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| 1. | Objectives | * 1. To act as a forum in which Local Authority Trading   Standards teams, regional groups, central government,  industry representatives and other stakeholders work  together to discuss and resolve key issues.   * 1. To seek to achieve a consistent approach to legislation   and guidance relating to legal metrology.   * 1. To identify and implement operational improvements by   adopting good practice, and engaging in joint working.   * 1. To share specialist knowledge and expertise on relevant   issues.   * 1. To assist in the initial development of projects and   studies, and to develop activities to protect and enhance  national compliance within legal metrology.   * 1. To consider, and if appropriate respond to, consultation   documents and Government initiatives in relation to  legal metrology issues.   * 1. To act as a forum in which member authorities can   discuss and seek resolution of issues, and where  necessary, seek the views of NTSB, ACTSO, BEIS,  CTSI etc.   * 1. To act as a focal point for the exchange of good   practice, information and views.   * 1. To facilitate liaison with other professionals, groups or   bodies with areas of common interest.   * 1. To seek to influence the national agenda and   coordinate projects and studies. |
|  | **Scope of activity** | * 1. All matters relating to UK and EU legal metrology.   2. Issues relating to Notified Bodies.   3. Joint working through projects and government funded   research.   * 1. Training and development.   2. Reference to national, international, and regional groups   with where appropriate representation to meetings such  as the Primary Authority Supermarkets Group. |
|  | **Membership** | 3.1 The expert panel will have at least one member from each TS region and at least one member from the Regulatory Delivery Directorate of BEIS. In addition, the panel may invite other people to participate or attend meetings as the panel decides appropriate.  3.2 A technical panel of members shall meet prior to the expert panel and report on their discussions to the panel.  3.3 Appropriate representatives from NTSB, CTSI, and trade bodies may be invited to meetings subject to agenda items.  3.4 The expert panel shall have a Chair, Vice-Chair and Secretary appointed by members of the panel. The terms of appointment will be for two years before review. The Chair, if agreed by panel members, can remain in place for successive terms indefinitely.  3.5 Lead Officers may be appointed in specialist subject areas. |
|  | Operation of the group. | The panel will meet six-monthly and aim to conduct asmuch business as possible electronically.  * 1. The agenda will be circulated at least 10 working days   before each meeting and minutes recorded and  circulated within 10 working days.   * 1. Any decisions taken by the group will be reached by   general consensus, except for the election of a new  Chair or Vice Chair, when voting shall take place. For  this purpose, panel members who are elected regional  representatives, and standing members (i.e. BEIS &  CTSI) shall be entitled to have one vote each (that is  one vote per region / nation / standing member  organisation) and the Chair shall be entitled to a casting  vote in the event of an equal number of votes. Apart  from the Chair’s casting vote, no person shall have  more than one vote.   * 1. Panel members will have a good working knowledge   and experience of legal metrology and have support for  their membership from their employer and/or relevant  regional group.   * 1. Panel members will be able to commit the necessary   time to participate in the group’s activities, including  attending meeting.   * 1. Where appropriate, panel members will act as a   regional contact within their region.   * 1. Members will keep the panel informed and up to date   with any emerging issues from their region or  specialism, input into consultation documents, and  attend group meetings.   * 1. Panel members will reflect the views of the Group when   representing the group in outside meetings, media etc. |