

The Highfield School

Noise Management Plan

Introduction

The purpose of this plan is to outline robust policies and procedures to minimise the potential noise impact on local residents during all operational times of the All Weather Pitch at The Highfield School and to satisfy the requirements of the Local Authority.

Planning Permission is sought through the local planning authority for an artificial turf football pitch.

This plan identifies the following critical components:

1. Potential noise sources
2. Local Nearest Noise Sensitive Location (NNSL)
3. Noise management policies
4. Communication and complaints procedures

It is the responsibility of the nominated Noise Monitoring Officer to ensure the detailed policies and procedures are adhered to.

The nominated Noise Monitoring Officer for the site will be Neil Goddard, the Site Manager.

The school site team are responsible for the management and delivery of community facility lettings and already has a plan for dealing with complaints during community use times. The Site team has been established specifically to maintain the site.

The site has an existing site team of 3 full time site agents, one of which is always on site to coordinate the use of the facility and to deal with any enquiries/emergencies.

The noise management plan is considered to be a live document which may be revised during the operation of the All Weather Pitch, in order to create an acceptable balance between the requirement for a successful sports and recreation facility and the protection of local residents' amenity.

Potential Noise Sources

Potential noise sources identified relating to the sports pitch and its vicinity include:

1. Footballs being kicked, hitting the ground and perimeter fencing
2. Shouting / cheering during matches
3. Anti-social behaviour such as swearing
4. People arriving / leaving the facility

The nearest residential properties to the All Weather Pitch are situated approximately 10 metres to the south of the proposal.

Details of Noise Management Policy

1. The site will be attended by operator staff whenever the pitch is in use and will regularly observe the pitch to ensure unacceptable behaviour does not take place.
2. The nominated Noise Monitoring Officer to regularly monitor activities on the All Weather Pitch.
3. The School Office Manager will be responsible for dealing with all complaints.
4. All members of the All Weather Pitch Advisory Committee will be fully aware and conversant with the noise management plan.
5. Limit use of the All Weather Pitch between the following hours:

Table 1 - Proposed Hours of Use

Day	First Activity	Final Activity
Monday-Friday	08:00	17:00*
Saturday	09:00	13:00

***17:00 or daylight hours (whichever comes first)**

With site operations permitted until 20:15 weekdays, 18:15 Saturdays and 16:15 Sundays to allow parties to safely vacate.

6. Only pre-booked lettings under a signed lettings agreement will be permitted to use the All Weather Pitch.
7. All clients as part of the lettings agreement will sign up to the Code of Conduct which includes expected conduct when arriving and leaving the site plus expectations whilst on site.
8. Liaise with pitch users to ensure noise management policies and the Code of Conduct are adhered to.
9. Provide a clear and reliable mechanism whereby noise complaints can be made and logged. All neighbours will be provided with a named person, telephone number and email to contact the operator if they are experiencing unacceptable noise from the pitch, the phone will be manned by on site staff whenever the pitch is in use.
10. Neighbours are given a facility to report excessive noise or anti-social behaviour directly to the club. This will allow any complaint to be investigated and addressed within a reasonable time period.
11. All contact with neighbours will be responded to within two working days with information on what the operator has done to address the noise issue.
12. The operator will maintain a log of all received complaints and actions.
13. The operator will have a behaviour policy for all users. Where it is discovered that this policy is being broken by the user they will be warned and reminded of their obligations under the policy. If the policy is broken again within an agreed period the user will be suspended or banned from using the pitch.
14. Lighting (where applicable) will only be provided for the pitch and no surrounding grass areas to ensure other areas of the site cannot be used for training or sport.
15. Users of the pitch will not be permitted to use any other part of the site for pre or post session exercise.
16. Follow the complaints procedure set out below.
17. When requested, provide the Local Authority with details of logged complaints and any actions taken.
18. Liaise with the Local Authority to ensure the noise management plan remains effective and revise the noise management plan accordingly.
19. Carry out maintenance work to a regular schedule as agreed and avoid conflict with the time of community use.
20. Noise restricting neoprene isolators: carry out general maintenance of the All Weather Pitch facility using the Council's ground's maintenance team/ PFI contractor to confirm that the neoprene washers are still in place between the fence panel and the fence posts, and that they have not either become dislodged or disintegrated and replace as necessary.
21. Foul language and anti-social behaviour on the AGP is unacceptable and will not be permitted by the operator. This will be stated in signage on site and within the terms of rental which users are to sign prior to use.

Noise Complaints Procedure

COMPLAINT RECEIVED

COMPLAINT LOGGED AND RECORDED

VERIFY COMPLAINT RELATES TO ALL WEATHER PITCH

NOMINATED NOISE MONITORING OFFICER INFORMED

ACTION TAKEN TO REMEDY SITUATION AND REDUCE RISK OF REOCCURENCE

ACTION RECORDED AND LOGGED

RESPONSE BACK TO COMPLAINANT IF REQUESTED

Complaints Reporting/ Action Plan

Complaint made by		
Date of complaint		
Amount of occurrence/s		
Time of occurrence/s		
Complaint received by		
Date complaint received		
Action/s taken		
Action authorised by		
Review of action details		
Review of action date		
Date complainant informed of progress if requested		
Adjustment to noise management plan required?	Yes	No
Adjustment date		

Code of Conduct

The Code of Conduct is for the benefit of all site users, staff, teams, football spectators and residents.

- Aggressive and violent behaviour towards pupils, staff, officials, residents or players will not be tolerated.
- Swearing or foul language and anti-social behaviour on or off the pitch is unacceptable. The centre reserves the right to dismiss users from the pitch and may lead to the cancellation of pitch hire agreements. Any decision taken by the Council in this respect will be final.
- All pitch users should behave in a responsible and considerate manner so that disturbance to local residents is kept to an absolute minimum.
- Smoking is not permitted on the site including the All Weather Pitch and surrounds or changing facilities. Any team found smoking will be suspended from using these facilities.
- Football boots of any kind i.e. studs, blades, must be removed at all times before entering any building.
- Abuse of the facilities will not be tolerated and will result that club being suspended from use of the All Weather Pitch.
- Any damage caused to facilities will be charged to the team and club responsible.
- Teams who do not pay fees by the required date will not be allowed to play matches.
- Players and supporters will be expected to dispose of their litter responsibly. Any litter found on and around the All Weather Pitch is the responsibility of the home teams to collect. A charge will be made should they fail to do so.
- Any regulated activity which involves working directly with children and young people under the age of 18 - such as managers and coaches and volunteers - must be aware of the safeguarding policy and procedure. Staff and volunteers must also undertake safeguarding training appropriate to their role and level of responsibility. The organisation is also responsible for ensuring that appropriate disclosure and barring service checks are carried out for staff and volunteers.
- Consideration must be given to residents when parking vehicles outside the designated car parking areas:
 - Do not obstruct driveways
 - Do not park on pavements
 - Refrain from parking vehicles in such a manner that would cause obstruction to Residents or emergency vehicles.

Failure to observe these guidelines may result in enforcement action.