



Noise Management Policy

1. Statement

1.1 THGI acknowledges a responsibility to ensure that our premises do not generate excessive noise disturbance to our neighbours. This noise management policy details the controls in place to minimise disturbance to local residents from activities in and around the hall.

1.2 Sources of Noise Include:

- Music – amplified or non-amplified, recorded or live
- Singing or speech
- PA system, TV /DVD
- Hall users arriving, leaving or waiting outside the hall
- Building works, large deliveries
- Fans, e.g. extraction from kitchen, air conditioning, heat pumps.

2. Responsible Person

- 2.1 The hirer will be responsible for the assessment and control of noise for their event.
- 2.2 For THGI events the Hall Manager or Director of Buildings will be the responsible person.

3. Implementation

3.1 Responsibilities of THGI

- 3.1.1 Local residents to be advised in advance of any significant building works by letter drop and given the contact details of the responsible person, in order that any problems can be reported as they occur and dealt with promptly.
- 3.1.2 Signage inside and outside of building to remind users to leave quietly and refrain from noisy behaviour outside the hall and in the street
- 3.1.3 Keep doors and windows closed during performances of live and recorded music and/or after 9pm. Mechanical ventilation systems should be fitted to ensure that sufficient ventilation exists, which will prevent the doors/windows being opened. All ventilation outlets should be fitted with acoustic baffles. Refurbishment to include noise insulation features to minimise noise pollution.
- 3.1.5 Noise controls will be reviewed bi-annually or after any changes or complaints

3.2 Responsibilities of hirers

- 3.2.1 The hirer will be responsible for the assessment and control of noise for their event.
- 3.2.2 After 9pm any noise emanating from the Hall whilst audible, should be so low that distinct tunes, lyrics, musical instruments or bass beat cannot be recognised beyond 5m from the front or rear of the building, where there are large windows. At the ends of the building, sound should not be audible through walls into neighbouring premises.
- 3.2.3 Keep doors and windows closed during performances of live and recorded music and/or after 9pm.
- 3.2.4 Locate speakers etc away from doors, windows and party walls
- 3.2.5 Reduce volume and tempo for last 15 minutes of performance
- 3.2.6 No amplified music after 10pm Sunday-Thursday and 11pm on Friday-Saturday.

EXETER STREET HALL



- 3.2.7 Rear garden/yard area cannot be used without permission of THGI. Permission cannot be given for use of the garden/yard area after 8pm.
- 3.2.8 Smokers must use smoking bins provided. Consumption of alcohol is prohibited outside the Hall.
- 3.2.9 All users must refrain from noisy behaviour outside the Hall, including children.

4. Complaints

- 4.1 In the event of any complaints about noise at events, the following actions will be taken:
 - Hirer will report any complaints received to the Hall Manager.
 - Anyone disturbed by noise can leave a message on Hall Manager's answer phone, giving details of noise nuisance, time, duration etc.
 - Hall Manager will instigate investigation.
 - If a noise problem is established then existing controls will be reviewed.
 - The reasonable requirements of BHCC Environmental Health Officers will be complied with.
 - See Complaints Policy for details of how to escalate complaints.