning any aspect of the partnerships work with the exception of requests for general information about the partnership and its aims and objectives.
- Refer relevant matters to the City Council's Legal Service where an opinion on specific legal duties is required.
- Minimise the risk of a conflict of interest where a Charities Safety Group member is facing enforcement action by the Westminster City Council, by separating the Lead Authority support and advisory role from the enforcement function.

Westminster City Council will not:

- Create documents for Charities Safety Group members.
- Accept communications directly from Charities Safety Group member organisations.
- Enter into any communication with representatives of the media other than through its press office concerning the work of the partnership with the exception of the provision of general information about the partnership and its aims and objectives.
- Participate in any political lobbying or campaigning in respect of any aspect of the partnership agreement.

Charities Safety Group Management Committee will:

- Assess the appropriateness of service requests from its members.
- Route all communication with Westminster City Council through its nominated officers.
- Agree a communication structure and schedule with members who make requests.
- Inform its members of the terms of this partnership agreement.
- Support member organisations in making requests under this agreement.
- Ensure member organisations are made aware of the need for them to comply with data protection and human rights legislation when submitting requests for advice.
- Nominate two individuals to act as contact liaison officers for the partnership.