



Please provide the following information as it relates to **Wigan Council** and as it was in force in or around May 2024:

1. Any written policies, procedures, guidance, or protocols relating to the assessment or review of noise monitoring recordings by Environmental Health officers.

No specific policy exists. We follow Norsonic advice from training which advises listening to recordings in a quiet room or using headphones.
2. Any guidance or policies relating to the equipment to be used for playback of noise monitoring recordings.

No specific guidance or policy exists relating to specific devices. Devices need to be capable of playing WAV files.
3. Any guidance on volume calibration, listening levels, or listening conditions when assessing noise monitoring recordings.

Norsonic advise making a primary calibration on installation of their NOR140 kit and to calibrate on retrieval before removal. This is completed on each installation. Training is provided on a yearly basis by Campbells Associates, providers of Norsonic Noise Monitoring Equipment
4. Any policies or guidance permitting or governing the assessment of noise monitoring recordings at officers' homes or away from council offices.

No specific guidance exists
5. Details of the standard or recommended equipment used by the council for playback and assessment of noise monitoring recordings.

Standard issue Dell laptops to Council Officers are compatible with Norsonic Software and able to play WAV files.