



WA CONTAINER DEPOSIT SCHEME

ADVISORY GROUP

TERMS OF REFERENCE

PURPOSE

To provide industry and community perspectives to inform the design and implementation of Western Australia's container deposit scheme (CDS).

SCOPE

The McGowan Labor Government is committed to implementing a CDS. The Department of Water and Environmental Regulation (DWER) is responsible for recommending a scheme design for Government's consideration and will be responsible for its implementation.

The Minister for Environment has invited representatives from the organisations identified below to form a CDS Advisory Group. The CDS Advisory Group's role is to provide input to the design of the CDS by providing sector specific information.

The CDS Advisory Group is intended to assist Government through the four phases of the project.

1. Policy design: assist with determination of the scheme's policy design.
2. Detailed design: assist with the identification, consideration and resolution of the technical and operational issues necessary for the scheme's detailed design and operation.
3. Drafting of new regulations: review of draft regulations including providing consolidated feedback from members.
4. Implementation: assist with the identification, consideration and resolution of implementation issues having regard to management of perceptions of conflicts of interest and proper Government procurement practices.

The CDS Advisory Group role is expected to include:

- Providing independent advice as representatives of their organisation and engage with their organisation's members to capture concerns and issues;



- Providing advice on design issues and guiding policies;
- Providing advice on potential legislative provisions to inform the development of legislative requirements
- Providing advice on implementation issues;
- Providing information relevant to a preliminary cost benefit assessment of options;
- Identifying sector or issue specific working groups to provide advice on specific issues and assist in the formation of technical working groups and issue-specific working groups; and
- Providing advice on community engagement and communication.

MEMBERSHIP

Australian Beverages Council
Australian Food and Grocery Council
Australian Council of Recycling
Australian Hotels Association of WA
National Retail Association
Waste Management Association of Australia
Western Australian Local Government Association
Boomerang Alliance
Conservation Council of Western Australia
Liquor Stores Association of Western Australia
National Association of Charitable Recycling Organisations

Advisory Group members will be expected to represent the views of their organisation and not the individual views of a company or business, with any potential conflict of interest to be identified and raised.

Technical working groups (TWG) may be required to provide issue-specific advice on scheme design, regulation development or implementation. TWGs may be convened on a short-term basis to address particular issues.

ADMINISTRATION

The CDS Advisory Group will be chaired by the Executive Director, Strategic Policy and Programs and DWER will facilitate the advisory group's considerations through preparation of agenda papers in advance of meetings.

Representatives will not receive remuneration for their participation on the CDS Advisory Group.



The CDS Advisory Group will remain active until the CDS is implemented. However, the term of the CDS Advisory Group may be extended or reduced as necessary.

The CDS Advisory Group is expected to meet regularly during the design and implementation process. Out of session consideration may also be required where deadlines are to be met.

ROLES AND RESPONSIBILITIES

DWER will:

- coordinate and organise meetings;
- prepare and distribute meeting papers to Advisory Group members;
- record and distribute record of meetings;
- develop legislation and regulations with input from the Advisory Group;
- support the TWGs and issue-specific working groups;
- develop a communication and awareness strategy with input from the Advisory Group; and
- provide advice to Advisory Group members around the confidentiality and distribution of papers and information.

Advisory Group members will:

- attend meetings of the Advisory Group;
- organise a suitable proxy if unavailable to attend;
- contribute information and data;
- provide advice that represents member views;
- maintain confidentiality in relation to information or papers where advised to do so;
- declare conflict of interests; and
- assist in the development of the communication strategy.



CONDUCT OF ADVISORY GROUP MEMBERS

- a) Members will endeavour to bring a broad perspective to the Advisory Group. Members will consider the views of their respective organisations and represent these views to the Advisory Group.
- b) Members must declare personal and/or financial interests or membership of other groups that may conflict or are perceived to conflict with their public duty as part of the Advisory Group. The Chair may request members recuse themselves from discussions where the Chair considers that a conflict of interest cannot be managed.
- c) Members must not demand or accept any fee, favour, reward, gratuity or remuneration of any kind for their role on the Advisory Group.
- d) Advisory Group minutes and agreed documents will be made available to members' constituents. Working documents/drafts, where appropriate, will be made available as a basis for consultation, at the discretion of the Advisory Group. Public releases of documents are at the discretion of the Advisory Group's Chair and where appropriate the Minister for Environment.
- e) Minutes will record decisions and actions of the Advisory Group, with some background/justification where necessary. Minutes may be approved out of session through email.
- f) The Advisory Group may establish and disband small teams to consider specific initiatives or technical issues, such as Working Groups.
- g) The Advisory Group will endeavour to develop a consensual position on all issues.