



CABINET OFFICE

# **Regulatory Impact Unit**

## **Business Regulation Team**

End of Year Report  
December 2002



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## 1 EXECUTIVE SUMMARY

- 1.1 This report describes the **results** of the Business Regulation Team's (BRT) 2002 work programme, the key elements of which can be summarised as follows:

### **Regulation of the retail sector**

- 1.2 Reform by the Department of Trade and Industry (DTI) of the administrative requirements of the Sunday Trading Act, removing the need for large retailers to notify local authorities of their Sunday trading hours.
- 1.3 Review by TV Licensing of the system by which retailers notify the agency of sales and rentals of television receiving equipment under the Wireless Telegraphy Act 1967 with a view to streamlining and simplifying the process.
- 1.4 Review by the Home Office of the Poisons Act 1972, including the requirement for retailers to obtain a licence to sell products listed on the Part II Poisons List.
- 1.5 Endorsement by the Home Office and Department for Education and Skills (DfES) of the Proof-of-Age Standards Scheme (PASS) proposed by the British Retail Consortium (BRC), a national proof-of-age card accreditation scheme which is due to be launched in January 2003.
- 1.6 Work by Customs and Excise towards repealing Section 26 of the Revenue Act. This would lift the prohibition on the sale of methylated spirit on a Sunday.
- 1.7 Work by the Department for Environment, Food & Rural Affairs (DEFRA) towards a review of the game licensing regime, including the requirement for retailers to obtain a game dealer licence and restrictions on the sale of frozen game in the closed season.

### **Chemicals regulation – operational enforcement**

- 1.8 Setting up of a Steering Group with representatives from the Environment Agency (EA), Scottish Environmental Protection Agency (SEPA), Health and Safety Executive (HSE) (the Regulators) and the Chemical Industries Association (CIA), to implement an agreed action plan by December 2005.
- 1.9 Review of the effectiveness of the Regulators' policy-making mechanisms and the processes that they employ to develop regulations affecting chemical companies.
- 1.10 Review of the methods employed by the Regulators to communicate with the chemicals industry, including a critical assessment of website navigability and the quality of the Regulators' consultation processes.
- 1.11 Work by the Cabinet Office to facilitate EA and SEPA engagement with DEFRA at the earliest possible stage in the EU policy-making process and raise industry awareness of the government's code of practice on consultation and the regulators' own performance standards.

- 1.12 Work to raise the chemical industry's awareness of the boundaries to the advice that operators can reasonably be expected to be given, including clarification of the circumstances under which the provision of advice would be chargeable.
- 1.13 Assessment by the EA and SEPA of the accessibility of environmental guidance and work to develop a mechanism with which to ensure that industry is made aware of revisions to regulations and associated guidance in a timely fashion.
- 1.14 Work with the CIA and HSE to pilot an e-mail-based helpline service for the industry and consider developing an interactive web-based system to facilitate the rapid resolution of industry queries.
- 1.15 Work to promote the production of better quality regulatory guidance by improving the Regulators' understanding of industry (and vice versa), for example, by expanding the use of secondments and enhancing the role of staff with industrial experience.
- 1.16 The EA and SEPA to develop means of improving the consistency of guidance produced to help businesses comply with the Pollution Prevention and Control (PPC) Regulations, including the possible production of joint "Advice Notes".
- 1.17 The EA and SEPA to review the priorities and pace with which they roll out the "Net Regs" project.
- 1.18 Work to increase industry awareness of, and then critically review, the regulators' enforcement policies and the quality assurance standards they have in place to ensure that these policies are adhered to.
- 1.19 The CIA to develop its regional "Responsible Care" network to promote more constructive dialogue between local operators and inspectors and explore other means by which enforcement disputes might be constructively resolved.
- 1.20 Work to raise industry awareness of, and critically review, the service standards pertaining to environmental permitting.
- 1.21 Work to design a mechanism for identifying and facilitating fast-track environmental permit applications and minimise permitting delays through a continuous review of the implementation of PPC and the development of more efficient methods of making and tracking permit applications.

- 2.1 The Regulatory Impact Unit (RIU) is based at the centre of Government in the Cabinet Office. Its role is to work with other government departments, agencies and regulators to ensure that regulations are necessary, fair and impose the minimum burden. As well as taking an overview of regulatory proposals that affect business, the RIU also examines impacts on voluntary organisations and charities, and works to reduce bureaucracy and red tape in the public sector.
- 2.2 The Business Regulation Team (BRT) is one of five teams that together comprise the RIU. During 2001 the Prime Minister met representatives of a number of the UK's major corporations to hear their views about red tape and the burden of regulation on business. In response to their concerns, the Prime Minister invited each of the companies to nominate an individual to join the RIU on secondment.
- 2.3 As a direct result of this initiative, the BRT was established in September 2001. The team aims to reduce the burden of existing regulation on the private sector by engaging directly with the business community to identify specific areas of concern and delivering change through joint action plans agreed with relevant government departments.
- 2.4 The team consists of three private sector secondees, David Pendlington from Unilever, Stephen Dickinson from the Royal Bank of Scotland and Shelley Grey from BT, together with two civil servants, Jeremy Cole and David Kavanagh. The team has recently been strengthened by the appointment of Gareth Evans as research and administrative officer.
- 2.5 In developing its work programme for 2002 the team concentrated its efforts on sectors that were both highly regulated and major contributors to the UK economy. Between September and December 2001, the BRT researched the impact of regulation on a number of sectors and met a wide range of stakeholders including businesses, trade bodies and Government departments. Analysis of this research identified the retail and chemicals manufacturing sectors as potentially fruitful areas for intervention.
- 2.6 Over the last year, the BRT has worked with a number of Government departments and agencies to reduce the administrative burdens on retailers and to improve the operational enforcement of environmental and health and safety regulations impacting upon the chemicals industry.

### **3 REGULATION OF THE RETAIL SECTOR**

#### **3.1 Notification of Sunday trading**

3.2 Paragraphs 4 to 6 of Schedule 1 of the Sunday Trading Act 1994 require that large shops register with their local authority if they plan to trade on a Sunday and notify in advance any changes in opening times. A large shop is defined as having an internal floor area greater than 280m<sup>2</sup>. At the same time, local authorities are obliged to maintain for public examination a register of large stores that trade on a Sunday.

3.3 Dixons, Marks & Spencer, Alldays, John Lewis, Safeway, Sainsbury and Somerfield all identified the administrative requirements of the Sunday Trading Act as an unnecessary burden. The British Retail Consortium supported this view and the Association of Convenience Stores, which primarily represents the interests of smaller shops, was content for the paperwork burden to be relaxed provided current restrictions on Sunday opening hours were maintained and enforced. The burden was greatest when stores did not routinely open on a Sunday or occasionally varied their opening hours.

3.4 The Local Government Association (LGA) and a number of individual local authorities also agreed that maintaining the register was a poor use of their resources since consumers never referred to it.

3.5 The BRT presented a persuasive case to DTI for removing the registration and notification procedures by way of Regulatory Reform Order (RRO). A RRO allows unnecessary regulatory burdens to be removed without the need for primary legislation. Relaxation of the current paperwork requirements would not affect the hours that large stores are allowed to trade on a Sunday. Nor should it make enforcement of the Sunday Trading Act more difficult provided the requirement is maintained for large stores to display notices showing their opening hours.

3.6 DTI responded very positively and on 29<sup>th</sup> October 2002 Patricia Hewitt announced publicly that the relevant provisions of the Sunday Trading Act would be repealed by RRO.

#### **3.7 Notification of television sales to TV Licensing**

3.8 Regulations made under the Wireless Telegraphy Act 1967 require retailers to advise TV Licensing within 28 days of transaction details relating to the sale or rental of television sets, set top boxes, personal computers with TV enabling cards or PCTV cards sold separately. Retailers are required to notify TV Licensing of the name and address of the purchaser or renter and the address where the item will be installed. A form supplied by TV Licensing must be used for paper notifications. Management of the scheme on behalf of the BBC has recently passed from Consignia to Capita.

3.9 During the BRT's research, supermarket retailers argued that the requirement to collect names and addresses was excessively time-consuming and that the consequent delays at checkouts inconvenienced customers. The Radio, Electrical and Television Retailers' Association (RETRA), which represents smaller, specialist shops, supported the view that current notification

procedures were unnecessarily cumbersome. It was also reported that customers sometimes refused to divulge the information or provided incorrect information. Retailers complained of heavy-handed enforcement with fines of up to £1000 for late or incomplete returns and similar fines for failing to keep records.

3.10 The BRT put the retailers' case to TV Licensing, emphasising the need to weigh up the additional licence revenue generated by the scheme against its cost to industry and itself. The BRT's intuitive assumption was that people wishing to avoid buying a TV licence would either refuse to give their details or give false details and that the majority of valid returns from dealers would only contain information about existing licence-holders. TV Licensing confirmed that just over 2% of dealer notifications result in a new licence sale. However, with 7.5 million dealer notifications each year, the revenue from these sales still amounts to some £18 million.

3.11 TV Licensing has now set up a working group to examine the whole problem of maximising licence revenue while minimising the administrative burden on retailers. One of the inherent difficulties faced by TV Licensing in streamlining the process is that strict adherence to the letter of the Regulations would require retailers to notify only in the prescribed form – presently by a paper form or magnetic tape. The working group, which will include trade associations such as the British Retail Consortium (BRC) and RETRA, is aiming to take a more pragmatic view of how the notification process can be achieved within the spirit of the regulations and to the benefit of dealers. The project will take up to one year to complete and includes:

- Promoting greater use of electronic notification and data capture.
- Improving communication with dealers.
- Working with large and small retailers to deliver bespoke technological solutions
- Piloting voluntary notification by the customer

The working group expects to report in summer 2003.

### **3.12 Poisons licence**

3.13 The Poisons Act 1972 requires that shops wishing to sell certain products listed in the Part II Poisons List apply to their local authority for a licence. The cost is £23.80 for a new licence and £12.55 for annual renewals. A change of details costs £6.35. Many of the items contained in the Part II list are everyday household products such as kettle descaler. Only a pharmacist may sell substances on the Part I list.

3.14 Retailers complained to the BRT not only about the cost and bureaucracy of applying annually for a poisons licence but also about the burden of checking whether or not one was actually required for any of their product range. Furthermore, they argued that registration was a simple formality that consequently did nothing to protect consumers. It was also pointed out that the Poisons Act had been overtaken by the more modern requirements of the

Chemicals (Hazard Information and Packaging for Supply) Regulations 2002 and the Dangerous Substances and Preparations (Safety) (Consolidation) Regulations 1994.

- 3.15 The BRT presented the findings of its research to the Home Office, which has responded by committing itself to a full review of the Poisons Act, including its relevance and its potential for reform by RRO.

### **3.16 Proof-of-Age Standards Scheme (PASS)**

- 3.17 The Licensing (Young Persons) Act 2000 and the Criminal and Justice Police Act 2001 made it an offence for retailers to sell age-restricted products such as alcohol, tobacco, videos, solvents and fireworks to persons under the specified age. It was previously an offence to buy such products, but now there is an absolute liability on the retailer not to sell these products to an underage person or risk prosecution.

- 3.18 Proof-of-age cards are an obvious way of promoting retailer compliance. However, in the absence of a single, national, government-endorsed proof-of-age card, a large number of independent card schemes have developed, ranging from private national schemes to local authority cards. These various schemes operate in isolation, creating confusion amongst retailers and the opportunity for deception. Moreover, the schemes do not share the same standards and coverage is relatively patchy.

- 3.19 In response to what is seen by industry as an unworkable situation, the British Retail Consortium (BRC) in conjunction with its members developed a proposal to ensure that retailers could be confident of the validity of a proof-of-age card. The PASS proposal set out minimum standards for card operators. For example, the cards should carry on the front the name, date of birth and photograph of the holder plus a hologram PASS logo identifying the card as endorsed by government. The Trading Standards Institute agreed to take responsibility for ensuring the standards were met

- 3.20 The BRC held several meetings with Government, pressing for the PASS scheme to get off the ground in time to include the 600,000 16 year olds due to receive the Connexions cards. The Connexions card is a loyalty card introduced by the Department for Education & Skills (DfES), in partnership with Capita, which offers incentives to post-16 year olds to remain in education.

- 3.21 The BRT played a significant facilitating role in moving the project forward, not least by securing Home Office's ownership of the issue and by working closely with the Home Office, DfES and the BRC to overcome concerns expressed by the two Government departments concerned. An agreement was brokered and the PASS scheme is now scheduled for launch in January 2003.

### **3.22 Sales of methylated spirits on a Sunday**

- 3.23 Section 26 of the Revenue Act 1889 prohibits the sale of methylated spirit on a Sunday. This was suggested to the BRT as an obsolete piece of legislation that was ripe for repeal.

- 3.24 The BRT's investigation found that one of the major DIY retail chains sells methylated spirits on a Sunday, apparently with the blessing of the local authority responsible for enforcement policy at its premises, while its major competitor observes the restrictions imposed by the Revenue Act on the advice of its solicitors.
- 3.25 The BRT gathered evidence of the competitive disadvantage being suffered as a result of compliance with the law. Customs and Excise attempted to repeal Section 26 of the Revenue Act in this year's Finance Bill. Unfortunately, the House authorities did not consider the measure to be within the scope of the Bill as it is no longer a revenue matter. Customs also liaised with the Department for Culture Media and Sport (DCMS) to try and include the repeal in the Alcohol and Entertainment Licensing Bill. Recently this method of repeal has also been ruled out. Customs and Excise are now considering the possibility of repeal via another suitable Bill or by RRO.

### **3.26 Game licencing**

- 3.27 Retailers wishing to sell game must apply annually to their local authority for a Game Dealer Licence and must obtain an Excise Licence from the post office. An individual holding a Game Dealer Licence cannot also hold a Liquor Licence. These requirements derive from the Game Act 1831, which also prohibits the sales of game during the closed season.
- 3.28 The retail industry argued that the game licensing regime is outdated and administratively burdensome and that there is no reason why frozen game should not be sold all year round, provided it was taken in the open season. The taking of game requires a further licence. This licence was reported to be freely available, rarely enforced and widely perceived to be of little value.
- 3.29 The BRT developed a convincing case for reform of the game licensing regime including evidence from extensive meetings with large and small retailers, butchers, trade associations and enforcing authorities. The evidence includes an estimate from one major retail chain that, taking account of opportunity costs and lost sales of frozen game during the closed season, the current regime costs it about £1.4 million per year.
- 3.30 DEFRA recognises the arguments for a review of the game licensing regime and will shortly be entering into consultations with other Government Departments on how to take this matter forward.

### **3.31 Alcohol sales from forecourt convenience stores**

- 3.32 Section 9(4a) of the Licensing Act 1964 disqualifies garage forecourt convenience stores from holding a licence to sell alcohol if the primary activity of the premises is petrol sales.
- 3.33 During the BRT's research, both the retail sector and the oil companies argued that the law should be relaxed to allow forecourt convenience stores to apply for a licence in the same way as any other retail outlet. The key arguments for relaxing the current restrictions are, firstly, that many people already use their

cars when purchasing alcohol (from off licences and supermarkets, for example) and, secondly, that there is no evidence that licensing forecourt stores has led to any increase in drink driving.

- 3.34 To allow an early policy debate on this issue, the BRT attempted to have included in the Alcohol and Entertainment Licensing Bill a disapplication of Section 1(4) of the Regulatory Reform Act. This has now been ruled out and the BRT will consider how best to return to this issue in the future.

## **4. CHEMICALS REGULATION – OPERATIONAL ENFORCEMENT**

### **4.1 Background**

4.2 The BRT's 2002 work programme included a commitment to seek means of addressing the concerns that the chemical industry had about the way in which health & safety and environmental regulations were put into operation by the EA, SEPA and HSE. Recognising the fact that the manner in which inspectors implement regulations "out in the field" is, to a significant degree, the result of a process that begins with the development of policy and involves a consultation process and the provision of guidance, the industry highlighted the following generic issues, which were underpinned by numerous specific examples:

- (i) poor consultation processes and a failure to involve industry sufficiently early on in the policymaking process;
- (ii) inadequate guidance on how to comply with regulations, particularly in terms of its quality and timeliness;
- (iii) inconsistent and disproportionate application of regulations and the lack of a well-publicised, accessible, fair and efficient procedure for resolving disputes; and
- (iv) significant delays in the time taken by the regulators to authorise chemical products and processes.

4.3 Following discussions with senior representatives from the regulators, the chemical industry and its trade associations, the BRT set up an externally facilitated meeting on the 13<sup>th</sup> September 2002 between the regulators and industry representatives. Its purpose was to identify practical ways of dealing with the industry's concerns and a number of issues that were raised by the regulators.

4.4 Following the meeting, an action plan was produced. It was finalised by the participating parties at the end of November. The plan contains 22 actions, to which lead responsibilities have been allocated. Delivery dates for each action have also been agreed: short term (by end-June 2003); medium term (end-June 2004); and long term (December 2005).

4.5 It was agreed that the task of implementing the action plan would be managed by a Steering Group consisting of representatives from the EA, SEPA, HSE and CIA. This body will be established in Q1 2003 and will meet at least quarterly. The actions have been grouped under four headings, which correspond to the four generic problem areas identified in 4.2 above.

### **4.6 Consultation and communication**

4.7 A series of actions have been agreed in order to improve the ways in which the regulators consult and communicate with the chemical industry. They will be managed by sub-groups of the Steering Group.

4.8 One sub-group will review the effectiveness of the mechanisms available to the regulators for the formulation and development of policy and regulation.

Where the existing mechanisms are found to be ineffective, it was agreed that the sub-group would recommend, agree and manage the implementation of more appropriate processes.

- 4.9 The review will also consider how best to ensure that regulators and the industry work jointly to ensure that forthcoming regulations (particularly major EU Directives) are considered and dealt with in an holistic fashion taking full account of implementation issues (including, for example, an appreciation of the resource and timing implications).
- 4.10 Another sub-group will conduct a review of, and identify ways of improving, the effectiveness of the regulators' methods of communicating with stakeholders and particularly with business.
- 4.11 The HSE, recognising that its website was not user-friendly, undertook to take the lead in improving navigability. The EA and SEPA agreed to follow suit building on learning points gained from the HSE's exercise.
- 4.12 The review will focus in particular on the processes by which the regulators consult, and aim to ensure, for example, that:
- (i) industry is involved at the earliest possible (preferably pre-formal consultation) stage, when issues of principle are still being formulated;
  - (ii) the right consultees are identified and contacted;
  - (iii) issues are more clearly categorised and priorities flagged to consultees;
  - (iv) consultee responses are dealt with appropriately (i.e. they are acknowledged and efforts taken to keep consultees abreast of subsequent developments, including informing them about why particular policy choices have been made); and
  - (v) consultees are able to provide feedback on how they think a consultation has proceeded and are kept informed of the results of such feedback.
- 4.13 The CO will contribute to the review by raising the chemical industry's awareness of the guidance available on the performance standards that apply to all government consultation exercises.
- 4.14 The CO also agreed to take the lead in exploring ways of providing the EA and SEPA with a greater level of engagement in the EU policy making process. It was considered that such input at the initial policy making stage might help to improve the UK implementation of relevant EU Directives and reduce the cost of business compliance. In particular the CO agreed to follow up with DEFRA the observations on EU policy making arising from the Finance Management and Policy Review (FMPR) study of the EA.

#### **4.15 Advice and guidance**

- 4.16 It was agreed that the EA, SEPA and HSE would take steps to raise the chemical industry's awareness of the boundaries to the advice that operators can reasonably expect to be given by their local inspectors, including

clarification of the circumstances under which the provision of advice would be chargeable.

- 4.17 The regulators also agreed to clarify and explain their existing inspector training and enforcement performance policies and the Quality Assurance (QA) arrangements that exist to ensure that these policies are adhered to. The CIA agreed to disseminate this information through its usual channels, including its network of regional “Responsible Care” cells.
- 4.18 The EA and SEPA agreed to take the lead in evaluating the accessibility of their regulatory compliance guidance and exploring ways of improving awareness of and accessibility to such guidance material. This recognises the fact that one of the reasons for industry’s dissatisfaction with the quality and level of available guidance is a lack of awareness of the full range of material available.
- 4.19 In response to industry concerns about problems that arise when regulations are revised, the EA and SEPA also agreed to take the lead in considering how best to alert industry to the existence of updated guidance. This might, for example, be done via an electronic newsletter directly to regulated companies and/or via CIA communication channels.
- 4.20 It was agreed that the CIA would take the lead in piloting an e-mail-based helpline service for the industry. Operators will have the opportunity to forward regulatory queries to the CIA by e-mail, which will then pass them on to the HSE. The HSE’s response will then be disseminated via the CIA’s communication channels.
- 4.21 In the longer term, consideration will be given to developing an interactive web-based system, which will allow operators to engage directly with HSE staff in a “Team room”. The EA and SEPA agreed to consider a similar approach, once the impact of this initiative has been assessed and its success confirmed.
- 4.22 It was agreed that the CO would take the lead in considering how to promote the production of better quality regulatory guidance by exploring ways of improving the regulators’ understanding of industry (and vice versa). It was considered that the guidance could be more user-friendly and appropriate if, for example, it was produced by staff with industrial experience or by someone who had been seconded for a period of time to industry or who had been assisted by a secondee from industry.
- 4.23 The EA and SEPA have produced guidance specifically tailored to the needs of the organic chemicals sector which has been designed to help affected businesses comply with the Pollution Prevention and Control (PPC) regulations. An “Advice Note” for the sector has been issued setting out the EA’s priorities in terms of what it wants the regulations to achieve and how it wants companies to comply. The EA and SEPA will discuss the possibilities of producing Joint Advice Notes in the future. The Agencies are issuing similar guidance notes for other sectors affected by the PPC regulations.
- 4.24 It was agreed that, with specific reference to the chemicals industry, the EA and SEPA would review the priorities and pace with which they roll out “Net Regs”, their sector-specific web-based SME guidance programme. This

provides a user-friendly approach to the provision of guidance. It enables companies to pinpoint precise pieces of guidance very quickly, thereby avoiding the need to wade through pages of irrelevant text. Industry input has been sought throughout the development of “Net Regs”.

#### **4.25 Application and operation of regulation**

4.26 It was agreed that the EA, SEPA and HSE would clarify and explain their existing inspector training and enforcement policies and the service standards that exist to ensure that these are adhered to. The CIA agreed to disseminate this information through its usual channels, including its network of regional ‘Responsible Care’ cells.

4.27 The EA, SEPA and HSE also agreed to conduct a review of their current enforcement policies and service standards, in order to identify shortcomings and, via the Steering Group, make and communicate recommendations for improvements to existing arrangements.

4.28 It was agreed that the CIA would take the lead in developing its network of “Responsible Care” cells – regional clusters of members and non-members – so that they function better as conduits for the provision of non-prejudicial feedback and dialogue between operators and inspectors at the local level. It was envisaged that relations with local inspectors might thereby be improved, leading to greater transparency and consistency in inspector’s decision-making.

4.29 The CIA will also consider how to co-ordinate the activities described in 4.28 above, with parallel infrastructures, such as those associated with the Regional Development Agencies (RDA) and regional Government Offices.

4.30 It was agreed that the CIA would take the lead in exploring other means by which operators might provide their regulators with feedback on the actions of local inspectors in a manner that would not prejudice the treatment of the operator in the future.

#### **4.31 Permitting delays**

4.32 It was agreed that the EA and SEPA would take the lead in clarifying and advising the CIA of their current service standards covering, amongst other things:

- i) the provision of non-chargeable advice;
- ii) number of days within which a permit/licence application should be dealt with;
- iii) circumstances under which the application process can be suspended; and
- iv) powers of redress available to businesses in the event of a failure by a regulator to meet a performance standard.

The CIA agreed to disseminate this information through its usual channels, including its network of regional ‘Responsible Care’ cells.

- 4.33 The EA and SEPA agreed to take the lead in reviewing their existing service standards as they apply to the permitting process. The EA and SEPA will work with the chemicals industry to explore ways of improving these performance standards and the manner in which they are implemented.
- 4.34 It was agreed that the CIA would take the lead in designing a mechanism for identifying and facilitating fast track permit applications. The intention is that the commercial exploitation of innovative technologies should not be hampered by a lack of definition of Best Available Techniques for new technologies.
- 4.35 The EA and SEPA will continue to review the implementation of Pollution Prevention Controls (PPC) and have developed several methods of minimising PPC permitting delays. They agreed to take the lead in ensuring that the benefits of such methods are evaluated with industry and any learning points identified and shared with the other regulators.
- 4.36 The EA's methods include the development of a CD-ROM-based PPC permit application template; the formulation of sector-specific "Advice Notes"; and guidance on how to meet the requirements of the EU Habitats Directive.
- 4.37 The EA is also planning to introduce a web-based permit tracking process. This will allow companies to keep abreast of where in the permitting process their application stands.

## **5 FURTHER WORK**

- 5.1 The BRT will continue to work closely with departments to ensure progress towards their planned reforms. In particular, the BRT will monitor the progress of the review by TV Licensing of the system of retailer notification and the review by Home Office of the Poisons Act. It will also remain engaged with DEFRA and Customs and Excise to take forward the proposed review of the game licensing regime and to relax the restriction on Sunday sales of methylated spirit.
- 5.2 The BRT will support the Steering Group responsible for delivering the action plan to reduce the burden of operational enforcement on the chemicals industry and will monitor implementation of the plan.

## **6 CONCLUSION**

- 6.1 Excellent progress has been made since the BRT's first work programme received Ministerial approval in January 2002. Constructive relationships have been forged with the business community and Government departments have responded positively to the challenge of regulatory reform.
- 6.2 It was originally anticipated that many of the projects outlined in the 2002 work programme would take longer than a year to complete. In fact, within 12 months, commitments have been secured to reducing significant burdens on the retail and chemical industries.
- 6.3 Finally, the BRT would like to acknowledge and thank all the individuals and organisations that were consulted during the year for their time and valuable contributions. A full list of participants is at Annex A.

**ANNEX A****LIST OF PARTICIPANTS**

The BRT would like to thank the following organisations for contributing to the Team's work in 2002:

A Nelson & Co. Ltd.	Budgens Stores Ltd.
Abbey Supply Company Ltd.	Business in Sport and Leisure*
Adminstore Group	Camelot*
Agroserve Ltd.	Chemical Industries Association
AH Marks & Co. Ltd.	ChemLaw UK
Akcros Chemicals Ltd.	Cinema Exhibitors Association*
Akzo Nobel Surface Chemistry AB	Contract Chemicals Ltd.
All Party Parliamentary Beer Group*	CitizenCard*
Alldays Stores plc	Clariant UK Ltd.
Anthony Garrett#	Confederation of British Industry
Asda Stores*	Cooperative Wholesale Society*
Association of Chief Police Officers	Debenhams plc
Association of Convenience Stores	Department for Culture, Media and Sport
Association of Licensed Multiple Retailers*	Department for Environment, Food and Rural Affairs
Avecia	Department for Transport
BASF plc	Department of Trade and Industry
Baxenden Chemicals Ltd.	Dewhurst Butchers Ltd.
Beale plc*	Dialogue by Design
British Amusement & Catering Trades Association*	Dixons Group plc
British Association of Chemical Specialities	Dow Custom and Fine Chemicals
British Association for Shooting and Conservation	Environment Agency
British Beer and Pub Association*	Federation of Chemical Associations
British Chambers of Commerce	Federation of Small Businesses
British Chemical Distributors' and Traders' Association	First Quench Retailing Ltd.
British Coatings Federation	Food Standards Agency
British Hospitality Association*	Fortnum & Mason
British Institute of Innkeepers*	Forum for Private Business
British Retail Consortium	Game Conservancy Trust
	Glasgow Trading Standards*
	Grosvenor Chemicals Ltd.
	Guild of Fine Food Retailers
	Hamleys

Health and Safety Executive  
HM Customs and Excise  
HM Treasury  
Hercules Ltd.  
Hickson & Welch Ltd.  
HMG Paints Ltd.  
Home Office  
Hotel & Catering International  
Management Association\*  
House of Fraser plc  
Institute of Chartered Accountants  
in England & Wales  
Institute of Directors  
Institute of Safety and Health  
John Lewis Partnership plc\*  
Lambson Speciality Chemicals Ltd.  
Macfarlan Smith Ltd.  
Malcolm Hurlston Corporate  
Consultancy\*  
Marks and Spencer plc  
Mr Inch<sup>o</sup>  
Mr Kunvarji<sup>o</sup>  
Mr Parbat<sup>o</sup>  
Narinda Bains<sup>o</sup>  
National Federation of Retail  
Newsagents\*  
National Game Dealers  
Association  
Nufarm UK Ltd.  
Octel Corp.  
Office of Fair Trading  
Oxford Chemicals Ltd.  
Paul Seeray<sup>o</sup>  
Portman Group\*  
Radio, Electrical and Television  
Retailers' Association  
Re-solv\*  
Retail Farm Association  
Robinson Brothers Ltd.  
Safeway plc  
J Sainsbury plc  
Scottish Environment Protection Agency  
Scottish Executive\*  
Selfridges plc  
Shropshire Chamber of Commerce  
Small Business Service  
Society of Chief Officers of Trading  
Standards in Scotland\*  
Somersfield plc  
South East of England Development  
Agency  
Specialised Organic Chemicals Sector  
Association  
Tesco plc\*  
The Boots Company plc  
Thomas Swan & Co. Ltd.  
Trades Union Congress  
Trading Standards Institute\*  
TV Licensing  
Union of Shop, Distributive and Allied  
Workers\*  
Validate\*  
Vickers Laboratories Ltd.  
Video Standards Council\*  
Waitrose Ltd.  
West Yorkshire Trading Standards  
Whyte Group Ltd.  
Willo Game Ltd.  
Witton Chemical Company Ltd.  
Wm. Morrison Supermarkets plc

Woolworths plc\*

Young Scot\*

- \* member of the British Retail Consortium's Proof-of-Age Industry Steering Group
- ° independent newsagent and/or food & drink retailer
- # independent game dealer