



# Implementation Advisory Group

Proposed Methods to Engage and Contribute  
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EUROPE & SCOTLAND  
European Regional Development Fund  
Investing in a Smart, Sustainable and Inclusive Future

# Background and Context

- With the Cabinet Secretary's announcement of the Scheme Design, the programme has entered a Detail Design phase covering planning, legislation and scheme operation
- Key deliverables from this phase include specifications for major components of the scheme (including the transport logistics service, the underpinning ICT and the operational change definition for producers, retailers and other players)
- The programme currently has 16 work streams, including the 9 (with the recent addition of the Retail work package) identified at the last IAG meeting
- With the intent that the end state DRS operation is owned and run by industry it is essential that representatives contribute to the creation of these deliverables, within the overarching guidance and advice provided by the IAG. This approach will also facilitate the transition of ownership of the scheme build to industry.
- 2 methods of contribution are proposed:
  - Working Groups
    - Working Groups will be formed to deliver those work packages which have significant requirement for industry knowledge and expertise, and which are on the critical programme path. Working Groups will support specific work streams, which will be expected to be led by an industry representative
  - Specialist Support
    - Specialist Support covers a range of discrete contributions, including data and time from specialists, for those work packages where further scoping/definition is required and where Zero Waste Scotland can continue to lead in the short term. It is likely that Working Groups will need to be established for these work streams as the programme progresses

# Working Group Assumptions

- Industry led
  - IAG members or member companies
  - Strategic/technical/sector split
    - Senior/Leader – representatives with significant responsibility, and capable of leading working groups
    - Operations/ technical/ professional managers – deep domain knowledge in their field of expertise
    - Sector/Domain – broad knowledge across a specific sector or related domain (e.g., circular economy)
  - Member companies lead and may provide additional technical rigor
  - Augmented with contractors or research support if required
- Duration of working groups determined by nature of deliverables required
- Zero Waste Scotland project management and Secretariat support
- Report back to IAG and Programme Board (via existing work stream reporting)

# Developing the Working Groups

Workstream	Senior/ Leadership	Operations/ technical/ professional managers	Sector/Domain experience	Zero Waste Scotland Senior Lead
<b>First Working Groups</b>				
Scheme Administrator	IAG member			Redacted
Producer/ distribution	IAG member			Redacted
Retailers			IAG member	
<b>Specialist Support Required</b>				
Financial		Financial Analyst		Redacted
Procurement		Procurement professional		Redacted
Social Benefits			Zero Waste Scotland	Redacted
Logistics		Logistics Expert		Redacted
Fraud	IAG member			Redacted
Data/ICT		ICT Specialist		Redacted

All Work streams supported by Zero Waste Scotland PMO Project Manager