

BRITISH HALLMARKING COUNCIL

For the meeting of the Council to be held at the Birmingham Assay Office Assay Office Birmingham, 1 Moreton Street, Birmingham B1 3AX on Monday 12 October 2015 at 11 a.m.

1. **WELCOME AND APOLOGIES**

2. **DECLARATIONS OF INTERESTS**

3. **MINUTES OF THE COUNCIL MEETING ON 13 APRIL 2015**

4. **ELECTION OF THE CHAIRMAN FOR A THREE-YEAR TERM**

5. **MATTERS ARISING**

5.1 **Website**

The Verbal update from (par 5.2 of previous minutes)

5.2 **Internet sales** (par 8 previous minutes)

The Paper attached.

6. **CHAIRMAN'S REPORT**

6.1 Enterprise Bill – Business Impact Target – Letter from Graham Turnock (Better Regulation Executive – BRE) attached

6.2 Small Business, Enterprise and Employment Act 2015 – Small Business Appeals Champions – Draft Guidance (BRE) attached

6.3 Deregulation Act 2015 – Growth Duty on Regulators – Draft Guidance (Better Regulation Delivery Office – BRDO) attached

6.4 Triennial Review – Verbal report on the Framework Document & Risk Register

6.5 Public appointments (proposal for review attached for information)

The Chairman indicated that a risk register and framework document will be drafted by the end of 2015, as required by the Review.

7. **THE TECHNICAL COMMITTEE**

7.1 **Report from the Technical Committee** (email attached)

7.2 **Complaint by Dot the Jewellers** (complaint, procedure, relevant extract of the HA attached)

7.3 **Proposed changes to the Hallmarking Act 1974** (par 6.2 of previous minutes)

Report on progress if any on establishing a working group including NMRO members.

8. **THE APPLICATIONS COMMITTEE**

8.1 **Report from the Applications Committee** (attached are: report, minutes of meeting dated 8 July 2015, paper on sub-offices)

8.2 **Application by LAO for a sub-office at Graff Diamonds** (application attached)

8.3 **Succession**

9. **ON-LINE ACTIVITY AND ENFORCEMENT REPORTS FROM THE ASSAY OFFICES**

10. **TOUCHSTONE AWARD**
 - 10.1 Report from Robert Grice (report and publicity material attached)
 - 10.2 Touchstone 2016

11. **CHARTERED TRADING STANDARDS INSTITUTE ACADEMIC RESEARCH BURSARIES**
 - 11.1 Report by Robert Grice (report by Robert Grice attached)

12. **REPORT ON APPOINTMENTS TO BHC (NMRO)**

13. **BHC COSTS** (up-date on costs attached for information)

14. **ANY OTHER BUSINESS**

15. **DATES AND VENUES FOR MEETINGS IN 2016**