



Duxford Community Centre

A Charitable Incorporated Organisation. Registered Charity Number: 1157964

Noise Management Policy

Introduction

We acknowledge that the Charity has a duty to ensure that the Duxford Community Centre does not generate excessive noise and disturbance. The purpose of this plan is to detail the procedures adopted to ensure, as far as possible, the minimisation of disturbance to local residences by activities in and around the Community centre.

A balance of needs must be achieved by ensuring that social and recreational activities are not marred whilst controlling potential adverse noise effects. The Environmental Protection Act 1990 was consulted in preparing this document.

With the noise management plan, we have the following in place.

- Robust policies and procedures for events at the Community centre
- Training procedures for managers and other staff associated with events.
- An ongoing review process.

Key Elements of this plan

- Minimize impact to local residents.
- To satisfy the planning officers requirements.
- The identification of a range of potential noise sources relating to the premises and the acceptable levels of noise arising from all specified events.
- A detailed list of steps taken to manage noise pollution.
- A defined programme of noise management to check that compliance has been achieved through monitoring and testing.
- A Complaints procedure.

Steps taken to manage noise pollution.

The overriding requirements for control of noise 'at source' were addressed by considering:

- The buildings location, orientation and design.
- The operation of equipment that emit noise.
- Managing operations on site
- Making community centre users aware of late night noise and to be proactive in dealing with the problem via signage, inclusion in hire agreement and announcements to people leaving the centre to respect our neighbours.
- A noise limitation system for amplification equipment

The buildings location, orientation and design.

- The site is situated away from the majority of the housing in Duxford and 90m from the nearest dwelling.
- The facility was positioned in the optimum position on the site to give the most neutral location in terms of distance from adjoining houses.

- The number of windows to the NE elevation which face the heart of the village have been minimised and those provided are at a high level only and fixed shut. Door openings along these elevations have been restricted to a single door and a pair of doors for escape purposes and access to stores only, thereby restricting the risk of noise spillage from the main function room.

The operation of equipment that emits noise.

- As the building is some distance from neighbours the selection, specification and operation of external plant emitting low levels of noise are not thought to be a concern, however consideration will be given to a 'buy quiet' policy and acoustic enclosures when purchasing equipment for the Community Centre.

Managing operations on site

- Facilities within the Duxford Community Centre are available for hire to different organisations.
- Details of events planned will be available via the Centres website, However unusually significant events will be publicised via the monthly village magazine (Chatterbox) and through social media.
- Events in the Centre will normally finish at 11pm. However exceptionally at weekends permission may be given to extend this if it is considered to be appropriate and will not create undue disturbance.
- A record of the days on which the building is used after 24:00 hours on weekdays and Saturdays, and after 23:00 hours on Sundays and Bank Holidays will be maintained.
- All managers will be fully aware and conversant with the noise management policy.
- Any event where amplified music is employed will be monitored.
- Music will reduce in sound and style to reflect a calmer end to the event.
- Staff and event organisers will take a proactive approach to noise management including checking noise levels at the periphery of the site using hand held devices.

Making users aware of late night noise

- The adoption of a proactive approach in dealing with the problem via signage, inclusion in hire agreement and announcements to people leaving the centre to respect our neighbours.
- The car park to the site lies nearer to housing and proactive steps will be taken to ensure customers leaving the site are considerate of our neighbours.

Noise Limitation System

- Details of the Eagle (or equal approved) proposed noise limitation system are attached
- The system will cover both the multi-function hall and the small hall

Complaints Procedure

- Duxford Community Centre maintains a complaints policy and procedure that can be used to address any concerns caused by noise issues.

Responsibility

- The responsibility for the implementation of this noise policy is that of the Charities Trustees.
- The Policy is a controlled document and is subject to periodic review to ensure its suitability.

Issued 26th November 2019

Version: 2.0

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