



## Licensing Sub-Committee

**Date:** Wednesday, 22 March 2023  
**Time:** 2.00 pm  
**Venue:** Council Chamber, County Hall, Dorchester, DT1 1XJ

**Members (Quorum )**

Jon Andrews, Emma Parker and Les Fry

**Chief Executive:** Matt Prosser, County Hall, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic Services Meeting Contact 01305 224202 [elaine.tibble@dorsetcouncil.gov.uk](mailto:elaine.tibble@dorsetcouncil.gov.uk)

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda.

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### Agenda

Item		Pages
1.	<b>ELECTION OF CHAIRMAN AND STATEMENT FOR THE PROCEDURE OF THE MEETING</b>	1 - 4
	To elect a Chairman for the meeting and the Chairman to present and explain the procedure for the meeting.	
2.	<b>APOLOGIES</b>	
	To receive any apologies for absence.	
3.	<b>DECLARATIONS OF INTEREST</b>	
	To disclose any pecuniary, other registrable or non-registrable interests as set out in the adopted Code of Conduct. In making their disclosure councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration. If required, further advice should be sought from the Monitoring Officer in advance of the meeting.	

**4. URGENT ITEMS**

To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.

**5. NEW PREMISES LICENCE FOR WE OUT HERE FESTIVAL**

5 - 114

To consider a new premises licence for We Out Here Festival.

**6. EXEMPT BUSINESS**

To move the exclusion of the press and the public for the following item in view of the likely disclosure of exempt information within the meaning of paragraph x of schedule 12 A to the Local Government Act 1972 (as amended).

The public and the press will be asked to leave the meeting whilst the item of business is considered.



## **THE LICENSING ACT 2003 (HEARINGS) REGULATIONS 2005**

### Rights of a Party

1. A party has the right to attend the hearing and may be represented by any person.
2. A party is entitled to give further information where the authority has asked for clarification.
3. A party can question another party, and/or address the authority, with consent of the authority.

### Failure to Attend

4. If the authority is informed a party does not wish to attend, the hearing may proceed in their absence.
5. If a party has not indicated their attendance and fails to attend the hearing may be adjourned if considered in the public interest, or hold the hearing ensuring the party's representation is considered.
6. Where the authority adjourns the hearing it shall notify the parties of the date, time and place.

### Procedural Information

7. At the start of the hearing, the authority shall explain the procedure which it proposes to follow and shall consider any request for permission for another person to appear at the hearing.
8. A hearing shall take the form of a discussion led by the authority and cross-examination shall not be permitted unless the authority considers that it is required.
9. The authority will allow the parties an equal maximum period of time in which to speak.
10. The authority may require any person behaving disruptively to leave, and may refuse that person to return, but such a person may, before the end of the hearing, submit in writing information they would have been entitled to give orally had they not been required to leave.

### **FOOTNOTE:**

In relation to all other matters governed by the Licensing Act 2003 (Hearings) Regulations 2005 any party or their representative may contact the Licensing Services at Dorset Council and they will be provided with a full copy of the regulations on request.

## LICENSING SUB-COMMITTEE PROCEDURE

1. At the start of the meeting the Chairman will introduce:
  - the members of the sub-committee
  - the council officers present
  - the parties and their representatives
2. The Chairman will then deal with any appropriate agenda items.
3. The Licensing Officer will be asked to outline the details of the application, including details of any withdrawn representations.
4. The applicant or their representative is then invited to present their case.
5. Committee members will be invited to ask questions.
6. Where appropriate the Responsible Bodies e.g. representatives of Police, Fire Services, Environmental Services or Trading Standards will be invited to address the sub-committee on any relevant representations they may have.
7. The Chairman may then allow an opportunity for questions.
8. The Chairman will ask any person who has made representations, who have already expressed a wish to do so, to address the sub-committee. The sub-committee will have read all the papers before them, including any letters of representation. Members of the public are asked to keep their comments concise and to the point.
9. All parties will be given the opportunity to “sum up” their case.
10. The Chairman will ask the Legal Advisor if all relevant points have been addressed before advising all parties present that the sub-committee will withdraw from the meeting to consider its decision in private. The sub-committee will be accompanied by the Democratic Services Officer and the Legal Advisor can be called upon to offer legal guidance.
11. The Chairman will:
  - advise when the sub-committee’s decision will be confirmed in writing.
  - Inform those present of their right to appeal to the Magistrates’ Court.

## **NOTE**

The Chairman may vary this procedure, as circumstances require but will have regard to the rules of natural justice and the Licensing Act 2003 (Hearings) Regulations 2005.

The meeting will take place in public. However, the public can be excluded from all or part of the meeting where the sub-committee considers that the public interest in so doing outweighs the public interest in the meeting or that part of the meeting, taking place in public.

Under no circumstances must the parties or their witnesses offer the sub-committee information in the absence of the other parties.

The Chairman and the Sub-Committee have discretion whether to allow new information or documents to be submitted and read at the meeting.

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## Licensing Sub-Committee

22 March 2023

### New premises licence application for We Out Here Festival

#### For Decision

**Portfolio Holder:** Cllr L Beddow, Culture, Communities and Customer Services

**Local Councillor(s):** Cllr D Tooke

**Executive Director:** J Sellgren, Executive Director of Place

Report Author: Kathryn Miller  
Title: Senior Licensing Officer  
Tel: 01305 252214  
Email: kathryn.miller@dorsetcouncil.gov.uk

**Report Status:** Public

**Brief Summary:** An application has been made for a new premises licence for We Out Here Festival, St Giles Park, Wimborne St Giles. The application has been out to public consultation and has attracted relevant representations. A Licensing Sub-Committee must consider the application and representations at a public hearing.

**Recommendation:** The Sub-Committee determines the application in the light of written and oral evidence and resolves to take such steps as it considers appropriate and proportionate for the promotion of the licensing objectives:

- a) The prevention of crime and disorder
- b) The prevention of public nuisance
- c) Public safety
- d) The protection of children from harm

The steps that the Sub-Committee may take are:

- a) to grant the licence subject to such conditions as the authority considers appropriate for the promotion of the licensing objectives, and the mandatory conditions;

- b) to exclude from the scope of the licence any of the licensable activities to which the application relates;
- c) to refuse to specify a person in the licence as the designated premises supervisor;
- d) to reject the application.

**Reason for Recommendation:** The Sub-Committee must consider the oral representations and information given at the hearing before reaching a decision.

## **1. Details of the application**

- 1.1 An application has been made for a new premises licence for We Out Here Festival, St Giles Park, Wimborne St Giles, Dorset.
- 1.2 The description of the premises within the application form is:

“Owned and managed by St Giles Farms Limited, St Giles's Park is a 17th and 18th century parkland of around 200 hectares, with notable 18th century landscape features. There are also some 30 hectares of gardens and pleasure grounds and a grade I listed house. The park occupies generally level ground. To the west the site falls gently to the River Allen, which flows from north-west to south-west through the pleasure grounds; the ground rises to the south-west beyond the river. This premises licence application is focussed on a licenced boundary that covers 169 hectares of the parkland.

The premises is situated on Cranborne Chase, c.2km south-west of Cranborne, and c.11km north of Wimborne Minster. The site is bounded to the east and south-east by the B3078 road which leads north from Wimborne Minster to Cranborne, while to the north the boundary is formed by a minor road leading west from the B3078 road to the village of Wimborne St Giles, which adjoins the site to the north-west. To the west and south-west the site adjoins agricultural land. There are entrances available to the north-west, south, south-east, east, north-east and north sides of the park.

The event-specific layout of the premises will be designed according to the principles embodied in The Purple Guide ([www.purpleguide.co.uk](http://www.purpleguide.co.uk)), in addition to previous experience producing greenfield events and learnings from prior licensed events held at the venue. The arrangement of the site will account for the anticipated audience size, demographic and behaviour characteristics, logistical considerations, access / egress for pedestrians, vehicles, crew and emergency services, the proximity of noise sensitive properties, topography and general site conditions.”

- 1.3 Since 2019 The Out Here Festival has previously been held in Cambridgeshire but this year it has relocated to St Giles Park, Wimborne St Giles. A copy of the premises licence that was issued by Huntington Council is attached at Appendix 1.



1.4 The full application, the plans, event safety management plan, live operating schedule for the premises, as initially received, are attached at Appendix 2.

1.5 The application is to permit one six day festival per calendar year for:

Films (indoors and outdoors)

Wednesday	1400-2300 hours
Thursday	1100-2359 hours
Friday	0000-0600 hours 1100-2359 hours
Saturday	0000-0600 hours 1100-2359 hours
Sunday	0000-0600 hours 1100-2359 hours
Monday	0000-0600 hours

Live music (indoors and outdoors)

Wednesday	1400-2300 hours
Thursday	1100-2359 hours
Friday	0000-0600 hours 1100-2359 hours
Saturday	0000-0600 hours 1100-2359 hours
Sunday	0000-0600 hours 1100-2359 hours
Monday	0000-0600 hours

Recorded music (indoors and outdoors)

Wednesday	1400-2300 hours
Thursday	1100-2359 hours
Friday	0000-0600 hours 1100-2359 hours
Saturday	0000-0600 hours 1100-2359 hours
Sunday	0000-0600 hours 1100-2359 hours
Monday	0000-0600 hours

Performance of dance (indoors and outdoors)

Wednesday	1400-2300 hours
Thursday	1100-2359 hours
Friday	0000-0600 hours 1100-2359 hours
Saturday	0000-0600 hours 1100-2359 hours
Sunday	0000-0600 hours 1100-2359 hours
Monday	0000-0600 hours

Late night refreshments (indoors and outdoors)

Wednesday	2300-2359 hours
Thursday	0000-0500 hours 2300-2359 hours
Friday	0000-0500 hours 2300-2359 hours
Saturday	0000-0500 hours 2300-2359 hours
Sunday	2359-0500 hours 2300-2359 hours
Monday	0000-0500 hours

Supply of alcohol (on the premises)

Wednesday	1400-2300 hours
Thursday	1100-2359 hours
Friday	0000-0600 hours 1100-2359 hours
Saturday	0000-0600 hours 1100-2359 hours
Sunday	0000-0600 hours 1100-2359 hours
Monday	0000-0600 hours

- 1.6 The applicant has stated that expected number of people to attend the premises is 24,999.
- 1.7 Section 13 of the Licensing Act 2003 contains the list of Responsible Authorities who must be consulted on each premises application. Dorset Police, Dorset and Wiltshire Fire Service, Public Health Dorset, the Immigration Authority, Dorset Council Trading Standards, Dorset Council Planning Department, Dorset Council Environmental Protection, Dorset Council Children's Services and Dorset Council Health and Safety Team have all been consulted.
- 1.8 Dorset Police have made a representation under the licensing objective of prevention of crime and disorder and public safety as they are concerned that the conditions being proposed do not provide the high level of assurance that is necessary for an event of this scale. The absence of enforceable conditions in areas of concern and an over-reliance on the Event Management Plan. Their comments can be found at Appendix 3.
- 1.9 Although Environmental Protection were satisfied overall with the application and the conditions offered, they felt a lot of weight was placed on the Sound/Noise Management Plan (NMP) which forms part of the Event Management Plan to which they had not been provided with in any detail. As a result, Environmental Protection requested the following conditions are clearly stated on the licence if it is granted:

## **Prevention of Public Nuisance (Noise)**

PN1. The Licensee shall draft, implement & abide by a Sound Management Plan (SMP) with robust controls for the Prevention of Public Nuisance and compliance with the licensing conditions.

PN2. The Licensee shall submit a draft SMP to the licensing authority for Environmental Protection review and approval at least 28 days before the commencement of any licensable activity authorised by this licence.

PN3. The SMP shall be subject to document control.

## **Environmental Health conditions**

- 1 The Licensee shall appoint a competent acoustic consultant (Member of the IOA or ANC) to produce, implement, and monitor a robust Sound Management Plan (SMP) as an annexe to the Event Safety Management Plan (ESMP). The Licensee shall submit the SMP to authorised officers of the Dorset Council's (DC) Environmental Protection team no less than three months before the start of the event. The SMP shall detail the operating hours, location, orientation & description of sound systems, plus any significant sound sources proposed for the event. The SMP shall outline the proposed noise attenuation mechanisms employed during the event, including the monitoring locations and procedures to ensure that the Music Noise Level controls at noise-sensitive properties are complied with as best practicable. The SMP shall be subject to document control as agreed by the authorised officers of DC's Environmental Protection team before the event.
- 2 The Licensee will publish the contact information for a dedicated community helpline with telephone and email service at least 14 days before the event. The purpose of the helpline is to provide information and register complaints or concerns relating to noise, antisocial behaviour, traffic & access with the aim of resolution where appropriate and practicable. The helpline contact details shall be available on a dedicated community webpage. A leaflet informing the community of the event timing, community webpage and helpline contact information shall be delivered to addresses within 2km of the venue at least 14 days before the event. Social media channels shall include links to the public website.
- 3 A competent acoustic consultant shall be on duty and on location when amplified music is in operation on site. The Licensee and acoustic consultant shall have the capability and authority to override any sound systems in operation on site if required by authorised officers of DC's Environmental Protection team.
- 4 The Licensee shall deploy sound monitoring devices for the duration of the licensed event as agreed by the SMP, including the location, measurement parameters & data accessibility.

- 5 The Music Noise Level (MNL) controls applicable at the Noise Sensitive Premises identified shall be agreed with Dorset Councils' Environmental Protection Team, following consultation with the Licensee and their appointed acoustic consultant. The MNL control levels shall not be exceeded for the event duration without the prior agreement of authorised officers of DC's Environmental Protection team. In the event of extraordinary circumstances, authorised officers of DC's Environmental Protection team reserve the right to vary the noise control levels during the event where safe & reasonable.
  - 6 To ensure compliance with the licence objective for the prevention of public nuisance, the regulated entertainment MNL shall abide by the following criteria:
    - a) The MNL shall not exceed the following levels between 09:00-23:00 at the agreed locations:
      - i) On the boundary (as indicated by the red line on WOH Site Plan v2.5) : 65dBA & 80dBC Leq 15'
      - ii) Outside the boundary (as indicated by the red line on WOH Site Plan v2.5) including Wimborne St Giles village: 55dBA & 70dBC Leq 15'
    - b) The MNL shall not exceed the following levels between 23:00-06:00 at the agreed locations:
      - i) On the boundary (as indicated by the red line on WOH Site Plan v2.5): 55dBA & 70dBC Leq 15'
      - ii) Outside the boundary (as indicated by the red line on WOH Site Plan v2.5) including Wimborne St Giles village: 45dBA & 60dBC Leq 15'
    - c) Amplified sound systems shall not be used outside the operating hours agreed in the SMP, except for public order or safety purposes.
  - 7 Within 28 days of the event finishing, the Licensee shall share an event report with DC's Environmental Protection Team. The report shall include the monitoring results, observations, complaints & actions.
- 1.10 Environmental Protection have requested the conditions detailed above to be added to the licence if it were to be granted which the applicant has agreed to. The e-mails between Environmental Protection and the applicant are at Appendix 4 and Appendix 4 boundary plan.

- 1.11 Dorset and Wiltshire Fire and Rescue Service (DWFRS) initially made a representation to the application, however, after reviewing the documentation associated with licensing aspect of the event and following a discussion with the Chairman of the Dorset Council's Safety Advisory Group, they withdrew their representation.
- 1.12 There were no other representations from the other Responsible Authorities.
- 1.13 There have been four representations received from members of the public. Most of the representations are expressing concerns relating to noise from the event and these are included in full at Appendix 5.
- 1.14 Following the representations received, the event organisers have written to the interested parties with information on the background of the planning for the festival and to answer the points raised. The response can be found at Appendix 6.
- 1.15 Three representations, two from members of the public and one from the Parish Council were received in support of the application and have been included at Appendix 7.
- 1.16 The applicant has also engaged and attended meetings with the Safety Advisory Group (SAG). The SAG is an informal group which offers guidance and advice on events. It does not have a statutory role. Members of the group include council services; Environmental Health, Highways and partner agencies such as, Dorset Police, DWFRS etc. The SAG can help event organisers to promote best practice in holding event; pointing out any potential amendments, omissions, or improvements, provide feedback on event proposals at an early stage so that there is plenty of time to address any areas of concern.
- 1.17 The Licensing Act 2003 Section 182 Guidance (the Guidance) sets out at 8.13 the role of "other persons": -

"As well as responsible authorities, any other person can play a role in a number of licensing processes under the 2003 Act. This includes any individual, body or business entitled to make representations to licensing authorities in relation to applications for the grant, variation, minor variation or review of premises licences and club premises certificates, regardless of their geographic proximity to the premises. In addition, these persons may themselves seek a review of a premises licence. Any representations made by these persons must be 'relevant', in that the representation relates to one or more of the licensing objectives. It must also not be considered by the licensing authority to be frivolous or vexatious. In the case of applications for reviews, there is an additional requirement that the grounds for the

review should not be considered by the licensing authority to be repetitious. Chapter 9 of this guidance (paragraphs 9.4 to 9.10) provides more detail on the definition of relevant, frivolous and vexatious representations.

1.18 The Guidance states at paragraph 9.4 what a “relevant” representation is;-

“A representation is “relevant” if it relates to the likely effect of the grant of the licence on the promotion of at least one of the licensing objectives. For example, a representation from a local businessperson about the commercial damage caused by competition from new licensed premises would not be relevant. On the other hand, a representation by a businessperson that nuisance caused by new premises would deter customers from entering the local area, and the steps proposed by the applicant to prevent that nuisance were inadequate, would be relevant. In other words, representations should relate to the impact of licensable activities carried on from premises on the objectives.”

1.19 One of the representations mainly focussed on matters which are material considerations under planning legislation but do not relate to the four licensing objectives. This would include any parts of the representations relating to Highways, Area of Outstanding Natural Beauty (AONB) and the Countryside and Rights of Way Act 2000 (CROW Act). However, as the site is an AONB the Licensing Authority will need to have regard to this fact as set out in S85 of the CROW Act.

## 2 Considerations

2.1 Paragraphs 9.42 to 9.44 of the Section 182 Guidance sets how the Licensing Authority should decide what actions are appropriate.

*“9.42 Licensing authorities are best placed to determine what actions are appropriate for the promotion of the licensing objectives in their areas. All licensing determinations should be considered on a case-by-case basis. They should take into account any representations or objections that have been received from responsible authorities or other persons, and representations made by the applicant or premises user as the case may be.*

*9.43 The authority’s determination should be evidence-based, justified as being appropriate for the promotion of the licensing objectives and proportionate to what it is intended to achieve.*

*9.44 Determination of whether an action or step is appropriate for the promotion of the licensing objectives requires an assessment of what action or step would be suitable to achieve that end. While this does not therefore require a licensing*

*authority to decide that no lesser step will achieve the aim, the authority should aim to consider the potential burden that the condition would impose on the premises licence holder (such as the financial burden due to restrictions on licensable activities) as well as the potential benefit in terms of the promotion of the licensing objectives. However, it is imperative that the authority ensures that the factors which form the basis of its determination are limited to consideration of the promotion of the objectives and nothing outside those parameters. As with the consideration of licence variations, the licensing authority should consider wider issues such as other conditions already in place to mitigate potential negative impact on the promotion of the licensing objectives and the track record of the business. Further advice on determining what is appropriate when imposing conditions on a licence or certificate is provided in Chapter 10. The licensing authority is expected to come to its determination based on an assessment of the evidence on both the risks and benefits either for or against making the determination.”*

### **3 Financial Implications**

Any decision of the Sub-Committee could lead to an appeal by any of the parties involved that could incur costs.

### **4 Climate Implications**

None

### **5 Well-being and Health Implications**

None

### **6 Other Implications**

None

### **7 Risk Assessment**

HAVING CONSIDERED: the risks associated with this decision; the level of risk has been identified as:

Current Risk: High

Residual Risk: High

### **8 Equalities Impact Assessment**

Not applicable

### **9 Appendices**

Appendix 1 – Previous licence from Huntington Council  
Appendix 2 – Plans, event safety management plan, live operating schedule for the premises  
Appendix 3 – Representation by Dorset Police  
Appendix 4 – Comments from Environmental Health  
Appendix 5 – Representations from members of the public  
Appendix 6 – Response to interested parties from the event organisers  
Appendix 7 – Supporting letters from members of the public

## **10 Background Papers**

[Licensing Act 2003](#)

[Home Office Guidance issued under Section 182 of the Licensing Act 2003](#)

[Dorset Council Statement of Licensing Policy 2021](#)

[Countryside and Rights of Way Act 2000](#)



# Schedule 12

## Part A



### Premises Licence

**Premises Licence Number**

HDC/PRE00843

#### Part 1 – Premises Details

Postal address of premises, or if none, ordnance survey map reference or description, including Post Town, Post Code

**Grange Farm  
Abbots Ripton  
Huntingdon  
Cambridgeshire  
PE28 2PH**

Where the licence is time limited the dates: **25.08.2022 to 29.08.2022**

This licence comes into effect on: **07.04.2022**

Maximum Capacity: **19,999**

Licensable activities authorised by the licence

**Regulated Entertainment– Films, Live Music, Recorded Music, Performance of Dance Anything similar  
Late Night Refreshment  
Supply of Alcohol**

Times the licence authorises the carrying out of licensable activities

**Films (Indoors): Thursday 11:00 to 00:00, Friday 09:00 to 04:00 the following morning, Saturday 09:00 to 04:00 the following morning, Sunday 09:00 to 00:00.**

**Live Music (Indoor and Outdoor): Thursday 11:00 to 00:00, Friday to Sunday 10:00 to 00:00.**

**Recorded Music (Indoors and Outdoors): Thursday 11:00 to 00:00, Friday and Saturday 09:00 to 04:00 the following morning, Sunday 09:00 to 00:00**

**Performance of Dance (Indoor and Outdoor): Thursday to Sunday 12:00 to 23:00**

**Anything of a similar description to live music, recorded music, or performances of dance (Indoors and Outdoors): Thursday 11:00 to 00:00, Friday and Saturday 09:00 to 04:00 the following morning, Sunday 09:00 to 00:00.**

**Late Night Refreshment (Outdoors): Thursday to Sunday 23:00 to 05:00 the following morning**

**Supply of Alcohol (On the Premises): Thursday 12:00 to 01:00, Friday and Saturday 10:00 to 04:00 the following morning and Sunday 10:00 to 01:00 the following morning**

The opening hours of the premises

**09:00 on the 25.08.2022 to 16:00 on the 29.08.2022**

# Schedule 12

## Part A

### Premises Licence

**Premises Licence Number**

HDC/PRE00843

Where the licence authorises supplies of alcohol whether these are on and / or off supplies

**Alcohol is Supplied for Consumption ON the Premises**

#### Part 2

Name, (registered) address, telephone number and email (where relevant) of holder of premises licence

**We Out Here Limited**  
**303 The Pillbox**  
**115 Coventry Road**  
**London**  
**E2 6GH**

Registered number of holder, for example company number, charity number (where applicable)

**11659144**

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol

**Lee Phimister**

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises licence authorises for the supply of alcohol

**Licence Number: 15/00406/LAPER**

**Issuing Authority: London Borough of Newham**

#### ANNEX 1 – MANDATORY CONDITIONS

1. No supply of alcohol may be made at a time when
  - a. there is no designated premises supervisor in respect of the premises licence, or
  - b. the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under this licence must be made or authorised by a person who holds a personal licence.
3. The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.
4. In paragraph, 3 an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises —

# Schedule 12

## Part A

## Premises Licence

### Premises Licence Number

HDC/PRE00843

- a. games or other activities which require or encourage, or are designed to require or encourage, individuals to —
    - i. drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
    - ii. drink as much alcohol as possible (whether within a time limit or otherwise);
  - b. provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
  - c. provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
  - d. selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
  - e. dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
5. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
  6. The premises licence holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.
  7. The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.
  8. The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either —
    - a. a holographic mark, or
    - b. an ultraviolet feature.
  9. The responsible person must ensure that —
    - a. where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures —
      - i. beer or cider: ½ pint;
      - ii. gin, rum, vodka or whisky: 25 ml or 35 ml; and
      - iii. still wine in a glass: 125 ml;
    - b. these measures are displayed in a menu, price list or other printed material which is available to customers on the premises; and
    - c. where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold,

# Schedule 12

## Part A

## Premises Licence

### Premises Licence Number

HDC/PRE00843

the customer is made aware that these measures are available.

10. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.
11. For the purposes of the condition set out in paragraph 10 -
  - a. "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979;
  - b. "permitted price" is the price found by applying the formula -  $P = D + (D \times V)$  where -
    - i. P is the permitted price,
    - ii. D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
    - iii. V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
  - c. "relevant person" means, in relation to premises in respect of which there is in force a premises licence -
    - i. the holder of the premises licence,
    - ii. the designated premises supervisor (if any) in respect of such a licence, or
    - iii. the personal licence holder who makes or authorises a supply of alcohol under such a licence;
  - d. "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
  - e. "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994.
12. Where the permitted price given by paragraph b. of paragraph 11 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.
13. Paragraph 14 applies where the permitted price given by paragraph b. of paragraph 11 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.
14. The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.
15. The admission of children under the age of 18 to film exhibitions permitted under the terms of this licence shall be restricted in accordance with any recommendations made:
  - a. By the British Board of Film Classification (BBFC) where the film has been classified by that Board or
  - b. By the Licensing Authority where no classification certificate has been granted by the BBFC or, where the licensing authority has notified the licence holder that section 20(3) (b) (74 (3)(b) for clubs) of the Licensing Act 2003 applies to the film.

# Schedule 12

## Part A

### Premises Licence

**Premises Licence Number**

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#### ANNEX 2 – CONDITIONS CONSISTENT WITH THE OPERATING SCHEDULE

N/A

#### ANNEX 3 – CONDITIONS ATTACHED AFTER A HEARING BY THE LICENSING AUTHORITY

Following a Hearing of the Licensing Sub-Committee on 03.02.2022, the following conditions have been added:

1. The Premises Licence Holder (“PLH”) shall give notice of the event dates no later than 6 months before the first day of the event to the Licensing Authority and the Safety Advisory Group.
2. The number of persons accommodated on the event site at any one time shall not exceed 19,999 (including all patrons, guests, staff, contractors, traders, volunteers and artists).
3. The PLH will submit the final agreed version of the Event Management Plan (“EMP”) to the Licensing Authority and Safety Advisory Group no later than 3 months before the day of the event and will liaise with relevant Responsible Authorities in the development of prior drafts. The final version of the EMP must be agreed by the Licensing Authority and relevant Responsible Authorities.
4. Both the EMP and Event Safety Management Plan (“ESMP”), documents referred to in this premises licence are one and the same document. All information referred to as being in the ESMP will be included within the EMP.
5. The EMP shall (as a minimum) contain:
  - a. A detailed gridded site plan, showing (as a minimum) bars, entertainment and traders’ areas, the campsite, emergency RVPs, the blue route, event control, security lighting and toilet facilities;
  - b. Details of security and stewarding arrangements for the event;
  - c. Event health and safety, Covid (public health) and fire safety risk assessments and control measures.
  - d. Details of the event hotline.
  - e. A drugs policy.
  - f. A Construction Phase Plan, risk assessments and method statements.
  - g. A Major Incident Plan, including evacuation and emergency access routes.
  - h. A Security Management Plan
  - i. A Crowd Management Plan
  - j. An Adverse Weather Plan
  - k. A Medical Risk Assessment and Plan
  - l. A Sanitation Plan
  - m. A Waste Management Plan
  - n. A Food Safety and Potable Drinking Water Management Plan
  - o. A Health and Safety Policy
  - p. A Traffic Management Plan.
  - q. A Safeguarding Children and Vulnerable Adults Policy and Management Plan.
  - r. A Noise Management Plan.
  - s. An Alcohol Management Plan.
  - t. An Open Water Safety Policy and Management Plan
  - u. A Traders Management Plan

# Schedule 12

## Part A

## Premises Licence

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6. Any changes to the final EMP may only be made with prior agreement of the Licensing Authority, presented via a Changes Log within an agreed timeline, and must be approved by the Licensing Authority. The EMP will not be changed without the consent of the Licensing Authority.
7. The contents of the EMP will be regarded and treated as though they are premises licence conditions.
8. A copy of the Premises Licence Summary and Conditions will be displayed at the following locations: Main Entrance, Event Control, Each Stage, all Bars and Performance Areas for the duration of the event.
9. The PLH will maintain overall responsibility for the event and will be accountable for ensuring that all licensing objectives are met and premises licence conditions are adhered to. A premises licence compliance matrix will be developed to demonstrate commitment to compliance by auditing and monitoring the 'on the ground' delivery of all relevant policies, procedures and plans. A copy of the premises licence compliance matrix will be maintained, kept and made available for inspection by the Licensing Authority and representatives of relevant Responsible Authorities on request.
10. The PLH will appoint a competent Event Manager to lead the Event Management and Liaison Teams.
11. The PLH will establish an Event Control, to include an Event Liaison Team (ELT) comprising (as a minimum) the Event Manager, representatives of the PLH, Security, Production and Event Safety. During event days, the ELT is to manage the operation of the event. The EMP will not be changed without consent of the ELT.
12. The PLH will appoint a suitably experienced and qualified health and safety practitioner. The health and safety practitioner will undertake risk assessments and produce method statements, as appropriate. The health and safety practitioner will review the risk assessments and method statements of suppliers and contractors working during event days, during the "build" before, and during the "break" after the event days. The health and safety practitioner will make recommendations to the PLH and/ or Event Manager, where necessary.
13. A debrief with the Licensing Authority, Safety Advisory Group and relevant Responsible Authorities will be held within 3 months of the last event day.
14. Any authorised officer of the Licensing Authority and Responsible Authorities will have access to the licensed site at all reasonable times for the purposes of ensuring compliance with the premises licence conditions and promotion of the licensing objectives.
15. The PLH will provide a list of SIA security staff to the Operational Planning and Licensing team within Cambridgeshire Constabulary at least 1 week prior to deployment.
16. The PLH and Cambridgeshire Constabulary will agree a Memorandum of Understanding at least 1 month before the start of the event.
17. The PLH shall adhere to all current relevant government counterterrorism regulations.
18. The PLH will ensure all Temporary Demountable Structures are supplied, installed and signed off by competent contractors.

# Schedule 12

## Part A

## Premises Licence

### Premises Licence Number

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19. The PLH will ensure all temporary power is installed and signed off by competent contractors.
20. Risk assessments, method statements, installation and completion certificates for temporary power supplies, temporary demountable structures and installations will be provided by contractors and held on site. Copies will be made available for inspection by authorised officers of Huntingdonshire District Council's ("HDC's") Building Control and Environmental Health teams on request.
21. The PLH shall facilitate site inspections for relevant Responsible Authorities prior to, during and after event days.
22. The health and safety practitioner will attend the site during the "build" before and "break" after the event days and during event days.
23. The health and safety practitioner will monitor and assess the implementation of safe working practices, procedures and control measures, and will advise the event and site management and production team of any necessary changes or improvements to practices.
24. The health and safety practitioner will monitor and assess the management of health and safety on site in relation to patrons, guests, staff, contractors, traders, visitors and artists, and will advise the event management of any concerns.
25. The PLH will ensure an adequate supply of tested, safe and reliable source(s) of potable drinking water is provided to the site for drinking, food preparation and sanitation by patrons, guests, staff, contractors, traders, volunteers and artists. Samples of said drinking water will be taken and tested by a suitably accredited testing facility, in accordance, and to ensure compliance, with relevant water quality regulations, before the event and at intervals during the event, as agreed with authorised officers of HDC's Environmental Health team. Copies of test results will be held on site and made available before and during the event to authorised officers of HDC's Environmental Health team on request.
26. The PLH will ensure suitable and appropriate documentary and physical checks are carried out on food vendors and traders, to ensure, as far as is reasonably practicable, compliance with the relevant requirements of health and safety and food hygiene and safety legislation. Details of all food and drink vendors and traders will be provided to the Licensing Authority and authorised officers of HDC's Environmental Health team no less than 4 weeks prior to the event.
27. The PLH will notify the Licensing Authority and authorised officers of HDC's Environmental Health team no less than 4 weeks prior to the event of an intention to install and use any pyrotechnics and/or special effects at the event, with relevant details.
28. Any pyrotechnics and/or special effects will be provided, managed, installed and used by experienced and competent contractors. Such contractors will complete and provide risk assessments and method statements, copies of which will be held on site to be made available to authorised officers of HDC's Environmental Health team on request.
29. The PLH will ensure there is adequate lighting throughout the site, including public areas for entry and exit, access to WC facilities, strategic points throughout the campsite area, and emergency egress routes.
30. The PLH will ensure, so far as is reasonably practicable, safety at, and the safe use of, any open water

# Schedule 12

## Part A

## Premises Licence

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lakes and surrounding areas at the site by appointing suitably qualified and competent, 'open water' qualified lifeguards and following the control measures outlined in the Open Water Safety Policy and Management Plan (included within the EMP). Copies of lifeguards' certificates will be held on site and made available to authorised officers of HDC's Environmental Health team on request.

31. The PLH (PLH) shall give notice of the event dates no later than 6 months before the first day of the event to the Kings Ripton, Abbots Ripton, Woodwalton and Upwood Parish Councils.
32. The PLH shall hold a meeting no less than 3 months prior and a meeting no later than 3 months after the event for the Parish Councils of Kings Ripton, Abbots Ripton, Woodwalton, Wennington, Broughton, Little Raveley, Great Raveley and Upwood.
33. The noise control levels to apply at the noise sensitive locations identified will be set by authorised officers of HDC's Environmental Health team, following consultation with the PLH of WOH 2022 (We Out Here 2022). The noise control levels shall apply throughout the event and shall not be exceeded without prior agreement of authorised officers of HDC's Environmental Health team. In the event of extraordinary circumstance, to authorised officers of HDC's Environmental Health team, reserve the right to vary the noise control levels during the event.
34. The music noise level measured over a 15 minute period (LAeq,15min) at the boundary of any noise sensitive premises will not exceed 50 dB(A) throughout the duration of the event.
35. Between the hours of 23:00 and 04:00, the levels at the relevant mixer positions will be controlled such that at the boundary of any noise sensitive premises, including any noise sensitive premises in the villages of Kings Ripton, Abbots Ripton, Woodwalton, Wennington, Broughton, Little Raveley, Great Raveley, Wistow and Upwood will not exceed 47dB(A)eq(15min). The 63 Hz and 125 Hz octave band levels, measured over a period of 15 minutes (Leq,15min) will not exceed 62 and 53 dB respectively at the boundary of any noise sensitive premises.
36. The scheduling of live and recorded entertainment will cease 30 minutes before the end of the hours authorised for live and recorded entertainment in the licensed area.
37. An experienced acoustic consultant will be appointed to produce, implement and monitor a robust Noise Management Plan (NMP) that will be included in the EMP (Event Management Plan) and shall be submitted to authorised officers of HDC's Environmental Health team at least three months prior to the start of the event. The NMP will provide clear detail of the location, hours of operation, direction of sound system and maximum sound energy output of all the significant sound sources proposed for the event. The NMP will outline the proposed noise attenuation mechanisms to be employed during the event, the location of the noise monitoring points and the procedure for ensuring that the noise control levels set at noise sensitive properties are complied with. The NMP will be agreed by the authorised officers of HDC's Environmental Health team prior to the event taking place.
38. Four noise monitoring devices will be installed by an experienced acoustic consultant or a representative of the PLH for the duration of the duration of the licensed event and will be monitored continuously by an experienced acoustic consultant or a representative of the PLH throughout the event. All devices will be in UKAS calibration and shall be located at each of the villages in Abbots Ripton, Wennington and two in Kings Ripton. All devices will be a spectrum monitoring device or such other device as agreed with the authorised officers of HDC's Environmental Health team.



# Schedule 12

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## Premises Licence

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39. During the event authorised officers of HDC's Environmental Health team will be provided access to the live sound monitoring stations requested for the event, located at noise sensitive locations, as agreed in the NMP.
40. A noise propagation test will be carried out at least 2 hours prior to the start of the licensed event in order to set appropriate control levels at the mixer position. The sound system shall be configured and operated in a similar manner to that intended for the event. The sound source for the test shall be similar in character to the music likely to be produced during the event.
41. An experienced acoustic consultant will be based working on the premises when music is being provided and will have the capability and authority to override all sound systems across the site if required by authorised officers of HDC's Environmental Health team.
42. The sound amplification systems will not be used after permitted hours of the event for the amplification of music or other content or for any purpose other than public order or safety announcements.
43. The PLH will advertise a dedicated resident complaint and information 'phone and email hotline service. The hotline 'phone number and email address will be advertised on the 'We Out Here' 2022 website and all 'We Out Here' 2022 social media platforms at least 14 days before the start of and during the event so that residents and local businesses can use the hotline service to report concerns regarding noise and antisocial behaviour.
44. The hotline 'phone number, email address and information about how to use the service will be provided to local residents via a leaflet drop to properties at least 14 days before the start of the event in Kings Ripton, Abbots Ripton, Woodwalton, Wennington, Broughton, Little Raveley, Great Raveley.
45. The sound management team shall ensure that no unauthorised sound systems including car stereos are being used throughout the event.
46. The PLH will provide details of the proposed music genre for each stage and performance area in the EMP. The PLH will confirm the music genre for each stage and performance area at least 1 month in advance of the event to the Licensing Authority and representatives of responsible authorities. As the programme is subject to change, the PLH will confirm the full programme for each stage and performance area at least 24 hours in advance of the event to the Licensing Authority and representatives of responsible authorities.
47. In relation to sales of alcohol, a Challenge 25 Policy will operate at all locations on site where alcohol is supplied for sale or sold. All relevant signage will be displayed at all locations on site where alcohol is supplied for sale or sold.
48. A Safeguarding of Children and Vulnerable Adults Policy and Management Plan will be included in the EMP and agreed with the Licensing Authority and representatives from relevant Responsible Authorities prior to the event taking place.
49. All relevant operational staff and volunteers will be briefed on the procedures set out in the Safeguarding of Children and Vulnerable Adults Policy and Management Plan.
50. All Children under the age of 12 will be issued with a wristband on which they can write parent/guardian's mobile phone numbers.

**Schedule 12  
Part A**

**Premises Licence**

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51. No person under 18 will be permitted entry into the licensed area if not accompanied by an adult of 21 years or over during the licensed activity hours.

**ANNEX 4 – SEASONAL VARIATIONS & NON-STANDARD TIMINGS – For the licensable activities authorised by this licence:**  
N/A

**ANNEX 5 – PLANS**

Plan submitted on 10<sup>th</sup> December 2021

**Licence valid from: 25.08.2022 to 29.08.2022**

**Date of Issue: 07.04.2022**

**Signed: Chief Operating Officer**



## Application for a premises licence to be granted under the Licensing Act 2003

### PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

**I/We** WE OUT HERE LIMITED

*(Insert name(s) of applicant)*

**apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003**

#### Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description St Giles Park, Wimborne St Giles, Wimborne, Dorset			
<b>Post town</b>	Wimborne	<b>Postcode</b>	BH21 5NA

Telephone number at premises (if any)	
Non-domestic rateable value of premises	£ Band A - £100

#### Part 2 - Applicant details

Please state whether you are applying for a premises licence as **appropriate** **Please tick as**

a)	an individual or individuals *	<input type="checkbox"/>	please complete section (A)
b)	a person other than an individual *		
	i as a limited company/limited liability partnership	<input checked="" type="checkbox"/>	please complete section (B)
	ii as a partnership (other than limited liability)	<input type="checkbox"/>	please complete section (B)
	iii as an unincorporated association or	<input type="checkbox"/>	please complete section (B)

	iv other (for example a statutory corporation)	<input type="checkbox"/>	please complete section (B)
c)	a recognised club	<input type="checkbox"/>	please complete section (B)
d)	a charity	<input type="checkbox"/>	please complete section (B)
e)	the proprietor of an educational establishment	<input type="checkbox"/>	please complete section (B)
f)	a health service body	<input type="checkbox"/>	please complete section (B)
g)	a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales	<input type="checkbox"/>	please complete section (B)
ga)	a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England	<input type="checkbox"/>	please complete section (B)
h)	the chief officer of police of a police force in England and Wales	<input type="checkbox"/>	please complete section (B)

\* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or	<input checked="" type="checkbox"/>
I am making the application pursuant to a	
statutory function or	<input type="checkbox"/>
a function discharged by virtue of Her Majesty's prerogative	<input type="checkbox"/>

**(A) INDIVIDUAL APPLICANTS** (fill in as applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b>			I am 18 years old or over <input type="checkbox"/> Please tick yes		
<b>Nationality</b>					
Current residential address if different from premises address					
Post town		Postcode			
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service (please see note 15 for information)

**SECOND INDIVIDUAL APPLICANT** (if applicable)

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other Title (for example, Rev)	
<b>Surname</b>			<b>First names</b>		
<b>Date of birth</b> over		I am 18 years old or		<input type="checkbox"/> Please tick yes	
<b>Nationality</b>					
Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 9-digit 'share code' provided to the applicant by that service: (please see note 15 for information)					
Current residential address if different from premises address					
Post town				Postcode	
<b>Daytime contact telephone number</b>					
<b>E-mail address (optional)</b>					

**(B) OTHER APPLICANTS**

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name WE OUT HERE LIMITED
Address C/O In The Loop Accounts The Workplace, Frogmore House, Ormond Place, Cheltenham, Gloucestershire, England, GL50 1JD

Registered number (where applicable) 11659144
Description of applicant (for example, partnership, company, unincorporated association etc.) Active incorporate private limited company
Telephone number (if any)
E-mail address (optional) [REDACTED]

**Part 3 Operating Schedule**

When do you want the premises licence to start?	DD MM YYYY 09 08 2023
If you wish the licence to be valid only for a limited period, when do you want it to end?	DD MM YYYY [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

Please give a general description of the premises (please read guidance note 1)

Owned and managed by St Giles Farms Limited, St Giles's Park is a 17th and 18th century parkland of around 200 hectares, with notable 18th century landscape features. There are also some 30 hectares of gardens and pleasure grounds and a grade I listed house. The park occupies generally level ground. To the west the site falls gently to the River Allen, which flows from north-west to south-west through the pleasure grounds; the ground rises to the south-west beyond the river. This premises licence application is focussed on a licenced boundary that covers 169 hectares of the parkland.

The premises is situated on Cranborne Chase, c.2km south-west of Cranborne, and c.11km north of Wimborne Minster. The site is bounded to the east and south-east by the B3078 road which leads north from Wimborne Minster to Cranborne, while to the north the boundary is formed by a minor road leading west from the B3078 road to the village of Wimborne St Giles, which adjoins the site to the north-west. To the west and south-west the site adjoins agricultural land. There are entrances available to the north-west, south, south-east, east, north-east and north sides of the park.

The event-specific layout of the premises will be designed according to the principles embodied in The Purple Guide ([www.purpleguide.co.uk](http://www.purpleguide.co.uk)), in addition to previous experience producing greenfield events and learnings from prior licensed events held at the venue. The arrangement of the site will account for the anticipated audience size, demographic and behaviour characteristics, logistical considerations, access / egress for pedestrians, vehicles, crew and emergency services, the proximity of noise sensitive properties, topography and general site conditions.

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.	24,999
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What licensable activities do you intend to carry on from the premises?  
(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)		Please tick all that apply
a)	plays (if ticking yes, fill in box A)	<input type="checkbox"/>
b)	films (if ticking yes, fill in box B)	<input checked="" type="checkbox"/>
c)	indoor sporting events (if ticking yes, fill in box C)	<input type="checkbox"/>
d)	boxing or wrestling entertainment (if ticking yes, fill in box D)	<input type="checkbox"/>
e)	live music (if ticking yes, fill in box E)	<input checked="" type="checkbox"/>
f)	recorded music (if ticking yes, fill in box F)	<input checked="" type="checkbox"/>
g)	performances of dance (if ticking yes, fill in box G)	<input checked="" type="checkbox"/>
h)	anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	<input checked="" type="checkbox"/>
<b><u>Provision of late night refreshment</u></b> (if ticking yes, fill in box I)		<input checked="" type="checkbox"/>
<b><u>Supply of alcohol</u></b> (if ticking yes, fill in box J)		<input checked="" type="checkbox"/>

**In all cases complete boxes K, L and M**

A

<b>Plays</b> Standard days and timings (please read guidance note 7)			<b>Will the performance of a play take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4)		
Mon					
Tue			<b>State any seasonal variations for performing plays</b> (please read guidance note 5)		
Wed					
Thur			<b>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Fri					
Sat					
Sun					



**B**

<b>Films</b> Standard days and timings (please read guidance note 7)			<b>Will the exhibition of films take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b><u>Please give further details here</u></b> (please read guidance note 4)  Films may be shown in a cinema venue, managed by a competent venue manager. Films will be predominately music-based and will be for all age ranges, with ratings shared with Dorset Council as required. The ESMP will provide further detail.		
Mon	00:00	06:00			
Tue			<b><u>State any seasonal variations for the exhibition of films</u></b> (please read guidance note 5)		
Wed	14:00	23:00			
Thur	11:00	23:59	<b><u>Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
Fri	00:00	06:00			
	11:00	23:59			
Sat	00:00	06:00			
	11:00	23:59			
Sun	00:00	06:00			
	11:00	23:59			

C

<b>Indoor sporting events</b> Standard days and timings (please read guidance note 7)			<b>Please give further details</b> (please read guidance note 4)
Day	Start	Finish	
Mon			<b>State any seasonal variations for indoor sporting events</b> (please read guidance note 5)
Tue			<b>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</b> (please read guidance note 6)
Wed			
Thur			
Fri			
Sat			
Sun			

D

<b>Boxing or wrestling entertainments</b> Standard days and timings (please read guidance note 7)			<b>Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input type="checkbox"/>
Day	Start	Finish			
Mon			<b>Please give further details here</b> (please read guidance note 4)		
Tue					
Wed			<b>State any seasonal variations for boxing or wrestling entertainment</b> (please read guidance note 5)		
Thur					
Fri			<b>Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
Day	Start	Finish		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Mon	00:00	06:00	<b>Please give further details here</b> (please read guidance note 4)  There will be outdoor stages and tented venues programmed with a variety of amplified live performances. The ESMP will provide further detail.		
Tue					
Wed	14:00	23:00	<b>State any seasonal variations for the performance of live music</b> (please read guidance note 5)		
Thur	11:00	23:59			
Fri	00:00	06:00	<b>Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
	11:00	23:59			
Sat	00:00	06:00			
	11:00	23:59			
Sun	00:00	06:00			
	11:00	23:59			

F

<b>Recorded music</b> Standard days and timings (please read guidance note 7)			<b>Will the playing of recorded music take place indoors or outdoors or both – please tick</b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish	<b>Please give further details here</b> (please read guidance note 4) There will be outdoor stages and tented venues programmed with a variety of amplified DJ-led performances of recorded music. The ESMP will provide further detail.		
Mon	00:00	06:00			
Tue			<b>State any seasonal variations for the playing of recorded music</b> (please read guidance note 5)		
Wed	14:00	23:00			
Thur	11:00	23:59	<b>Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
Fri	00:00	06:00			
	11:00	23:59			
Sat	00:00	06:00			
	11:00	23:59			
Sun	00:00	06:00			
	11:00	23:59			

**G**

Performances of dance Standard days and timings (please read guidance note 7)			Will the performance of dance take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Day	Start	Finish			
Mon	00:00	06:00	<b>Please give further details here</b> (please read guidance note 4) Dance performances will take place in performance spaces set to both amplified and to live music.		
Tue					
Wed	14:00	23:00	<b>State any seasonal variations for the performance of dance</b> (please read guidance note 5)		
Thur	11:00	23:59			
Fri	00:00	06:00	<b>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</b> (please read guidance note 6)		
	11:00	23:59			
Sat	00:00	06:00			
	11:00	23:59			
Sun	00:00	06:00			
	11:00	23:59			

H

<b>Anything of a similar description to that falling within (e), (f) or (g)</b> Standard days and timings (please read guidance note 7)			Please give a description of the type of entertainment you will be providing		
Day	Start	Finish	<b><u>Will this entertainment take place indoors or outdoors or both – please tick</u></b> (please read guidance note 3)	Indoors	<input type="checkbox"/>
Mon	00:00	06:00		Outdoors	<input type="checkbox"/>
				Both	<input checked="" type="checkbox"/>
Tue			<b><u>Please give further details here</u></b> (please read guidance note 4)  There will be a variety of amplified talks and workshops taking place connected to music culture and wellbeing. The ESMP will provide further detail.		
Wed	14:00	23:00			
Thur	09:00	23:59	<b><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u></b> (please read guidance note 5)		
Fri	00:00	06:00			
	09:00	23:59			
Sat	00:00	06:00	<b><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
	09:00	23:59			
Sun	00:00	06:00			
	09:00	23:59			

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	<input type="checkbox"/>
				Outdoors	<input type="checkbox"/>
Day	Start	Finish		Both	<input checked="" type="checkbox"/>
Mon	00:00	06:00	<b><u>Please give further details here</u></b> (please read guidance note 4) There will be a mixture of both outdoor trade stalls and tented restaurant venues offering refreshments throughout the day and evening for consumption on the premises. The ESMP will provide further detail.		
Tue					
Wed	23:00	23:59	<b><u>State any seasonal variations for the provision of late night refreshment</u></b> (please read guidance note 5)		
Thur	00:00	06:00			
	23:00	23:59			
Fri	00:00	06:00	<b><u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u></b> (please read guidance note 6)		
	23:00	23:59			
Sat	00:00	06:00			
	23:00	23:59			
Sun	00:00	06:00			
	23:00	23:59			





K

**Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children** (please read guidance note 9).

L

<b>Hours premises are open to the public</b> Standard days and timings (please read guidance note 7)			<b>State any seasonal variations</b> (please read guidance note 5)
Day	Start	Finish	
Mon	00:00	18:00	<b>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list</b> (please read guidance note 6)
Tue			
Wed	12:00	23:59	
Thur	00:00	23:59	
Fri	00:00	23:59	
Sat	00:00	23:59	

Sun	00:00	23:59	

**M**

Describe the steps you intend to take to promote the four licensing objectives:

**a) General – all four licensing objectives (b, c, d and e)** (please read guidance note 10)

1. This licence shall be valid for one event (known as We Out Here Festival) held over a period of Wednesday to Monday each calendar year. In year 1 (2023) the event will be limited to 4 days and nights across Thursday to Monday.
2. The Premises Licence Holder (PLH) shall give notice of the event dates no later than 6 months before the first day of the event to the Licensing Authority (LA) and the Safety Advisory Group (SAG).
3. All licensable activities provided at the event will take place in accordance with the relevant approved Operational Document within the Event Safety Management Plan (ESMP) which will act as the operating schedule for the premises. The ESMP outlines the comprehensive policies and procedures that the PLH will have in place to meet the four licensing objectives.
4. At least two SAG meetings (minimum of one advance meeting and one de-brief meeting) will be convened each year.
5. A draft ESMP shall be submitted to the LA not less than 4 months in advance of the event, and not less than 14 days in advance of the scheduled advance SAG meeting. The ESMP shall include:-
  - a. Adverse Weather Plan
  - b. Alcohol Management Plan
  - c. Blue Lights Information Pack
  - d. Crowd Management, Security and Stewarding policies and plans (including, but not limited to; search policy and procedure, drug control, weapons, eviction, ejection and deflection, counterterrorism)
  - e. Emergency Response plan
  - f. Event Schedule (to include operating hours of all licensable activities, broken down by venue)
  - g. Fire Safety plan
  - h. Licence Compliance audit matrix
  - i. Medical, Welfare and Safeguarding (to include children and vulnerable persons) plans
  - j. Risk Assessment
  - k. Site Map
  - l. Sound Management plan (to include operating hours of all stages and performance venues, how off site and front of house noise levels will be monitored and how any complaints of noise will be dealt with)
  - m. Traffic Management plan
  - n. any other detailed plans reasonably requested by the Authority.
6. A Final ESMP shall be submitted to the LA at least 14 days before the first day of the event. The final ESMP will account for advice received via the SAG consultation process, and have changes clearly logged.
7. The PLH shall allow representatives of the LA on-site with access to all areas and will invite SAG and LA to a pre-opening site visit / inspection.

8. The PLH will ensure that Event Liaison Team (ELT) meetings are held daily during the event to allow dissemination of relevant information; to identify any threat or risk to the event; and to enable prompt decision making. Any actions raised are to be disseminated electronically by the PLH as soon as practicable. Representatives from LA and SAG will be invited to join ELT meetings.
9. The total capacity for the event shall be limited to 24,999 persons. This limit includes performers, guests, staff and officials. In year 1 (2023), the total capacity will not exceed 17,999 persons.
10. The PLH shall require the Event Control to keep an 'Event Control Log' in which data relating to all incidents are recorded. Report forms (including time, date and named person completing the form) will be completed as soon as is reasonably practicable.
11. The PLH shall provide LA and SAG sufficient provisions for Blue Lights and Licensing operations.

**b) The prevention of crime and disorder**

12. The ESMP, submitted to the LA and SAG (to include Dorset Police) not less than 4 months in advance of the event, will detail all policies and management procedures that address the prevention of crime and disorder. A Final ESMP shall be submitted to the LA at least 14 days before the first day of the event. The final ESMP will account for advice received via the SAG consultation process, and have changes clearly logged.

**c) Public safety**

1. The ESMP, submitted to the LA and SAG not less than 4 months in advance of the event, will detail all policies and management procedures that address the maintenance of public safety. A Final ESMP shall be submitted to the LA at least 14 days before the first day of the event. The final ESMP will account for advice received via the SAG consultation process, and have changes clearly logged.

**d) The prevention of public nuisance**

1. The ESMP, submitted to the LA and SAG not less than 4 months in advance of the event, will detail all policies and management procedures that address the prevention of public nuisance. A Final ESMP shall be submitted to the LA at least 14 days before the first day of the event. The final ESMP will account for advice received via the SAG consultation process, and have changes clearly logged
2. A Sound Management Plan with robust controls for the Prevention of Public Nuisance and compliance with the licensing conditions will be included within the ESMP and implemented by the PLH. The SMP shall be subject to document control and submitted to the licensing authority for Environmental Health review and approval at least 28 days before the commencement of the permitted licensed activities. The PLH shall abide by the approved SMP noise controls.
3. In year 1 (2023), the PLH will ensure that live music will finish no later than 00:00 on Thursday and Sunday, and 03:00 on Saturday and Sunday. Recorded music will finish no later than 00:00 on Thursday and Sunday, and 05:00 on Saturday and Sunday. Daytime Stages and Performance Venues will finish no later than 20:00, and the Main Stage will finish no later than 23:00 on Thursday, Friday, Saturday and Sunday. Ancillary late night stages and performance venues will finish no later than 00:00 on Thursday and Sunday and 04:00 on Saturday and Sunday. Primary

- late night stages and performance venues will finish no later than 00:00 on Thursday and Sunday and 05:00 on Saturday and Sunday.
4. The PLH shall give notice of the event dates no later than 6 months before the first day of the event to the occupiers of premises in the surrounding area, and shall hold at least two Community meetings (minimum of one advance meeting and one de-brief meeting) each year.
  5. The PLH shall ensure that the occupiers of premises in the surrounding area shall be informed in writing at least 30 days prior to the event as to;
    - a. The daily start and end times of all performance venues and associated sound checks
    - b. The 24 hour telephone number should they wish to make a complaint

**e) The protection of children from harm**

1. The ESMP, submitted to LA and SAG not less than 4 months in advance of the event, will detail all policies and management procedures that address the protection of children from harm. A Final ESMP shall be submitted to the LA at least 14 days before the first day of the event. The final ESMP will account for advice received via the SAG consultation process, and have changes clearly logged.

**Checklist:**

Please tick to indicate agreement		
<input checked="" type="checkbox"/>	I have made or enclosed payment of the fee.	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	I have enclosed the plan of the premises.	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	I have sent copies of this application and the plan to responsible authorities and others where applicable.	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	I understand that I must now advertise my application.	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	I understand that if I do not comply with the above requirements my application will be rejected.	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	[Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	<input type="checkbox"/>

**IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.**

**IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO**

**IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED.**

**Part 4 – Signatures** (please read guidance note 11)

**Signature of applicant or applicant’s solicitor or other duly authorised agent** (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

<b>Declaration</b>	<ul style="list-style-type: none"> <li>[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).</li> <li>The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)</li> </ul>
Signature	<i>Joseph Barnett</i>
Date	30 January 2023
Capacity	We Out Here Limited Company Director

**For joint applications, signature of 2<sup>nd</sup> applicant or 2<sup>nd</sup> applicant’s solicitor or other authorised agent** (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Contact name (where not previously given) and postal address for correspondence associated with this application (please read guidance note 14)			
JOE BARNETT – WE OUT HERE LIMITED - C/O In The Loop Accounts The Workplace, Frogmore House, Ormond Place, Cheltenham, Gloucestershire, England,			
Post town	Cheltenham	Postcode	GL50 1JD
Telephone number (if any)			

If you would prefer us to correspond with you by e-mail, your e-mail address (optional)

[REDACTED]

### Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
  - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
  - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
  - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
  - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
  - Live music: no licence permission is required for:
    - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
    - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.

- a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
  - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
  - Recorded Music: no licence permission is required for:
    - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
    - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
    - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
  - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
  - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
    - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
    - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
    - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
    - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
  4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
  5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
  6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
  7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
  8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to consume away from



the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.

9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
14. This is the address which we shall use to correspond with you about this application.

#### **15. Entitlement to work/immigration status for individual applicants and applications**

##### **from partnerships which are not limited liability partnerships:**

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

##### **Documents which demonstrate entitlement to work in the UK**

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.

- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.

- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:
  - evidence of the applicant's own identity – such as a passport,
  - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
  - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
    - (i) working e.g. employment contract, wage slips, letter from the employer,
    - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
    - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
    - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

**Original documents must not be sent to licensing authorities.** If the document copied is a passport, a copy of the following pages should be provided:

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

### **Home Office online right to work checking service**

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along

with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

Project:  
We Out Here 2023

BA21 5NA

Client:  
We Out Here Festival

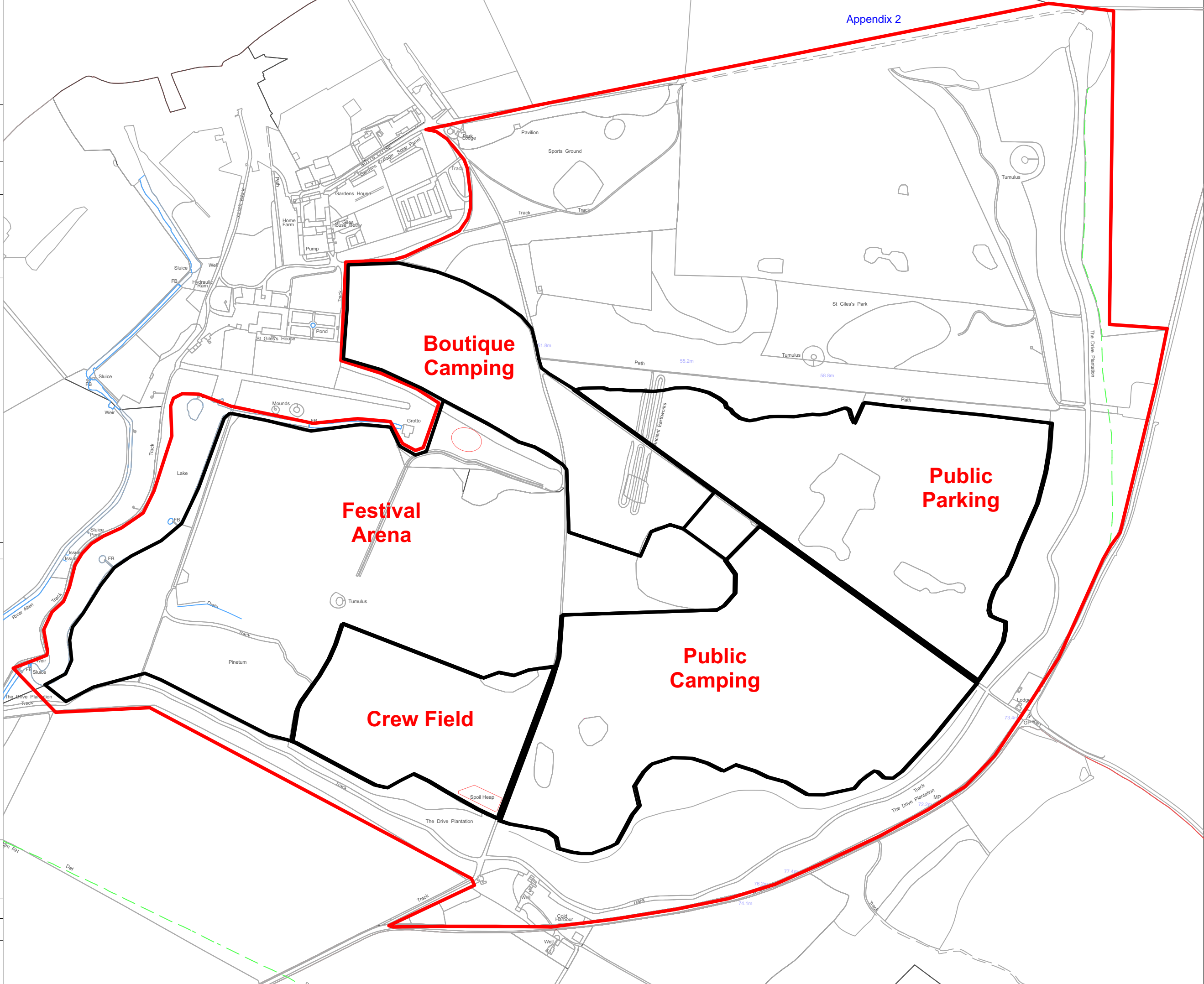
## ORGANISECHAOS

- Key:**
- FENCE - CHESTNUT PALE
  - FENCE - HERAS
  - + FENCE - HERAS - INSTALLED
  - FENCE - MET BARRIER
  - FENCE - STAGE BARRIER
  - FENCE - PEDESTRIAN BARRIER
  - FENCE - SMART HOARD
  - FENCE - HI-HOARD
  - TRAKWAY
  - ▨ TRACKMATT
  - ▨ PITCH - CONCESSION
  - ▨ PITCH - MARKET
  - ▨ PITCH - FAIRGROUND
  - ▨ PITCH - SPONSOR
  - AREA - OUT OF BOUNDS
  - AREA - CAMPSITE
  - SECURITY POINT & EE WIDTH
  - SECURITY POINT
  - TRAFFIC MGMT POINT
  - PROPOSED GROUND WORKS
  - POWERED LIVE-IN VEHICLES
  - STANDARD LIVE-IN VEHICLES

No.	Date	Revision Notes

Sheet Title:  
**Full Site - License**

Project Director ██████████	Scale 1:5500 @ A3
Project Manager ██████████	Issue Date 27/01/2023
Drawn By ██████████	Issue Number <b>v2.5</b>
Project ID WOH23	



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<b>Document:</b>	<b>Event Safety and Management Plan</b>
<b>Event &amp; Licence</b>	<b>We Out Here Festival 2023   INSERT PREM LICENCE NO</b>
<b>Document Reference:</b>	DOC_01
<b>Version History:</b>	V1 (issued 3 <sup>rd</sup> November 2022 to Dorset Council SAG in advance of Pre-Application Consultation SAG meeting) <ul style="list-style-type: none"><li>• New document – outline only</li></ul> V1.1 (issued 30 <sup>th</sup> January 2023 to Dorset Council SAG and LA in support of Licence Application). Edits: <ul style="list-style-type: none"><li>• Section 3.4 – minor corrections to 2023 operating hours</li><li>• Section 3.6 – minor edit to venue description</li></ul>
<b>Produced by:</b>	Lou Woodward
<b>Final Approval by:</b>	We Out Here Limited / Dorset Council

# We Out Here

*A Worldwide Family Gathering*

This document has been prepared for We Out Here Festival 2023. The intellectual content remains the property of We Out Here Limited. It is designed for the management of We Out Here Festival 2023 only and is exclusively for the use of We Out Here Limited and associated regulatory authorities. Content must not be repurposed or otherwise reused in whole or in part in any form without the express written consent of the author. The contents of this document are live and subject to change as a result of risk assessment, input from stakeholders, changes in plans or resources for the event and any external changes requiring response



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## 2 DOCUMENT OVERVIEW

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### 2.1 TERMS OF REFERENCE

Any reference to the 'Event' refers to We Out Here Festival 2023, 10 – 14 August 2023.

Any reference to the 'Event Organiser' refers to We Out Here Limited (registered address: The Workplace, Frogmore House, 6 Ormond Place, Cheltenham, GL50 1JD), who are the company ultimately responsible and liable for all elements of the event, the occupier of the event site under the hire agreement issued by the landowner, and the Premises Licence Holder.

Any reference to the 'Event Manager' refers to Lou Woodward of Event Glue Limited (registered address Demar House 14 Church Road, East Wittering, Chichester, England, PO20 8PS), who is appointed by We Out Here Limited to author the Event Safety Management Plan (ESMP) and oversee the overall planning and delivery of the event and associated licensing compliance. Lou has over 10 years of experience delivering comparable roles for a variety of clients across the UK and Europe, holds Diplomas in both Event Safety Management and Crowd Safety Management.

Any reference to the 'Event Production' and/or 'Event Operations' teams refers to We Organise Chaos Limited (registered address 65 Hobson Street SK11 8BD). We Organise Chaos Limited are an event management company appointed by We Out Here Limited to manage the delivery of Site Production and Operations. They are involved in the majority of contractor selection, consultancy on operational delivery, and hold key management positions. We Organise Chaos Limited appoint Clare Goodchild as the Operations Director and Tom Wilkinson as the Site Director for We Out Here Festival 2022.

Any reference to 'the venue' will refer to St Giles Park (St Giles Park, Wimborne St Giles, Wimborne, Dorset, BH21 5NA).

Any reference to the 'Local Authority' or 'Licensing Authority' will refer to Dorset Council.

Any reference to the 'SAG' will refer to Dorset Council Safety Advisory Group.

### 2.2 DOCUMENT OBJECTIVES

This document has been prepared on behalf of and in partnership with We Out Here Limited for We Out Here Festival 2023 by the appointed Event Manager in consultation with the contracted Event Safety Consultant.

The objectives of this Event Safety Management Plan and its supporting operational documents include, but are not limited to:

- Demonstrating We Out Here Ltd's commitment to achieving the four licensing objectives of the Licensing Act 2003, and the licence conditions specific to **INSERT PREM LICENCE NO**
- Demonstrating We Out Here Ltd's commitment to ensuring the health, safety and welfare of all those attending or working at the proposed event
- Demonstrating We Out Here Ltd's commitment to adhering to current legislation and standards of working practise relevant to the UK outdoor event industry
- Demonstrating We Out Here Ltd's commitment to fostering a collaborative approach to the planning and delivery of the proposed event

### 2.3 OPERATIONAL DOCUMENTS

Operational documents (event policy, procedure and planning documents alphabetically organised and referenced by OD numbers) will be constructed during the project lifecycle.

Operational Documents are listed below against their version status at agreed points of issue, and also highlighted in **bold** throughout this document:

**EXAMPLE FROM 2022 FINAL ESMP:**

OD Ref	Document	Version No 23 Mar	Version No 11 May	Version No 10 Aug
DOC_01	ESMP	V1	V2	V3
OD_01	Accessibility Policy	V1	V2	V2
OD_02	Adverse Weather Plan	V1	V1.1	V1.2
OD_03	Alcohol Management Plan	V1	V1	V3
OD_04	Blue Lights Information Pack	V1	V1	V1.2
OD_05	Campsite Management Plan	V1	V1	V1
OD_06	Construction Phase Plan	V1	V1.1	V1.1
OD_07	Counter Terrorism Policy	<i>will be produced following</i>	n/a	n/a
OD_08	Crowd Management Plan	V1	V2	V3
OD_09	Drone Procedure	V1	V1	V1
OD_10	Emergency & Major Incident Response Plan	V1	V1	V1.1
OD_11	Entry and Accreditation Plan	V1	V1	V2
OD_12	Event Schedule	V1	V1	V2
OD_13	Fire Safety Plan	V1	V1.1	V1.1
OD_14	Food Safety and Traders Management Plan	V1	V3	V3
OD_15	Hierarchy of Control	V1	V1	V1
OD_16	Licence Compliance Matrix	V1	V2	V3
OD_17	Local Resident Engagement Plan	V1	V1	V2
OD_18	Medical Plan	V3	V3	V3
OD_19	Noise Management Plan	V1	V1	V2
OD_20	Open Water Safety Policy	V1	V3	V3
OD_21	Risk Assessment	V1	V1.1	V1.1
OD_22	Roles & Responsibilities	V1	V1	V1
OD_23	Sanitation Plan	<i>will issue 6 April</i>	V1	V1
OD_24	Security Management Plan	V2	V2	V3
OD_25	Security Policies	V1	V1	V2
OD_26	Show Stop Procedure	V1	V1	V1.1
OD_27	Sign Off To Open Procedure	V1	V1	V1
OD_28	Site Map	V1.3	V2	V3
OD_29	Traffic Management Plan	V1	V2	V3
OD_30	Waste Management Plan	<i>will issue 6 April</i>	<i>development still in progress</i>	V1
OD_31	Water Safety Management Plan	<i>development in progress</i>	V1	V2
OD_32	Welfare and Safeguarding Policy	V1	V2	V2

### 2.4 DOCUMENT CONTROL AND DISTRIBUTION

This document shall remain a working document with any early issues being subject to change. We shall issue a final version to SAG via the Licensing Authority no less than **INSERT AGREED DELIVERABLE DATES** (as per **INSERT CONDITION NO** of the premises licence), having liaised on prior drafts as appropriate.

Any feedback / input from SAG will be processed and policy / procedure documents will be reviewed accordingly. We will liaise as appropriate for any major changes to planning following the final submission date, **and ensure that any resulting changes to planning documents are circulated via a Changes Log – EDIT AS PER AGREED PROCESS.**

Version numbers are tracked in the Version History available on page 1 of this document. Any information not yet finalised will be highlighted in **grey** and updated as planning progresses.

Documentation will also be issued to contractors and staff as roles require for both consultation and briefing.

The intellectual content remains the property of We Out Here Limited. It is designed for the management of We Out Here Festival 2023 only and is exclusively for the use of We Out Here Limited and associated regulatory authorities. Content must not be repurposed or otherwise reused in whole or in part in any form without the express written consent of the author. The contents of this document are live and subject to change as a result of risk assessment, input from stakeholders, changes in plans or resources for the event and any external changes requiring response.

## 3 EVENT AND LICENCE OVERVIEW

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### 3.1 EVENT INTRODUCTION

We Out Here is a 4-day family-friendly outdoor music festival curated by BBC 6 music presenter, Gilles Peterson. With a DJ career spanning over 30 years, Gilles Peterson is one of BBC radio's most treasured disk jockeys. Gilles is celebrated for joining the dots between musical genres that may otherwise be seen as disparate. His knowledge of Jazz, Latin, African, American as well as many electronic styles is almost unsurpassed and he has been at the forefront of many of the UK's most vibrant musical scenes of the last two decades.

The 2019, 2021 and 2022 events took place in Abbots Ripton, Huntingdon and welcomed an audience demographic of socially conscious jazz loving music enthusiasts from across the country and beyond. From young jazz musicians living and performing in London to those that have followed Gilles' career over the last 30 years and were keen to make the most of our family-friendly environment. Based on prior year data, we expect over 50% of our anticipated audience to be aged 30 and upwards, many of which will be attending with their families.

The 2023 event will take place between 10-14 August at St Giles Park. Within its fenced perimeter, the site will host a variety of stages and performance venues (from 100-capacity micro venues to a Main Stage), a wellness area, a dedicated family area and programme of activities, workshops and activities such as swimming, yoga and running, and a variety of campsites.

Customers will be able to purchase either event-only tickets (full weekend or individual day tickets) or tickets that include various add-on's such as sustainable travel options, wellness activities, campervans, glamping, etc. Local residents' tickets will also be available. Note that under 18s will not be permitted to purchase a ticket unless accompanied by an adult.

The maximum total capacity for the event shall be limited to 24,999 persons. This limit includes performers, guests, staff and officials. In year 1 (2023), this number will not exceed 17,999. Should the PLH deem the event and venue suitable for organic growth following prior year analysis, total on-site numbers would be limited to 19,999 in year 2 (2024), 22,999 in year 3 (2025) and 24,999 in year 4 (2026) and ongoing.

The ticketed customer entry system, in addition to a managed non-customer entry and accreditation system, will ensure that this number is not exceeded.

### 3.2 LICENSING OBJECTIVES AND CONDITIONS

The event will operate under the premises licence **INSERT PREM LICENCE NO.**

**The Licensing Compliance Matrix can be found in the suite of Operational Documents listed in 2.3.**

This details the measures taken to ensure delivery of all license conditions outlined in **INSERT PREM LICENCE NO.**

In addition, the Event Organiser is also responsible for promoting the four licensing objectives of the Licensing Act 2003. The ESMP demonstrates how the following will be achieved:

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

### 3.3 LICENSABLE ACTIVITIES

**INSERT PREM LICENCE NO** permits the following licensable activities:

- Thursday
  - **INSERT TIMES AND ACTIVITIES**
  - **INSERT TIMES AND ACTIVITIES**
  - **INSERT TIMES AND ACTIVITIES**
- Friday and Saturday
  - **INSERT TIMES AND ACTIVITIES**
  - **INSERT TIMES AND ACTIVITIES**
  - **INSERT TIMES AND ACTIVITIES**
- Sunday
  - **INSERT TIMES AND ACTIVITIES**
  - **INSERT TIMES AND ACTIVITIES**
  - **INSERT TIMES AND ACTIVITIES**

### 3.4 EVENT SCHEDULE

**The Event Schedule can be found in the suite of Operational Documents listed in 2.3.** This details the event schedule detailing key operational and site timings, and provides a per venue and per bar breakdown of start and end times for music and alcohol service.

The proposed Event Schedule for 2023 is detailed below.

WE OUT HERE FESTIVAL SCHEDULE OF LICENSABLE ACTIVITIES	Wed		Thu		Fri		Sat		Sun		Mon	
	Start	Finish	Start	Finish*	Start	Finish*	Start	Finish*	Start	Finish*	Start	Finish
Event Open / Close (LICENCE)	12:00											18:00
Event Open / Close (internal)			12:00								14:00	
Event Open / Close (advertised)			14:00								12:00	
Exhibition of Films	14:00	23:00	11:00	06:00	11:00	06:00	11:00	06:00	11:00	06:00		
Provision of Live Music	14:00	23:00	11:00	06:00	11:00	06:00	11:00	06:00	11:00	06:00		
Provision of Recorded Music	14:00	23:00	11:00	06:00	11:00	06:00	11:00	06:00	11:00	06:00		
Provision of Dance	14:00	23:00	11:00	06:00	11:00	06:00	11:00	06:00	11:00	06:00		
Provision of anything of a similar description	14:00	23:00	09:00	06:00	09:00	06:00	09:00	06:00	09:00	06:00		
Provision of Live Music			13:00	00:00	11:00	03:00	11:00	03:00	11:00	00:00		
Privison of Recorded Music			13:00	00:00	11:00	05:00	11:00	05:00	11:00	00:00		
Daytime Stages & Performance Venues			13:00	20:00	11:00	20:00	11:00	20:00	11:00	20:00		
Main Stage			13:00	23:00	11:00	23:00	11:00	23:00	11:00	23:00		
Ancillary Late Night Stages & Performance Venues			13:00	00:00	11:00	04:00	11:00	04:00	11:00	00:00		
Primary Late Night Stages & Performance Venues			13:00	00:00	11:00	05:00	11:00	05:00	11:00	00:00		
Supply of Alcohol (on premises)	14:00	23:00	11:00	06:00	11:00	06:00	11:00	06:00	11:00	06:00		
Late Night Refreshment	23:00	06:00	23:00	06:00	23:00	06:00	23:00	06:00	23:00	06:00		
Bars			13:00	00:00	11:00	05:00	11:00	05:00	11:00	00:00		
Late Night Food			23:00	01:00	23:00	05:00	23:00	05:00	23:00	01:00		
<b>Key</b>												
Licensed hours												
Operating hours for 2023												
* where past 23:59, finish times are next day												

### 3.5 EVENT PROGRAMMING

The line-up will be available to customers online in advance of the show via the website, and on-site via the App. The Event Organiser will consider crowd flows and demographics in the programming of the event. A ‘RAG’ system will be in place to inform deployment of additional operational resource to support as required.

### 3.6 LOCATION AND VENUE

The event will take place at St Giles Park, Wimborne St Giles, Wimborne, Dorset, BH21 5NA, owned and managed by St Giles Farms Limited.

The landowner carries out maintenance work year-round all will ensure that at the time the site is rented for the build, it is entirely fit for purpose. **The Sign Off To Open Procedure can be found in the suite of Operational Documents listed in 2.3**, and details the process of signing the site over and preparing it to open to the public.

Placeholder for text ref venue location with ref to transport – shuttles from Salisbury and tbc Bournemouth train stations.

### 3.7 PRIOR YEAR LEARNINGS & KEY SITE UPDATES

Year 1 at St Giles Park will be focussed on building strong foundations for effective and long-term stakeholder relationships, and testing the site layout and operations.

## 4 EVENT ORGANISATION AND MANAGEMENT

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### 4.1 INTRODUCTION

The Event Organiser will appoint various contractors and key personnel to collaborate in the planning and delivery of the event.

All contractors will be audited by the Event Organiser to ensure they are competent, qualified and appropriately insured for the roles which they are undertaking. All staff, contractors and performers will be advanced and briefed by their contracting party with all relevant event safety and management information.

### 4.2 HIERARCHY OF CONTROL – NORMAL OPERATIONS

**The Hierarchy of Control can be found in the suite of Operational Documents listed in 2.3.**

**Roles and Responsibilities can be found in the suite of Operational Documents listed in 2.3.**

Under emergency / incident response conditions, the hierarchy of control will shift, detail of which can be found in section 8.

### 4.3 EVENT LIAISON TEAM

The Event Liaison Team (ELT) will consist of the personnel (or their deputies) listed against 'ELT' in the Key Contacts in section 4.5. ELT members will all be senior, experienced and specialised personnel in their respective fields.

Objectives of the ELT shall surround the prevention and detection of crime and criminal activity, the prevention of public nuisance, public safety and the protection of children from harm. The Event Manager will be central to this team and will draw upon the experience of the ELT to guide the safe management of the event.

ELT meetings will take place throughout the live event phase to foster a collaborative and proactive approach to management. Agendas will be focussed on providing updates and if necessary, collectively advising the Event Organiser on the development of dynamic and coherent plans to deal with incidents.

The below external agencies are welcomed into the ELT as required:

- Dorset Council
- Dorset Police
- South West Ambulance Service
- Dorset and Wiltshire Fire Service

Event Directors are designated as key decision makers for We Out Here Ltd, responsible for any decision-making that involves conflict in resource or that has brand implication. Members of the ELT will be available throughout to advise and support.

### 4.4 EVENT CONTROL

Event Control will accommodate the Event Control Team (ECT), Local Residents Hotline and relevant observers and partners from SAG. Event Control will be operational 24 hours from AM day of opening to PM day of closing.

The Event Control VOIP number will be distributed at the discretion of the Event Organiser to key stakeholders so that any issues requiring immediate response can be fed straight into the event team for resolution.

The Event Control Team are responsible the below:

- Coordinating and centralising communication
- Gathering and evaluating of information (based on policy or protocol outlined in the ESMP, or as directed by ELT)
- Coordinating and assigning response tasks (based on policy or protocol outlined in the ESMP, or as directed by ELT)
- Directing security deployment (Security Controller in cooperation with the Event Controller)
- Logging all communications, passing onto relevant teams and following up on the status of resolutions
- Carrying out Sign Off To Open procedures
- Coordinating with Security and Stage / Venue Management to track arena densities and ensure entertainment ceases at the stipulated times
- Providing regular reports to the Event Organiser and ELT

The Event Log will be managed by the ECT and will record the following:

- All radio and phone calls (and any other relevant information gathered by other communication methods) where information has been reported or requested
- Incident data
- Evictions and crimes
- Lost persons
- Safeguarding cases
- Nosis complaints and other reports of public nuisance
- Sign off to open checks
- Incident Report forms
- Near Miss report forms

Full Security, Medical, Welfare and Customer Service Logs will also be managed by respective teams, and available via Event Control.

## 4.5 KEY CONTACTS

INSERT ELT AND KEY MANGEMENT CONTACT LIST

# 5 STAKEHOLDERS

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## 5.1 SAFETY ADVISORY GROUP (SAG)

SAGs ensure the engagement of all key stakeholders, including the police and other emergency services, to support in achieving the licensing objectives. We will submit all planning documents to the Licensing Authority in the timeline stipulated by licensing and welcome feedback and discussion in the SAG review meetings. Planning and documentation will be edited to reflect any change or development advised and agreed.

We will be conducting a table-top emergency planning meeting during the build of the event to test the effectiveness of the Emergency Response Plan with all relevant parties. Co-ordinated emergency plans will ensure that the police and other emergency services can discharge their core duties and have appropriate risk responses to emergencies. Key SAG stakeholders will be invited.

Whilst We Out Here Ltd take primary responsibility for maintaining the safety and security of those attending, working or performing at the event, any authorised officer of the police, fire authority or the Licensing Authority shall have free access to all parts of the licensed footprint at all times for the purposes of enforcing the observance of the licence conditions, for the prevention and detection of crime and criminal activity, the prevention of public nuisance, public safety and the protection of children from harm (or any other purpose).

## 5.2 LOCAL RESIDENTS

Our local engagement will ensure proactive communications with local residents throughout the project lifecycle.

We will share information, invite feedback and openly discuss any concerns and associated control measures around potential local disruption, public nuisance and public safety. We will provide a dedicated Local Residents Hotline VOIP to be monitored 24 hours by ECT during the live period of the event, in addition to a contact number and email to enable efficient communications during the construction phases.

Local residents will be invited to attend and experience the event. There will be a number of tickets available on a first come, first served basis at a significantly discounted rate for residents that are most likely to be affected by the Event taking place. These tickets will be available over fixed dates that will be advanced to residents.

**The Local Residents Engagement Plan can be found in the suite of Operational Documents listed in 2.3.**

## 5.3 STAFF AND CONTRACTORS

The Event Organiser and their contractors will appoint teams to deliver on-site.

All personnel will be qualified and competent for the roles which they are undertaking. All contractors will be audited to ensure appropriate levels of insurance and H&S standards.

All We Out Here Ltd staff and subcontractor staff will be advanced by their contracting party with all relevant event information and the site safety rules.

All We Out Here Ltd staff and subcontractor staff will be delivered role-specific briefings by their managers which will reiterate safety information.

We Out Here Ltd GDPR policy will apply to the processing and storage of all staff and contractor data.

# 6 HEALTH AND SAFETY OVERVIEW

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## 6.1 STATEMENT OF INTENT

The Event Organiser is committed to delivering a safely planned and managed event, which complies with all statutory obligations under current and relevant health, safety and environmental legislation. Within both the planning and delivery, we adopt a multi-agency approach to management of our events. Engagement with local



authorities, local residents and key event personnel such as Security, Medical and Traffic leads, Safety Consultants and Site Management, is vital to ensure that input from all key stakeholders is considered within all aspects of planning.

It is the policy of the Event Organiser to promote the highest possible health, safety and environmental standards so far as is as reasonably practicable, to reduce any risks to the health and safety of all persons and environments who may be affected by our work activities. We will take account of the significant findings of continued risk assessment throughout the planning phase, alongside our previous experience of event production, and ensure compliance with all current legislation, specifically the 1974 Health and Safety at Work Act (UK), Management of Health and Safety at Work Regulations 1999 and the Construction Design and Management Regulations 2015.

The Event Organiser takes responsibility for the implementation of all that is noted above, with some responsibilities being contractually delegated to suppliers whose policies and practice will be assessed during the procurement phase to ensure they are adequately resourced in terms of technical and safety capability.

Principle Contractor, We Out Here Limited, will ensure that sufficient support has been provided to all core service providers to ensure that:

- Suitable and sufficient assessments of all the foreseeable risks presented to and posed by any of the work activities have been assessed.
- Staff, including freelance workers and contractors are competent and fully aware of any potential hazards.
- All persons on-site have been informed as to what action to take in the event an emergency and bring the emergency evacuation routes and plan to their attention.
- Adequate provisions for First Aid and Welfare are in place and that all workers are aware of these provisions.
- All plant and work equipment is monitored and operated in a safe manner and that any fitted safety devices are used in the correct way.
- A system of good housekeeping is maintained in order to reduce the risk of trip/slip hazards and fire risks.
- If Personal Protective Equipment is required by risk assessment, that it is suitable and worn by all persons deemed to be at risk, as a last line of defence in risk management.
- All persons on-site have been informed of sustainability and environmental policies and practise.
- Ensuring that local residents and neighbouring properties are fully considered during all build and break works, in addition to the live event period

It is our intention that safety management will remain an integral part of the planning, production and operation of the festivals, recognising our responsibility for the safety of the public attending our events.

We have contracted Safety Partner, TPK Safety Limited, to provide critical evaluation and support to the Event Manager in the production of the Event Safety and Management Plan and supporting documentation via risk assessment and advice. Both TPK Safety Limited and We Organise Chaos Limited will input into the design of the site, with a focus on optimising pedestrian management and crowd flow under both normal and emergency conditions.

## 6.2 HEALTH AND SAFETY LEGISLATION

Guidance underpinning planning includes, but is not limited to:

- Licensing Act 2003
- Management of Health and Safety at Work Regulations 1999

- Health and Safety at Work Act 1974
- Working At Height 2005
- Civil Contingencies Act 2004
- Emergency Preparedness 2006
- The Purple Guide to Health, Safety and Welfare at Music and Other Events
- Managing Crowds Safely HSG154
- NaCTSO Crowded Places Guidance
- Fire Safety risk assessment – Open Air Events & Venues
- Equalities Act 2010
- Disability Discrimination Act 1995
- Protection of Freedom Act 2012, part 5 relating to Safeguarding Vulnerable Groups
- HM Government “Working Together to Safeguard Children” 2015
- The Noise Council Code of Practice on Environmental Noise Control at Concerts 1995
- Noise at Work 2005
- Fairgrounds and amusement parks: guidance on safe practice HSG175
- Managing for Health and Safety HSG65
- RIDDOR 2013
- COSHH 2002
- LOLER 1998
- CDM 2015
- Electricity at Work Regulations 1989
- Provision and Use of Work Equipment Regulations 1998
- MUTA code of public safety
- Temporary Demountable Structures 2007
- The Association of Festival Organisers (various documents)

### 6.3 RISK ASSESSMENT

The Event Risk Assessment is a working document and will be developed throughout the planning and delivery phases to provide risk assessment and control mechanisms for all activities related to the build, break and live operational phases of the event.

Risk Assessment provides the basis for the Event Safety and Management Plan, ensuring that planning demonstrates risk management via implementation of the hierarchy of control illustrated below (ref NCRQ):



Risk control measures identified throughout the Risk Assessment will be implemented by the event teams and subcontractors and will be closely monitored by event safety.

**The Risk Assessment can be found in the suite of Operational Documents listed in 2.3.**

## 6.4 METHOD STATEMENT

In line with the Construction Design and Management (CDM) Regulations 2015, the Event Organiser is responsible for planning, establishing and managing the Health and Safety arrangements of the construction phase of the Event. The Principal Contractor will produce and issue a Construction Phase Plan to all site and production subcontractors.

**The Construction Phase Plan can be found in the suite of Operational Documents listed in 2.3.**

All contractors will undergo an advanced safety audit, carried out by the contracted Event Safety Consultant on behalf of the Event Organiser, ensuring qualification, competence and appropriate insurances for the service that they are providing. All structures, electrical, lighting and technical installations will be covered in this advance audit, as well as being signed off as fit for purpose and appropriately certified by a competent and qualified person once installed.

All contractors will be inducted prior to entry to site, covering health and safety, emergency procedures, accident reporting and site-specific risks and rules.

Service providers, activity providers and all traders will also be audited and inducted as above.

**Sign Off To Open procedures can be found in the suite of Operational Documents listed in 2.3.** These are carried out before the venue is opened to customers to ensure public safety.

## 6.5 MONITORING HEALTH AND SAFETY ARRANGEMENTS

The contracted Event Safety Consultant, on behalf of the Event Organiser, is responsible for monitoring health and safety arrangements and reporting back to Site, Event Control and Event Management, to ensure public safety and the prevention of public nuisance.

Ongoing checks will be carried out to include, but not limited to, the following areas:

- Staging
- Structures
- Working at Height
- Manual handling
- Food hygiene
- Barriers
- Site maintenance
- EMX routes
- Impacts of weather
- Ground conditions
- Working practice and PPE
- Welfare

- FSE provisions

## 6.6 ACCIDENT AND INCIDENT REPORTING

Digital Report Forms will be completed to report and record any accidents or incidents that occur which may require either immediate or retrospective remedial action, or simply for purposes of logging. The Event Organiser will work closely with the Event Safety Consultant to ensure compliance and remedial action. Report forms (including time, date and named person completing the form) will be completed as soon as is reasonably practicable following any incident.

The HSE Accident Report Book will be completed for any accidents sustained at work as per legal requirements.

RIDDOR reportable accidents will be dealt as required with by the Event Safety Consultant.

## 7 CROWD SAFETY MANAGEMENT

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### 7.1 CROWD MANAGEMENT

**The Crowd Safety Management Plan can be found in the suite of Operational Documents listed in 2.3, and includes:**

- Analysis of crowd management from design, to information, to management
- Crowd flow calculations (emergency egress and audience ingress)
- Venue capacities

Staffing and infrastructure across Gates, Security and Traffic teams will be planned to support the varying demands of peak anticipated pedestrian and vehicle movement (peak customer arrivals for e.g.), ensuring the prevention and detection of crime and criminal activity, the prevention of public nuisance, public safety and the protection of children from harm.

Entry into individual venues within the footprint will not be access controlled. Security teams will work closely with Event Management to monitor crowd flow and ensure controlled, safe venues, implementing mitigation measures as required to avoid crowd management issues that may otherwise require escalation. If venue numbers are looking to exceed a safe capacity, customers will be temporarily denied entry and re-directed to alternative venues.

### 7.2 SITE DESIGN

The site will be designed according to the principles embodied in The Purple Guide ([www.purpleguide.co.uk](http://www.purpleguide.co.uk)), in addition to previous experience producing greenfield events and learnings from prior licensed events held at the venue. The arrangement of the site accounts for the anticipated audience size, demographic and behaviour characteristics, logistical considerations, access / egress for pedestrians, vehicles, crew and emergency services, the proximity of noise sensitive properties, topography and general site conditions.

**The Site Map can be found in the suite of Operational Documents listed in 2.3.**

### 7.3 SECURITY AND STEWARDING

The Event Organiser will appoint a competent contractor to manage all security operations pertaining to the crime, disorder and crowd safety. The Security Contractor will employ both preventative and responsive measures to minimise crime and public nuisance, to maintain public safety and protect children from harm.

The Event Organiser will consult with the Security Contractor on all security policies, and all operatives will be briefed on procedures concerning the admission, exclusion and safeguarding of the public, in addition information specific to their individual roles (which also cover access management, crowd control and general customer support). The Event Organiser will also liaise with Dorset Police in advance of the event in respect of security and crime reduction policies.

**Security Policies can be found in the suite of Operational Documents listed in 2.3.** These detail eviction, entry and search procedures, and drugs policies (including amnesty)

All operatives will comply with all current SIA legislation and will be recognisable by their individually numbered branded uniform. SIA due diligence checks will be carried out and shared with the Police as required.

The number of security staff and stewards will be relative to the site design and the number of persons on site, and will be subject to legislative guidance, the experience of the security contractor and the audience demographic.

A Security Log will be kept.

**A Security Management Plan can be found in the suite of Operational Documents listed in 2.3.**

Any crime reported at the Event will be notified to the police and all details recorded in the Event Log.

The Event Organiser will appoint a competent stewarding contractors to provide stewarding services for the event, predominately supporting Campsites and Gates.

### 7.4 BARRIERS AND FENCING

A variety of barrier and fencing options will be used at the event to assist with crowd, capacity and public safety management.

Crowd control barrier will be used for demarcation of pedestrian areas for directional and queuing purposes.

Met barriers will be used as heavier duty crowd control barriers, and as front of stage barriers at low risk venues.

Mojo style barrier with load bearing capacity of 5kn will be used as front of stage barriers at higher risk venues (e.g. the Main Stage).

Heras will be used for site boundaries and internal site demarcation, and where a higher level of security is required, Steel Shield will be used.

All fencing will be appropriately installed, braced and regular integrity checks will be conducted throughout event period.

### 7.5 SIGNAGE

Signage will be installed throughout the site to for directional, safety and labelling purposes. All signage will be appropriately installed and monitored.

## 7.6 TRAFFIC MANAGEMENT

The Event Organiser will appoint a competent contractor to manage traffic with an aim to minimise disruption to local areas, to ensure good flow of vehicles in and out of the site / immediate vicinity and to minimise pedestrian vehicle interface during the (limited and managed) movement of vehicles within the site.

The Event Organiser will liaise with local transport providers and will promote the use of public and event-organised transport. The Event Organiser will also liaise with Highways to ensure traffic management is coordinated effectively at county level.

**A Traffic Management Plan can be found in the suite of Operational Documents listed in 2.3.**

## 7.7 GATES MANAGEMENT

The Event Organiser will appoint a competent Gates Management team to work alongside Security teams to manage ingress for both customer and non-customer arrivals.

The Gates Management team will be supported by ticket scanning and wristbanding staff, in addition to technical support staff. Event Control will facilitate liaison with Traffic Management to ensure a collaborative, joined up management of the various elements of ingress.

All customer entrance infrastructure and staffing will be based upon ensuring an efficient entry process for forecasted arrival patterns, based on prior year experience. Peaks arrivals are Thursday and Friday.

**An Entry and Accreditation Plan can be found in the suite of Operational Documents listed in 2.3.**

## 7.8 UNMANNED AIRCRAFT

Applicable through build, show and break phases the Event Organiser will ensure adherence to Civil Aviation Authorities (CAA) Air Navigation Order 2016, specifically article 241 (endangering the safety or persons and or property), article 94 (small unmanned aircraft) and article 95 (small surveillance aircraft).

Customers are prohibited from bringing drones onto site.

**A Drone Procedure can be found in the suite of Operational Documents listed in 2.3.**

# 8 EMERGENCY RESPONSE AND INCIDENT MANAGEMENT

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## 8.1 EMERGENCY PLANNING

Emergency Response planning is aimed at ensuring the preservation of life in the management of any emergency situation on site by setting out the framework for the initiation, management, co-ordination and control of personnel and other resource in order to respond to an emergency at the event both safely and effectively.

**An Emergency Response Plan can be found in the suite of Operational Documents listed in 2.3.**

The plan will be circulated to SAG and ELT, and tested via table top. Appropriate revisions will be made as a result. The finalised plan will be briefed to all relevant on-site staff.

## 8.2 EMERGENCY EXITS

Emergency Exits (EMX) and corresponding Muster Points will be planned for to account for relevant guidance and will be illustrated on the Site Map.

Entrance and exit points to both the main estate and to all parts of the event site will be clearly marked and stewards will ensure that they are kept clear and never blocked by other vehicles, activities, or crowds of people. Signage, lighting and stewards will direct the public towards emergency exits if required.

All on-site staff will be briefed on EMX routes.

## 8.3 RVPs AND BLUE ROUTES

RVPs and Blue Routes for blue lights services response vehicles will be designated in liaison with Police, Ambulance and Fire services to ensure efficient response coordination if required.

A Blue Lights Info Pack will be distributed a few weeks prior to show with all clearly marked.

Event Control will coordinate between attending emergency services and event staff to guide them to the required area, or meet on arrival if required.

**The Blue Lights Information Pack can be found in the suite of Operational Documents listed in 2.3.**

## 8.4 SHOW STOP PROCEDURES

**Show Stop Procedures can be found in the suite of Operational Documents listed in 2.3.**

## 8.5 ADVERSE WEATHER

**The Adverse Weather Plan can be found in the suite of Operational Documents listed in 2.3.**

This includes wind loading and response measures around adverse weather, for e.g. storm action levels.

## 8.6 COUNTERTERRORISM

The Event Organiser will monitor threat levels and ensure appropriate risk reduction measures are implemented. As standard these will include:

- Staff training and NaTSCO guidance (Stay Safe - Run, Hide, Tell; HOT principles; METHANE, etc)
- Physical infrastructure
- Gates management (prohibited items searches, access and accreditation restrictions)
- Security patrolling

- Intelligence sharing and liaison with Dorset Police

All of the above will be reviewed in response to changes to National Threat Levels.

Various members of the Event Management and Operations teams have undertaken NaCTSO's Action Counters Terrorism training.

## 8.7 MEDIA COMMUNICATIONS

The Event Organiser will appoint a Marketing Manager who will co-ordinate all press activities. The Marketing Manager will join the ELT in the case of an emergency to ensure the effective co-ordination of external communications. External press teams for all emergency services and local authorities will be consulted to ensure appropriate communications for all stakeholders.

No press releases or interviews should be given by any party (including emergency services and local authorities) without the approval of the Event Organiser.

## 9 FACILITIES AND SERVICES OVERVIEW

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### 9.1 ACCESSIBILITY

**The Accessibility Policy can be found in the suite of Operational Documents listed in 2.3.**

This details provision, as far as is reasonably practicable, for those with disabilities in accordance with the Disability Discrimination Act 1995. The Event Organiser is working with Attitude Is Everything to improve and enhance facilities.

### 9.2 ALCOHOL MANAGEMENT

The Event Organiser will appoint a competent Bars contractor and Designated Premises Supervisor who will be responsible for the supply of alcohol and all associated controls, including the implementation of the Challenge 25 policy.

**The Alcohol Management Plan can be found in the suite of Operational Documents listed in 2.3.**

### 9.3 AMUSEMENTS

The Event Organiser will ensure that all fairground rides and amusements will be sourced from suppliers who are able to produce appropriate inspection records under the ADIP scheme. Method statements and risk assessments along with public liability insurance documents shall be required prior to engagement to ensure compliance to HSE guidance pertinent to fairgrounds and passenger carrying amusement devices.

Whilst the Event Organiser will conduct basic checks outlined in HSG175 Fairgrounds and amusement parks, guide on safe practice, the supplier will remain responsible for the operation and condition of ride machinery, including safety.



## 9.4 CAMPSITE MANAGEMENT

The public campsites will be open for the duration of all Event opening dates. The campsite will be divided into general, boutique, accessible and live-in vehicle areas. All will be equipped with adequate space, facilities (toilets, showers, food & drink) and FSE.

The Event Organiser will appoint a Campsite Management team to operate 24 hours a day for the duration to assist campers, monitor facilities and safety arrangements. Vehicles will only be permitted in the Live In Vehicle Campsite. The Campsite Management team will support security teams in the prevention and detection of crime and public nuisance and will promote public safety.

There will also be a crew campsite which will be operational from the start of build to the end of break.

## 9.5 CINEMA

TBC.

## 9.6 COMMUNICATIONS

Radio communications shall be facilitated by the use of a UHF portable radio system. Radio propagation tests shall be conducted within the geographical spread of the event to ensure as far as is possible maintained communications.

Key personnel will be equipped with radios and a channel list. A contact list of mobile phone numbers will provide a backup to radio communications.

Live public communications will take place via:

- PA systems
- Screens
- Loud hailers
- Social media
- Security teams
- Stewarding teams
- Customer Information teams
- Campsite Management teams

## 9.7 CUSTOMER INFORMATION

Customers will have had access to key information in advance of the Event via the website, mailouts and social media notifications.

The Customer Information Point will be based at a central location within the main festival site and will provide an information and lost property service.

The Campsite Hub will be based at a central location within the campsites and will act as an information and support hub for all those camping.

Should customers bring any complaints to Customer Information teams, written reports will be taken and passed onto the appropriate team to handle. Complaints regarding public safety, crime and disorder, child welfare and / or public nuisance will be prioritised.

## 9.8 ELECTRICAL INSTALLS AND LIGHTING

The Event Organiser will appoint a competent Power contractor.

Generated power systems will be deployed for the Event, in addition to the permanent power supply available.

All electrical equipment used should comply with the general requirements of the Electricity at Work Regulations 1989, i.e. installed, tested and maintained in accordance with the latest edition of the Institution of Electrical Engineers “Regulation for Electrical Installations” and other relevant guidance. Regard should be paid to HSE Guidance Note GS50 - “Electrical Safety for Place of Entertainment”. Temporary installations cannot fully comply in all respects with the IEE Regulations and details of variances should be provided.

All fuel will be appropriately stored.

The Event Organiser will appoint a competent Lighting contractor.

Elements of the event and de-rig will be taking place during the hours of darkness. Sufficient ambient installed lighting will be available around the site by way of floodlighting / festoon / walkway lighting being installed as part of the site installation to remove dark areas and in particular in access / egress locations and EMX routes. This will be installed to a minimal level, and positioning will be considered to ensure the prevention of public nuisance via light pollution.

## 9.9 FIRE SAFETY

The Event Organiser will appoint a competent Fire Safety contractor to plan for, implement and monitor all controls outlined in the Fire Risk Assessment (FRA), in addition to respond to any on-site incidents from open to close of the event.

All contractors and traders are responsible for providing their own FSE, in addition to the wider deployment that the Event will remain responsible for.

Any LPG will be appropriately handled and stored in accordance with current regulations and codes of practice. The Event Organiser will map out LPG storage and catering units to share with the local Fire and Rescue service.

**The Fire Safety Plan can be found in the suite of Operational Documents listed in 2.3.** This includes the FSE schedule and FRA, and management systems around open fires.

## 9.10 FIREWORKS

There are no fireworks planned for the event, or permitted into the event.

## 9.11 FOOD TRADERS

The Event Organiser will appoint a competent Food Traders Manger to provide and manage customer catering facilities.

All food traders are required to provide all of the below in advance of the Event for internal auditing by the Event Organiser:

- Risk assessments
- Food hygiene certificates
- Insurance documents
- FSE
- Structural information
- Assurance that all portable appliances have a PAT certificate
- Assurance that all LPG gas is gas certified.
- Assurance that legislation around allergen labelling and disclosure of ingredients is adhered to

All relevant registration and food safety details will be provided to Environmental Health 1 month in advance of the show via Dropbox or similar online shared system and a dedicated food safety inspection and sign off process will be undertaken by the Event Safety Consultant and the Food Traders Manager to ensure compliance before being signed off to trade (including availability of all documentation for physical inspection). Regular inspections will ensure standards are maintained.

All structures provided by traders will be inspected by the event safety team to ensure that they are correctly erected and fit for purpose. Adequate gaps between traders will be left for fire safety. Back of house areas will be inaccessible to the public.

The Event will provide power, potable water and waste / recycling facilities for all traders.

All of the above will also apply to the Crew Catering contractor who will be appointed by the Event Organiser to deliver all back of house catering.

**The Food Safety and Traders Management Plan can be found in the suite of Operational Documents listed in 2.3.**

## 9.12 INFLATABLES

There are no inflatables planned for the event.

## 9.13 LOCKERS

There will be lockers available on-site for public to use.

## 9.14 LOST PERSONS

Cases of Lost Persons (either missing or found) can be reported to the Customer Information Point, Welfare, Security or Medical teams.

There will be robust systems in place to reunite any lost persons with their parties, considering appropriate safeguarding measures.

**The Welfare and Safeguarding Policy can be found in the suite of Operational Documents listed in 2.3.**

## 9.15 LOST PROPERTY

The Information Point will handle lost property. All lost and found items will be stored in a secure unit and recorded digitally. Anyone claiming lost property will be required to identify themselves.

## 9.16 MARKET TRADERS

The Event Organiser will appoint the Event Producer to co-ordinate and oversee all non-food traders (e.g. record stores, merchandise, charities).

All market traders will be subject to safety audit as per food traders as per section 9.11.

## 9.17 MEDICAL

The Event Organiser will appoint a competent Medical contractor to plan for and deliver medical resources to enable rapid triage and treatment of all those requiring medical attention, and where necessary, co-ordinate ambulance assistance.

There will be a centrally located, clearly lit and signed First Aid point where the medical contractor will be based 24 hours from open to close of the event. This will provide a suitably equipped treatment centre to increase the scope of medical issues that we can deal with internally, reducing the likelihood of having to re-direct to local medical services. A medical log will be kept.

All contractors will be required to provide their own first aid during build and break. In addition, the Event Organiser will ensure a rota of designated first aiders and supply first aid kits to key posts, alongside clear information on the nearest accident and emergency.

**The Medical Plan can be found in the suite of Operational Documents listed in 2.3.** This includes a medical risk assessment and associated scoring to define level of medical cover and resources.

## 9.18 NOISE MANAGEMENT

The Event Organiser will appoint a competent Noise Control contractor to carry out noise propagation testing, advise on site / stage layout and audio configuration, and to monitor sound levels on-site to ensure compliance to agreed levels. The noise contractor will liaise directly with sound engineers across all stages to ensure effective response to potential issues.

**The Noise Management Plan can be found in the suite of Operational Documents listed in 2.3.**

The Noise Management Plan details all stage and performance venue timings, directions of all sound systems, maximum sound energy outputs of all significant noise sources, noise attenuation mechanisms, location of noise monitoring points and the procedure for ensuring noise control levels are complied with. Noise control levels will be proposed to prevent public nuisance to residents in the vicinity of the event. Noise analysers will be employed to support the noise management team in monitoring and responding. The licensing authority shall have access to

the results of the noise monitoring and the complaints log at any time, using an online log in, and shall be provided with a full report inclusive of data post-event. The viewable data shall include offsite remote monitors.

At times prior to the start of the event there will be short periods of sound testing. This is to allow the noise management team to ensure that systems have been installed to specification. Testing is required by the licensing authority and will be kept to the shortest duration necessary to meet the licence obligations.

## 9.19 OPEN WATER ACTIVITIES

There are bodies of open water within the footprint of the event, which will be used for water-based activities (water testing results dependant).

The Event Organiser will appoint a competent open water safety contractor to provide lifeguarding services from event open to event close.

Activities will be run by competent providers who will monitor the safe participation in activities.

**The Open Water Safety can be found in the suite of Operational Documents listed in 2.3.**

## 9.20 ROLLER-SKATING RINK

There will be a temporary roller-skating rink installed by competent contractors engaged by the Event Organiser. Risks are assessed and controls outlined in the Risk Assessment specific to this activity.

All contractors will be subject to advance safety audit.

## 9.21 PROTECTING CHILDREN FROM HARM

**The Welfare and Safeguarding Policy can be found in the suite of Operational Documents listed in 2.3,** to detail all policies implemented by the Event Organiser to ensure the safety and welfare of all under 18 customers. The Event will promote itself as a family-friendly event and therefore will take our legal and moral responsibilities towards this potentially vulnerable group earnestly.

## 9.22 SANITATION

The Event Organiser will appoint a competent sanitation provider(s) to provide and maintain (cleaning, waste disposal, consumables) temporary toilet, handwashing and shower facilities, based on HSG 195 The Event Safety Guide calculations.

Public facilities will be positioned around site with separate backstage facilities available to staff and performers. Accessible facilities will be available in strategic positions within the overall deployment.

## 9.23 SPECIAL EFFECTS

Lasers will be operated by trained, specialist contractors appointed by the Event Organiser. Appropriate risk assessment will be undertaken and safety procedures / control measures implemented.

There are no further SFX or pyrotechnics planned.

## 9.24 SUSTAINABILITY

The Event Organiser will promote sustainability within both the public and work environments created by the Event.

This will include, but not be limited to, encouraging customers to travel to and from the festival in environmentally friendly modes of transport, reduction of plastic, implementation of recycling initiatives and 'leave no trace' messaging.

## 9.25 TEMPORARY DEMOUNTABLE STRUCTURES

There will be a variety of temporary demountable structures (TDS) installed at the Event. The selection, installation and use of all TDS's will be in accordance with the Institution of Structural Engineers' document Temporary Demountable Structures 2017 Fourth Edition.

All contractors will provide risk assessments, method statements, structural calculations, wind performance characteristics, ground loadings and other structure-specific technical detail in advance of the event.

Construction activities will be monitored by the Event Organiser to ensure safe working practise, and all TDS's will be signed off after construction to the manufacturers design principles by both the contractor and the Event Safety Consultant. All sign-offs will be held by the Event Production team.

Wind speeds and all TDS's will be regularly monitored by the Event Safety Consultant and the Event Production team and appropriate measures will be taken if they become unsafe or impractical from an operational perspective.

## 9.26 TICKETING AND SALES

The Event Organiser will appoint a competent ticketing provider to sell tickets in advance of the Event and provide technical support for customer entry. Ticket sales shall be limited to the set capacity.

**Ticketing Terms and Conditions can be found in the Entry and Accreditation Plan within the suite of Operational Documents listed in 2.3.** These are available at point of purchase and on the Event website.

The Event will operate a cash and card payment system. There will also be an ATM on-site.

## 9.27 WASTE MANAGEMENT

The Event Organiser will appoint a competent waste management contractor to deliver litter picking and waste management services (bins, skips, recycling facilities and back of house specific waste removal), ensuring the prevention of public nuisance as a result of un-managed waste.

Waste management will be closely linked with the sustainability team, ensuring a joined-up approach to minimising the environmental impact of public and back of house waste.

## 9.28 WATER - FRESH

The Event Organiser will appoint a competent contractor to install, test and monitor the temporary water network. All contractor staff will be suitably trained staff and will hold an EUSR water hygiene card.

The venue is supplied with fresh water via permanent infrastructure, with a temporary network attached to it to deliver the specifics of the site layout.

**The Water Safety Management Plan can be found in the suite of Operational Documents listed in 2.3.**

## 9.29 WATER - WASTE

IBC's will collect waste water from traders. The IBC's will be emptied and waste water disposed of appropriately.

The waste water from showers will be collected and disposed of properly by the Contractor.

## 9.30 WELFARE AND SAFEGUARDING

The Event Organiser will appoint a competent Welfare contractor to provide welfare and safeguarding services to those requiring support and / or a safe space as a result of physical, emotional or psychological needs, or simply via the availability of information or basic provisions such as contraception or sanitary products.

Proximity to and liaison with the Medical team will ensure that those no longer requiring medical attention can be provided with a safe space for recovery before returning to the Event environment.

A welfare log will be kept.

**The Welfare and Safeguarding Policy can be found in the suite of Operational Documents listed in 2.3.**

Various members of the Event Management and Operations teams have undertaken Level 2 Safeguarding training.

## 9.31 WELLNESS ACTIVITIES

There will be a variety of wellness activities, such as Hot Tubs, Yoga and Massage. All providers will be subject to advance safety audit. Appropriate water testing will take place for hot tubs.

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WE OUT HERE FESTIVAL - AUGUST 2023	EARLY DATES		Mon 7		Tue 8		Wed 9		Thu 10		Fri 11		Sat 12		Sun 13		Mon 14		LATE DATES		
	Start	Finish	Start	Finish	Start	Finish	Start	Finish	Start	Finish*	Start	Finish*	Start	Finish*	Start	Finish*	Start	Finish	Start	Finish	
INTERNAL																					
Site Build / Break	27 Jul								12:00								14:00		22 Aug		
Event Control operational							08:00												16:00		
OPEN / CLOSE OF AREAS																					
Event Open / Close (LICENCE)							12:00												18:00		
Event Open / Close (internal)									12:00										14:00		
Event Open / Close (advertised)									14:00										12:00		
PUBLIC SERVICES																					
Campsites live (public)									12:00										14:00		
Medical & Welfare									12:00										14:00		
Open Water Safety cover									12:00										12:00		
STAGES & MUSIC																					
Provision of Live Music							14:00 23:00		11:00 06:00		11:00 06:00		11:00 06:00		11:00 06:00		11:00 06:00				
Provision of Recorded Music							14:00 23:00		11:00 06:00		11:00 06:00		11:00 06:00		11:00 06:00		11:00 06:00				
Provision of Live Music									13:00 00:00		11:00 03:00		11:00 03:00		11:00 00:00						
Provision of Recorded Music									13:00 00:00		11:00 05:00		11:00 05:00		11:00 00:00						
Daytime Stages & Performance Venues									13:00 20:00		11:00 20:00		11:00 20:00		11:00 20:00						
Main Stage									13:00 23:00		11:00 23:00		11:00 23:00		11:00 23:00						
Ancillary Late Night Stages & Performance Venues									13:00 00:00		11:00 04:00		11:00 04:00		11:00 00:00						
Primary Late Night Stages & Performance Venues									13:00 00:00		11:00 05:00		11:00 05:00		11:00 00:00						
Sound Checks																					
Stage 1 - Main Stage (open air)									13:00 23:00		11:00 23:00		11:00 23:00		11:00 23:00						
Stage 2 - Lush Life (open air)									13:00 23:00		11:00 23:00		11:00 23:00		11:00 23:00						
Stage 3 - Rhythm Corner (open air)									13:00 23:00		11:00 04:00		11:00 04:00		11:00 23:00						
Stage 4 - Tree Tunnel (open air)									20:00 00:00		20:00 05:00		20:00 05:00		20:00 00:00						
Stage 5 - Bowl (open air)									20:00 00:00		20:00 05:00		20:00 05:00		20:00 00:00						
Stage 6 - Big Top (tent)									14:00 00:00		14:00 04:00		14:00 04:00		14:00 00:00						
Stage 7 - Roller Disco (tent)									13:00 00:00		12:00 04:00		12:00 04:00		12:00 00:00						
Stage 8 - Love Dancing (tent)									13:00 00:00		11:00 04:00		11:00 04:00		11:00 00:00						
Stage 9 - The Sanctuary (open air)									13:00 21:00		11:00 21:00		11:00 21:00		11:00 21:00						
Stage 10 - Lemon Lounge (tent)									13:00 00:00		13:00 04:00		13:00 04:00		13:00 00:00						
Stage 11 - Hennessy (tent)									13:00 23:00		12:00 23:00		12:00 23:00		12:00 23:00						
BARS																					
Supply of Alcohol (on premises)							14:00 23:00		11:00 06:00		11:00 06:00		11:00 06:00		11:00 06:00		11:00 06:00				
Bars									13:00 00:00		11:00 05:00		11:00 05:00		11:00 00:00						
Bar 1 - Main Stage									13:00 23:30		11:00 23:30		11:00 23:30		11:00 23:30						
Bar 2 - Rhythm Corner									13:00 23:00		11:00 04:00		11:00 04:00		11:00 23:00						
Bar 3 - Lush Life									13:00 23:30		11:00 23:30		11:00 23:30		11:00 23:30						
Bar 4 - Red Bull Bar									13:00 00:00		13:00 04:00		13:00 04:00		13:00 00:00						
Bar 5 - Bloody Drinks									13:00 21:30		11:00 21:30		11:00 21:30		11:00 21:30						
Bar 6 - Big Top									14:00 00:00		14:00 04:00		14:00 04:00		14:00 00:00						
Bar 7 - Fentimans									13:00 00:00		13:00 04:00		13:00 04:00		13:00 00:00						
Bar 8 - Coffee									13:00 21:30		11:00 21:30		11:00 21:30		11:00 21:30						
Bar 9 - Artist									16:00 00:00		16:00 01:00		16:00 01:00		16:00 00:00						
Late Night Refreshment							23:00 06:00		23:00 06:00		23:00 06:00		23:00 06:00		23:00 06:00						
Late Night Food									23:00 01:00		23:00 05:00		23:00 05:00		23:00 01:00						
ACTIVITIES / OTHER VENUES																					
Exhibition of Films							14:00 23:00		11:00 06:00		11:00 06:00		11:00 06:00		11:00 06:00		11:00 06:00				
Provision of Dance							14:00 23:00		11:00 06:00		11:00 06:00		11:00 06:00		11:00 06:00		11:00 06:00				
Provision of anything of a similar description							14:00 23:00		09:00 06:00		09:00 06:00		09:00 06:00		09:00 06:00		09:00 06:00				
Talks									19:00 20:00		10:00 20:00		10:00 20:00		10:00 20:00						
Workshops									18:00 19:00		10:00 18:00		10:00 18:00		10:00 18:00						
Family Area									14:00 17:00		09:00 17:00		09:00 17:00		09:00 17:00						
Hot Tubs											09:00 19:00		09:00 19:00		09:00 19:00						
Wellbeing									13:00 19:00		09:00 19:00		09:00 19:00		09:00 19:00						
MEETINGS / INSPECTIONS ETC																					
ESAG Visit - Pre Opening							12:00 13:00				12:00 13:00										
ESAG Visit - Live									10:45 11:00		10:45 11:00		10:45 11:00								
ELTs - AM									20:00 20:15		20:00 20:15		20:00 20:15								
ELTs - PM													20:00 20:15								
Key																					
Licensed hours																					
Operating hours for 2023																					
* where past 23:59, finish times are next day																					

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Project:  
We Out Here 2023

BA21 5NA

Client:  
We Out Here Festival

## ORGANISECHAOS

- Key:**
- FENCE - CHESTNUT PALE
  - FENCE - HERAS
  - + FENCE - HERAS - INSTALLED
  - FENCE - MET BARRIER
  - FENCE - STAGE BARRIER
  - FENCE - PEDESTRIAN BARRIER
  - FENCE - SMART HOARD
  - FENCE - HI-HOARD
  - TRAKWAY
  - ▣ TRACKMATT
  - ▣ PITCH - CONCESSION
  - ▣ PITCH - MARKET
  - ▣ PITCH - FAIRGROUND
  - ▣ PITCH - SPONSOR
  - ▣ AREA - OUT OF BOUNDS
  - ▣ AREA - CAMPSITE
  - SECURITY POINT & EE WIDTH
  - SECURITY POINT
  - TRAFFIC MGMT POINT
  - PROPOSED WORKS
  - POWERED LIVE-IN VEHICLES
  - STANDARD LIVE-IN VEHICLES

No.	Date	Revision Notes

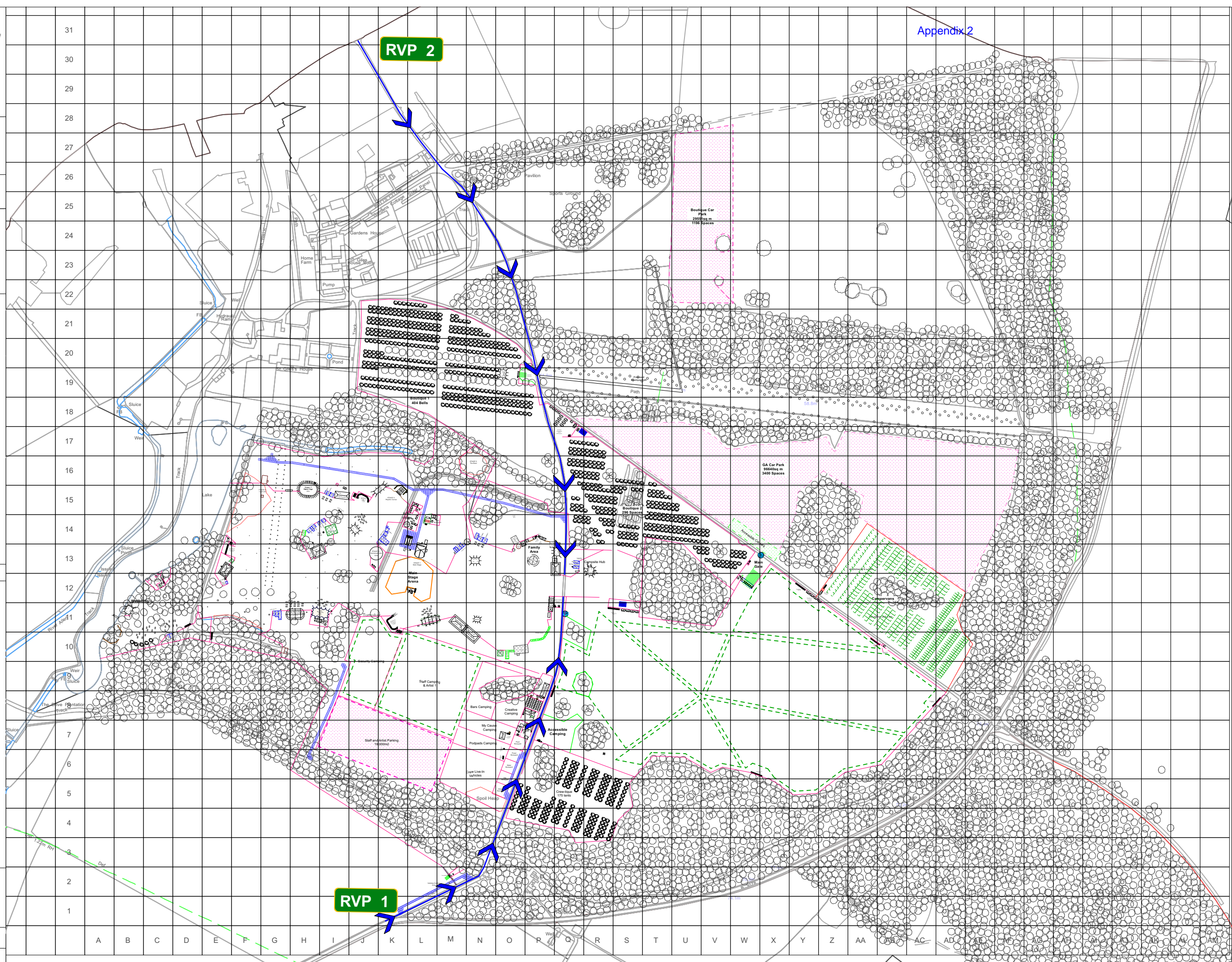
Sheet Title:  
Full Site - EMX RVP  
Blue Route

Project Director: [Redacted] Scale: 1:5000 @ A3

Project Manager: [Redacted] Issue Date: 30/01/2023

Drawn By: [Redacted] Issue Number: v2.7

Project ID: WOH23



Appendix 2

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## Licensing

---

**Subject:** FW: Representation - We Out Here Festival - St Giles Park Premises Licence Application Police

**Importance:** High

---

**From:** Gosling, Gareth [REDACTED]  
**Sent:** 24 February 2023 13:36  
**To:** Licensing [REDACTED]  
**Cc:** Aileen Powell [REDACTED] Ian Carter [REDACTED]  
**Subject:** Representation - We Out Here Festival - St Giles Park Premises Licence Application Police  
**Importance:** High

Good Afternoon Dorset Licensing,

Thank you for the attached documents and the opportunity to consider them alongside the Application for a Premises Licence at Wimborne St Giles. On behalf of the Chief Officer of Dorset Police I wish to object to this Application for a Premises Licence on the grounds that to grant this licence, as applied for, will likely undermine the licensing objective to Prevent Crime and Disorder and ensure Public Safety.

Dorset Police acknowledge and appreciate that this proposed event is being planned and delivered by experienced organisers, however, upon detailed assessment of the documents, alongside other information available to us, in particular other documents relating to event, Dorset Police are concerned that the conditions being proposed do not provide the high level of assurance that is necessary for an event of this scale. The absence of enforceable conditions in areas of concern and an over-reliance on the Event Management Plan, details of which have yet to be finalised, is something that will need to be overcome before we can withdraw our representation in respect of this application.

Dorset Police intend to continue dialogue and mediation with the organisers in advance of any Sub-Committee hearing and will continue to inform the Licensing Authority of any significant updates and progress.

I would be grateful if you could please update the applicant in respect of this representation.

Regards,

Gareth



**DORSET  
POLICE**

**Gareth Gosling 2551**

Police Sergeant  
[REDACTED]

---

**Drug & Alcohol Harm Reduction Team**

Bournemouth Divisional Headquarters, 5 Madeira Road, Bournemouth, Dorset, BH1 1QQ

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**Kathryn Miller**

---

**From:** Gareth Hance [REDACTED]  
**Sent:** 10 March 2023 12:27  
**To:** Darren Naraine  
**Cc:** Kathryn Miller; Aileen Powell  
**Subject:** Re: WoH EH - final draft of agreed EH Conditions - site / licence plan

**Importance:** High

Hi Darren,

Thanks for the clarification.

Amending condition 6 as per your wording below is accepted. i.e. the boundary is defined as the licence red line.

Best

Gareth Hance  
[REDACTED]  
[REDACTED]

We don't expect you to read, respond or action emails outside of your current working hours. It is understood our industry works variable shift patterns, we're operating in different time zones, sometimes with a desk & internet access but always mobilised.

National Outdoor Events Association  
Production Services Association  
Audio Engineering Society  
Institute of Acoustics

[REDACTED]  
[REDACTED]  
[REDACTED]

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---

**From:** Darren Naraine [REDACTED]  
**Date:** Friday, 10 March 2023 at 12:15  
**To:** Gareth Hance [REDACTED]  
**Cc:** Kathryn Miller [REDACTED] Aileen Powell  
[REDACTED]  
**Subject:** WoH EH - final draft of agreed EH Conditions - site / licence plan

Hi Gareth,

Following on from our conversation this morning we need to look at the wording of condition 6 as the “estate boundary” is probably different to the site plan and licence plan.

Attached and below is the licence plan.

If this is the plan you would like to go with how does it work when you overlay your sound maps which you sent me on 10/1/23? For clarification, can you indicate on the plan which dwellings are “on or within” the boundary.

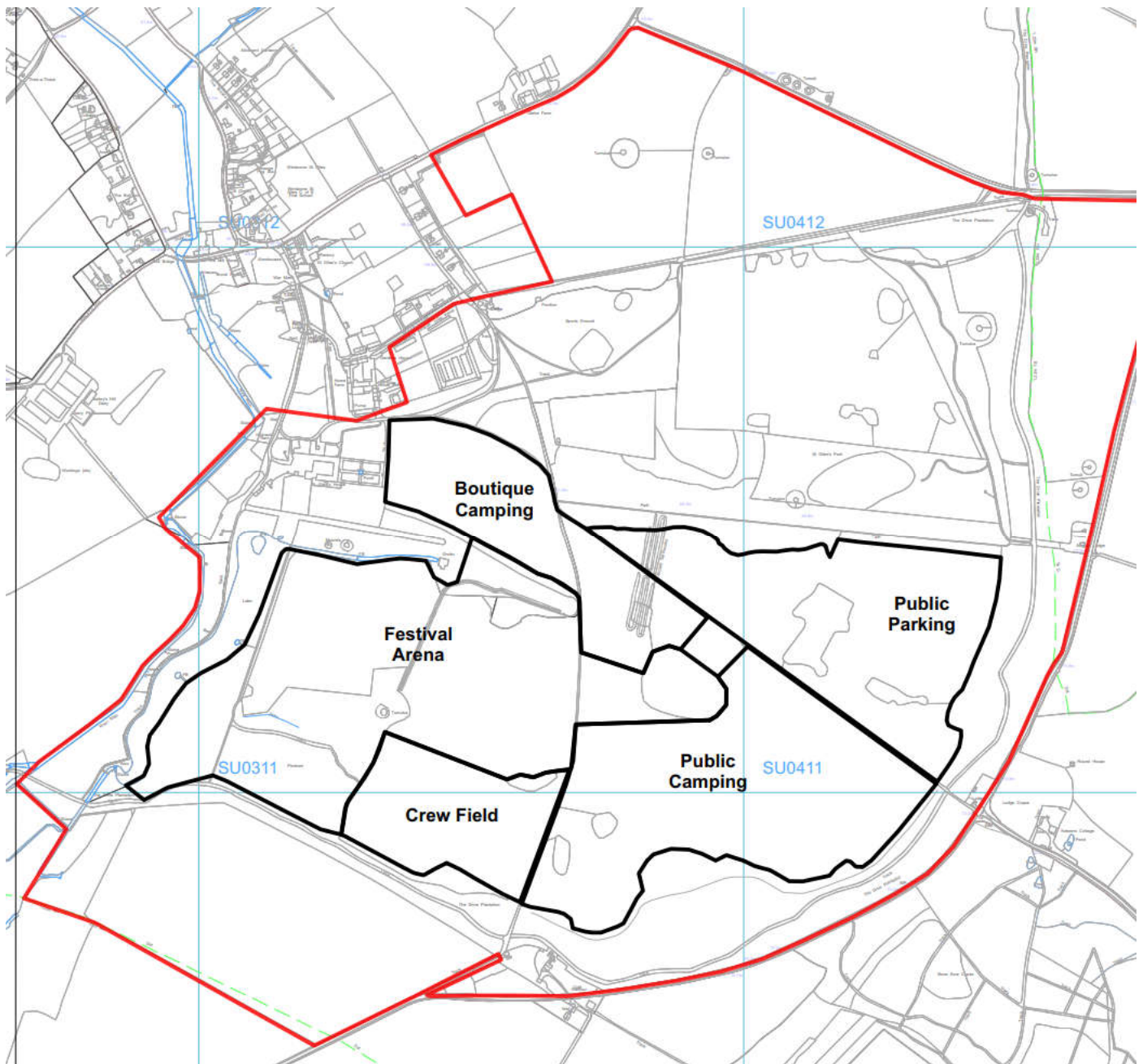
Can we change condition 6 to read

1. To ensure compliance with the licence objective for the prevent of public nuisance, the regulated entertainment MNL shall abide by the following criteria:
  - a) The MNL shall not exceed the following levels between 09:00-23:00 at the agreed locations:
    - i) On or within the boundary (as indicated by the red line on WHO Site Plan v1.0) : 65dBA & 80dBC Leq 15'
    - ii) Outside the boundary (as indicated by the red line on WHO Site Plan v1.0) including Wimborne St Giles village: 55dBA & 70dBC Leq 15'
  - b) The MNL shall not exceed the following levels between 23:00-06:00 at the agreed locations:
    - i) On or within the boundary (as indicated by the red line on WHO Site Plan v1.0): 55dBA & 70dBC Leq 15'
    - ii) Outside the boundary (as indicated by the red line on WHO Site Plan v1.0) including Wimborne St Giles village: 45dBA & 60dBC Leq 15'
  - c) Amplified sound systems shall not be used outside the operating hours agreed in the SMP, except for public order or safety purposes.

Thanks

Darren





Hi Gareth,

Please can you confirm the below is correct – we have exchanged a lot of emails and I want to make sure this final draft below has all the agreed wording.

I will give you a call in 15 minutes or so, or call me once checked if you can.

The councils licensing and legal team will likely review the conditions once we have agreed them – hopefully they are acceptable to all parties now.

Thanks

Darren

## **Prevention of Public Nuisance (Noise)**

PN1. The Licensee shall draft, implement & abide by a Sound Management Plan (SMP) with robust controls for the Prevention of Public Nuisance and compliance with the licensing conditions.

PN2. The Licensee shall submit a draft SMP to the licensing authority for Environmental Health review and approval at least 28 days before the commencement of any licensable activity authorised by this licence.

PN3. The SMP shall be subject to document control.

## **Environmental Health conditions**

2. The Licensee shall appoint a competent acoustic consultant (Member of the IOA or ANC) to produce, implement, and monitor a robust Sound Management Plan (SMP) as an annexe to the Event Safety Management Plan (ESMP). The Licensee shall submit the SMP to authorised officers of the Dorset Council's (DC) Environmental Protection team no less than three months before the start of the event. The SMP shall detail the operating hours, location, orientation & description of sound systems, plus any significant sound sources proposed for the event. The SMP shall outline the proposed noise attenuation mechanisms employed during the event, including the monitoring locations and procedures to ensure that the Music Noise Level controls at noise-sensitive properties are complied with as best practicable. The SMP shall be subject to document control as agreed by the authorised officers of DC's Environmental Protection team before the event.
3. The Licensee will publish the contact information for a dedicated community helpline with telephone and email service at least 14 days before the event. The purpose of the helpline is to provide information and register complaints or concerns relating to noise, antisocial behaviour, traffic & access with the aim of resolution where appropriate and practicable. The helpline contact details shall be available on a dedicated community webpage. A leaflet informing the community of the event timing, community webpage and helpline contact information shall be delivered to addresses within 2km of the venue at least 14 days before the event. Social media channels shall include links to the public website.
4. A competent acoustic consultant shall be on duty and on location when amplified music is in operation on site. The Licensee and acoustic consultant shall have the capability and authority to override any sound systems in operation on site if required by authorised officers of DC's Environmental Protection team.
5. The Licensee shall deploy sound monitoring devices for the duration of the licensed event as agreed by the SMP, including the location, measurement parameters & data accessibility.
6. The Music Noise Level (MNL) controls applicable at the Noise Sensitive Premises identified shall be agreed with DC's Environmental Protection Team, following consultation with the Licensee and their appointed acoustic consultant. The MNL control levels shall not be exceeded for the event duration without the prior agreement of authorised officers of DC's Environmental Protection team. In the event of extraordinary circumstances, authorised officers of DC's Environmental Protection team reserve the right to vary the noise control levels during the event where safe & reasonable.
7. To ensure compliance with the licence objective for the prevent of public nuisance, the regulated entertainment MNL shall abide by the following criteria:
  - a) The MNL shall not exceed the following levels between 09:00-23:00 at the agreed locations:
    - i) On or with the estate boundary: 65dBA & 80dBC Leq 15'
    - ii) Outside the estate boundary including Wimborne St Giles village: 55dBA & 70dBC Leq 15'
  - b) The MNL shall not exceed the following levels between 23:00-06:00 at the agreed locations:

- i) On or with the estate boundary: 55dBA & 70dBC Leq 15'
- ii) Outside the estate boundary including Wimborne St Giles village: 45dBA & 60dBC Leq 15'

c) Amplified sound systems shall not be used outside the operating hours agreed in the SMP, except for public order or safety purposes.

- 8. Within 28 days of the event finishing, the Licensee shall share an event report with DC's Environmental Protection Team. The report shall include the monitoring results, observations, complaints & actions.

**Darren Naraine**  
**Environmental Protection Team Leader**  
**Community and Public Protection**  
**Dorset Council**



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## Licensing

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**From:** [REDACTED]  
**Sent:** 13 February 2023 17:11  
**To:** Licensing  
**Subject:** Re: Licence application for We Out Here festival, Wimborne St Giles

**Categories:** Kathryn

Good afternoon,

Thanks for your email. Could you please advise who is responsible for assessing the road safety aspects and ensuring safety and capacity issues are addressed? Surely there can't be an assumption that suitable road access exists for each and every site where an event is planned?

Best wishes

[REDACTED]

---

**From:** Licensing [REDACTED]  
**Sent:** 13 February 2023 15:29  
**To:** [REDACTED]  
**Subject:** RE: Licence application for We Out Here festival, Wimborne St Giles

Thank you for sending in your letter of representation for the premises licence for the We Out Here Festival, St Giles Park, Wimborne St Giles. I will be sending your representations later today to the applicant, under the Licensing Act 2003 the applicant has the right to see the full details of the representation so this will include your names and addresses that have been written in your representation.

As we have received your letter of representation what will happen next is after the end of the consultation period of 28 days we will arrange a committee hearing, where all those who have made a representation along with the applicant will be invited to.

The committee hearing will be run by the Licensing Sub-Committee which is tabled by three councillors of Dorset council. All parties involved will be given an opportunity to speak to amplify what they have originally said in their representation. The decision will be down to the Licensing Sub-Committee and they have a selection of options that they could take and these are:

- a) to grant the licence subject to such conditions as the authority considers appropriate for the promotion of the licensing objectives, and the mandatory conditions
- b) to exclude from the scope of the licence any of the licensable activities to which the application relates;
- c) to refuse to specify a person in the licence as the designated premises supervisor;
- d) to reject the application.

Representations must relate to one or more of the four licensing objectives and these are, Crime and Disorder, Prevention of Public Nuisance, Protection of Children from Harm and Public Safety.

Something to note in relation to the decision process in regards to a premises licence application, any matters concerning highways, be this traffic levels or parking, will not be considered in the decision process as decisions are based on what takes place within the licensable area that is being applied for and not for concerns that may or may not take place outside of it. Highways are not a responsible authority under the Licensing Act 2003, these applications are not consulted with the Highways authority.

I will be sending out invites to the committee as soon as we have arranged one, a committee cannot be arranged until after the 28 day consultation period.

Many thanks

Kathryn Miller  
Senior Licensing Officer  
Community and Public Protection  
Dorset Council



---

**From:** [REDACTED]  
**Sent:** 10 February 2023 15:24  
**To:** Licensing [REDACTED]  
**Subject:** Licence application for We Out Here festival, Wimborne St Giles

Good afternoon,

I would like to make some comments on the application above:

Why has the festival had to relocate to Dorset? Are the reasons for the relocation reasons to decline a licence here? Has the Council made enquiries?

The paragraph below (prevention of public nuisance, p18-19) doesn't appear to make sense. Have the wrong days been stated? It is difficult to tell as the checkboxes for hours are not ticked on the form.

In year 1 (2023), the PLH will ensure that live music will finish no later than 00:00 on Thursday and Sunday, and 03:00 on Saturday and Sunday. Recorded music will finish no later than 00:00 on Thursday and Sunday, and 05:00 on Saturday and Sunday. Daytime Stages and Performance Venues will finish no later than 20:00, and the Main Stage will finish no later than 23:00 on Thursday, Friday, Saturday and Sunday. Ancillary late night stages and performance venues will finish no later than 00:00 on Thursday and Sunday and 04:00 on Saturday and Sunday.

Primary late night stages and performance venues will finish no later than 00:00 on

Thursday and Sunday and 05:00 on Saturday and Sunday

Regardless of what the applicant actually means, every day of the week is a working day for someone, and live music finishing at 05.00 will inevitably cause disturbance, distress, loss of sleep and inconvenience to anyone living within earshot. Over a few consecutive days this can lead to health problems. The organisers say this is a family festival but surely it would not be very healthy for children to be kept awake all night for several nights in a row even if it is in the school holidays. There will also be a worrying number of sleep-deprived motorists leaving the site during and at the end of the festival. I don't object to the festival per se, but I do object to noise disturbance.

I'd also like to point out that the site is at the same elevation above sea level as Alderholt, with just one slightly higher small hill, Kings Barrow, in the way. So potentially the whole village could be disturbed.

I feel that the performances should finish at a reasonable time every day. i.e. a time that will allow people in earshot to get a healthy amount of sleep before heading out for work in the morning.

I am also concerned that Dorset residents should not have to pay for any extra policing, etc., for this event - any such costs should be fully covered by the organisers.

[REDACTED]

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## Licensing

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**From:** [REDACTED]  
**Sent:** 14 February 2023 08:31  
**To:** Licensing  
**Subject:** Fwd: Delivery Status Notification (Failure)

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Kathryn

----- Forwarded message -----

From: **Mail Delivery Subsystem** <[mailer-daemon@googlemail.com](mailto:mailer-daemon@googlemail.com)>  
Date: Mon, 13 Feb 2023 at 17:06  
Subject: Delivery Status Notification (Failure)  
To: [REDACTED]



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The response from the remote server was:

550 5.4.1 Recipient address rejected: Access denied. AS(201806281) [[VI1EUR02FT061.eop-EUR02.prod.protection.outlook.com](#) 2023-02-13T17:06:41.768Z 08DB0D5D4FF060C5]

----- Forwarded message -----

From: [REDACTED]  
To: [licencing@dorsetcouncil.gov.uk](mailto:licencing@dorsetcouncil.gov.uk)  
Cc:  
Bcc:  
Date: Mon, 13 Feb 2023 17:06:29 +0000  
Subject: New Permanent Premises Licence for St. Giles Park, Wimborne St Giles, Wimborne, Dorset BH21 5NA.

Dear Licencing Authority, I wish to OBJECT to the granting of the above licence on the following grounds:-

1. Traffic. the road past St. Giles Park is not adequate for the traffic likely to be generated by this event, it is already an accident black spot. I use the road 2 or 3 times a week and every year there is a car or motorcycle in the hedge and a diversion on several occasions. The road is not wide enough for people to queue for entrance without blocking the road. There have been other "Camping" events there recently, with people walking along the unlit road without even an adequate grass verge for them to walk on.

2. Light Pollution. The site is on the edge of the Cranborne Chase Dark Skies Area. The event will produce a significant amount of Light Pollution over several nights.

3. Noise Pollution. The event will also produce a considerable amount of NOISE, this is not compatible with the Rural nature of the area.

There are already a large number of events like this in Dorset and south Wiltshire, we do not need any more to add to the nuisance caused to local residents.

I have noticed that there has been almost no publicity in the area about this proposal. The only notices have been scattered in the hedgerows where they are impossible to read. It was only by walking from a layby for several hundred yards that I found the notice.

I note that it is called a "Multi-day Event". Even one day will be too many.

Yours Sincerely, [REDACTED]

## Licensing

---

**From:** [REDACTED]  
**Sent:** 16 February 2023 08:40  
**To:** Licensing  
**Subject:** Application from Out Here Ltd

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Kathryn

Dear Sir or Madam

I would like to object to the music and alcohol licensing hours in the application by Out Here Ltd at St Giles Park. The extremely extended hours 3am for music and 5am for alcohol are extremely disruptive for local residents given that expected numbers are 17000 in year 1 and 25000 in year 2 and are also not in line with the alleged aim of the festival. This event is being advertised as a family event and alcohol sale and music into the early hours/all night are not compatible with this. I do not believe that the period in which alcohol is not for sale is long enough either for welfare reasons, noise to the community and particularly given the rural location and that ticket holders will be driving to the site. I believe it could encourage drunk driving on rural roads after the event. Local families will be unable to have any reasonable period of daytime peace and/or length of nighttime sleep given the expected noise levels from music and its duration. The organisers have only made provision for free tickets to people who live in a very small radius of the site with others in the locality having to pay either a reduced or full price depending on their address. Therefore there is little in the way of mitigation for those disrupted. I would urge you to reduce both the music and alcohol timings. Kind regards [REDACTED]

[REDACTED]

Sent from my iPhone

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## Licensing

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**From:** [REDACTED]  
**Sent:** 27 February 2023 17:22  
**To:** Licensing  
**Cc:** [REDACTED]  
**Subject:** RE: Festival at St Giles Estate

**Categories:** Kathryn

Hello Kathryn, and thank you for the information.

It isn't widely known that Dorset Council is a partner in this AONB and statutorily its policies are contained in our AONB Management Plan 2019-24. That Management Plan is a statutory requirement of the Countryside and Rights of Way Act 2000. Those policies have been formally adopted by Dorset Council and are its policies for this AONB.

The purposes of AONB designation are conserving and enhancing natural beauty. Key characteristics of this Area of Outstanding Natural Beauty include its tranquillity and, therefore, we do have to consider events and developments that could impact adversely on that tranquillity. Gatherings of thousands of people, and the additional traffic, can impact adversely on the tranquillity of the AONB as well as the aesthetics and natural beauty. Noise can be an issue, and because this AONB is also the 14<sup>th</sup> International Dark Sky Reserve in the world we are particularly concerned about light pollution. In this IDSR the local authorities have an obligation to reduce light pollution, not merely limit the increase in light pollution.

Whilst the legislation you work with regularly relates specifically to licencing matters and topics that can be considered relevant, the duty under section 85 of the CRoW Act is overarching, applying to Dorset Council, its staff and councillors, as a whole. The potential impacts of the Festival on this AONB do, therefore, have to be assessed and, as described in the DEFRA guidance document [*Duties on relevant authorities to have regards to the purposes of National Parks, Areas of Outstanding Natural Beauty and the Norfolk and Suffolk Broads 2005 rev 2007*] the Council should be able to show a trail how it has assessed impacts and taken them into account in each decision it makes in relation to land within this AONB.

This AONB is happy to work with others to achieve mutually beneficial / satisfactory outcomes but we do need to have the details and with adequate time to evaluate the situations. The Festival appears to seek approval for films indoors and outdoors between 11am and midnight, and midnight to 6am, together with live, recorded, and amplified music and dancing for similar times both indoors and outdoors. Permission for late night refreshment appears to be being sought from 11pm through midnight to 6am for at least 5 days along with the supply of alcohol for similar times.

Section L, p16 of the application, appears to show 24 hour operation for the period of the Festival. This AONB Partnership is mindful that in addition there will be an extended period of set up and also one of take down.

The statements of public nuisance, p18/19 appear to contradict the time periods for live, amplified, and recorded music in earlier sections of the application. It also appears to seek a licence for more than one year, a further reason for consulting with the AONB in advance of making definitive arrangements. The Festival is within a Registered Historic Park and Garden and it would be prudent to consult with Historic England as well. We are aware that the landowner understands the implications for light pollution risking the loss of the IDSR designation, and that potential loss is something the Council should be aware of as well as its statutory section 85 duty.

[REDACTED]  
 [REDACTED]  
 [REDACTED]

[Redacted]

---

**From:** [Redacted]  
**Sent:** 23 February 2023 15:35  
**To:** Licensing <[licensing@dorsetcouncil.gov.uk](mailto:licensing@dorsetcouncil.gov.uk)>  
**Subject:** RE: Festival at St Giles Estate

Thanks.  
Yes there were about 30 blue notices all up the Sixpenny Handley-Cranborne road, just tied to trees/shrubs, many are now flying around the road & no one would read them as they drive up/down that road...not a particularly good indication of the care that might be afforded to a nationally designated landscape.

Nevertheless, there is a duty under Sec 85 of the CRoW Act 2000 for all public bodies to have regard to the purposes of AONB designation (conserve and enhance) in their activities and programmes of work and also as an International Dark Sky Reserve we will have concerns re the lighting being utilised over these days. We are attempting to contact the organisers through Lord Shaftesbury who assisted admirably when it was to be the original 6 week glamping event.

With our stretched, PT team we will endeavour to get a response to you by end of play Monday.  
Thank you for your swift response,

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

---

**From:** Licensing [Redacted]  
**Sent:** 23 February 2023 14:53  
**To:** [Redacted]  
**Subject:** RE: Festival at St Giles Estate

Dear [Redacted] thank you for your e-mail regarding the festival that has applied to be held at St Giles Estate. Under the Licensing Act 2003, the person making the application shall advertise the application prominently, at or on the premises which it relates where it can be conveniently read from the exterior of the premises and on pale blue paper, this notice has to stay up for 28 consecutive days starting on the day after the day which the application was given to the authority. In the case of the this particular premises, as it covers an area of more than 50 square metres, further notices in the same form have been placed every 50 meters along the external perimeter of the premises abutting any highway. The same notice also needs to be published in a newspaper that is circulated in the vicinity of the premises.

We are not required under the Licensing Act 2003 to notify nearby residents, however, every week we send an e-mail out to all Parish Councils and Ward Members which lists all our current new and variation applications. These applications can be viewed on our [website](#).

As there are strict timescales laid down by the Licensing Act 2003, we are unable to extend the deadline for comments. The last date for representations is 27 February 2023.

If you have any questions please do not hesitate to contact me.

**Many thanks**

**Kathryn Miller**  
**Senior Licensing Officer**  
**Community and Public Protection**  
**Dorset Council**



[Redacted]

[licensing@dorsetcouncil.gov.uk](mailto:licensing@dorsetcouncil.gov.uk)



---

**From:** [Redacted]

**Sent:** 23 February 2023 13:09

**To:** Licensing [Redacted]

**Subject:** Festival at St Giles Estate

Regards,

We have not received any notification of the festival due to be held at St Giles Estate in August but a local councillor has now forwarded us the licence application.

As we have only just seen this, may I politely request that we might have one additional week to respond.

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

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# We Out Here

Dear [REDACTED]

By way of introduction, my name is Joe Barnett and I am the Event Director and one of the founding partners of We Out Here festival. I have been forwarded a copy of the representation that you have made to the application for a premises licence for St Giles Park, and thought that it would be helpful if I were to set out some of the background to the planning for the festival and to answer the points raised in your representation.

## WOH

We Out Here is a four day, family friendly music festival curated by Gilles Peterson of BBC Radio 6. Launched in 2019 the event brings the best in the UK jazz scene together with a wide breadth of genres that Gilles has been celebrating over the last 30 years. We celebrate musical legends and emerging talent together and aim to offer our music loving audience a range of other offerings while at the event, from talks and cinema, kids, yoga and wellness activities, clothing, craft and record markets, and even roller skating and open water swimming!

As organisers we have been running events in the UK and abroad for 20 years and have brought together a team of event professionals with a wealth of experience across large scale event production to deliver this festival.

## Background and relocation

The previous three editions of the festival took place in Abbots Ripton, Cambridgeshire after which we chose to relocate the event once the land owners decided to bring back their own festival that had previously run on the land.

We have been liaising with Dorset Council and the Safety Advisory Group (SAG) since Autumn 2022 and would like to assure you that every stage of our event planning goes through a robust internal and SAG review process to ensure adherence to all licensing objectives, including that which you have raised concerns over. An event specific Event Management Plan has been developed, and will continue to be developed, in consultation with the regulatory authorities, including the Police and EHO.

We built strong relationships and a solid reputation with Huntingdonshire District Council Licensing and SAG teams over our 4 years of operating in Cambridgeshire, and have facilitated introductions between both police forces and relevant council departments in the 2 locations, inviting Dorset Police and Council to do their 'due diligence' to add wider context to our direct liaison during the pre-application consultation we have undertaken with them.

We have outlined some information below that we hope you find useful and would be happy to discuss further if required.

## Sound

To clarify hours for you, during this year's 4-day event....

- Thursday and Sunday evenings, there will be no regulated entertainment past 00:00
- On Friday and Saturday evenings, where regulated entertainment runs past midnight and into the following day (Saturday and Sunday mornings), live music will run until 03:00 and recorded music will run until 05:00, with a number of 'ancillary' venues closing by 04:00 to facilitate a staggered finish aimed at designing-out late night impact of off-site levels.
- Saturday and Sunday are the only mornings affected by a post-midnight finish from the day before.

A Sound Management Plan has been developed in conjunction with and approval from the Environmental Health Officer of Dorset Council, who to clarify, have not served a representation against this application.

We have contracted Electric Star as one of the best sound consultants in the UK with direct experience of working in Dorset to produce and deliver this plan for us. They have engaged in the design of the site through sound modelling from the very start of the planning process and both have, and will continue to, liaise closely with Environmental Health on levels, monitoring and reporting.

During the event fixed sound monitoring equipment will be recording all the sound levels to ensure we do not exceed the levels set by EHO. We will also have a team of 6 sound monitoring staff who will be ensuring all stages are within our set limits and responding to any concerns raised by our local community who will be able to contact us 24/7 over the weekend.

We have an extensive Community Engagement strategy aimed at those who could be affected by the event an on site contact number will be provided to local residents in due course) and we will continue to liaise via Parish Councils (Knowlton and Cranborne and Edmondsham), Community Meetings and Letter Drops to ensure relevant details have been distributed to everyone.

Finally, we anticipate that a significant majority of our customers will arrive on Thursday or Friday and depart on Monday morning. The use of public transport will be promoted heavily through our website and social media channels. We are will also be providing national coaches as well as providing shuttles from Salisbury and Bournemouth train stations.

If you do require any further information about the festival then please do not hesitate to contact me. I can be reached on [REDACTED]

Joe Barnett

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# We Out Here

Dear [REDACTED]

By way of introduction, my name is Joe Barnett and I am the Event Director and one of the founding partners of We Out Here festival. I have been forwarded a copy of the representation that you have made to the application for a premises licence for St Giles Park, and thought that it would be helpful if I were to set out some of the background to the planning for the festival and to answer the points raised in your representation.

## WOH

We Out Here is a four day, family friendly music festival curated by Gilles Peterson of BBC Radio 6. Launched in 2019 the event brings the best in the UK jazz scene together with a wide breadth of genres that Gilles has been celebrating over the last 30 years. We celebrate musical legends and emerging talent together and aim to offer our music loving audience a range of other offerings while at the event, from talks and cinema, kids, yoga and wellness activities, clothing, craft and record markets, and even roller skating and open water swimming!

As organisers we have been running events in the UK and abroad for 20 years and have brought together a team of event professionals with a wealth of experience across large scale event production to deliver this festival.

## Background and relocation

The previous three editions of the festival took place in Abbots Ripton, Cambridgeshire after which we chose to relocate the event once the land owners decided to bring back their own festival that had previously run on the land.

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We built strong relationships and a solid reputation with Huntingdonshire District Council Licensing and SAG teams over our 4 years of operating in Cambridgeshire, and have facilitated introductions between both police forces and relevant council departments in the 2 locations, inviting Dorset Police and Council to do their 'due diligence' to add wider context to our direct liaison during the pre-application consultation we have undertaken with them.

We have outlined some information below that we hope you find useful and would be happy to discuss further if required.

### 1. Traffic

The management of the event will be subject to an Event Management Plan (EMP) which is the subject of on-going scrutiny by the SAG and statutory authorities

Part of the EMP includes a Traffic Management Plan. We have appointed CTM, one of the country's leading event traffic operational teams to manage traffic internally and externally to the perimeter of the site.

We will also be promoting the use of public transport through our website and social media channels as well as providing national coaches and shuttles from Salisbury and Bournemouth train stations.

We will also be liaising with the local Highways teams to ensure that traffic management is co-ordinated effectively.

### 2. Light Pollution

We are very conscious of the positioning of St Giles Park within the AONB and its inclusion within the IDSR and the responsibility that comes with delivering an event in these conditions.

We are liaising with the Cranborne Chase representatives of AONB and will be developing our Ecological Impact Report with them that will form part of our EMP.

Within that report, light pollution will be a key consideration and will cover mitigating measures around hours that lights will be operating during the build and break, the direction of safety flood lighting and the type of bulbs being used.

### 3. Sound Management

A Sound Management Plan has been developed in conjunction with and approval from the Environmental Health Officer of Dorset Council, who to clarify, have not served a representation against this application.

We have contracted Electric Star as one of the best sound consultants in the UK with direct experience of working in Dorset to produce and deliver this plan for us. They have engaged in the design of the site through sound modelling from the very start of the planning process and both have, and will continue to, liaise closely with Environmental Health on levels, monitoring and reporting.

During the event fixed sound monitoring equipment will be recording all the sound levels to ensure we do not exceed the levels set by EHO. We will also have a team of 6 sound monitoring staff who will be ensuring all stages are within our set limits and responding to any concerns raised by our local community who will be able to contact us 24/7 over the weekend.

# ***We Out Here***

## **4. Publicity of application**

I am sorry that you feel that there has been no publicity about the proposal.

We have an extensive Community Engagement strategy aimed at those who could be affected by the event and liaise via Parish Councils (Knowlton and Cranborne and Edmondsham), Community Meetings and Letter Drops to ensure relevant details have been distributed to everyone.

We have been utilizing the local Round Robin newsletter and will be sharing information via The Circle magazine in future also. We welcome any suggestions of how we can better reach local communities as this is really important to us.

There were a total of 94 Blue Notices put up as per Licensing Act guidelines, and an advertisement was placed in the Stour and Avon Gazette on Friday 10th February.

If you do require any further information about the festival then please do not hesitate to contact me.  
I can be reached on [REDACTED]

Joe Barnett

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We have outlined some information below that we hope you find useful and would be happy to discuss further if required.

## Hours and numbers

A licence for 24,999 has been applied for as a long-term absolute maximum capacity. This number includes performers, guests, staff and officials.

- Year 1 (2023), this number will not exceed 17,999
- Subsequent years

Should it be deemed that the event and venue are suitable for organic growth following prior year analysis and consultation with the local Safety Advisory Group (SAG which includes representatives of the licensing authority and statutory authorities), total on-site numbers would be limited to 19,999 in year 2 (2024), 22,999 in year 3 (2025) and 24,999 in year 4 (2026).

The local communities will be consulted as a part of this feasibility analysis to ensure that growth is organic and sustainable for all affected.

## Sound Management

A Sound Management Plan has been developed in conjunction with and approval from the Environmental Health Officer of Dorset Council, who to clarify, have not served a representation against this application.

We have contracted Electric Star as one of the best sound consultants in the UK with direct experience of working in Dorset to produce and deliver this plan for us. They have engaged in the design of the site through sound modelling from the very start of the planning process and both have, and will continue to, liaise closely with Environmental Health on levels, monitoring and reporting.

During the event fixed sound monitoring equipment will be recording all the sound levels to ensure we do not exceed the levels set by EHO. We will also have a team of 6 sound monitoring staff who will be ensuring all stages are within our set limits and responding to any concerns raised by our local community who will be able to contact us 24/7 over the weekend.

## Timings

The timings for the provision of regulated entertainment and the sale of alcohol will be no later than midnight on Thursday and Sunday in respect of working days on Friday and Monday.

On Friday and Saturday nights, operating hours of venues and bars will be staggered to finish from 21:00 to 05:00 (the following morning), with programming and site layout aimed at designing-out late night impact of off-site levels which will be closely monitored via the sound monitoring team as outlined above.

# ***We Out Here***

In line with changes to the capacity of the event (as set out above), any proposal for changes to the timings laid out for year 1 will be considered against prior year analysis and SAG and local community consultation to ensure that any extension of hours within the maximum hours applied for will not increase the risk of public nuisance.

## **Community Engagement**

We have an extensive Community Engagement strategy aimed at those who could be affected by the event and liaise via Parish Councils (Knowlton and Cranborne and Edmondsham), Community Meetings and Letter Drops to ensure relevant details have been distributed to everyone.

We have been utilizing the local Round Robin newsletter and will be sharing information via The Circle magazine in future also. We welcome any suggestions of how we can better reach local communities as this is really important to us.

Our reduced priced tickets are offered to those in the immediate vicinity of the site, and we will of course consider any requests within the wider locality on a case by case basis.

If you do require any further information about the festival then please do not hesitate to contact me.  
I can be reached on [REDACTED]

Joe Barnett

FAO: Licensing, Dorset Council, County Hall, Dorchester DT1 1XJ

[REDACTED]

Date: 10<sup>th</sup> February 2023

Dear Licensing,

*Application for Permanent Premises Licence by We Out Here Ltd in respect of St. Giles Park, Wimborne St. Giles BH21 5NA.*

I am writing in support of the above application which relates to a music festival which will last from August 10 to August 14 this year (2023).

My house is three and a half miles from the site across open fields which means that any sound emanating from the event will be clearly audible in my property.

Even so, I believe this festival is just what is needed in the area – and I think this application should be granted.

There has, unfortunately, been a decline in the number of local festivals in recent years.

The Larmer Tree festival in the neighbouring village of Tollard Royal is now an irregular event and the chilli festival which used to be held at St. Giles Park has moved elsewhere.

To be brutally honest, the type of music planned by We Out Here Ltd for the coming occasion is probably not my first preference but it has wide appeal across all age groups.

To those who are worried about noise and disruption, I would claim that this is much more likely to happen with private house parties than a well organised and properly supervised event of the kind proposed for St. Giles Park this summer.

In the same way, injuries from rockets are generally far more common at private firework displays than public ones.

I would draw the council's attention to the End Of The Road festival which has taken place at Tollard Royal every September without incident. There is no reason to suppose that the August event at St. Giles Park will be any different.

There has been some slight concern locally at the wording of the application form which refers to "permanent premises licence," giving the impression that this could open the door to more frequent events throughout the year in the future.

I am assured by a representative of St. Giles Park that this is definitely not the case, so it might be wise for the organisers to make this clear in order to allay any fears.

██████████

██████████████████



## Licensing

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**From:** [REDACTED]  
**Sent:** 21 February 2023 23:03  
**To:** Licensing  
**Subject:** Fwd: FW: Open Licence Application

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**Categories:** Kathryn

Please see comments below from Cranborne & Edmondsham PC regarding their views on the Licence Application for We Out Here Limited.

Thank you

----- Forwarded message -----

**From:** [REDACTED]  
**Date:** Tue, 21 Feb 2023 at 22:59  
**Subject:** Re: FW: Open Licence Application  
**To:** Aileen Powell [REDACTED]

Dear Aileen

Cranborne & Edmondsham PC met tonight and voted in favour of granting the license application. One question that was asked was if this was a one off event or if this would be happening every year.

Does We Out Here limited have to give any money to the surrounding neighbourhoods - I have heard that this happens in other counties (I presume to compensate for the noise, inconvenience etc?)

Thank you

Thank you

On Tue, 31 Jan 2023 at 14:09, Aileen Powell [REDACTED] wrote:

Dear Councillors and Parish Clerks

I am notifying you of a major new licence application that came in yesterday afternoon, after I had sent out the weekly email, and which is in your ward or your ward may be affected by it. This is a very large festival 20,000 to 25,000 people so I wanted to give you as much time as possible to consider it. If you have any questions, please get back to me.

Kind regards

Aileen



## Licensing

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**From:** [REDACTED]  
**Sent:** 22 February 2023 16:44  
**To:** Licensing  
**Subject:** Music  
  
**Categories:** Kathryn

Dear sir/madam I am writing to support the annual festival of music in Wimborne St Giles, although I do not reside there,ido live close by. In the summer this is just the sort of thing needed.In resent times we have endured lots of changes,the costof living has increased much,so this would be a wonderful escape and local people could have a lovely time and needn't travel for this day or evening and just enjoy musical entertainment. [REDACTED]  
[REDACTED]

[Sent from the all-new AOL app for Android](#)

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