

# Terms of reference for the Expert Committee on Pesticides (ECP) Business Management Group (BMG)

The terms of reference for the BMG should be read in conjunction with the code of practice and terms of reference for the ECP outlining the process for seeking independent scientific advice for Products Plants Protection (PPP) new and renewal active substances (and maximum residue levels (MRLs) where required).

## Membership

- ECP chair
- ECP deputy chair
- Additional ECP members as required (not expected to be more than a couple of members to provide appropriate expertise)
- Health and Safety Executives (HSEs) ECP secretariat

## Representatives invited to attend in an advisory capacity

- Defra
- Devolved Administrations
- HSE, including from the active substances team and appropriate science experts where necessary

## Purpose

The BMG will:

- monitor workflow of the ECP, ensuring that its workload is manageable, and that the timetable of meetings allow compliance with legal timelines for independent scientific advice on active substances. This will be especially important if there are several substances under consideration by the ECP at any one time
- triage standard ECP work during busy periods
- decide which dossiers are presented to which meetings
- agrees deadlines and timescales for all matters that impinge upon delivery of the ECP programme of work
- ensure that the increase in workload of the ECP is carried out alongside existing workload, prioritising work as appropriate
- review proposals from the secretariat to co-opt additional expertise to the ECP to ensure that there is sufficient capacity and capability and agree criteria that those co-opted would have to fulfil
- provide suggestions for optimising, changing, and improving processes resulting from the ECPs workload
- provide support (facilitating the input of relevant ECP members) at the request of the Expert Committee on Pesticides Residues in Food (PRiF)
- carry out an annual review of the ECP code of practice and terms of reference and provide advice to ministers where a need for change is identified

- review active substance paper work before it is sent to ECP members to ensure the questions for which independent scientific advice is being sought are understandable, identify any areas co-opted expertise may be required and agree on the 'task and finish' groups for the day 1 meeting

## **Frequency**

When an active substance Draft Assessment Report (DAR) is being presented at an ECP Meeting, the BMG will meet four weeks before the paperwork is sent out, to review.

If there is not a DAR being presented at an ECP meeting then the BMG would meet prior to, or shortly after each full meeting of the ECP, as most of the members of the BMG would already be present.

The BMG would need to plan the work of the ECP at least the next two meetings in advance.

Due to the scheduling of ECP meetings, it will be necessary to hold some meetings (when they are not next to a full business meeting) virtually for example, by video or teleconference.

## **Location**

The BMG meetings would be held in the same location as the ECP meeting.

Due to the scheduling of ECP meetings, it will be necessary to hold some meeting (when they are not next to a full business meeting) virtually for example, by video or teleconference.

## **Review**

Note that in the longer term the UK Government is planning to review the provision of independent scientific advice on the Chemicals Regulatory Regimes including the PPP regime, but the timetable is not yet known.

It is anticipated however that a review of the operation of the BMG should be carried out 6 months after introduction