

NOISE REPORT AUDIT SHEET

This initiative was developed by representatives of the Hampshire and IOW Environmental Control Advisory Committee (ECAC) and Institute of Acoustics Southern Branch.

Client Brief

This should include the scope of the study requested by the client and any limitations imposed. It is important to identify at what stage the consultant was employed, particularly where the ProPG guidance applies. Where an assessment has been conducted following the design phase this should be acknowledged and any implications clearly identified.

Liaison performed with LA

Early engagement with the Local Authority (LA) is encouraged so the scope, objectives and relevant assessment methodologies and limitations can be agreed at an early stage. The principles agreed during this consultation should be clearly and fairly summarised, on matters such as the methodology, the basis for the assessment and discussions of typicality and pessimism. If no engagement has been possible, reasons should be given e.g. short timescale, unable to contact, instructed not to contact by client.

Site history

This should enable the report to be reviewed on its own merits rather than requiring reference to other information. The site should be identified with relevant constraints and a synopsis of planning, licensing and complaints history provided.

Current and potential future acoustic environment identified

This should include operational conditions and restrictions, including operational hours and safety constraints. When assessing impacts from the existing noise environment consideration needs to be given to typical noise levels generated by a specific planning use class, even if these are not currently occurring (e.g. a nearby factory closed at the time of monitoring). Any elements which are clear pre-requisites should be identified for consideration as a condition.

Identification of relevant legislative framework

The reason for the report should be identified for example, supporting a planning application, resolving a nuisance issue, licensing application (e.g. live music event). This should inform the assessment methodology.

Conceptual Model

The conceptual model sets out the logical basis for the assessment reported. It encompasses the detailed analysis of the relationship between noise sources and receivers, justifies any assumptions and should include consideration of uncertainty, sensitivity and validation of any calculation models used. Where possible recognised methodologies should be adopted such as BS 4142:2014, ProPG Planning and Noise (2017) and BS8233:2014. However, this should not be at the exclusion of more case specific considerations, for example tranquillity issues within low background noise areas. Where the report supports a planning application full consideration should be given to any noise guidance/methodology set within the relevant LA's Local Plan and any supporting guidance.

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Inclusion of reporting elements of BS4142:2014 (Paragraph 12 a to j)

This list of information to be reported is considered to be a comprehensive list of essential requirements for **all noise reports** not just those being conducted using this methodology.

Monitoring data fully representative

This should be covered under the assessment of the conceptual model but is worthy of specific consideration. It is important that the data collected is fit for purpose and has not been compromised by cost constraints. Where the dominant noise source affecting a background measurement is wind direction/weather dependent, monitoring should be over a time period that ensures these influences have been fully assessed. Noise levels derived from manufacturer's data should be justified and full supporting data provided. When assessing impacts from new complex noise sources, consideration should be given to obtaining measurements from existing comparable plant. Where old noise monitoring data is being reused justification needs to be provided that this is still representative.

Raw data presented

Sufficient raw data should be presented for the report reader to satisfy themselves of the veracity of the data collection process and the subsequent analysis.

ADS included (where ProPG relevant)

Where an assessment relates mainly to impacts from transport noise upon a proposed new residual development then the assessment should follow that detailed within the ProPG Planning & Noise guidance. It must include an Acoustic Design Statement (ADS). The inclusion of an ADS for proposed developments falling outside of this guidance (e.g. those affected predominantly by industrial noise) is still to be encouraged.

Calculations and assumptions fully presented and justified

This can be summarised as 'show your workings'. It should be possible for the reader to fully audit all calculations from the data presented. Justification for any BS4142:2014 rating level derivations needs to be provided. The choice of assumed attenuation for windows open or closed needs to be fully explained and the difference between ventilation and overheating (thermal comfort) understood. This now covered with the ProPG Planning & Noise guidance and is considered a good guide for all such assessments irrespective of noise source. Where modelling has been performed key input assumptions need to be fully discussed and justified, such as topography, ground conditions and the source of any traffic data used.

Uncertainty assessment provided

This should be covered within the conceptual model assessment. For more information see BS4142:2014, Section 10.0 - Uncertainty.

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Clear recommendations and conclusions

These should be clearly structured, impartial and independent, dealing with the specific issues and referring back to the brief and LA engagement. Any need for further work or more detailed design considerations should be set out clearly, as should any suggested conditions.

Executive summary

A brief executive summary should be provided that clearly communicates the key points.

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Client Brief

Brief Description	Design Input

Liaison performed with LA

Liaison with LA (Name/Date)	Principles Agreed

Check List	Page No(s)	Compliance		
		Y	N	NA
Full site description/map provided				
Site history provided				
Current and potential future acoustic environment identified				
Identification of relevant legislative framework				
Conceptual model fully justified				
Inclusion of reporting elements of BS4142:2014 (Para 12 a to j)				
Monitoring data fully representative				
Raw data presented				
ADS included (where ProPG relevant)				
Calculations and assumptions fully presented and justified				
Uncertainty assessment provided				
Clear recommendations and conclusions				
Executive summary included				

Professional Statement - This report has been prepared independent of influence by the person(s) or instructing party, such that the technical content can be relied upon without knowingly containing altered, manipulated, fabricated or misrepresented data and it has been interpreted using reasonable care, professional knowledge and skill. The report adheres with the principles required by the Institute of Acoustics in their Code of Conduct, and the work is within the author's (including secondary author if relevant) own area of knowledge and expertise. Where opinions have been expressed these represent true and complete professional opinions on the matters to which they refer.

Signed

Positon

Dated