



## Noise Management Policy

### 1. Statement

**1.1** ESCH 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 acoustic, recorded or live)
- Singing, speech
- PA system, TV/DVD
- Hall users arriving, leaving, waiting or smoking outside the hall
- Building works, large deliveries
- Fans e.g. extraction from kitchen

### 2. Responsible Person

**2.1** The hirer will be responsible for the assessment and control of noise for their event.

**2.2** For ESCH events the hall manager or event lead will be the responsible person.

### 3. Implementation

#### 3.1 Responsibilities of ESCH

**3.1.1** Local residents to be advised in advance of significant building works by visit or letter drop, and given the contact details of the responsible person (project manager) so that any problems can be reported as they occur and dealt with promptly.

**3.1.2** Signage inside and outside the building to remind users to leave quietly and refrain from noisy behaviour outside the hall and in the street.

**3.1.3** Doors and windows to be kept closed during musical performances and/or after 9.30pm. Ventilation outlets to be fitted with acoustic baffles. Refurbishment to include noise insulation features where relevant.

**3.1.4** Noise controls to be reviewed bi-annually and 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 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. At the ends of the building, sound should not exceed background levels in neighbouring premises.
- 3.2.3 Doors and windows should be kept closed during musical performances and/or after 9.30pm.
- 3.2.4 Speakers must be located away from doors, windows and party walls.
- 3.2.5 No amplified music after 9.30pm.
- 3.2.6 Event organisers to aim to leave the building (quietly) by 10pm.
- 3.2.7 Back yard not to be used by hirers.
- 3.2.8 Smokers to remain close to the hall entrance and use the wall-mounted ashtray.
- 3.2.9 Alcohol consumption outside the hall is prohibited.
- 3.2.10 All hall users including children must refrain from noisy behaviour outside the hall, especially when leaving an event.

#### **4. Complaints**

In the event of any complaints about noise the following actions will be taken:

- Hirer will report any complaints received to the hall manager.
- Anyone disturbed by noise can be advised to email or leave a message on hall manager's voicemail, 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 requirements of BHCC environmental health officers will be met.
- See Complaints Policy for details of how to escalate complaints.