

# **Agencies' and Industry Batteries Operational Liaison Group Terms of Reference**

## **1. Purpose**

The purpose of the Agencies' and Industry Batteries Operational Liaison Group shall be:

To liaise between those sectors of industry affected by operational issues arising from the Batteries Regulations so far as they apply to portable batteries and the three UK regulators (the Environment Agency for England and Wales, SEPA (Scottish Environment Protection Agency) and NIEA (Northern Ireland Environment Agency)) with a view to resolving and agreeing those issues. Issues discussed should be sector-wide rather than referring to specific sites or the individual interests of any companies represented.

- a. To propose future data and information reporting systems for portable batteries placed on the market, waste portable batteries collected and the treatment, recovery and recycling of those waste portable batteries. This will include assessing the possibility/extent of misreporting of waste industrial batteries as waste portable batteries.
- b. To advise and seek input on any proposals by the environment agencies for changes to regulatory activity.
- c. To share to the environment agencies, future enhancements and developments of NPWD to support the regulatory regime and to link with other regulatory regimes, including advice on how such changes might be funded.
- d. To refer to the Vehicle Certification Agency (VCA), National Measurement Office (NMO), Department for Transport (DfT) and/or Defra/BIS Stakeholder Groups, any issues that are outside the scope and remit of the Agencies' Operational Liaison Group.

## **2. Membership**

The **Group** shall consist of:

**For Industry** a total of 10/12 representatives to include:  
Compliance Schemes  
Treatment facilities  
Exporters

NB. Producers will not be directly represented on the group because there is no direct regulatory relationship with large

producers and it is not realistic to expect to find one or two small producers who could represent the whole group.

**For Regulators:**

1 representative from the agencies as Chairperson (Carly Chambers)

Up to 7 further representatives from the environment agencies

Other representatives of industry, regulators Defra or BIS etc to be invited to address specific issues as required.

### **3. Ways of Working**

The group will normally work according to the following arrangements:

- Quarterly meetings to be held consisting of two meetings and two telecons each year.
- A call for agenda items a month before the meeting date.
- Finalisation of the agenda and provision of background papers as early as possible to allow AIBOLG members to share and get input from the groups that they represent. At the very latest this should be circulated 10 days before the meeting.
- Members to ensure that input is captured from and feedback is given to the sector they represent. Ensure that issues are raised at relevant sector groups (eg ICER, BBMA, DEFRA Portable Batteries Stakeholder Group)
- Secretariat services to be provided through the Environment Agency's PRRS team with shared responsibility for capturing notes/actions.
- Record of the meeting to be in the form of brief notes and actions which will be tracked at each meeting. The meeting notes to be signed off by the Chair and published on NPWD.
- Teleconferences to be held on urgent issues or to substitute for ordinary meetings with the agreement of the Chair, to be raised via the secretariat.

Version 3: January 2013