

# Meeting: Safety Committee - 30-08-2017

(BDA Division)

## Meeting Information

<b>Purpose</b>	Review of open items based on criticality to identify existing or new hazards with the view to providing recommendation for investigation and/or corrective action to the responsible managers.		
<b>Desired Outcome</b>	Confirmation of appropriate closure of previous issues. Identification of new hazards or, in the case of existing hazard, linkage to previously reviewed open issue.		
<b>Meeting Date</b>	09/08/2017	<b>Location</b>	Burgess Boardroom
<b>Start Time</b>	16:32	<b>End Time</b>	16:33

## Meeting Attendance (Roll Call)

<b>Present</b>	<b>Absent</b>
Afton Botelho Anthony Davis Donald Gray Elaine Parker Kyle Eve-Townsend Lonnie Bascome Steve Nurse	Michelle Wilkinson Tina Minors

## Meeting Agenda and Minutes

### 1. Selection of next meeting dates

<b>Speaker</b>	
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### 2. Approval minutes of previous meeting

<b>Speaker</b>	
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### 3. Old Business Reviewed as Standing items

<b>Speaker</b>	
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### 4. Old Events/Hazards reports not closed at previous meeting

<b>Speaker</b>	
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### 5. Draft documented process of investigation

<b>Speaker</b>	
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### 6. Review & discussion of outstanding issues based on criticali

<b>Speaker</b>	
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## General Notes

1.	Meeting cancelled due to technical difficulties with SMS-Pro software as the result of DDOS attack. Next meeting 20th September.
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## Pre-Meeting Announcements

1.	Please review attached files with the view to discussing and approving during the meeting
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