

HSC Small Business Trade Association Forum

Wednesday 18th October 2006
In the Hope Room, Rose Court, 2 Southwark Bridge
Starting at 2.00pm

Agenda

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| 1 | Introductions and apologies
Judith Donovan, Chairman | 2.00 – 2.05 |
| 2 | Minutes of the last meeting
Judith Donovan, Chairman

Forum members are invited to agree the minutes of the last meeting and note developments. | 2.05 – 2.10 |
| 3 | EMF (Electro Magnetic Fields) Directive

The directive sets common standards across the EU to prevent ill health from exposure to electromagnetic fields at work. We aim to alert small businesses to how the directive will affect them and seek their views on how to engage and communicate with small businesses.

Jane Lumb, Radiation Policy Delivery team | 2.10 – 2.25 |
| 4 | Presentation of a draft HSE/IOSH (Institute of Occupational Safety and Health) paper offering guidance on employing competent help and discussion of general issues SMEs encounter in this area

Forum members are invited to discuss the following two issues: <ul style="list-style-type: none">• Are SMEs satisfied with the help they get from external providers of health and safety assistance?• Would the publication of a statement on competent help be of use to SMEs?
Laurence Golob, Business Involvement Unit | 2.25 – 2.50 |
| 5 | Better Regulation/Sensible Risk Management | 2.50 – 3.05 |

As part of the Better Regulation agenda HSE is developing and promoting risk assessment and guidance. We hope to gather feedback from the forum regarding the suitability of this guidance.

Theresa Quinn, Better Regulation Unit

7 Improving Information, Advice and Guidance for SMEs 3.05 – 3.30

HSE is currently reviewing its electronic and written guidance material for SMEs with a view to ensuring that the simple, practical, priority messages SMEs need are easily accessible. We would like to hear forum members views on what are the most common interest areas their members have in relation to health and safety and what types of guidance is required to meet these needs

Debra Macleod, Business Involvement Unit

8 CDM (Construction Design and Management) Regulations (Follow up to discussion in July 06 meeting) 3.30 – 3.40

An update on the progress of the amendments to the CDM regulations following the presentation of the regulatory package to the commission.

Richard Boland, Construction Policy Unit

8 Members' Opportunity to raise 'hot' topics 3.40 – 3.50

Judith Donovan, Chairman

9 AOB 3.50 – 3.55

10 Meeting round up and close 3.55 – 4.00

Judith Donovan, Chairman

Forum members are invited to stay for coffee after the meeting to allow informal discussion and networking. From 4.00