

# Notice of Licensing Sub-Committee

Date: Friday, 6 May 2022 at 10.00 am

Venue: Virtual Meeting on MS Teams



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## Membership:

Cllr J J Butt

Cllr T Johnson

Cllr L Williams

## Reserves:

Cllr R Burton (R1)

Cllr G Farquhar (R2)

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All Members of the Licensing Sub-Committee are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MIId=5324>

If you would like any further information on the items to be considered at the meeting please contact: Democratic Services on 01202 096660 or email [democratic.services@bcpCouncil.gov.uk](mailto:democratic.services@bcpCouncil.gov.uk)

Press enquiries should be directed to the Press Office: Tel: 01202 118686 or email [press.office@bcpCouncil.gov.uk](mailto:press.office@bcpCouncil.gov.uk)

This notice and all the papers mentioned within it are available at [democracy.bcpCouncil.gov.uk](https://democracy.bcpCouncil.gov.uk)

GRAHAM FARRANT  
CHIEF EXECUTIVE

27 April 2022



Available online and  
on the Modern.gov  
app

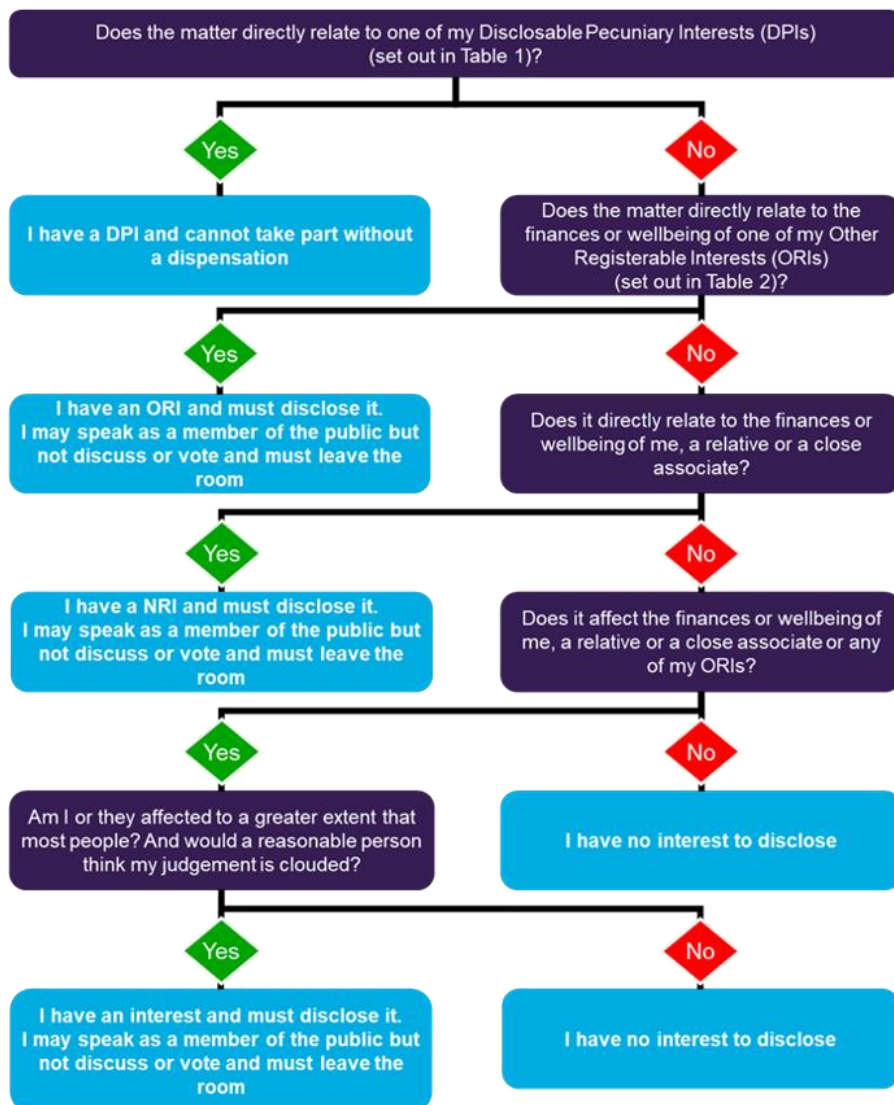


## Maintaining and promoting high standards of conduct

### Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests



What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

#### Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

#### Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer  
([susan.zeiss@bcpcouncil.gov.uk](mailto:susan.zeiss@bcpcouncil.gov.uk))

### Selflessness

Councillors should act solely in terms of the public interest

### Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

### Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

### Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

### Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

### Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

### Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

# AGENDA

Items to be considered while the meeting is open to the public

**1. Election of Chair**

To elect a Chair of this meeting of the Licensing Sub-Committee.

**2. Apologies**

To receive any apologies for absence from Members.

**3. Declarations of Interests**

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

Declarations received will be reported at the meeting.

**4. Protocol for Public Speaking at Virtual Meetings**

5 - 8

A revised protocol for public speaking at formal virtual meetings of the Licensing Sub Committee when it is considering Licensing Act 2003 business is included with the agenda sheet for this meeting.

**5. Tofts Beach - 3 Day Beach Sports and Evening Music Event**

9 - 56

Mr Paul Drake has given notice under Section 100 of the Licensing Act 2003 for a Temporary Event Notice (TEN) for a 3 day beach sports and evening music event on 19<sup>th</sup> – 21<sup>st</sup> August 2022 inclusive to permit: -

Regulated Entertainment

- Beach DJ from 09:00 to 18:00
- Evening Music DJ from 18:00 to 23:00

Supply of Alcohol (on the premises)

18:00 to 23:00

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

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## **LICENSING COMMITTEE AND SUB COMMITTEE - PROTOCOL FOR PUBLIC REPRESENTATION AT VIRTUAL MEETINGS**

### **1. Introduction**

- 1.1. The existing protocol for public speaking has been adapted to apply in respect of virtual hearings under the Licensing Act 2003, the Gambling Act 2005, and Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 (as amended by the Policing and Crime Act 2009).
- 1.2. This includes applications relating to the licensing of alcohol, regulated entertainment, late night refreshment, gambling, and sex establishments, Hackney Carriage and Private Hire vehicles, which are the responsibility of the Licensing Committee/Sub Committee to determine as set out in Part 3(A)-3 of the Council's Constitution.
  1. The Chair welcomes everyone, matters of general housekeeping are dealt with, notification that the hearing may be recorded for live and subsequent broadcast on the Council's website, reminder to switch mobile phones to silent, principles for managing formal skype meetings.
  2. The Chair identifies all parties present and makes introductions.
  3. Matters of general housekeeping are dealt with, notification that the hearing may be recorded for live and subsequent broadcast on the Council's website, reminder to switch mobile phones to silent.
  4. All persons who have given notice of their intention to speak are identified.
  5. Identify if any person who wishes to withdraw a representation or wishes not to speak
  6. Chair explains proposed procedure and order of speaking for hearing as set out in Appendix A. All parties confirm agreement or make representations on procedure proposed.
  7. Licensing Officer's report is presented.
  8. Parties present their representations in the order agreed.
  9. Parties who are speaking should not repeat the information which they have already given in writing in their representation. They will be able to expand on the written information given, provided the information remains relevant. Any addition information should be limited to the grounds of their representation(s). For example, if they are objecting on the grounds of Public Nuisance, then they should confine their comments to matters relating to Public Nuisance.

10. Members of the Licensing Committee or Sub Committee may ask questions after each representation and at the end of all representations. Parties, will be allowed to ask questions through the Chair.
11. Following representations, the parties will be given the opportunity to sum up. Party who spoke first to go last. The hearing will then conclude.
12. Members will deliberate in private with the clerk and legal representative as appropriate present.
13. The decision will be taken by the Committee and notification of the decision will be given within the period of five working days beginning with the day or the last day on which the hearing was held in accordance with the regulations. The notification of decision will include information about the right of appeal as appropriate.
14. The Legal Advisor will advise the parties of any right of appeal as appropriate at the conclusion of the hearing.

## **2. General points**

- The hearing may be adjourned at any time at the discretion of the Members
  - Members may amend the procedure at any time if they consider it to be in the public interest or in the interest of a fair hearing
  - The Sub Committee may decide to conduct all or part of a hearing in non public session where it considers the public interest in doing so, outweighs the public interest in the hearing.
  - The Chair may exclude any person from a hearing for being disruptive.
  - Meetings of the Licensing Committee in public session are recorded by the Council for live and subsequent broadcast on its website.
  - The hearing will take the form of a discussion.
  - Only persons (or their representatives) who have made an application, are subject to an application or have submitted a written representation to the Licensing Authority under the relevant Act are permitted to speak at the hearing.
  - Any further information to support an application or a representation must be submitted at least 5 working days prior to the Hearing. Any submissions submitted less than 24 hours before the hearing must be agreed by all parties at the Hearing, before it can be considered
  - If a party has informed the Authority that they do not intend to participate, or be represented at the hearing, or has failed to advise whether they intend to participate or not, the hearing may proceed in their absence
- 2.2. For other matters in Part 3(A)-3 of the Council's Constitution which are the responsibility of the Licensing Committee, the procedures set out in Part 4D of

the Council's Constitution in relation to public questions, statements and petitions shall apply.

- 2.3. This includes such matters as making recommendations on relevant policies, approving the level of fees charged by the Council, and making decisions on tariffs charged by the Public Carriage Trade.
- 2.4. The Council's Constitution can be accessed using the following link:  
<https://democracy.bcpccouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>
- 2.5. For further information please contact [democraticservices@bcpccouncil.gov.uk](mailto:democraticservices@bcpccouncil.gov.uk)

## **Proposed procedure and order of speaking for virtual hearings**

- The Licensing Officer/Other Council Officer presents report
- Applicant will make their Application
- Questions of the Applicant by all parties, Members of the Committee/Sub-Committee to go first
- Responsible Authorities and Other Persons will make their representations.
- Questions of the Responsible Authorities and Other Persons. Members of the Committee/Sub-Committee to go first.
- All parties will be given an opportunity to sum up (with the party who spoke last to go first). The hearing will then conclude.
- Sub-Committee will deliberate in private with Legal Adviser and Clerk present. (Councillors new to Licensing may observe but will not take part in the decision making).
- Notification of the Sub Committee's decision will be given within the period of five working days beginning with the day or the last day on which the hearing was held in accordance with the regulations. The notification of decision will include information about the right of appeal as appropriate.
- The Legal Adviser will advise parties of any right of appeal as appropriate at the conclusion of the hearing.

## LICENSING SUB-COMMITTEE



Report subject	<b>Tofts Beach - 3 Day Beach Sports and Evening Music Event</b>
Meeting date	6 May 2022
Status	Public Report
Executive summary	<p>Mr Paul Drake has given notice under Section 100 of the Licensing Act 2003 for a Temporary Event Notice (TEN) for a 3 day beach sports and evening music event on 19<sup>th</sup> – 21<sup>st</sup> August 2022 inclusive to permit: -</p> <p><u>Regulated Entertainment</u></p> <ul style="list-style-type: none"> <li>• Beach DJ from 09:00 to 18:00</li> <li>• Evening Music DJ from 18:00 to 23:00</li> </ul> <p><u>Supply of Alcohol</u> (on the premises)</p> <ul style="list-style-type: none"> <li>• 18:00 to 23:00</li> </ul>
Recommendations	<p><b>It is RECOMMENDED that:</b></p> <p><b>Members are asked to decide whether to: -</b></p> <p><b>a) Grant the Temporary Event Notice as made;</b></p> <p><b>b) Refuse the Temporary Event Notice as made.</b></p> <p><b>Members of the Licensing Sub-Committee are asked to make a decision at the end of the hearing after all relevant parties have been given the opportunity to speak. Members must give full reasons for their decision.</b></p>
Reason for recommendations	<p>The Licensing Authority has received objection notices from Dorset Police and Environmental Health concerned that the event will not uphold any of the licensing objectives.</p> <p>The Licensing Authority may only consider aspects relevant to the notice that has been raised in the objection.</p> <p>Where an objection has been received in relation to a notice by a responsible authority or any other person, and the concerns have not been resolved through mediation between all parties, the Scheme of Delegation set out in the Council's Constitution states that these applications should be dealt with by the Licensing Sub-Committee.</p>

Portfolio Holder(s):	Councillor Bobbie Dove – Community Safety and Regulatory Services
Corporate Director	Jess Gibbons – Chief of Operations
Report Authors	Sarah Rogers – Senior Licensing Officer
Wards	East Cliff and Springbourne
Classification	For Decision

## Background

1. Notice for a TEN was received by the Licensing Authority on 21<sup>st</sup> April 2022. A copy of the notice is attached at Appendix 1.
2. The event is described as Beach sports activities (not fenced) between 09:00 and 18:00 to include beach soccer, beach rugby, beach tennis, beach volleyball, beach netball, footvolley and teqball.
3. There is a DJ with dancers and BBQ for up to 1,300 visitors and 200 competitors expected.
4. Licensable activities will take place between 18:00 and 23:00 with DJ music being played on stage to a maximum 499 visitors.
5. Market traders will be sited along the promenade (sand side).
6. A copy of the event management policies were subsequently received from the applicant on the 25<sup>th</sup> April 2022. A copy is attached at Appendix 2 which contains the Traffic Management Plan, Alcohol Management Plan, Drug Policy, Security and Stewarding Police and Noise Management Plan.

## Consultation

7. The proposed event had not been brought to the attention of BCP Council's Event team until referred to them by the Licensing Authority upon receipt of the notice for a TEN. Events have invited the organiser to the Safety Advisory Group meeting on the 12 May 2022.
8. The notice was served on Dorset Police and Environmental Health on the 21<sup>st</sup> April 2022.
9. Objection notices were received from both the Police and Environmental Health, within the statutory time period. A copy of the representations are attached at Appendix 3.

## Options Appraisal

10. There is no current licence for this site as such Members can only grant or refuse the application. No conditions can be attached on any grant.
11. Before making a decision, Member are asked to consider the following matters:
  - The objections made by Dorset Police and Environmental Health.

- The relevant licensing objectives, namely the prevention of crime and disorder, public safety, prevention of public nuisance and the protection of children from harm.
- The Licensing Act 2003, appropriate Regulations, Statutory Revised Guidance issued under Section 182 of the Licensing Act 2003 (April 2018) and the Council's Statement of Licensing Policy.

#### **Summary of financial implications**

12. N/A

#### **Summary of legal implications**

13. If Members decide to refuse the application, by way of a counter notice, the applicant may appeal to the Magistrates' Court within a period of 21 days beginning with the day that the applicant is notified by the Licensing Authority of the decision appealed against.
14. No appeal may be brought later than five working days before the day on which the event periods specified in the TEN begin.

#### **Summary of human resources implications**

15. N/A

#### **Summary of sustainability impact**

16. N/A

#### **Summary of public health implications**

17. N/A

#### **Summary of equality implications**

18. N/A

#### **Summary of risk assessment**

19. N/A

#### **Background papers**

##### **BCP Council – Statement of Licensing Policy**

<https://democracy.bcpCouncil.gov.uk/documents/s21122/Statement%20of%20Licensing%20Policy.pdf>

##### **Hearing Regulations**

<https://www.legislation.gov.uk/ukSI/2005/44/made>

##### **Revised Guidance issued under Section 182 of the Licensing Act 2003 (April 2018)**

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/705588/Revised\\_guidance\\_issued\\_under\\_section\\_182\\_of\\_the\\_Licensing\\_Act\\_2003\\_April\\_2018\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/705588/Revised_guidance_issued_under_section_182_of_the_Licensing_Act_2003_April_2018_.pdf)

**Appendices**

- 1 – Copy TEN Application and Supporting Documentation
- 2- Copy of Management Plans and Policies
- 3 – Objection Notices from Dorset Police and Environmental Health

A new temporary event notice has been received.

Reference: TEN-002669

Are you an agent acting on behalf of the person being licensed? No

**Person Being Licensed**

Title: Mr

First name: Paul

Family name: Darke

Email: paul@beach-fest.co.uk

Phone:

Address:

Can we contact the applicant by phone: Yes

I'm applying as: Applying as a business or organisation, including as a sole trader

**Agent**

First name:

Family name:

Email:

Phone:

Are you :

**Application Details**

Have you had any previous names: No

Previous names details:

Date of birth:

NI Number:

Place of birth:

Correspondence address:

**Premises**

Does the premises have an address: No

Premises address: 18 BRISTOL AND WEST HOUSE, POST OFFICE ROAD, BOURNEMOUTH, BH1 1BL

Ordnance Survey may ref: 50.719637,-1.844580

Further location details: The event will be situated on Toft Beach, Bournemouth.

Does a premises licence or club premises certificate have effect in relation to the premises (or any part of the premises): Neither

Do you intend to only use part of the premises: Yes

Part address details: A beach DJ stage 3mx 3m next to the sports pitches 9am-6pm

The evening activities will be in an enclosed (heras fencing) area 40m x 35m 6pm-11pm

Nature of the business: The beach DJ stage will be 3mx3m next to the beach sport pitches. 9am-6pm

The fenced area will have a small evening DJ stage to provide evening music, 6pm-11pm

Sell of alcohol- one bar.

Nature of the event: A 3 DAY BEACH SPORTS AND EVENING MUSIC EVENT TO TAKE PLACE ON TOFT BEACH, BOURNEMOUTH.

THE BEACH SPORTS ACTIVITIES WILL TAKE PLACE DURING THE DAY TIME 9AM-6PM, (not fenced) THIS WILL INCLUDE COMMUNITY BEACH SPORTS: BEACH SOCCER, BEACH RUGBY, BEACH TENNIS, BEACH VOLLEYBALL, BEACH NETBALL, FOOTVOLLEY AND TEQBALL. A BEACH DJ, DANCERS AND BBQ. UP TO 1300 VISITORS AND 200 COMPETITORS ARE EXPECTED. SPORTS PROGRAMMES FOR JUNIORS-BOYS & GIRLS, ADULTS-MEN & WOMEN, SCHOOLS AND PAN-DISABILITY GROUPS. THE LICENCING ACTIVITIES WILL TAKE PLACE 6PM-11PM. DJ MUSIC TO BE PLAYED ON AN 8M X 6M STAGE. UP TO 499 VISITORS.  
THERE ARE TO BE MARKET TRADERS SITED ALONG THE PROMENADE (SAND SIDE)

### **Activities**

The sale by retail of alcohol: Yes  
The supply of alcohol by or on behalf of a club: No  
Provision of regulated entertainment: Yes  
Provision of late night refreshment: No  
Giving of a late temp events notice: No

Events start date: 19/08/2022

Events end date: 21/08/2022

State the times you intend to carry out licensable activities: 0900-1800 beach sports DJ

1800-2300 evening music DJ

Max number of people: 499

Consumption of alcohol will be: On the premises only

Relevant entertainment details: 9am-6pm Beach DJ

6pm -11pm evening DJ's

### **Licence Holders**

Do you currently hold a valid personal licence: Yes

Issuing authority: North East Hampshire

Licence number: PA1892

Date of issue: 13/01/2022

Other relevant details: N/A

Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice: No

State the number of temporary event notices:

Have you already given a temporary event notice for the same premises in which the event period:  
No

Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice: No

State the total number of temporary event notices your associate(s) have given for events in the same calendar year:

Has any associate of yours already given a temporary event notice for the same premises in which the event period: No

Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice: No

State the total number of temporary event notices your business colleague(s) have given for events in the same calendar year:

Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period: No

**Declaration**

I confirm I have read and understood the declaration: Yes

**Payment**

Amount paid: £21.00

Payment Date & Time: 21/04/2022 14:06

**Documents**

*Please note: documents have only been uploaded if the upload status is uploaded.*

Upload Status: Uploaded

Sharepoint docs URL:

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# **Beach Fest Bournemouth Traffic Management Plan**

**Date: 01 March 2022**

**Version: 1**

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## 1. TRAFFIC MANAGEMENT COMMITMENT

Every effort will be made to encourage event attendees to use designated parking areas and to ensure the safety of vehicular and pedestrian traffic during the event. Contractor work permits, risk assessments and method statements are adhered during unloading/loading of event equipment from vehicles to include access at all times by first responder emergency vehicles to the event site.

Event attendees will be encouraged to park in assigned parking areas in pre-event communications.

There will be a number of traffic control personnel (event marshals) to ensure the safety of vehicles and pedestrians.

## 2. ROAD CLOSURES

The event will not need any road closures.

## 3. EVENT PARKING

**Sports teams and spectators are to be recommended use public car parks:**

- Overstrand Car Park, Boscombe, Bournemouth BH5 1BT
- Cotlands Road Car Park, Cotlands Road Car Park BH1 3QW
- Undercliff Dr, Boscombe, Bournemouth BH5 1BN

**Evening Music visitors are to be asked to use public car parks:**

- Overstrand Car Park, Boscombe, Bournemouth BH5 1BT
- Cotlands Road Car Park, Cotlands Road Car Park BH1 3QW
- East Overcliff Dr, Toft Zig Zag, Boscombe, Bournemouth BH1 3EJ



#### 4. TIMES

##### Access:

8am-9am for sports visitor arrival, 11am-12pm for sports visitor arrival, 4.30pm - 7pm for Evening music visitor arrivals.

##### Egress:

11pm-12.00am for music visitor departures.

#### 5. TRAFFIC CONTROL PERSONNEL

The following safety arrangements have been made to minimise risk to attendees and the general public:

Appropriate numbers of traffic controllers (event marshals) will be in place for the event to assist traffic at recommended car parks.

All traffic controllers will be equipped with high visibility vests and flashing wands (required at night) where appropriate.

#### 6. SIGNAGE AND NOTIFICATIONS

Nearby businesses and residents will be notified in writing at least one week before the event of any traffic management impacts.

## **7. WORK PERMIT(S) TRADER/CONTRACTOR RISK ASSESSMENTS AND METHOD STATEMENTS**

All traders will have to submit risk assessments and method statements one month before the event.

Food and retail traders to park up/ unload on Thursday 18th August 2022, Pedestrians will be held back until the traders are into position along the beach Promenade. Food and retail vendors will leave the site on Monday 22nd August 2022.

Vehicles unloading at the event unloading points are to use the entrance points shown on the map below.

Vehicles are only to reverse using a banksman (wearing a high Vis), using hazard lights on the vehicle. Speed limit of 5 mph. Pedestrians will be held back on the promenade until the vehicle is at the unloaded position.

Only one vehicle to be unloaded at once at the unloading zone. Pedestrian fencing will be used to cordon off the unloading vehicle.

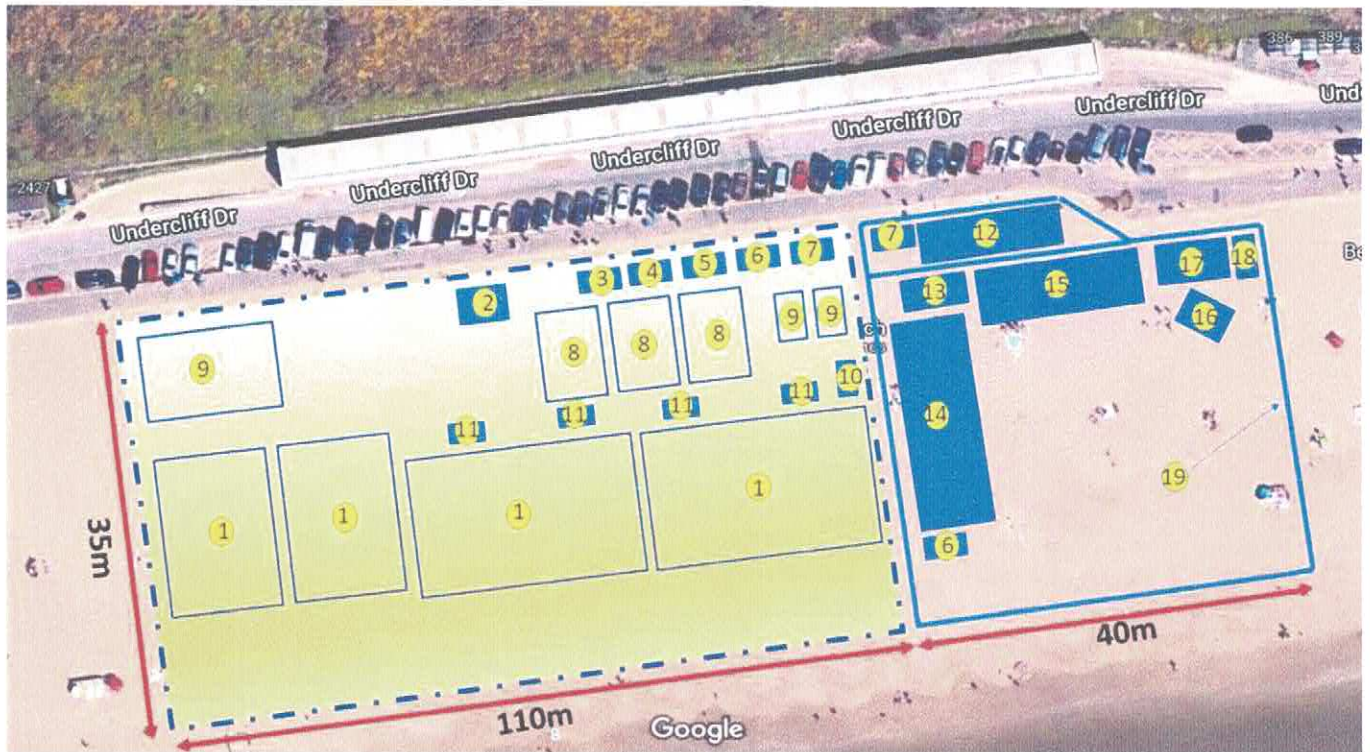
## **8.TAXI'S**

Beach Fest visitors will be encouraged to use public transport/Taxi service to/from Beach Fest.

Visitors will be informed and kept up to date with Taxi travel on our Social Media platforms and mailouts.

## 9. EVENT SITE MAP

Position of Beach Fest on Toft Beach.



- 1 Beach Soccer/ Beach Rugby 2 Beach DJ 3 mens changing  
4 womens changing 5 event tent 6 First aid tent 7 toilets  
8 Beach tennis, Football, beach volleyball 9 Teqball  
10 LED screen 11 bleacher seating 12 retail vendors 13 bar  
14 marquee 15 VIP marquee 16 DJ 17 artist area  
18 artist changing 19 heras fencing



Beach Fest- Bournemouth  
Alcohol  
Policy

Date: 01 March 2022

Version: 1

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## 1. POLICY STATEMENT

1.1. The purpose of this Alcohol Policy is to detail the procedures that Beach Fest Limited aim to adopt to ensure, as far as possible, the licensing objectives that come with the sell and supply of alcohol at the Beach Fest event over the weekend of 19/20/21 August 2022. Our aim is to adopt the best practicable options to ensure that the conditions of the Temporary Event Notice (TEN) are met.

- The prevention of crime and disorder
- Public safety
- Prevention of public nuisance
- The protection of children from harm

## 2. INTRODUCTION/PURPOSE

2.1. There is generally little disorder reported at festivals and events but Beach Fest Limited as organisers are aware that disorder is often caused by excess alcohol consumption.

2.2. Beach Fest Limited understand the licensing laws and ensure that bar staff and the Designated Premises Supervisor know their responsibilities under the Licensing Act. In addition,

2.3. Beach Fest Limited understands the audience profile of the artists that have been booked and whether there is any history of disorder or alcohol problems with the crowds they attract.

2.4. Beach Fest Limited to ensure the refusal to sell alcohol to a person who is drunk or apparently aged less than 18 years.

## 3. BAR

3.1. There will be one bar sited in the Evening Music Zone area on Toft Beach for the event.

3.2. The bar will open at 6pm and close at 11.00pm. If required the event management team will work with the police and begin to close bars earlier if circumstances dictate this course of action would be appropriate.

3.3. The bar will have sufficient lighting and firefighting equipment as well as sanitary and hand washing facilities for staff.

3.4. The bar measures 8m x 3m

3.5. The bar will serve both VIP and general admission areas.

3.6. There will be a no glass policy at the event. All drink, both VIP and general admission visitors will be served in paper/cardboard cups.

#### 4. SIA SECURITY

4.1 Security supplied by: Churchill Group Head Office, Unit 19, Matrix Way, Matrix Business Park, Chorley, PR7 7ND

4.2. Churchill Group to supply their event management plan to Beach Fest Limited 6 weeks prior to the event.

4.3. A risk assessment will be undertaken to determine an appropriate number of SIA registered Door Supervisors to be employed at the premises. Such numbers will be employed at the premises on the dates that licensable activities are to take place.

4.4. SIA registered staff will be positioned on entrances/exits/bars and stages and will be easily identifiable.

4.5. There will be provided and kept at the premises a register/logbook to record details of every person employed on the premises as a door supervisor.

The record shall contain the following details:

- The door supervisor's name.
- His/her Security Industry Authority Licence Number.
- The time and date he/she commenced and concluded their duty.
- The door supervisors shall sign each entry.
- The log to be inspected and signed by the DPS or other responsible person employed at the premises and so authorised by the DPS.
- The log will be on consecutively numbered pages and include the names/registration numbers of security or personnel involved as well as any related Police incident number and details of attending Officers.
- The log will be retained for a period of no less than 12 months and made available to Lincolnshire police for inspection upon request.

4.6. A two-way radio system will be used to maintain communication between event management and stewards/security management.

## 5. CCTV

5.1. A CCTV system will be installed, recording and maintained in working order and operated at the event to the satisfaction of Lincolnshire Police, specifically:

- a) There shall be a minimum of one high resolution colour camera, fitted in a weatherproof housing, for external coverage of the entrance.
- b) There will be a minimum of one high-resolution colour camera fitted to each public entrance/exit. To provide a quality head and shoulder images for facial recognition/identification purposes of all persons entering the premises.
- c) There will be sufficient cameras able to cope with the normal operating illumination to reasonably cover all licensed public areas.
- d) Recordings will be kept for a minimum of 28 days and endorsed with the accurate, correct time/date (BST/GMT adjusted).
- e) Police and/or Authorised Licensing Officers will be able on attendance to view immediate playback of any incident without the necessity for download.
- f) Recordings of incidents at the premises will be provided to the police following lawful request.
- g) A member of staff will be on the premises at all times the event is open to the public. This person will be capable of operating the CCTV system and providing recordings on request. When this is not possible recordings shall be provided within 24 hours of the original request.
- h) Recording equipment will be housed in a secure room/cabinet where access and operation is strictly limited to authorised persons.
- i) All equipment will have constant time/date generation, which will be checked for accuracy on a daily basis.
- j) The CCTV system will be maintained and checked at regular intervals, with the installation company, or if this is not possible another reputable company, producing a letter of compliance.
- k) In the event of a system malfunction, the Designated Premises Supervisor or the Premises Licence Holder will immediately record details of this malfunction in the premises refusals/incident book. and arrangements for its repair will be made without delay.
- l) Signs highlighting the use of CCTV will be shown to act as a deterrent.

## 6. CHALLENGE 25

6.1. Beach Fest as premises licences holder will ensure that Bar staff will at all times observe the law and ensure that alcohol is not served to people who are under 18 years old.

6.2. Bar staff will operate the 'Challenge 25' schemes on all bars. Vinyl posters are to be displayed in a prominent position in the bar areas to demonstrate commitment to this scheme.

If a guest appears to be under 25, depending on which scheme is represented, then we require proof that he/she is over 18. In these circumstances staff is required to:-

- Explain that it is against the law to serve alcohol to Under 18's.
- Ask for identification. Only three types are acceptable:-
  - 'PASS' hologram proof of age card
  - British Passport.
  - Photograph driving licence.
- If a guest does not have identification, suggest they return with some and they will be served when they do.

6.3. As a matter of course, all team members are to be made aware of the legal and social obligations, and of the need for proof of age. Where necessary, new team members are to be trained and will sign the relevant documentation to confirm their training.

6.4. Each member of staff receives a comprehensive training covering all key aspects of working in a licensed premises including H & S policies as well as education as to the legal requirements of their role.

6.5. Their training will include a multiple-choice exam that covers Licencing, Challenge 25, H & S, responsible service of alcohol and quality of service.

6.6. This is reinforced on site at the briefing by the personal licence holding manager.

6.7. Beach Fest Limited will maintain a written record of every refusal to sell alcohol to a person who is drunk or apparently aged less than 18 years.

The refusals book shall be kept at each point of sale, in which details of any refusals shall be recorded. The book shall contain the following details;

- Time, date and location of refusals.
- Nature of the refusal.
- Names, addresses and contact details of persons involved.
- Each entry signed by the DPS or other responsible person employed at the premises and so authorised by the DPS; and
- Retained for a period of no less than 12 months and made available to Lincolnshire Police for inspection upon request.

## 7. FIRST AID

7.1. Beach Fest Limited will ensure sufficient fully trained first aiders (equivalent to that required for Health and Safety in the Workplace) are available at all times on the premises and that the scale of provision corresponds to the number of persons present on the premises.

7.2. Suitable first aid equipment will be available at the event in line with requirements of the Licensing agreement. At least one first aider should be trained in how to deal with drug induced customers.

7.3. Posters will be displayed for staff where possible providing information about how to deal with customers who become ill.

7.4. The availability of first aiders in the venue should be clearly advertised within the venue.

7.5. Beach Fest Limited has brought in emergency medical cover.

DRW Emergency Medical Services

Cover from: 18:00-24.00

1 medical tent

First responders, 2 Emergency Care Assistants, 1 General Registered Nurses and a Paramedic for each night.

1 ambulance, 2 RRV'S and a quad bike.

### **Medical equipment for medical tents will include the following:**

- Airways – to keep patient's tongue away from their throat
- Oxygen
- Glucose monitoring equipment
- Blood pressure monitors
- Vitamin C
- Rehydration drinks

7.6. On no account, will anyone suffering from the ill effects of drug use be thrown out of the premises.

## 8. AVAILABILITY OF DRINKING WATER

8.1. It is important that everyone attending dance events keeps themselves hydrated with water or other non-alcoholic drinks.

8.2. There will be free and unrestricted, but monitored, access to cold drinking water at all times during the event.

- Provision of cold water in easy to access areas; jugs/ cups of water.
- Large signs to advertise and locate where water can be accessed.
- Availability of a large range of appropriately priced bottled water and soft drinks for purchase at the bar.
- Designated staff to walk round the dance floors with chilled water, offering it to those who look in need.
- Staff supervising the distribution of cold water to ensure that it is not adulterated in any way.



Beach Fest Bournemouth

Drug  
Policy

Date: 01 March 2022

Version: 1

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## 1. POLICY STATEMENT

1.1. The aim of this policy is to promote best practice in the prevention of drug misuse at the Beach Fest event over the weekend of 19/20/21 August 2022.

1.2. Beach Fest Limited will ensure that at the event, they are taking all reasonable steps to meet the requirements of their Temporary Events Notice (TEN) in terms of:

- Taking steps to prevent drug dealing at the event.
- Taking steps to minimise drug use at the event; and
- Taking steps to safeguard customers attending who have used drugs

1.3. Beach Fest Limited will also

- Ensure that the event operates within the law.
- Help employers comply with the Health and Safety at Work Act (1974) by safeguarding the health, safety and welfare of employees.
- Demonstrate that the event is committed to safeguarding the welfare of its drug using customers.
- Serve as a checklist to ensure all areas of concern are addressed; and
- Communicate the event views to all staff and ensure that everyone understands procedures and follows them.

1.4. These guidelines should be regarded as a working document, they will be continuously reviewed in line with new developments to drug use and/or health and safety legislation and used to assist with our staff and venue/ event management.

## 2. INTRODUCTION/PURPOSE

2.1. Beach Fest Limited shall take all reasonable steps to prevent drug misuse at their event.

2.2. It is recognised that the risk of drug use at an event will vary according to a number of issues such as its clientele and music policy. There are differences in venue and events in terms of size, location, and purpose.

2.3. Classification of events based on the criteria which normally reflect a venue's culture, there will be certain venues/events where additional provisions will need to be implemented; these fall into 'high risk' venues. For example, venues/events:

- Which attracts a young audience.
- Where the music policy includes music, which contains a particularly high number beats per minute (Electronic Dance Music)

### 3. REDUCTION IN THE SUPPLY OF DRUGS

3.1. Beach Fest Limited will ensure that persons are searched as a condition of entry, (see also Security/Steward Search Policy) and that:

There is a clear visible anti-drugs policy placed at the entrances, advising customers that it is a condition of entry that customers agree to being searched.

3.2. The notice will advise customers that staff do not have the power to search an individual without prior consent, but customers will be refused entry if they are non-compliant with the searching process.

The outer clothing, pockets and bags are searched by a trained venue member of the same sex. Ideally the search should be complemented with the use of a metal detector to deter individuals from carrying weapons and to reassure other customers; and

Notices advise customers that if they are found in possession of controlled substances and/or weapons, the items will be confiscated, and the police contacted. Seizures must be witnessed by management and recorded in an incident book.

3.3. A policy on non-entry and ejection will be on display to reduce the likelihood of arguments with staff.

3.4. Implementation procedures/policies for keeping records of incidents and making records available for inspection (include information regarding the nature of the incident, the type of incident i.e. violence, disorder, drug dealing etc and the specific information required).

3.5. Cooperation with the police on action concerning storage and disposal/transfer of confiscated drugs. Advice from the police on procedures to be followed with reference to individuals who are suspected of committing criminal offences.

3.6. Beach Fest Limited will exclude persons reasonably suspected of dealing at the event.

#### 4. ADDITIONAL PROVISIONS

4.1. Security will have attendants in toilet areas to discourage a large build-up of people to discourage selling and use of drugs. This will be logged into the event log book with details of time of check, who carried out the check and how long they were in there for.

4.2. It is particularly important to respect individuals' privacy in this area and staff will be given clear guidelines which cover when it is appropriate for staff to try to enter a cubicle and when assistance should be sought, and from whom.

4.3. Training for security to recognise individuals who are in distress through drug and/or alcohol use will be given.

4.4. Beach Fest Limited will seek an agreement with the Police about the way in which incidents relating to drug use or dealing will be handled. Clarify in which circumstances they wish to be called and what they expect of door supervisors. and any agreement will cover what should happen when police cannot attend.

4.5. Beach Fest Limited to liaise with local clubs/pubs, especially those which provide similar events, for information on any known persons that have been banned for being a suspected drug dealer.

4.6. Amnesty boxes will be provided at the wristband collection points and by the two event entrances so that customers who have drugs on them and still wish to enter the event can dispose of their drugs before being searched. These boxes will be a secure, letterbox type facility where suspicious items are disposed of on a no-questions asked basis and a protocol will be established for opening them. The opening of the box and any findings will be recorded and witnessed by at least two people. Any drugs will be stored securely before being handed over to the police.

4.7. Two standard dog handler licenced officers are to be on site 6pm-midnight, these dogs cannot act as sniffer dogs, however, they will act as a deterrent.

4.8. A CCTV system will be installed, recording and maintained in working order and operated at the event to the satisfaction of Lincolnshire Police, specifically:

a) There shall be a minimum of one high resolution colour camera, fitted in a weatherproof housing, for external coverage of the entrance.

b) There will be a minimum of one high-resolution colour camera fitted to each public entrance/exit. To provide a quality head and shoulder image for facial recognition/identification purposes of all persons entering the premises.

c) There will be sufficient cameras able to cope with the normal operating illumination to reasonably cover all licensed public areas.

d) Recordings will be kept for a minimum of 28 days and endorsed with the accurate, correct time/date (BST/GMT adjusted).

e) Police and/or Authorised Licensing Officers will be able on attendance to view immediate playback of any incident without the necessity for download.

f) Recordings of incidents at the premises will be provided to the police following lawful request.

g) A member of staff will be on the premises at all times the event is open to the public. This person will be capable of operating the CCTV system and providing recordings on request. When this is not possible recordings shall be provided within 24 hours of the original request.

- h) Recording equipment will be housed in a secure room/cabinet where access and operation is strictly limited to authorised persons.
- i) All equipment will have constant time/date generation, which will be checked for accuracy on a daily basis.
- j) The CCTV system will be maintained and checked at regular intervals, with the installation company, or if this is not possible another reputable company, producing a letter of compliance.
- k) In the event of a system malfunction, the Designated Premises Supervisor or the Premises Licence Holder will immediately record details of this malfunction in the premises refusals/incident book. and arrangements for its repair will be made without delay.
- l) Signs highlighting the use of CCTV will be shown to act as a deterrent.

## **5. SEIZED OR FOUND DRUGS OR PARAPHERNALIA**

- 5.1. All staff (including maintenance and cleaning staff) will receive training on the handling of drugs and/or paraphernalia for health and safety purposes and to minimise any legal risk to staff.
- 5.2. Recovered drugs will be placed and sealed in a clear plastic bag placed in a secure place (a metal container in a secure place). Access will be limited to event management.
- 5.3. All finds and seizures will be recorded in the event logbook. The police will be contacted in relation to policies they have in relation to the recording and disposal of found/seized drugs. The register will be made available to police and local authorities if requested.
- 5.4. Two members of staff will be involved when dealing with drugs related incidents. If alone, staff will contact another member of staff to assist.
- 5.5. All drugs found/seized will be passed to the police for disposal. Local police will be contacted to devise procedures in relation to the collection and disposal of drugs.
- 5.6. Amnesty boxes- Arrangements will be made with the police for the box to be emptied, its contents recorded and destroyed.
- 5.7. Controlled drugs and paraphernalia may be found inside or outside a venue by various members of staff including door supervisors, cleaners etc. Drugs and associated paraphernalia may have been dropped or abandoned for a variety of reasons, including those recovered from persons and those handed over voluntarily.
- 5.8. All staff will be briefed in respect to health and safety in handling drugs and associated paraphernalia. Sharp disposal bins will be available for use to prevent harm to both staff and customers. Arrangements will be made for the appropriate collection and disposal by an approved contractor.
- 5.9. Any recovered bags containing drugs will be placed in a sealed clear plastic bag and placed in a secure place (metal container in a secure place) Under no circumstance will staff remove drugs from the venue.

## 6. DRUGS INFORMATION AND RAISING AWARENESS

- 6.1. Beach Fest Limited is responsible for raising drug awareness amongst its staff and customers.
- 6.2. Beach fest Limited will display posters and distribute leaflets advertising the risks of using drugs.
- 6.3. Beach Fest Limited will display posters and distribute leaflets about the law and the dangers posed by any drugs which are likely to be available in the area.
- 6.4. Licensees should consider liaison with police and local drug agencies i.e. Drug Action Team to ensure that the drug policy is up-to-date and in line with changing patterns and trends in drug use.
- b) Beach Fest Limited will promote external support and counselling services who are available to help with drug problems.

<https://www.talktofrank.com/>

<https://www.psycareuk.org/>

Providing:

- Information on trends in local drug use and associated harms.
- Access to relevant, up-to-date and user-friendly drug education literature.
- Training on how to recognise and respond to drug-related intoxication; and
- Advertise services provided by drug agencies.

## 7. FIRST AID

- 7.1. Beach Fest Limited will ensure sufficient fully trained first aiders (equivalent to that required for Health and Safety in the Workplace) are available at all times on the premises and that the scale of provision corresponds to the number of persons present on the premises.
- 7.2. Suitable first aid equipment will be available at the event in line with requirements of the Licensing agreement. At least one first aider should be trained in how to deal with drug induced customers.
- 7.3. Posters will be displayed for staff where possible providing information about how to deal with customers who become ill.
- 7.4. The availability of first aiders in the venue should be clearly advertised within the venue.
- 7.5. Beach Fest Limited has brought in emergency medical cover.

DRW Emergency Medical Services

Cover from: 18.30-24.00

1 medical tents

First responders, 2 Emergency Care Assistants, 1 General Registered Nurses and a Paramedic for each night.

1 ambulance, 2 RRV'S and a quad bike.

**Medical equipment for medical tents will include the following:**

- Airways – to keep patient's tongue away from their throat
- Oxygen
- Glucose monitoring equipment
- Blood pressure monitors
- Vitamin C
- Rehydration drinks

7.6. On no account, will anyone suffering from the ill effects of drug use be thrown out of the premises.

**8. AVAILABILITY OF DRINKING WATER**

8.1. It is important that everyone attending dance events keeps themselves hydrated with water or other non-alcoholic drinks.

8.2. There will be free and unrestricted, but monitored, access to cold drinking water at all times during the event.

- Provision of cold water in easy to access areas; jugs/ cups of water.
- Large signs to advertise and locate where water can be accessed.
- Availability of a large range of appropriately priced bottled water and soft drinks for purchase at the bar.
- Designated staff to walk round the dance floors with chilled water, offering it to those who look in need.
- Staff supervising the distribution of cold water to ensure that it is not adulterated in any way.

## 9. PREVENTION OF OVERHEATING/DEHYDRATION

- 9.1. Beach Fest is an outdoor event, but event customers could still become overheated and dehydrated due to the sun and not having enough water during the day/event.
- 9.2. One of the main causes of overheating is people becoming 'locked in' to the music and dancing for hours on end to a fast beat which could have been fuelled by a stimulant drug.
- 9.3. Beach Fest Limited are to ask DJs/ MC's to help by being attentive to what is happening in the dance audience, and within mixes of records for it to be possible to introduce a few moments of calm time.
- 9.4. Security staff will be briefed to be extra vigilant and watch the dance areas/ pit to measure and pinpoint potential candidates for overheating.
- 9.5. Event customers who are too immersed in dancing to think about taking a break or a drink will be kept under close observation, offered water and gently encouraged to take a break.
- 9.6. Security will be advisable not to be persistent, as this may upset or agitate the event customer who may become confused as to why they are receiving such attention.

## 10. HARM REDUCTION

- 10.1 Harm reduction strategies will be implemented at the event.
- 10.2. The supply of free water (as section 9- PREVENTION OF OVERHEATING/DEHYDRATION)
- 10.3. Chill out / sanctuary zone to be set up at the event. Which offer respite from the event, providing a quiet, calm, comfortable and shady space for event customers to relax.
- 10.4. This area will also provide hydration and food. This area will be used as an opportunity to provide health promotion information to event customers that address key issues specific to the event environment, such as information on common substances taken at these events and information on how to care for friends who might be using substances.
- 10.5. The Chill out / sanctuary zone will be clearly signposted and marked on the event map and information about them should be shared in Social media and promotional material.



Beach Fest Bournemouth  
Security/ Steward  
Search Policy

Date: 01 March 2022

Version: 1

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## 1. POLICY STATEMENT

It is the objective of Beach Fest Limited to ensure that to reduce any possible crime and disorder during the event over the weekend of 19.20.21 August 2022 a search regime/security search procedures will be carried out and an opportunity to surrender prohibited articles such as alcohol, drugs, weapons or paraphernalia during both site build and visitor access times, can help to reduce the problem.

## 2. INTRODUCTION

2.1. This Security/ Steward Search Policy is dated 01 March 2022 and has been produced by Beach Fest Limited of [REDACTED] It provides details of the search regime/ Security search procedures that will be undertaken by Beach Fest in order to reduce crime and disorder at its event.

2.2. Beach Fest Limited shall ensure that persons are searched as a condition of entry, and that there is a clear visible anti-drugs policy placed at the entrances, advising customers that it is a condition of entry that customers agree to being searched.

2.3. The notice advises customers that staff do not have the power to search an individual without prior consent, but customers will be refused entry if they are non-compliant with the searching process.

2.4. The outer clothing, pockets and bags are searched by a trained venue member of the same sex. Ideally the search should be complemented with the use of a metal detector to deter individuals from carrying weapons and to reassure other customers; and notices advise customers that if they are found in possession of controlled substances and/or weapons, the items will be confiscated and the police contacted.

2.5. Beach Fest Limited has secured an experienced SIA Approved Contractor security company with over 25 Years' Festival and Concert Security Experience.

2.6. Beach Fest has two entrances at its event.

VIP / Artist entrance

General admission entrance

2.7. Prior to the event, Beach Fest Limited will have researched performing artists and audience profile and make any enhancements to the search regime/procedure.

2.8. Make sure that the security provider is aware of what any prohibited articles look like, that staff at the entry points are aware what to look for and both are given sufficient time to put a suitable search regime in place along with any perimeter security measures.

2.9. Amnesty bins will be made available at wristband collection and at the two main entrances.

### 3. RESPONSIBILITY

3.1. Paul Darke, director of Beach Fest Limited is the designated premises supervisor for the event.

3.2 Security supplied by: Churchill Group Head Office, Unit 19, Matrix Way, Matrix Business Park, Chorley, PR7 7ND

3.3. Churchill Group to supply their event management plan to Beach Fest Limited 6 weeks prior to the event.

3.4. A risk assessment will be undertaken to determine an appropriate number of SIA registered Door Supervisors to be employed at the premises. Such numbers will be employed at the premises on the dates that licensable activities are to take place.

3.5. SIA registered staff will be positioned on entrances/exits/bars and stages and will be easily identifiable.

3.6. Two standard dog handler licenced officers are to be on site 6pm-midnight, these dogs cannot act as sniffer dogs, however, they will act as a deterrent.

3.7. There shall be provided and kept at the premises a register/logbook to record details of every person employed on the premises as a door supervisor.

The record shall contain the following details:

- The door supervisor's name.
  - His/her Security Industry Authority Licence Number.
  - The time and date he/she commenced and concluded their duty.
  - The door supervisors shall sign each entry.
  - The log to be inspected and signed by a member of the event management team.
  - The log will be retained for a period of no less than 12 months and made available to Lincolnshire police for inspection upon request.
- 3.8. A two-way radio system will be used to maintain communication between event management and stewards/security management.

#### 4. CONDUCTING A SECURITY SEARCH

- 4.1. The security guard must be professional when conducting a security search, it is important to be mindful of the fact it is an intrusive procedure and you are relying on permission to carry out the search.
- 4.2. Signs will be displayed at wrist band collection points and at the two event entrances warning visitors of searches.
- 4.3. Show respect and empathy throughout the search process. Some people may feel very uncomfortable, others may have mobility issues – both of which should be considered.
- 4.4. During each search you are representing the company you work for. Keep a steady control of the process and do not allow others to interfere.
- 4.5. The individual you are searching should be allowed to assist by emptying their bag and pocket and removing items of clothing such as their jacket.
- 4.6. Same sex searches should be conducted. This helps where a person may be embarrassed about being searched. If at all possible, have a colleague with you during a search. This will help serve as a witness should a person accuse anyone of misconduct as a result of the search.
- 4.7. Take care that the correct environment is made for the search, as well as be wary of individual needs. For instance, where a religious garment may need to be removed, or a person has mobility issues, sensitivity and empathy is key.

#### 5. WHAT TO DO IF A DISCOVERY IS MADE

- 5.1. Any seizures must be witnessed by a security staff member.
- 5.2. Contact management- Security to communicate to the security supervisor who will contact event management.
- 5.3. Confiscate the items found. Items will be securely stored and handed over to Police following the event.
- 5.4. Immediately contact the police if deemed necessary, (event management to make this decision)
- 5.5. Provide an incident report after the event. All episodes should be logged in the event incident log.



# Beach Fest- Bournemouth Noise Management Policy

Date: 01 March 2022

Version: 1

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## 1. POLICY STATEMENT

1.1. It is the objective of Beach Fest Limited to ensure that the surrounding amenity, employees, contractors, visitors and local residents are not adversely affected by noise arising from activities associated with Beach Fest on Skegness Beach over the weekend of 19/20/21 August 2022.

1.2. The purpose of this Noise Management Plan is to detail the procedures we aim to adopt to ensure, as far as possible, the minimisation of disturbance to local residents and the environment by activities in and around the Beach Fest event. Our aim is to adopt the best practicable options to ensure that the conditions of the Temporary Event Notice (TEN) ) are met.

## 2. INTRODUCTION/PURPOSE

2.1. This Noise Management Plan is dated 01 March 2022. It provides details of the noise monitoring scheme that will be undertaken by Beach Fest in order to establish if the noise limits and operational controls are being met.

2.2. Controlling multiple sources of audio over a large area with many different and unpredictable elements at play is not an exact science. Because audio is affected so greatly by pressure, moisture in the air, the ground it travels over, wind speed, direction, audience numbers, location, temperature etc. we have put in place this plan to monitor and manage the levels on and off site to minimise disruption to the local area.

### Audio Running Times:

#### Sports Zone:

9.00 - 9.15 Sound checks

9.30 - 18.00 Recorded music

#### Evening Music Zone:

17.30 - 17.45 Sound checks

18.00 - 23.30 Recorded and live music from DJ stage/ chill out zone

23.30 Site silent

#### Audio Sources

Main Stage, DJs + MCs & live music

Beach Sports DJ + Sports MC

Generator: one serving Sports Zone and Evening Music Zone

Chill out tent: Recorded audio

Pre event: System & Site set and build

Post event: tear down of event

2.3. Prior to the event we have undertaken a site visit taking careful consideration of topography, residential areas, and any potential disturbance. Taking all these factors into consideration we have chosen to orientate all sound systems facing towards the sea.

This direction has been chosen as it has the greatest amount of open, uninhabited land in the area therefore causing least disturbance. Whilst we are aware audio emanates from 360 degrees around a system the direction the systems are pointing is essential to off-site levels during the event.

2.4. Local residence are being spoken to directly by the event management and their needs will be taken into account on an individual basis as we believe these properties and residents deserve increased communication and also potentially special arrangements 6 weeks prior to the event all residences within a 2km radius of the event will be contacted in person and / or mail by the festival management team. The letter will include:

- Information about the event
- Demographic
- Impact on the local area
- Noise restrictions
- 24hr contact number to the event management team
- Postal address for the event management team

The reasons for this are to inform as much as make the residents aware of potential disturbance. We believe making residents aware of what's going on empowers them in that they have some sort of control should they feel they are being unduly disturbed. We find in many cases this is constructive to the community and eases issues during the event.

2.5. The letter will clearly explain that the festival management team at all times have control of all systems, plans are in place and remedial action can be taken should we disturb residents too much. Included in the letter will be an invitation to come to site on the day of the event. The residents will be invited on a site visit with the event management team. Any further questions or concerns will hopefully be put to bed at that point. It should also serve as a friendly point of contact for residents, knowing the face and friendliness of the staff has the habit of putting people's fears to bed.

### 3. RESPONSIBILITY AND AUTHORITY

3.1. Beach Fest directors hold overall responsibility for the operation and management of the event and compliance with the noise management policy.

3.2. The Directors will appoint an Event Noise Controller (consultant) as part of the event management team. The Event Noise Controller is responsible for all day to day operations of the event and compliance with the noise management policy.

3.3. All persons involved with noise control and testing will be suitably trained, i.e. have the knowledge, skills and experience to undertake environmental noise measurements.

3.4. Beach Fest Ltd will submit in writing, details of Event Noise Controller (including information about the qualifications, expertise and relevant experience of the same) to the Environment Team of East Lindsey Council no less than 56 days prior to the start of the event.

3.5. Beach Fest Ltd shall support the conclusions and recommendations of the Event Noise Controller and ensure that any remedial measures are carried out and take immediate necessary steps.

3.6. A sound engineer will be supplied by the sound system supplier, his/her role will be to control noise levels under the guidance and management of the Event Noise Controller.

3.7. A record of all noise monitoring results, noise propagation calculations and remedial measures taken as a result of that noise monitoring. Within 14 days of a request being made in writing this record shall be forwarded to the Environment Team of the East Lindsey Council in order that it may be reviewed by the same.

3.8. An assessment of frequency and level to ensure the audio isn't concentrated in one place or causing more of a disturbance in one area over another. The engineer will have constant contact with the Event Controller and the event management team to respond to issues from off site and have levels changed in a heartbeat if necessary. This channel of communication will also be available for complaints to be relayed to the Event Controller.

3.9. Should there be a complaint the Event Noise Controller will respond immediately by going to the location and taking a reading. If remedial action is possible then and there, removing frequencies, lowering the level for an MC, etc. it will be advised to site and action taken via the event management team.

3.10. Should the Event controller find the disturbance is low level they may decide no action is necessary. Either way the Event Controller will work with the sound engineer to attempt to meet the complainant and allay any concerns then and there making them aware we are constantly monitoring and adjusting the systems on site to cause least disturbance off site. Should there be any further complaints the issue will be sent onto the event management team.

3.11. Signs will be placed along all exit points and the promenade to make sure that persons leaving keep noise to a minimum so the level disturbance to local residents is kept to a minimum. We will also be utilising our security and stewards to make sure that this is enforced.

#### 4. MANAGEMENT OF NOISE POLLUTION

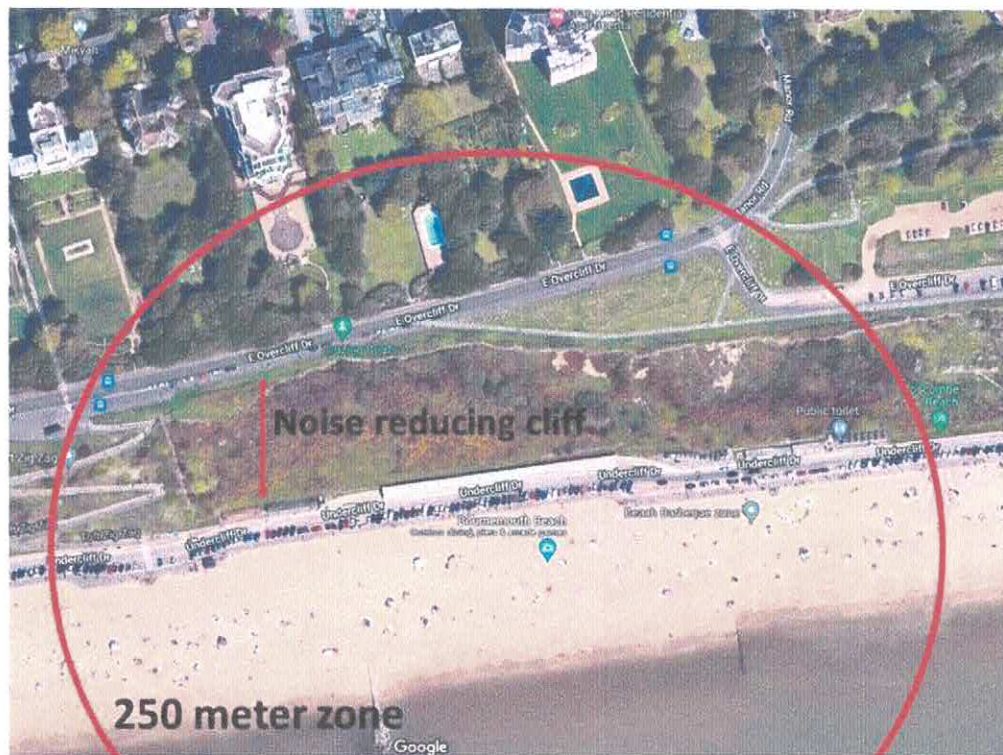
- 4.1. The Evening DJ stage and Beach DJ stage containing entertainment will be no less than 250 metres from the façade of any potentially noise sensitive property and the Beach Fest Ltd will ensure that no Regulated Entertainment takes place outside the Licensed area.
- 4.2. The orientation of the Evening DJ Stage and Beach DJ speakers will aim directly out to sea.
- 4.3. The position of the event is close to the Toft Zig Zag cliff, this will act as a noise reducer.
- 4.4. A Low noise generator is to be used at the event.
- 4.5. Beach Fest Ltd will not allow access to the site after 23:00 Hours.
- 4.6. Notices to be posted at egress points and along the promenade asking visitors to respect the needs of local residents and not generate undue noise whilst leaving the event or whilst leaving car parts/ vehicle areas.
- 4.7. No ad-hoc music systems are to be brought in by attendees to the event.
- 4.8. Beach Fest Ltd will ensure that the sound system supplier and the sound engineer are informed of the sound control limits and that any instructions from the Event Noise Controller regarding noise levels shall be implemented.

#### 5. NOISE MONITORING

- 5.1. A background noise level test will be carried out at 1 metre from the facade of any noise sensitive premises, on an equivalent day and at an equivalent time when no concert or sound checks are taking place.
- 5.2. A sound test will take place prior to the event to ascertain the maximum level that can prevail at the monitoring positions to enable the guidelines to be met. The noise propagation test will be undertaken at least 1 hour prior to the start of the event in order to set appropriate control limits at the sound mixer position (main stage and Beach DJ stage) The sound system will be configured and operated in a similar manner as intended for the event. The sound source used for the test will be similar in character to the music likely to be produced during the event. This effectively will calibrate the system, taking into account as far as possible prevailing weather conditions.
- 5.3. The Music Noise Levels (MNL) when assessed at the prediction stage or measured during sound checks or artist sets will not exceed the guidelines agreed with by BPC council at 1 metre from the facade of any noise sensitive premises for events held between the hours of 0900 and 2400.
- 5.4. The music noise level (MNL) will be measured using an integrating-averaging sound level meter complying with type 2 or better of BS6698. The background noise level will be measured using a sound level meter complying with type 2 or better of BS5969.
- 5.5. The Event Noise Controller will continually monitor noise levels at the Main Stage position and at 1 metre from the facade of any noise sensitive premises, this will be carried out every hour. The Event Noise controller will advise the sound engineer accordingly to ensure that the noise limits are not exceeded.

5.6. A record of all noise monitoring results, noise propagation calculations and remedial measures taken as a result of that noise monitoring. Within 14 days of a request being made in writing this record shall be forwarded to the Environment Team of BPC Council in order that it may be reviewed by the same.

#### 5.6. 250m zone map



## 6. COMPLAINTS PROCEDURE

6.1. Beach Fest Ltd will submit a noise management and complaint response plan to BPC Council no less than 28 days prior to the event. The plan will include two telephone numbers on which the general public can contact Beach Fest Ltd at any time during the event to report a public nuisance issue. The plan will detail what action will be taken in the event of reports of disturbance due to noise and any other public nuisances on/immediately off site.

6.2. The numbers of the telephone line will be published at least two weeks prior to the start of the event. These numbers will also be provided to the Licensing Authority and the Clerks of BPC Council.

6.3. Beach Fest Ltd will keep a written log of all complaints received and such a written log to be made available to the Licensing or Environment Teams of BPC Council on request.

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## REPRESENTATIONS RECEIVED

## APPENDIX 3

### DORSET POLICE

Good Morning Licensing,

Further to the TEN received for 'A 3 DAY BEACH SPORTS AND EVENING MUSIC EVENT TO TAKE PLACE ON TOFT BEACH, BOURNEMOUTH' from 19/08/2022 to 21/08/2022 , Dorset Police does not have the assurances that the Licensing Objectives will be promoted.

The applicant has not provided sufficient detail in the subsequently received 'Alcohol Policy' in respect of, but not limited to, nature of music to be provided, list of performers/ DJs, number of SIA , admission / search policy, and customer dispersal.

Whilst some measures are detailed, it is of further concern that both the Alcohol and Drug Policies refer on multiple occasions to Lincolnshire Police, and it is the opinion of Dorset Police that the operator has submitted the TEN and such policies without proper and duly diligent consideration of the nature of this event, the safety and welfare of their customers and the unique risks that comes with holding an event in the beach environment.

Dorset Police therefore does not have the assurances that the Licensing Objectives will be promoted, and objects to this TEN.



**DORSET  
POLICE**

**Louise Busfield**

Licensing Officer

Drug & Alcohol Harm Reduction Team  
Bournemouth Divisional Headquarters  
5 Madeira Road  
Bournemouth  
Dorset Police  
BH1 1QQ

## **ENVIRONMENTAL HEALTH**

**Dated: 27.04.22**

I refer to the TEN for the Beach Fest event which is proposed from the 19/8/2022 – 21/8/2022.

I have evaluated the submitted EMP and in particular section 14 which refers to Musical Entertainment /Noise management. This section provides some detail relating to the liaison which will occur with Environmental Health prior to the event however lacks any meaningful information relating to the target noise levels. I am therefore not satisfied that the *Prevention of Nuisance* license objective will be upheld. Therefore I would like to object to this TEN in its current format

The applicant would need to provide additional detail in relation the target noise levels.

The permitted target levels are outlined below:

The control limits set at the mixer position shall be adequate to ensure that the Music Noise Level (MNL) shall not, at 1 metre outside any noise sensitive premises, exceed 75 dB(A). The levels shall not exceed 70 dB in either of the 63Hz or 125Hz octave band frequencies) over a 15-minute period between the hours of 10:00 hours and 23:00 hours.

As it is proposed to hold this event until 23:30, the MNL between the hours 23.00 and 23:30 music noise should not be audible within noise-sensitive premises with windows open in a typical manner for ventilation.

Kind Regards

**Dated: 03.05.22**

Hi Sarah

Please find below the submission I would make to support my reasons for objection to the TEN for the Beach Fest event which is proposed from the 19/8/2022 – 21/8/2022.

It is noted that no engagement has taken place between the applicant and Environmental Health in respect of this event. I fail to understand why this applicant has submitted the TEN prior to this event being considered by the Safety Advisory Group on the 12th May 2022 so that concerns raised by members can be addressed prior to submission. Therefore I am unable to support the application in its current format.

I am concerned that residents overlooking the proposed event site will be exposed to excessive noise levels, having potentially already been exposed to noise from a two day event proposed to be held on the 1<sup>st</sup> and 2<sup>nd</sup> July.

I have evaluated the submitted EMP and in particular section 14 which refers to Musical Entertainment /Noise management. This section provides some detail relating to the liaison which will occur with Environmental Health prior to the event however lacks any meaningful information relating to the target noise levels. I am

therefore not satisfied that the *Prevention of Nuisance* license objective will be upheld. Therefore I would like to object to this TEN in its current format

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The levels shall not exceed 70 dB in either of the 63Hz or 125Hz octave band frequencies) over a 15-minute period between the hours of 10:00 hours and 23:00 hours.

As it is proposed to hold this event until 23:30, the MNL between the hours 23.00 and 23:30 music noise should not be audible within noise-sensitive premises with windows open in a typical manner for ventilation.

I am aware that no conditions can be added to this TEN and therefore would require the information in advance of the event to determine the likely impact on residents and the efficacy of the proposed mitigations.

The Environmental Health Team are of the view that this Notice should be refused, and the licensable activities not authorised at this time. This will not prevent the sporting activities from taking place as proposed by this event.

There is the opportunity for the organiser of this event to submit a further TEN in the future once they have received feedback from the Safety Advisory Group. This will give the event management the opportunity to resolve the concerns of the Safety Advisory Group members before submitting a further TEN.

Kind Regards



**Andrew Hill**  
**Senior Environmental Health Officer**  
**Communities**  
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