

# WIRRAL COUNCIL

## SUSTAINABLE COMMUNITIES OVERVIEW AND SCRUTINY COMMITTEE

29<sup>TH</sup> JANUARY 2013

<b>SUBJECT:</b>	<b>MINIMISE WASTE BY ENCOURAGING WASTE REDUCTION AND RECYCLING – PROGRESS UPDATE</b>
<b>WARD/S AFFECTED:</b>	<b>ALL</b>
<b>REPORT OF:</b>	<b>INTERIM DIRECTOR OF TECHNICAL SERVICES</b>
<b>KEY DECISION</b>	<b>NO</b>

### 1.0 EXECUTIVE SUMMARY

- 1.1 This report is the annual report updating Members on the Technical Services (TS1) Delivery Plan 2012/13 (**Appendix A**) that supports the corporate goal: “Minimise waste by encouraging waste reduction and recycling”.

### 2.0 BACKGROUND AND KEY ISSUES

- 2.1 At the Council meeting of the 13<sup>th</sup> February 2012, (Minute 290 refers), Members formally approved the Merseyside Joint Recycling and Waste Management Strategy and associated District Council Action Plan (DCAP).

The Council is committed to contributing to the Joint Merseyside recycling target of 50% recycling by 2020. The Council’s strategic map to achieving this target is set in Wirral’s DCAP document.

On the 12<sup>th</sup> December 2011, Council meeting (Minute 90 refers), a Motion of Increasing Recycling was raised. On the 26<sup>th</sup> September 2012, a detailed report on progress for this motion was presented to this committee.

This report updates Members on the key waste reduction and recycling initiatives for the financial year 2012/13 and explores future assumptions and challenges. Table 1 shows the current status in relation to projects. Three initiatives have been suspended due to the Council wide spending freeze. Further details can be viewed in **Appendix A**.

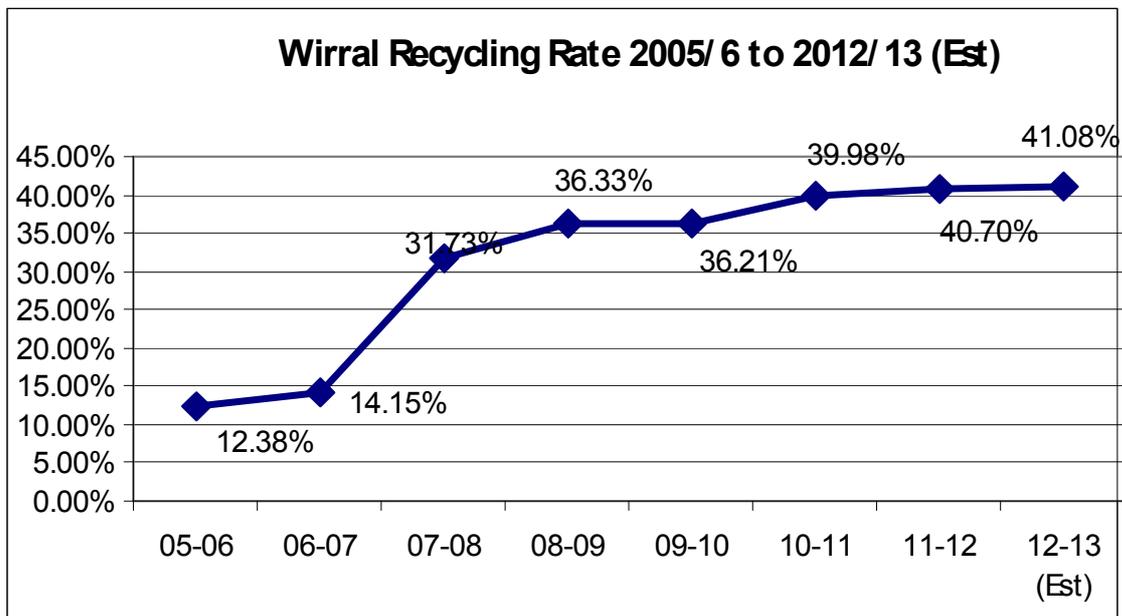
Status Red (R), Amber (A), Green(G), Complete (C), Suspended (S)	No. of projects
R	0
A	2
G	25
C	12
S	3

## 2.2 Increasing Recycling

### 2.2.1 Recycling Performance

Over the last 7 years, the Council has seen a significant increase in the amount of waste diverted from landfill (**Graph 1**). This is due to significant roll outs of recycling containers to all properties within Wirral and operational changes such as the recycling of street cleansing waste and leaf fall. Wirral Council also yield the highest tonnage per household of dry recycling (210kg/hh compared to just 81kg/hh of the lowest performing Merseyside authority) on Merseyside due to the optimised methodology of alternate weekly collections and co-mingled collections.

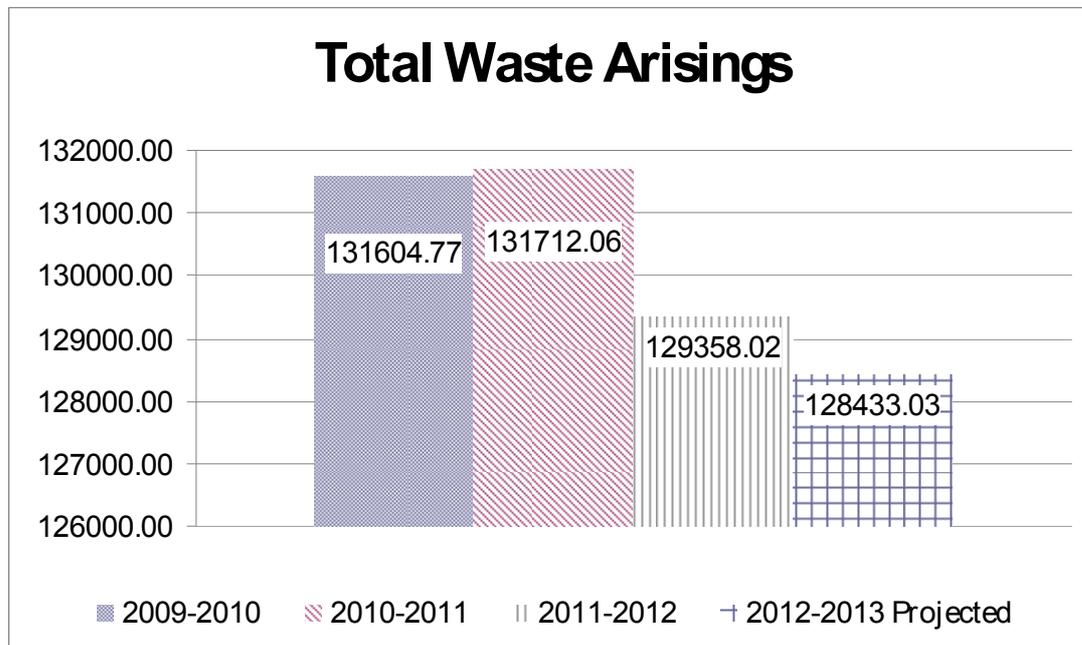
**Graph 1**



However, for the last three years performance has started to level out at around 40%. This is due to the majority of the roll outs being completed in 2009/10. In Section 2.6 future recycling performance is explored.

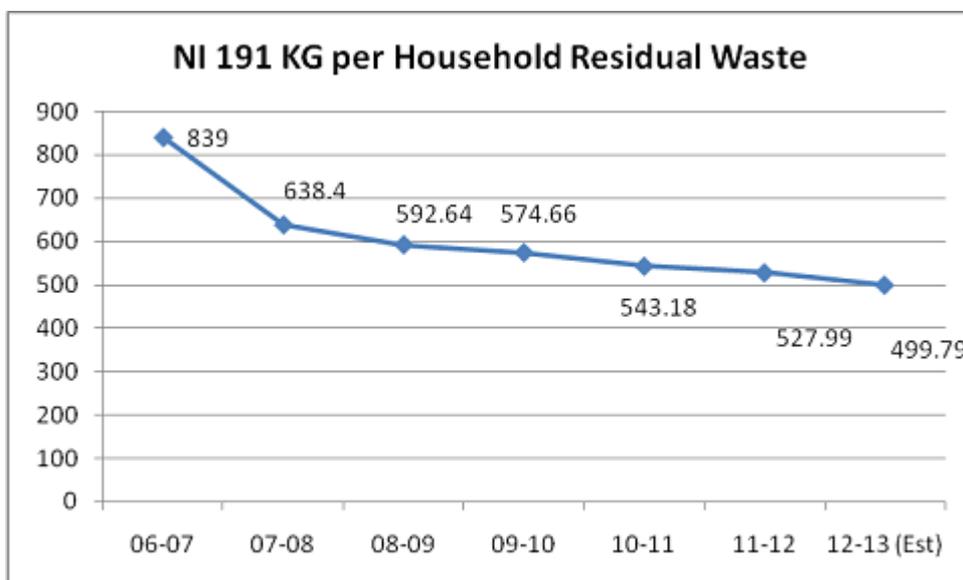
The amount of waste produced in Wirral has been decreasing year on year (**Graph 2**). This reflects a national trend as households are wasting less due to the recession and also packaging waste is changing, in many cases becoming lighter. The graph below illustrates the effect on Wirral's total household waste. Over the last three years, the tonnage of household waste produced in the borough has decreased by 2.5% representing some 3,279 tonnes.

Graph 2



At the same time, the tonnage of waste destined for landfill has also been decreasing year on year (**Graph 3**). The last 3 years has seen residual waste landfilled decrease by some 44 kg per household.

Graph 3

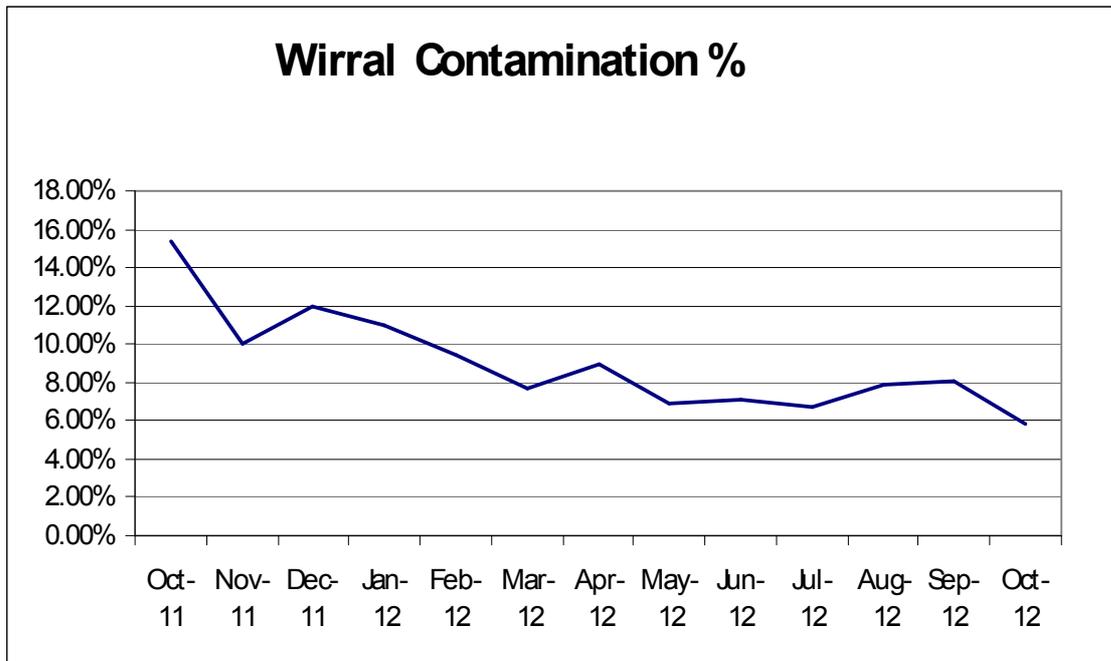


### 2.2.2 Quality of recycling collected

The quality of recycling is continually being driven by the reprocessing industry to meet contractual higher standards. The graph shows a monthly contamination percentage allocated to Wirral by the Merseyside Recycling and Waste Authority (MRWA) as a result of daily monitoring of the waste delivered to the MRF.

The quality of recycling collected continues to improve (**Graph 4**). The quality improvements can be attributed to the education work undertaken by the team of six assistant recycling officers as well as collection crew tool box talks given by Biffa supervisors. Wirral had the lowest contamination rates of all four districts collecting co-mingled recycling in the Merseyside and Halton Waste Partnership.

**Graph 4**



## 2.3 Operational Review

As part of the Environmental Streetscene Services Contract 'Break Clause' review (Cabinet 19<sup>th</sup> July 2012), a number of efficiency projects have been initiated this year that effect recycling performance.

### 2.3.1 Bring Site Review

In November 2012, all bring sites had Biffa paper and can/tin containers removed from them as part of a bring site review, resulting in an immediate in year saving of £24K and a full year revenue saving of £142k from September 2013. At the same time, the Council notified Supermarkets of the withdrawal of responsibility from bring sites on their land. While this will result in less recycling being collected by the Council, the effect on performance will be negligible, as all households now have the capacity to recycle cans and paper on the kerbside scheme.

### 2.3.2 Exclusion Round Review

The Exclusion Round is made up of 100, mainly multiple occupancy properties, that receive a weekly collection of residual waste via green wheelie bins and a fortnightly collection of recycling via grey wheelie bins. Officers have been reviewing the exclusion round with the aim of eliminating the vehicle and service by March 2013 and releasing a revenue saving of £96k.

The review has involved a site survey of each location and consultation with property managers. Officers are aiming to move all locations to an alternate weekly collection service in line with the other properties in the Borough. This will require some locations to increase the number of waste containers or change to alternative space saving containers such as bulk bins. Collections will then be made from these premises utilising the remaining vehicle fleet.

Cabinet have approved a budget of up to £80k for the one off provision of free containers to locations for this project.

Officers are currently liaising with management companies and landlords to complete the project by the end of March 2013. This project aims to increase the amount of recycling captured from all 100 locations.

### 2.3.3 Garden Waste Collection Review

The future of garden waste collection in Wirral is currently out for consultation as part of the Council's Budget saving options. The budget option recommends an opt-in service whereby residents are charged £35 per year for the service (with a £5 online sign up discount).

If approved, the likely result will be a loss of anticipated recycling performance of 3-5%. In part the drop in performance will be counteracted by a greater fall in total household waste arisings experienced in the longer term, as demonstrated by most districts that do not offer a free garden waste service.

### 2.3.4 Schools Waste Collection Service

In October 2012, the Council introduced a waste collection charge to schools. Schools are now charged £449.65 pa for servicing every residual bulk bin. To date the charge has reduced the amount of residual containers requested by schools from 549 to 450. An income of £235k per annum is currently projected, adequately offsetting the contractual charges levied by Biffa for the schools service. Prior to the change, schools recycled 25% of waste. Officers are currently monitoring the recycling tonnages of schools post changes and will be able to report the improvements in performance by the summer of 2013 once enough representative data has been collected.

As there is no charge for recycling containers, Officers expect more schools to reduce residual containers and replace them with recycling containers this year.

Schools that achieve Green Flag Eco Schools status receive a 10% discount on their total charge ensuring that schools have an environmental and financial incentive to increase recycling.

## 2.4 Education Projects

### 2.4.1 Additional Residual Bin Project

During the summer of 2012, a review was undertaken identifying properties with more than one green residual bin. In total around 3000 properties were identified across the Borough. The review established that around 600 properties no longer qualified for an

additional bin. The review has resulted in a more streamlined collections service as well as contributing to reducing waste arisings and encourage households to make full use of their recycling services.

#### 2.4.2 Home Composting

Officers have promoted composting through key events during 2012, including the Eastham Transition Town events. Our partnership with Wirral Environmental Network resulted in two composting workshops being undertaken and a wide ranging interest for further workshops from residents.

In order to divert organic waste from landfill and provide a viable alternative to residents who do not want to use the garden waste household recycling service, home composting promotion has been identified as a key communications requirement as part of the garden waste budget option proposal currently being consulted on.

There will need to be an enhancement of existing communications involving significant web coverage as well as the delivery of community composting workshops across the Borough utilising local community buildings and delivering training via community champions with knowledge and expertise.

The Council and the Merseyside Waste Partnership are currently part of a national composting promotion scheme called "Get Composting". The scheme offers low cost home compost bins to residents.

Officers have the ability to monitor sales of home compost bins through Get Composting and can also monitor visits made to the home composting page on the Council's website.

#### 2.4.3 Waste Reduction

As well as attending the Wirral Food and Drink Festival representing the Merseyside Waste Partnership, officers have also promoted Love Food Hate Waste (LFHW) through the Council's website. A competition was held during the summer of 2012 whereby residents entered left over recipes for the chance to win a prize. The recipe cards are available from one stop shops and libraries.

The Biffa vehicle fleet also promotes waste reduction by promoting junk mail reduction, LFHW and textile reuse and recycling on the Agrippa signage system.

The Council's website has seen ongoing promotions regarding waste reduction, with a particular focus on junk mail reduction and LFHW.

#### 2.4.4 How Can Wirral Optimise Pro Recycling Behaviour of its Population (MBA Dissertation Project)

In 2012 a research project sought to investigate how effective Wirral Council has been in encouraging pro recycling behaviour among its population. Whilst concluding that Wirral Council has been successful in driving pro recycling behaviour, a number of recommendations that seek to optimise the use of Wirral's recycling scheme: including a review of Wirral's enforcement policy, provision of in-house storage bags for recycling, and a review of provision of larger containers for recycling. Recommendations

regarding incentivising recycling behaviours by trialling localised community based incentive schemes were also detailed within the report. Recommendations from the report will be considered as part of the 2013/14 work plan and through partnership working with the Merseyside Waste Partnership. A copy of the report is available by contacting the Waste and Recycling Team.

## 2.5 Merseyside Waste Partnership Projects

### 2.5.1 Waste Reduction Campaigns

The Merseyside Waste Partnership has undertaken waste reduction campaigns covering food waste (Love Food Hate Waste), Junk Mail and Textiles to date and plans are underway for a Spring Compost awareness campaign. The campaigns have used a variety of awareness raising methods such as leaflets in one stop shops, radio sponsorship and also event sponsorship.

The table below highlights some of the key activities undertaken this financial year by the partnership and the measurable impacts of each activity.

<b>Home Composting</b>	<b>Metrics</b>	<b>Num</b>
Compost bin sales	Units	266
Green waste diverted from landfill	Tonnes	39.9
Green waste CO2e avoided by bin sales	Tonnes	3.59
Disposal cost savings	£	3591.00
<b>Junk Mail</b>		
On-going Junk Mail Registrations (at August)	Residents	26,002
Junk Mail diverted from landfill	Tonnes	17.32
CO2e avoided by registrations	Tonnes	17.16
Disposal cost savings	£	1,544.18
Stickers issued (One Stop Shops/Libraries) or directly requested		24,230
<b>Love Food Hate Waste</b>		
Events to date (at September)		17
Estimated footfall	Footfall to date	247,300
Engaged	Persons	7,483
Total email contacts (E-zine distribution)		2,232

## 2.5.2 Textile Recycling

On behalf of the Merseyside Waste Partnership, Knowsley Council are undertaking a textile recycling collection trial. The collection uses reusable bags (termed survival sacks) that are placed into Knowsley Councils co mingled recycling bins and covers 4000 households. This allows residents to recycle textiles at their convenience including lower grade textiles that are often thrown away by residents. The trial commenced in October 2012 and will be evaluated after 6 months. There is potential for this to extend across the partnership to those Councils using the Materials Recycling Facility (MRF).

The Partnership has also developed a Merseyside textile forum working with the charitable and private sector. The Forum's aims are to increase the diversion of textiles that have been identified in the residual bins across Merseyside (5% of Wirral's residual bin composition is textiles). The Forum has 25 members representing the Merseyside Waste Partnership as well as local and national textile recycling organisations.

## 2.6 Eco Schools

Eco Schools is now a high profile programme in Wirral Schools with an annual Eco Schools Convention showcasing schools achievements and good practise. The 2012 Convention at Woodchurch High was attended by 250 delegates from schools and saw 10 schools winning Eco Awards for their contribution to the environment. Eco coordinator meetings are well attended and schools now have support to progress through the Eco School programme and recognition for the environmental work that they do.

The coordinated approach across the Council of sustainable/environmental services under the umbrella of eco schools is now established, and works well with schools using the energy, transport team and Ranger service to support their eco work. It also enables a more efficient communication of services provided.

There have been a number of key campaigns this year, summarised below:

### What lies beneath 50:50

This waste awareness campaign aimed to highlight what happens to our waste when we have finished with it. Most children assumed that everything was recycled. The project looked at the waste we throw away and initiated a campaign in schools to reduce their residual waste and increase their recycled waste. The project made lanterns from recycled materials and brought the 6 schools and their families together for a procession on top of the covered land fill site for the children and their families to make waste reduction pledges. The 50:50 campaign helps to support schools with the new residual waste collection charges as it gets students involved in reducing waste.

### Meadow project

The New Brighton Meadow Project is collaboration with Parks development and has seen 3 schools plant the meadow on the New Brighton front. The school children have also created a flip book educational tool at The Learning Lighthouse to go on the eco

pages of the Council website. Next spring will see the meadow in full bloom and will have a celebration event with all 3 schools.

#### Global Perspectives festival

An eco festival that explored global dimensions, hosted by Woodlands Primary with 5 other visiting schools. This built on some of the partnerships developed in last year's environmental week at Heswall Primary.

#### Green family programme

This is a health innovation funded programme that engages families in the 5 ways to well being using eco activities. The programme includes beach cleans and forest skills

#### Mini beasts

This is an annual event that works in partnership with Birkenhead Park. This year saw South Wirral High attend as the first secondary school to do so and has re-energised their eco work at school.

#### School kitchen gardening

A short course to growing in school was held last spring, which included composting and how to get started proved to be very popular and schools saw their first harvest. The composting element was crucial as many schools had given up composting in the past as they only filled it with fruit. The right compost recipe has been very successful with schools seeing an immediate improvement and fewer fruit flies!

#### Leasowe litter campaign,

This campaign was led by students at Castleway Primary and involved all the schools in the Leasowe area. The school has seen a drastic reduction in fly tipping and litter around school. The school's interest in their environmental work has also led them to a green flag and the first Eco Christmas service in St Chads for the local community. This area would make a good test ground for new litter campaigns.

The table below shows the numbers of Green Flags issued in Wirral compared to other Merseyside Districts. (NB; most schools apply for green flag in the summer term as they often recruit new committee members each school year)

District	Green flags (2011-12)	Green flags (2012-13)
Wirral	19 (11 flags 2011-12)	27 (target 30 Apr 13)
Liverpool	17	17
Sefton	9	11
St Helens	7	7
Knowsley	1	1
Halton	0	0

Due to restrictions in funding following the Council's budget freeze, eco school activities will no longer be supported with a grant system issued by Technical Services, however, it is hoped that the 10% reduction in waste collection charges as part of the schools residual charging project will serve as a reward for eco school progress. The focus will

continue to support schools to achieve green flag status and the Wirral Eco School Convention 2013 will celebrate and share good work and ideas.

In 2013/14 the Eco-School co-ordinator will be focusing on the delivery of a Litter Reduction Strategy through Secondary Schools. There will be a need to tackle litter through an education campaign to encourage everyone to take responsibility for clearing up and for not littering in the first place. Schools will lead these campaigns with young people setting the example in their local areas. This will need a considerable amount of input with working groups of young people testing and trialling different approaches.

## 2.7 Future Recycling Performance

Future recycling performance will be affected due to the following:

### 2.7.1 Refuse Recovery Contract

The definition of recycling in the Merseyside Joint Recycling and Waste Management Strategy follows the European Unions revised Waste Frameworks definition (Article 3 (17))

*“ Recycling includes any physical, chemical or biological treatment leading to a material which is no longer a waste. Article 3(17) WFD does not require any particular characterisation of the processing or reprocessing activity, as long as it serves the objective of generating a material which is used for the original or for other purposes, and thus of closing the economic material circle.”*

This essentially means that incinerator bottom ash (IBA) and metals can be added to contribute towards Merseyside's recycling performance. However we are currently awaiting clarification from the EU and Defra as to whether IBA can be included in the current recycling calculations.

Modelling work undertaken by the MRWA shows that guaranteed performance in the Refuse Recovery Contract (RRC) will take the Merseyside pooled recycling performance as defined in the JRMWS to at least 47% (figure based on current performance remaining the same for individual districts) by 2020 with no further costs incurred directly by Districts. Performance could increase to around the 50% - 53% level if the IBA levels reach 20-25%.

### 2.7.2 Merseyside Waste Partnership

The report to this committee on the 26<sup>th</sup> September 2012 in its recommendations asked the Director of Technical Services to:

*Formally write to the Chair of the MRWA Board, the Director of the MRWA and the relevant directors of all Merseyside Councils to request that the partnership develop a suitable mechanism for scrutinising the individual performance of districts.*

*Invite the MRWA to present a progress update around increasing the range of materials accepted at the MRF to include a presentation of the findings around the viability of rigid plastic recycling, Tetrapak recycling, metal recycling such as foil and textile recycling.*

*Ask the Director of Finance to seek to establish a mechanism either internally or within the Merseyside Waste Partnership that Wirral Council (and district partners where applicable) have access to essential funding, along an 'invest to save' principle in order to improve recycling performance and reduce waste being sent to landfill.*

As a result Wirral has now taken the lead City Region Role for Waste to ensure that the waste agenda is debated at the appropriate level. The first meeting of Directors is to be held on January 16<sup>th</sup>, 2013. The Directors will identify and oversee a number of task groups set up to encourage better partnership working opportunities in order to reduce waste management costs on Merseyside and improve recycling performance in the most cost efficient way. A review of the Levy Charging Mechanism will also be discussed. In parallel, City Region treasurers are undertaking focused work on the levy, its financial "mechanics".

The MRWA are in the final stages of awarding the Refuse Recovery Contract. It is therefore recommended that this Committee invite the Director of the MRWA to the March meeting of this Committee to inform Members of the outcome of the procurement process and the implications to Wirral Council. At the same time, the MRWA may also update Members on the progress they have made to increase the range of materials collected via the co-mingled recycling system, including textiles and rigid plastic.

## **2.8 Future Workstreams to improve recycling and reduce waste**

Future work streams for 2012/13 will include the key work streams below as part of the Wirral Council District Action Plans approach.

### **2.8.1 Quality of recycling**

The quality of the recycling collected, continues to improve month on month. Whilst currently at a good level, it is essential to continue to monitor this. This will involve a continuation of the proactive work involving crew and resident education undertaken to date and will be linked to a review of the Council's household waste enforcement policy due to be presented to this Committee in June 2013. The review will take into account the findings of the Optimising Pro Recycling Behaviour research report and will seek to simplify the existing policy. The review will include public consultation through focus groups.

### **2.8.2 Multi occupancy targeted communications – increasing recycling**

Biffa are currently weighing residual and recycling tonnages at each location on the multi occupancy collection service. The data will be used to undertake a targeted communications approach with management companies, Registered Social Landlord's and residents with the aim of increasing recycling tonnages and quality of collected materials from locations identified as having low recycling performance.

### **2.8.3 Enhanced working with Strategic Partners**

Officers intend to strengthen work already conducted in partnership with partners such as the Fire Service and Registered Social Landlords. This approach will include a review of waste collection methods in terraced areas that encourages greater ownership of waste issues in order to reduce the unacceptable levels of household

waste fly tipping that occurs in the alleyways. The Waste and Environmental Services Team will co-ordinate a Council wide approach to managing waste related issues common in tenanted terraced housing properties, engaging with Environmental Health and Trading Standards colleagues, as well as relevant housing teams.

### **3.0 RELEVANT RISKS**

- 3.1 Should the garden waste budget option be approved, officers anticipate a 3-5% reduction in recycling performance.
- 3.2 Further budget pressures could result in the Council further reducing waste services to the statutory minimum. This will have an adverse affect on recycling performance.
- 3.3 A Judicial review into Defra's interpretation of the European Union's Waste Framework Directive has been scheduled for the 26 February 2013. The review centres around a claim made by six industry bodies under the umbrella organisation "Campaign for Real Recycling". They argue that the Directive's requirement for Councils to introduce separate collections for glass, metal, paper and plastics by 2015 should exclude those Councils whereby recycling is collected co-mingled, such as Wirral's.
- 3.4 Officers are managing all identified risks through the Technical Services departmental risk register.

### **4.0 OTHER OPTIONS CONSIDERED**

- 4.1 N/A

### **5.0 CONSULTATION**

- 5.1 The Merseyside Joint Recycling and Waste Management Strategy has been through both public and stakeholder consultation and there is currently ongoing public consultation regarding the garden waste budget option proposal referred to in this report.

### **6.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS**

- 6.1 The Waste and Recycling division works with a number of voluntary, community and faith groups to help deliver shared objectives regarding waste and recycling.

### **7.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS**

- 7.1 There are no resources requirements sought from the recommendations of this report.

### **8.0 LEGAL IMPLICATIONS**

- 8.1 There are no implications as a result of this report.

### **9.0 EQUALITIES IMPLICATIONS**

- 9.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

(b) No because there is no relevance to equality.

## **10.0 CARBON REDUCTION IMPLICATIONS**

10.1 Significant carbon reduction has been achieved as a result of action detailed in this report.

## **11.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS**

11.1 There are no planning and community safety implications as a result of this report.

## **12.0 RECOMMENDATION/S**

12.1 Members are requested to:

- (1) Note the progress detailed in this report against the TS1 Delivery Plan.
- (2) Endorse that future action plan updates regarding waste reduction and recycling progress be reported to the relevant Cabinet Member.
- (3) Endorse the future work streams suggested in section 2.8
- (4) Request that any future changes to the Household Waste Enforcement Policy be brought before this Committee.
- (5) Request that the Director of the MRWA be invited to the March Committee to update Members on the outcome of the Refuse Recovery Contract procurement and progress made to increase the range of materials collected at Kerbside.

## **13.0 REASON/S FOR RECOMMENDATION/S**

13.1 Recommendations have been made to ensure that continued progress is noted and monitored against the 50% recycling target for 2020.

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## **APPENDICES**

Appendix A: TS1 Delivery Plan

## **REFERENCE MATERIAL**

Environmental Streetscene Services Contract 'Break Clause' Review, Cabinet 19<sup>th</sup> July 2012

**SUBJECT HISTORY (last 3 years)**

<b>Council Meeting</b>	<b>Date</b>
<b>Council</b>	<b>13<sup>th</sup> February 2012</b>
<b>Sustainable Communities Overview and Scrutiny Committee</b>	<b>26<sup>th</sup> September 2012</b>

# Equality Impact Assessment Toolkit (from May 2012)

## Section 1: Your details

**EIA lead Officer:** Robert Jones

**Email address:** robertjones@wirral.gov.uk

**Head of Section:** Mark Smith

**Chief Officer:** Chris McCarthy

**Department:** Technical Services

**Date:** 8<sup>th</sup> January 2013

## Section 2: What Council proposal is being assessed?

**There is no assessment at this time, this report is an update report on progress.**

**Section 2b: Will this EIA be submitted to a Cabinet or Overview & Scrutiny Committee?**

**Yes If 'yes' please state which meeting and what date**

...29<sup>th</sup> Jan Sustainable Communities Overview and Scrutiny Committee.....

**Please add hyperlink to where your EIA is/will be published on the Council's website (see your Departmental Equality Group Chair for appropriate hyperlink)**

<http://www.wirral.gov.uk/my-services/community-and-living/equality-diversity-cohesion/equality-impact-assessments/eias-2010/technical-services-0>

.....

**Section 3: Does the proposal have the potential to affect.....** (please tick relevant boxes)

- Services**
- The workforce**
- Communities**
- Other** (please state eg: Partners, Private Sector, Voluntary & Community Sector)

If you have ticked one or more of above, please go to section 4.

- None** (please stop here and email this form to your Chief Officer who needs to email it to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) for publishing)

**Section 4: Does the proposal have the potential to maintain or enhance the way the Council .....** (please tick relevant boxes)

- Eliminates unlawful discrimination, harassment and victimisation
- Advances equality of opportunity
- Fosters good relations between groups of people

If you have ticked one or more of above, please go to section 5.

- No** (please stop here and email this form to your Chief Officer who needs to email it to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) for publishing)

**Section 5:**

**Could the proposal have a positive or negative impact on any of the protected groups (race, gender, disability, gender reassignment, age, pregnancy and maternity, religion and belief, sexual orientation, marriage and civil partnership)?**

**You may also want to consider socio-economic status of individuals.**

**Please list in the table below and include actions required to mitigate any potential negative impact.**

<b>Which group(s) of people could be affected</b>	<b>Potential positive or negative impact</b>	<b>Action required to mitigate any potential negative impact</b>	<b>Lead person</b>	<b>Timescale</b>	<b>Resource implications</b>

**Section 5a:** Where and how will the above actions be monitored?

**Section 5b:** If you think there is no negative impact, what is your reasoning behind this?

**Section 6:** What research / data / information have you used in support of this process?

**Section 7:** Are you intending to carry out any consultation with regard to this Council proposal?

Yes / No – (please delete as appropriate)

If 'yes' please continue to section 8.

If 'no' please state your reason(s) why:

(please stop here and email this form to your Chief Officer who needs to email it to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) for publishing)

**Section 8:** How will consultation take place and by when?

Before you complete your consultation, please email your preliminary EIA to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) via your Chief Officer in order for the Council to ensure it is meeting it's legal requirements. The EIA will be published with a note saying we are awaiting outcomes from a consultation exercise.

Once you have completed your consultation, please review your actions in section 5. Then email this form to your Chief Officer who needs to email it to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) for re-publishing.

**Section 9: Have you remembered to:**

- a) **Add appropriate departmental hyperlink to where your EIA is/will be published** (section 2b)
- b) **Include any potential positive impacts as well as negative impacts?** (section 5)
- c) **Send this EIA to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) via your Chief Officer?**
- d) **Review section 5 once consultation has taken place and sent your completed EIA to [equalitywatch@wirral.gov.uk](mailto:equalitywatch@wirral.gov.uk) via your Chief Officer for re-publishing?**