



Noise Management Plan

Name and address of organisation:.....

We are a responsible organisation and recognised that we are an important part of the community and therefore need to be considerate and respectful of our neighbours. We are aware that sometimes when we are using our building our neighbours could be resting or sleeping. Therefore we have agreed to follow this noise management plan to help us manage noise from our building. There are other places of worship in the immediate vicinity and these can also create noise in the area, but this is no reason why our activities should not be rigorously controlled so that any noise we make is kept to an absolute minimum.

The following points are critical to managing noise from our building:

1. We will ensure that noise from music and voices emanating from our building will not cause a nuisance at the nearest residential properties.
2. Except for servicing, maintenance and safety reasons all service doors and windows will be kept closed when we are making any form of noise in the building.
3. Except when people are entering or leaving the building the main entrance door will be kept closed. These doors will be fitted with self-closers if necessary or managed by door stewards during times of worship.
4. Music in the form of playing instruments and singing is an important part of our worship. We have published times for services, but outside these times, we will not sing or make music in the building.
 - a. If we intend to organise any special events continuing after 23.00 for example New Year's celebrations or other annual festivals we will notify our neighbours prior to the events giving at least 2 weeks advance notice in writing to all residents in close proximity to the venue.
5. We will monitor both the internal noise level and external noise levels during services to check we are not causing a disturbance to our neighbours.
6. So as to minimise disturbance by people leaving the building we will encourage everyone to leave quietly and not to loiter in the area outside our building. In the event of a major event we may organise a taxi service and appoint stewards to facilitate this
7. At the main exit a prominent and clear notice will be displayed asking people to be considerate to local residents by leaving the building and the area quietly.
8. We will ensure that any children left in external areas during services or functions will be supervised in order to prevent disturbance to neighbouring residents.
9. We will review our Noise Management Plan (NMP) annually and respond quickly to any complaints from residents or from officers at the London Borough of Hackney (LBH).

10. We will notify LBH within one month of any changes to our NMP including change of ownership/leadership/management of the church.
11. We will provide the contact details of the person with authority to action complaints of disturbance to the nearest residents and the local authority in the event of any noise complaints.
12. We will control our sound systems and if noise from amplified music is breaking-out from the building and can be heard at the nearest residential property we will make arrangements with our sound engineer to limit the sound system to an acceptable level. Loudspeakers, however small, or portable sound equipment, will not be used outside the premises.
13. We agree to keep a log of any complaints & actions we have taken to resolve complaints and keep the log available for inspection by the Local Authority and/or the Police.

Name:

Signed:

Position:

Date: