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| **Committee Objectives** |
| **To identify and prioritise developing legislation and issues** that can impact on the ability of the UKCPI Member to formulate, package, distribute and market their products.  **To engage with Members and collate their views to arrive at a common position** that safeguards the interests of UKCPI Members. Actively promote the UK Industry position with the relevant internal industry associations (AISE, ACI, etc)  **Identify the routes for sharing, promoting and influencing such common positions** with legislative authorities and other interested bodies and to participate in the relevant external groups e.g. CSF, ACA etc.  **To ensure adequate links within company technical and external affairs staff** and coverage of AISE technical, regulatory and communication groups in order to ensure that the UKCPI ARC Committee and the wider UKCPI Membership, is kept up to date on progress of regulatory, technical and external affairs matters.  **To act as internal champions** for UKCPI and AISE activities within member companies,and to **provide access to company expertise** as required.  **To oversee the external communications activities of the UKCPI** so it is best able to deliver a more favourable business environment and public perception for UKCPI members to continue to produce and market their products. These activities comprise:   * 1. the promotion and protection of the **industry's reputation** for producing quality products which benefit society and are safe for consumers, safe for the people who make them, safe for the environment and are sustainable;   2. the provision of a unifying and **authoritative voice,** proactive and reactive, on issues relevant to both the UKCPI membership and AISE advocacy;   3. the identification and nurturing of a **stakeholder network** that is briefed (and supportive) of the activities and positions of UKCPI. |

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| **Advocacy** | **Support required** | **Responsibility** | **Action / Status** |
| * Seek input from members on potential **regulatory scenarios due to Brexit** | Engagement and feedback from membership | PM / SS | Ongoing |
| * Track **AISE advocacy programme** to ensure UKCPI is able to support | Support as required from company experts and from ARC members | PM | PM on AISE advocacy group |
| * Build **constructive working relationships** with relevant Govt departments / officials and institutions in order to further sector interests |  | PM / SS | Ongoing calendar of meetings |
| * Actively **participate in** **industry fora** to ensure UKCPI voice is heard ( CSF,ACA, Incpen, Defra, Palm Oil roundtable, CBI) | PM / Council | PM |  |
| * Review **value and membership of APMG** and engagment with UK MP’s through a new sector specific APPG | ARC | PM | Review to commence post brexit |

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| **Regulatory**  **Core Areas & Activities** | **Cmt/WG** | **Lead** | **Status** | **Action** |
| GHS Supply | HSE GHS Stakeholder Meetings  UNSCoEGHS | S Stewart |  | 1. Circulate biennium work plan (SS)  2. Highlight areas of interest (ARC)  3. Circulate applicable papers (SS)  4. Provide feedback on papers prior to HSE/UN meetings (ARC)  5. Attend HSE/UN meetings as appropriate (SS) |
| CLP | AISE CLP TF | S Stewart | Ongoing amendments through ATPs.  Report on harmonised reporting to PCC. | 1. Attend CLP TF meetings and report back to Committee (SS)  2. Advise Members of changes via email, regional meetings, etc (SS) |
| BPR | AISE BPR WG | R Furse | Ongoing implemention, interpretation and guidance. | 1. Attend AISE BPR WG meetings and report back to Committee (RF).  2. Advise Members of developments via email, Regional Meetings, etc (RF/SS) |
| Detergent Regulations | AISE Detergents WG | S Stewart | Implementation of P retrictions in CADD and impact of fragrance allergens. | 1. Monitor developments as paper member of AISE Detergent WG and report back to Committee (SS)  2. Advise Members of changes via email, Regional Meetings, etc (SS) |
| Professional Cleaning & Hygiene Sector |  | P Woodhead | Potential for different impacts on PC&HS due to e.g. formulations, pack size, etc. | 1. Monitor developments and report to Committee as appropriate (TBC) |

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| ***Core Areas & Activities*** | ***Support required*** | ***Responsibility/***  ***representative*** | ***Action/ status*** |
| **Communications – influence** | | | |
| * Manage a radar screen of **potential issues** and maintain issues tracking and outreach plan | ARC / AISE /ACI  External stakeholders  Member company experts | JP / ARC | Issues identified, detailed stakeholder plans created for each and messages prepared |
| * Through meetings and briefings, build and maintain **an informed** (and ideally supportive) **network** of individuals, officials and organisations whose opinions matter |  | PM / ARC | Ongoing calendar of meetings with specific agenda with Govt departments and stakeholders |
| * Identify third party **'industry champions'** | ARC | PM | Participate in SAS, SMC and APMG events; this remains a major challenge |
| * Work proactively with **other downstream user** groups / associations to build scale, coordinate activities and share resources | Alliance of Chemical Associations (ACA) | PM | Exploit ACA strength on shared issues  Also work with downstream users’ external affairs staff (BAMA, CTPA, BFA, BACS, CIA) on issues of shared concern (e.g.: Brexit, allergens, Preservaties, public perception of chemicals) |

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| **Communications - Public Relations** | | | |
| * Give timely **advice and information** to public enquiries | Secretariat database of positions, statements, past responses, FAQs, third party contributors | ARC / CS / KD | Maintain log to record incoming enquiries and responses |
| * **Monitor** media for relevant coverage |  | CS | Media responses handled in-house |
| * Maintain a **capability to respond quickly** to adverse media/public comment or opinion | ARC | CS | Continually review against external interest |
| * Review content on both www.ukcpi.org and [www.professionalcleaning.org](http://www.professionalcleaning.org) and extend their promotion and search ranking | Support required from ARC to help maintain topicality | CS / JP | Websites to be reviewed and relaunched due to current CMS system ending |
| * Raise UKCPI profile via conference presence and associated PR & marketing work | ARC | PM / CS | Support Cleaning Products Europe conference |
| * Maintain **social media** activity |  | CS | Active Twitter account and LinkedIn company page.  #RecycleMe material developed and available to support plastics issues |
| * **Education:** develop child safety pre-school pack | ARC / Child Accident Prevention Trust | PM / CS | Classroom and teachers’ pack roll out in 2 regions and then review broader opportunities |
| * **Promote safe use of products:** maintain RoSPA regional home safety campaign | ARC / RoSPA | PM / CS | Funding secured for 2019 RoSPA campaign launches in 2 regions |