

**Neighbourhoods and Environment Scrutiny Committee – Behaviour Change and Waste Task and Finish Group
Work Programme – 2018**

Meeting 1: Date / Time and Venue to be confirmed				
Deadline for reports:				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Understanding what works	The group will hear from Keep Britain Tidy on national and local campaigns and the lessons learnt to address the issue of waste and influence behaviour change.	Councillor Akbar	Fiona Worrall Heather Coates	Invitation to be sent to representatives of Keep Britain Tidy
Terms of Reference and Work Programme	To review and agree the Subgroup's terms of reference and work programme, and consider any changes or additions that are necessary.		Lee Walker	

Meeting 2: Date / Time and Venue to be confirmed				
Deadline for reports:				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Examples of good practice	The group will hear from a range of residents groups from across the city to learn of their experience in tackling waste in their community and neighbourhoods.	Councillor Akbar	Fiona Worrall Heather Coates	Invitations to be sent to a number of resident groups
Terms of Reference and Work Programme	To review and agree the Subgroup's terms of reference and work programme, and consider any changes or additions that are necessary.		Lee Walker	

Meeting 3: Date / Time and Venue to be confirmed**Deadline for reports:**

Item	Purpose	Lead Executive Member	Lead Officer	Comments
Influencing Businesses	The group will review examples of good practice amongst businesses to manage their waste and ensure their activities do not negatively impact on the surrounding environment. Identify further opportunities to support businesses to help reduce waste and associated litter.	Councillor Akbar	Fiona Worrall Heather Coates	
Feedback from members on their findings	Members are invited to feed back on the findings of this investigation and make recommendations that will inform the final report of the Task and Finish Group.	-	Lee Walker	

Meeting 4: Date / Time and Venue to be confirmed**Deadline for reports:**

Item	Purpose	Lead Executive Member	Lead Officer	Comments
Final Report and recommendations	To agree the final report and recommendations of the Task and Finish Group.	-	Lee Walker	