

# HSC Small Business Trade Association Forum

Tuesday 17 January 2006  
In the Hope Room, Rose Court, 2 Southwark Bridge  
starting at 2.00pm

## Agenda

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| <b>1</b> | <b>Introductions and apologies</b><br>Judith Donovan, Chairman   | <b>2.00 – 2.05</b> |
| <b>2</b> | <b>Minutes of the last meeting</b><br>Judith Donovan, Chairman<br><br>Forum members are invited to agree the minutes of the last meeting and note developments.  | <b>2.05 – 2.10</b> |
| <b>3</b> | <b>Sensible Risk Assessment</b><br>Steve Pointer, Risk Policy Manager, HSE strategy<br><br>For information and discussion: a brief presentation and discussion of recent work in HSE to set out the principles of sensible risk management and updating of guidance. | <b>2.10 – 2.40</b> |
| <b>4</b> | <b>Health and Safety ‘Proof of competence’</b><br>Paul Reeve, Electrical Contractors Association (new Forum member).<br><br>An overview of a recent joint initiative with HSE.   | <b>2.40 – 2.55</b> |
| <b>5</b> | <b>Workplace Health Connect</b><br>Elizabeth Gyngell, Head of Better Health at Work Division, HSE.<br><br><b>For information.</b> A pilot initiative to support Occupational Health in small firms.  | <b>2.55 – 3.25</b> |
| <b>6</b> | <b>Better Business promotion campaign</b><br>Max Howard, Communications Directorate<br><br>For information: details of the HSE's better business for small business campaign which launched 10 January   | <b>3.25 – 3.40</b> |
| <b>7</b> | <b>Members’ Opportunity to raise ‘hot’ topics</b><br>Judith Donovan, Chairman  | <b>3.40 – 3.50</b> |

**8 AOB 3.50 – 3.55**

**9 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 4pm**