

Health and Safety Commission Paper		HSC/03/28	
Meeting Date:	16/09/2003	Open Gov. Status:	Fully open
Type of Paper:	MISC	Paper File Ref:	
Exemptions:	None		

HEALTH AND SAFETY COMMISSION

HEALTH AND SAFETY COMMISSION MEETING DATES 2004

A Paper by Paul Denman

Advisor(s):

HSC

Cleared by Mark Dempsey on 28/08/03

Issue

1. To inform HSC of the Commission meeting dates for 2004.

Timing

2. Routine.

Recommendation

3. The Commission is asked to note the Commission meeting dates for 2004.

Background

4. We propose to keep to the format used in 2003 with one meeting per month which usually lasts for half a day, and each meeting involving a further half day in preparation. In addition, there are four strategic review days throughout the year and an overnight Commission away day. Commissioners are expected to attend the great majority of Commission meetings during the year and in any case should not miss more than two consecutive meetings without prior agreement of the Chair.

Argument

5. The dates for 2004 are:

MONTH	MEETINGS
JANUARY	Tuesday 13 – Commission Meeting
FEBRUARY	Tuesday 10 – Commission Meeting Tuesday 24 – Strategic Review
MARCH	Tuesday 9 – Commission Meeting
APRIL	Tuesday 6 – Commission Meeting Tuesday 27 – Strategic Review
MAY	Tuesday 11 – Commission Meeting
JUNE	Tuesday 8 – Commission Meeting Tue 22 & Wed 23 – HSC Strategic Away Days
JULY	Tuesday 13 – Commission Meeting
AUGUST	Tuesday 3 – Commission Meeting
SEPTEMBER	Tuesday 7 – Commission Meeting Tuesday 28 – Strategic Review
OCTOBER	Tuesday 12 – Commission Meeting
NOVEMBER	Tuesday 9 – Commission Meeting Tuesday 23 - Strategic Review
DECEMBER	Tuesday 7 – Commission Meeting & Christmas Drinks Reception

Consultation

6. Commissioners were asked to comment on the proposed dates in advance of this paper.

Presentation

7. N/A

Costs and Benefits

8. N/A

Financial/Resource Implications for HSE

9. N/A

Environmental Implications

10. N/A

Other Implications

11. N/A

Action

12. The Commission is asked to note the Commission meeting dates for 2004