

Terms of Reference – Deposit Return Scheme Implementation Advisory Group

Purpose

The Deposit Return Scheme (DRS) Programme is a portfolio of projects and workstreams related to the implementation of a DRS in Scotland. Individual Projects within the DRS Programme, including the DRS Implementation Advisory Group, provide advice to the DRS Programme Board.

Specifically, the DRS Implementation Advisory Group will:

- provide industry expertise and advice on the implementation of the DRS for Scotland; and
- facilitate access to expertise and resources from participants within the group and their broader networks.

Roles and Objectives

To undertake this responsibility effectively, members of the Implementation Advisory Group will:

- test assumptions and decisions about the implementation of DRS;
- represent their sector on the group from a technical perspective;
- consider any opportunities associated with DRS for their sector and advise on how to maximise these; and
- consider any perceived challenges of DRS for their sector and advise on mitigation.

Group Membership

The Implementation Advisory Group will be Chaired by the Scottish Government (Deputy Director, Environmental Quality and Circular Economy) and secretariat support will be provided by Scottish Government Circular Economy Unit. Members will provide industry expertise and advice on practical issues related to the operation of the scheme and how it interacts with production, retail and hospitality industries.

Group Members

- British Soft Drinks Association
- Federation of Small Businesses
- Natural Hydration Council
- Scotch Whisky Association
- Scottish Beer & Pub Association
- Scottish Grocer's Federation
- Federation of Independent Retailers
- Scottish Wholesale Association
- Scottish Licensed Trade Association

- Scottish Retail Consortium
- UK Hospitality

Key Tasks

The group will provide expert input on the requirements of an effective DRS system and may also seek wider input from individuals/organisations with expertise in the operation of existing systems elsewhere. Key areas of focus are likely to be:

- System administration
- Financing
- Procurement and commissioning
- Interaction with existing production and distribution operations
- Logistics
- ICT
- Labelling and fraud prevention
- Social benefits

The DRS Programme Director will attend meetings, providing progress updates to the Group.

Other Attendees

Members of the Programme Management Office and Project Teams will be invited to attend meetings as required.

Time Commitment

The Group will meet Monthly between early 2019 and the formation of the governance structure for the Scheme Administrator. Additional meetings may be held as required at the discretion of the Chair. It is anticipated that the meetings will last for up to 2 hours.

Papers will be issued at least three working days before the meeting and should not be onerous in terms of length but will require at least an hour's attention.