

## Supplementary Information 2

1. Further correspondence from a person who made a representation.
2. Submission from the applicant's solicitor
3. Traffic Management Summary
4. Agreed Conditions

Further Correspondence relating to Appendix 7 Rep 1

FAO: Kathryn Miller, Senior Licensing Officer, Community and Public Protection, Dorset Council, Licensing, County Hall, Colliton Park, Dorchester DT1 1XJ.

From:

Date: 17<sup>th</sup> March 2023.

*Subject: Permanent Premises Licence Applied For By We Out Here Ltd.*

Dear Ms Miller,

I hope to be at the licensing committee meeting on Wednesday (22<sup>nd</sup> March) where the above application will be discussed and I wish to reserve my right to speak.

Unfortunately, transport difficulties may prevent my attendance.

In any case, as someone who has already written expressing my support for the four-day festival planned for August 10-14 at Wimborne St. Giles, I would like committee members to read and note my comments regarding the various objections which have been made to this event.

- Dorset Police say the granting of this licence will “undermine” the prevention of crime and disorder and put at risk public safety. In the absence of greater clarity on the force’s part, I suspect they believe that festival-goers may get involved in alcohol-fuelled brawls or get so intoxicated that they will injure themselves and others by accident.

If this is the police case, perhaps they should also demand the refusal of alcohol and entertainment licences in every major town and city – particularly during the summer holiday season at packed seaside resorts like Bournemouth or Weymouth where drunken disorder is commonplace and where drownings and falls from cliff tops are an ever-present danger.

I doubt if hooliganism on anything like that sort of scale – if at all – will occur at a well-run and properly-marshalled event of the kind that We Out Here Ltd are experienced at organising.

- Some objectors have raised the prospect of drunken driving by festival attendees. Given the high security presence and the fact that most people attending the festival will be camping at the site, I believe this problem is far less likely at Wimborne St. Giles between August 10-14 than at many coastal hot spots in Dorset. In fact, as a third objector points out, the approach roads to the site will probably be clogged up by slow-moving vehicles which will act as a further brake on any irresponsible driving.
- As far as light pollution from the festival’s illuminations adversely affecting the Cranborne Chase Dark Skies area is concerned, it is worth noting that there are only about FOUR HOURS of proper darkness on each of the nights that the festival will be operating. In Wimborne, astronomical twilight between August 10 and August 14 begins as early as 3.30 in the morning and does not end until nearly 11.00 in the evening.

Further Correspondence relating to Appendix 7 Rep 1

- The only possible cause for complaint against a festival of this size and duration is the level of amplified sound emanating from St. Giles Park. As someone who lives only three and a half miles across open fields from the site, I know the music will be audible in my property. But I am confident that the sound levels will be properly regulated by skilled technicians which is more than can be said for the numerous un-regulated house parties that are held in this area during the summer holidays.

In short, I believe this licence should be granted.

Yours sincerely,

## Email from Applicant's Solicitor - Matthew Phipps

Please can this be placed before the committee as an introduction/summary of the matters.

### **Written Submission**

This brief submission is aimed at assisting the Dorset licensing committee, officers and local residents who are parties to the above matter listed for hearing on Wednesday. In essence it summarises the submissions that the applicant will make to the licensing committee on Wednesday 22 March and introduces the documents that will be before the committee on Wednesday. Documents marked in bold and underlined to assist.

### **Dorset Council Licensing Act 2005 policy**

The council's own licensing policy acknowledges the contribution and wider benefits that cultural opportunities present to the authority and residents. See particularly paragraphs below (with brief summary of text):

- 2.6 – Over half of Dorset is covered by the area of outstanding natural beauty designation.
- 2.12 – Dorset has strong artistic and supporting traditions and have some of the best attended outdoor events in the country.
- 2.16 – Dorset has a long-established reputation for the encouragement of community and diverse cultural events and public entertainment as an essential aide to community involvement and an increasing sense of common identity.
- 3.2 – The council may from time to time receive reports on other policies, strategies and initiatives that may impact on licensing activity within the remit of the committee. Subject to the general principals set out in this policy and the overriding need to promote the full licensing objectives it may have regard to them when making licensing decisions.
- 3.3 – The committee may, after receiving such reports, ..... include recommendations to amend the licensing policy itself.
- 3.12 – The council will seek to support this ethos (a light touch regulatory regime) when encouraging new businesses to set up in the Dorset Council area and the expansion of existing businesses.
- 4.4 – The council recommends that applicants risk assess their operation against the full licensing objectives to identify potential areas of concern.
- 4.6 – The council recommends early consultation with responsible authorities.
- 4.17 – Special events in the open air or temporary structures raise particular issues.
- 4.25 – The council recognises that it is necessary to balance the rights of local residents' businesses and others with those wishing to provide licensable activities and those who wish to use such facilities.
- 5.17 – The requirement to promote the licensing objectives will be of paramount consideration
- 5.20 – The promotion and the organisation of live music and similar entertainment in the open air or in temporary structures like marquees etc can provide opportunities for community involvement, Civic Pride and can attract visitors to the Dorset council area.
- 5.121 – However the success of such events by way of contribution to the councils cultural and tourist strategies depends upon the quality levels of safety and consideration of the rights of people who live or work in the vicinity and the standard of provision of facilities for those coming to enjoy the event.

5.22 – In recognition of the special factors that are relevant particularly with respect of major open-air events such as concerts or festivals, the council has established a multi-agency safety advisory group to assist organisers in coordinating such events. This includes council departments who have an interest in or legislative role relevant to such events, together with representatives of the emergency services.

5.25 – It is important that substantial notice is given to the proper preparations and precautions can be put in place for an event.

5.28 – The council will consider the individual merits of the application and act so as to promote the licensing objectives.

2.2 – Whilst applicants are not required to seek the views of responsible authorities before formally submitting their application, they may find them to be a useful source of expert advice on local issues that should be taken into consideration when making an application. The council encourages cooperation between applicants, responsible authorities and where relevant local residents and businesses before applications are submitted in order to minimise the scope for disputes to arise.

6.27 – The council recommends that applicants complete a risk assessment of their business in order to understand what steps are required to complete the operating schedule in a manner which enables the council and responsible authorities to assess how they will promote the licensing objectives.

6.49 – The council will never attach any set of conditions in the matter of routine and would not expect applicants to do so either. Any conditions which are applied to a licence must be as a result of conducting a risk assessment or attach by committee following due consideration of the merits of each individual application, any representations received and the specific measures required to promote the licensing objectives.

### **The Applicant - We Out Here**

We Out Here are an experienced event production and management organisation. They have considerable experience of delivering events of this nature, and this event specifically in Huntingdonshire, across the country. Information about the event itself, with associated information about the team can be found in the document headed **presenter**. The event was first launched in 2019 and features a diverse line up of artists from genres including jazz, soul, funk and electronic music. The event is much broader and wider than merely a music event with workshops, talks and films.

### **Presenter**

This document is intended to introduce the committee to the event in a general sense. It is predominantly an introduction to the nature, type and style of the activities that you could reasonably expect to see on the site during the event itself.

### **Experience and Expertise**

The Individuals involved are set out below with a brief introduction to their experience:

#### **Lou Woodward**

Ten years' experience delivering events across the UK and Europe - Worked on some of the UK's biggest festivals including Glastonbury and Boomtown - Event Manager for We Out Here since it's conception - Diplomas in both event safety management and crowd safety management - Additional training in emergency planning, counter terrorism, safeguarding mental health, health and safety etc

#### **Claire Goodchild**

15 years event experience, Operations Director and Founder of Events Agency specialising in outdoor events - MSc in Crowded Places and Public Safety Management // NCRQ Level 6 In Safety // NEBOSH Level 3 in safety // FdA Level 5 Crowd Safety // Level 2 Safeguarding // Personal Licence and SIA licence holder // Training in Counter Terror, accessibility for events, first aid - Member of UK Crowd Management Association, Association of Festival Organisers, IOSH Technical member - Coventry University Associate Lecturer in MSc Emergency and Disaster Management // BIMM

university lecturer in BA Events Management // Backstage Academy Guest Lecturer in BA Event Management - Contributor to Purple Guide (2021) and member of DCMS festivals working group.

### **Joe Barnett**

Founding partner and Event Director in a number of music festivals over a 15 year career, including international, one-day metropolitan and multi-day UK based camping events from 5,000 to 30,000 capacity including We Out Here. Passionate about celebrating different cultures that are brought together via musical events, keeping culture accessible and supporting young people and those underrepresented in the event industry. Board member for the Association of Independent Festivals and an Elevate Mentor for the events industry.

### **Nature of the event in 2023**

In the first year of the licence it is proposed to run a four day event in August 2023. Details of each days events including target audience and crowd profile can be found in the **event safety management plan**. There is also particular reference to this within both the **noise management plan** and **the letter to residents** sent by Joe Barnett the director of the organisation. (both in the supplementary agenda). In the first year ticket sales will be limited to 17,999 (including all staff, security etc).

### **Pre-application consultation**

Significant pre-application consultation has been carried out with the licensing authority, responsible authorities and local residents. This has included two residents consultation meetings in November and february and a safety advisory group meeting (10-11-22). That meeting involved a significant member of the responsible authorities who were fully appraised of the proposals sometime in advance of submission.

### **The application**

The application seeks to permit one event per year lasting for a maximum of four days.

### **Operating schedule (conditions)**

The **operating schedule** can be found in the agenda. The operating schedule is comprehensive and proportionate. These conditions and the **event safety management plan** provide a cohesive, if not exhaustive suite of obligations upon the applicants to deliver an event that promotes the licensing objectives. The operating schedule is a modern approach to premises licensing where reliance is placed upon the use and operation of an **event safety management plan**, a copy of which is included within the licensing committee agenda at pages.

However the operating schedule submitted with the application has now been supplemented by additional conditions agreed with the environmental health service and now likely with the Dorset Constabulary, with whom discussions are continuing.

### **Event Safety Management Plan**

The operational documents listed at page 4 (paragraph 2.3) are also significant and give a fair indication of the experience and expertise that is being brought to bear here.

### **Environmental health**

The environmental health service engaged with the applicants through the course of the consultation period (and before). A draft **noise management plan** has been produced, and circulated and is contained with the supplementary papers. The environmental health officers confirmation of the withdrawal of his representation, subject to the attachment of his proposed additional conditions is also included within the agenda papers.

### **The Dorset Constabulary**

As touched on above the Dorset Constabulary have also engaged with the applicants both before the submission of the application and thereafter. As we send this note across discussions with the police are continuing. We anticipate agreement being reached, but if not anticipate that there may be one or tow particular matters that the police would wish to address.

## **Residents**

Residents both object to and support the application (including the local Parish council.) The committee will note that the residents who have objected live in Verwood (4+km from the site) Ferndown (9+km from the site) and Aldershot (7km from the site).

## **Area of Outstanding natural beauty.**

We are entirely respectful of the dark sky status touched on by the representor. The committee will note that this is specifically and extensively addressed within the **ecological protection policy report** produced and included within the supplementary papers. The committee will have identified the following observations within the report: The festival is committed to working with Cranborne Chase AONB to look at what the festival can reasonably do to minimise the impact of its lighting on the dark skies reserve area. Lighting is categorised between back of house, car parks and all public areas and suitable and appropriate ameliorating considerations address the purposes and the policy that you are invited to consider.

## **Noise management - Electric Star Acoustics**

Electric Star Acoustics are a leading acoustic and noise management consultancy for the live events industry.

They have extensive experience of live music events and a proven track record of working with event organisers to enhance the audience's experience. Their experiences range from relatively small scale to major events staging both urban and residential environments providing for tens of thousands of people. On page 5 of their report is a brief introduction to their events and activities. The committee will note both the significance of the artists with whom they have worked as well as the large-scale event organisers who have a national even international reputation. They consider that despite the many technical challenges that events bring, relationships between all interested parties are of paramount importance and that each and every one of these understands the situation clearly. They therefore approach each event not in isolation but carefully consider the events, the venues and with thoughts directed to the wider community to make events successful and to secure venues for future years. Their summary on page 1 is a helpful introduction to the remainder of the document.

## **Letter from Joe Barnett**

The committee are referred to the We Out Here resident response letter sent by Joe Barnett on and included in the supplementary papers. Mr Barnett highlights the conditions within the operating schedule that attend to the resident's concerns and this is further developed within the objections matrix document also within the supplementary papers.

## **Objections Matrix**

This matrix sets out where the committee may quickly find that all matters raised by the residents and other objectors have been attended to within both the operating schedule and the event safety management plan.

## **Safety Advisory Group**

It is worthy of observation that the engagement of the safety advisory group in Dorset provides a secondary lock step to ensure compliance in that the officers will be engaged in effectively supervising all of the planning and work that will go into the delivery of the event hereafter.

We look forward to developing these points in front of the committee on Wednesday.

Your sincerely

Matthew Phipps  
Partner  
Head of Licensing England and Wales  
for TLT LLP

# We Out Here

## Premises Licence Application Traffic Management Summary

### Summary

The management of traffic at St Giles' Park is a key consideration for the event organisers, particularly given the new site location. We have undertaken significant engagement with the highways department of Dorset Council and have appointed experienced traffic management provider, CTM as official supplier.

Whilst the site is new, CTM have existing knowledge of the event demographic and historic traffic numbers to inform their decision-making process. Externally, there are 4 vehicle access gates from the B3078 and B3081.

**Blue Gate** – Production entrance directly from B3078 during build and live event.

**Green Gate** – Access gate, under traffic light control from B3078 during live event for buses, PUDO and campervans.

**Red Gate** – General admission and boutique camping access gate from B3081. Junction of B3078 and B3081 under traffic light control.

**Gold Gate** – Normal venue access point but **not** in use for the event other than Production exit.

In order to reduce vehicle numbers travelling to site, the following is in place:

**National Coach Service** – From major UK cities to and from event site at start and end of event

**Local Shuttle Service** – Bus service to/from Salisbury station through arrival and departure days. Continuous service running from 10am on opening day and 7am on Friday and Saturday. Return services run on Monday.

### Key Challenges & Provisions

Challenge	Provisions
National speed limit roads surrounding event site (60mph) present hazards for vehicles and pedestrians.	Temporary Traffic Regulation Order (TTRO) to be implemented to reduce speed limit to 30mph on roads surrounding event site.
Queueing traffic to create traffic impact throughout local roads.	Significant internal space within event site to bring vehicles into event before checking accreditation to reduce number of vehicles queueing on highway.
Right turn into Blue gate from B3078 is a sharp turning angle.	No right turns to be permitted. Vehicles to be re-directed on wider road network
Traffic turning into Green gate from B3078 and into B3081 towards Red gate to cause traffic delays on wider network.	Both junctions to be controlled by traffic lights manually operated by trained operatives. Aim to ensure traffic keeps moving as much as possible throughout load in/out.

Significant traffic volumes throughout the weekend of the festival.	WOH tends to welcome guests for the entire weekend rather than daily arrivals and returns. Approximately 75% of audience arrive on Thursday and 90% depart on Monday.
---	---

### Representation Challenges & Comments

Challenge	Comment
The roads surrounding B3078 are an accident blackspot (Colin Alborough)	We have an extensive traffic management plan in place including speed reductions, traffic signals and signage to minimise the risk of any traffic accidents in the vicinity of the event site.
Drunk driving on rural roads during the event (Susan Hogan)	Historically the event has not seen any significant numbers of guests attending the event just for individual days. Almost all attendees are very responsible and attend for the whole weekend.

## **We Out Here Conditions**

### **Sale of Alcohol**

- Wednesday 1400 to 2300
- Thursday 1100 to 0300
- Friday 1100 to 0400
- Saturday 1100 to 0400
- Sunday 1100 to 0300

Alcohol on Friday and Saturday to be 0400hrs. 0500hrs for 2024 and beyond with the prior written permission of Dorset Police.

### **Policies / Plans**

The following policies/plans will always be implemented at any time that licensable activities are taking place –

- a. Crowd Management Plan
- b. Drugs Policy
- c. Sound Management Plan
- d. Welfare and Safeguarding Policy
- e. Medical Plan
- f. Staff Training Policy
- g. Refusals Policy
- h. Fire Risk Assessment (to include details of capacity)
- i. Security Management Plan to include Search Policy
- j. Traffic Management Plan

All policies will be updated at least 28 days prior to the event each year and produced in advance to the Safety Advisory Group if required.

Copies of these plans/policies will be available for inspection by Dorset Police or any other Responsible Authority whilst licensable activities are taking place.

If any of these policies were interpreted to be in conflict with the conditions on the licence then the conditions are to be preferred.

### **Challenge 25 / Under age management, including the management of unaccompanied children**

Challenge 25 shall be operated at the premises at the point of entry and at the bars where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence or passport I Holographically marked PASS scheme identification cards. Appropriate signage advising customers of the policy shall be prominently displayed within the premises with particular focus on the points of sales and entry points to the site whilst licensable activities are taking place.

### **CCTV provision**

Body worn CCTV for no less than two nominated members of the SIA team at the main gate.

### **Incident Logs / Refusals Logs**

A Refusal Log will be maintained and available on request to any authorised authority, including Dorset Police and Dorset Council Licensing Authority officers, whilst the premises are carrying out licensable activities. This record will include reasons for refusal and what action was taken. This record will be retained by the Premises Licence Holder for a minimum period of 6 months.

An Incident Log shall be kept and maintained at the premises whilst licensable activities are taking place. The log should include the date and time of the incident and the name of the staff and other

individuals involved (where known). The log will be made available on request to an authorised officer of Dorset Council or Dorset Police whilst licensable activities are taking place and will record the following:

- (a) all crimes reported to the site staff
- (b) all ejections of patrons from the site
- (c) any complaints received (about licensable activities)
- (d) any incidents of disorder known to the staff or security
- (e) all seizures of drugs or offensive weapons at the entrance or elsewhere within the site
- (f) any visit by a relevant authority or emergency service.

### **Use of glass**

No drinks shall be served in glass containers at any time. Polycarbonate, paper or other safe and sustainable drinking vessels will be used at all times.

### **SIA minimum provision**

The licence holder shall undertake a risk assessment, which will include any advice and guidance from Dorset Police and other Responsible Authorities, regarding the deployment of SIA Door Supervisors to the event.

The Premises Licence Holder will implement the outcome of that risk assessment and a copy of the risk assessment must be made available to an authorised officer of Dorset Council Licensing Authority or Dorset Police upon request for a period of up to 6 months.

The licensee shall ensure that there will be a minimum of one SIA Door Supervisor on each of the primary bar service areas.

A minimum of two Door Supervisors at each entrance to the festival site.

The Premises Licence Holder must ensure that a record of all SIA Door Supervisors deployed is maintained on the premises.

This record will contain the full name and SIA registration number of each person on duty and the date and time he/she commenced duty and finished duty.

Sign-in paperwork shall be retained by the licence holder and be available for Dorset Police or other authorised persons for 6 months after each event.

The Premises Licence holder will ensure that all SIA staff are clearly identifiable to the public, through wearing high-visibility outer garments whilst on duty.

The Premises Licence Holder will ensure that each supervisor or manager or response team member of the door security provision, has access to a working handheld radio device, connected via a closed radio network, to facilitate communication between other Door Supervisors and the Designated Personal Licence Holder, or their nominated member of staff.

The Premises Licence Holder shall ensure that Door Supervisors working in teams have adequate devices to enable them to share and receive directions, information and intelligence effectively to enable them to respond effectively to any incident with minimal delay.

At least two nominated members of the SIA team, located at the main entrance/exit to the site, will ensure that they are in possession of a fully operational Body Worn Video device at all times that SIA Door Supervisors are deployed, to capture all occasions of disorder, wherever possible, occurring in the vicinity of the entrance / exit or within the premises.

The footage must be stored for a minimum of 31 days of the end of each event and be provided to Dorset Police or another authorised person with minimum delay upon request.

### **Personal Licence Holder requirement for bar outlets**

There will always be a personal licence holder (PLH) on duty, (or when on a break a nominated deputy) and assigned to each open bar area within the premises when the premises is providing licensable activities.

### **Welfare / First Aid**

The venue will also provide medical facilities commensurate with the type of event and volume of customers expected.

Written records of all accidents and safety incidents involving members of the public and/or staff will be kept. These will be made available at the request of an authorised officer for a period of 6 months.

At all times, First Aid equipment and materials adequate for the number of persons on the premises will be always available on the premises.

A procedure for dealing with unwell members of the public will be in place including those who appear to be affected by alcohol or drugs.

Bar/Relevant staff will be appropriately trained in such procedures as advised by Dorset Police and other Responsible Authorities.

Training will specifically be targeted and focused towards tackling Violence Against Women & Girls (VAWG).

There shall be no sales of alcohol for consumption off the premises

### **Staff Training**

All staff involved in the sale of alcohol shall receive training on the law relating to prohibited sales, the age verification policy adopted by the premises and the relevant conditions attached the premises licence, associated with the sale of alcohol.

A record shall be maintained of all staff training and that record shall be signed by the person receiving the training and the individual delivering the training.

Training will be delivered by the bar supervisor or a Personal Licence Holder who is conversant with the above training requirements.

The records shall be kept for a minimum of 6 months and made available for inspection by Dorset Police, Dorset Council Licensing Authority, or other authorized officers on request.

All security staff shall ensure that they have completed ACT (Action Counter Terrorism) and SCaN (See Check and Notify) or any other alternative Counter Terrorism training, recommended by the Home Office, in advance of each event.

Records of training shall be kept for a minimum of 6 months and be made available for inspection by Dorset Police, Dorset Council Licensing Authority, or other authorised officers on request.

### **Drug Amnesty Box**

A suitable purpose-made receptacle for the safe retention of seized illegal substances will be provided and arrangements made for the safe disposal of its contents as agreed with Dorset Police.

## Aileen Powell

---

**From:** Matthew Phipps [REDACTED]  
**Sent:** 20 March 2023 18:51  
**To:** gareth.gosling; Licensing; Aileen Powell; Kathryn Miller  
**Subject:** RE: Agreed Conditions - WOHF

Gareth/All thanks for this

All confirmed and agreed.

Much appreciated.

Matthew

---

**From:** Gosling, Gareth [REDACTED]  
**Sent:** 20 March 2023 17:45  
**To:** licensing@dorsetcouncil.gov.uk; Aileen Powell [REDACTED] Kathryn Miller  
[REDACTED]  
**Cc:** Matthew Phipps [REDACTED]  
**Subject:** FW: Agreed Conditions - WOHF  
**Importance:** High

All,

Apologies, it has clearly been a long day and I have neglected to send to the correct recipients.

Regards,

Gareth



**DORSET  
POLICE**

**Gareth Gosling 2551**

Police Sergeant

Tel: 01202 222824 Internal: 752 2824

---

### Drug & Alcohol Harm Reduction Team

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

---

**From:** Gosling, Gareth  
**Sent:** 20 March 2023 17:44  
**To:** Matthew Phipps [REDACTED] .Licensing <[Licensing@Dorset.PNN.Police.uk](mailto:Licensing@Dorset.PNN.Police.uk)>  
**Cc:** .Licensing <[Licensing@Dorset.PNN.Police.uk](mailto:Licensing@Dorset.PNN.Police.uk)>; Clare Goodchild [REDACTED]  
**Subject:** Agreed Conditions - WOHF  
**Importance:** High

Good Afternoon Aileen/Kathryn,

Further to a lengthy period of mediation between Dorset Police and the We Out Here Festival (WOHF) organisers and their representative, Mr. Phipps; Dorset Police are pleased to advise that we have reached agreement in respect of the conditions relating to the Premises Licence with the WOHF organisers.

Dorset Police remain concerned regarding the level of Special Police Services (SPS) being requested by the organisers, however, that aspect of the operation is separate from the Application for a Premises Licence and further discussions will take place between Dorset Police and the WOHF organisers in due course. The conditions agreed below will ensure that the applicant can have a framework within which to promote the licensing objectives to prevent crime and disorder, safeguard children from the harmful effects of alcohol and maintain the safety of the public within the licensed premises.

**On the basis that the applicant is willing to accept these conditions to the Premises Licence in their entirety, Dorset Police no longer have concerns that this Premises Licence will undermine the licensing objectives and our representation is withdrawn.**

I would be grateful if you could please pass our appreciation to your team and to the members of the Sub-Committee for their patience as we continued to make efforts to reach an agreement.

If any of your team or any members of the Sub-Committee have any queries or concerns regarding this matter then I am happy to receive them at any time.

Regards,

Gareth



**DORSET  
POLICE**

**Gareth Gosling 2551**

Police Sergeant

Tel: 01202 222824 Internal: 752 2824

#### **Drug & Alcohol Harm Reduction Team**

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

### **We Out Here Conditions**

#### **Sale of Alcohol**

- Wednesday 1400 to 2300
- Thursday 1100 to 0300
- Friday 1100 to 0400
- Saturday 1100 to 0400
- Sunday 1100 to 0300

Alcohol on Friday and Saturday to be 0400hrs. 0500hrs for 2024 and beyond with the prior written permission of Dorset Police.

#### **Policies / Plans**

The following policies/plans will always be implemented at any time that licensable activities are taking place –

- a. Crowd Management Plan
- b. Drugs Policy
- c. Sound Management Plan

- d. Welfare and Safeguarding Policy
- e. Medical Plan
- f. Staff Training Policy
- g. Refusals Policy
- h. Fire Risk Assessment (to include details of capacity)
- i. Security Management Plan to include Search Policy
- j. Traffic Management Plan

All policies will be updated at least 28 days prior to the event each year and produced in advance to the Safety Advisory Group if required.

Copies of these plans/policies will be available for inspection by Dorset Police or any other Responsible Authority whilst licensable activities are taking place.

If any of these policies were interpreted to be in conflict with the conditions on the licence then the conditions are to be preferred.

### **Challenge 25 / Under age management, including the management of unaccompanied children**

Challenge 25 shall be operated at the premises at the point of entry and at the bars where the only acceptable forms of identification are recognised photographic identification cards, such as a driving licence or passport I Holographically marked PASS scheme identification cards. Appropriate signage advising customers of the policy shall be prominently displayed within the premises with particular focus on the points of sales and entry points to the site whilst licensable activities are taking place.

### **CCTV provision**

Body worn CCTV for no less than two nominated members of the SIA team at the main gate.

### **Incident Logs / Refusals Logs**

A Refusal Log will be maintained and available on request to any authorised authority, including Dorset Police and Dorset Council Licensing Authority officers, whilst the premises are carrying out licensable activities. This record will include reasons for refusal and what action was taken. This record will be retained by the Premises Licence Holder for a minimum period of 6 months.

An Incident Log shall be kept and maintained at the premises whilst licensable activities are taking place. The log should include the date and time of the incident and the name of the staff and other individuals involved (where known). The log will be made available on request to an authorised officer of Dorset Council or Dorset Police whilst licensable activities are taking place and will record the following:

- (a) all crimes reported to the site staff
- (b) all ejections of patrons from the site
- (c) any complaints received (about licensable activities)
- (d) any incidents of disorder known to the staff or security
- (e) all seizures of drugs or offensive weapons at the entrance or elsewhere within the site
- (f) any visit by a relevant authority or emergency service.

### **Use of glass**

No drinks shall be served in glass containers at any time. Polycarbonate, paper or other safe and sustainable drinking vessels will be used at all times.

### **SIA minimum provision**

The licence holder shall undertake a risk assessment, which will include any advice and guidance from Dorset Police and other Responsible Authorities, regarding the deployment of SIA Door Supervisors to the event.

The Premises Licence Holder will implement the outcome of that risk assessment and a copy of the risk assessment must be made available to an authorised officer of Dorset Council Licensing Authority or Dorset Police upon request for a period of up to 6 months.

The licensee shall ensure that there will be a minimum of one SIA Door Supervisor on each of the primary bar service areas.

A minimum of two Door Supervisors at each entrance to the festival site.

The Premises Licence Holder must ensure that a record of all SIA Door Supervisors deployed is maintained on the premises.

This record will contain the full name and SIA registration number of each person on duty and the date and time he/she commenced duty and finished duty.

Sign-in paperwork shall be retained by the licence holder and be available for Dorset Police or other authorised persons for 6 months after each event.

The Premises Licence holder will ensure that all SIA staff are clearly identifiable to the public, through wearing high-visibility outer garments whilst on duty.

The Premises Licence Holder will ensure that each supervisor or manager or response team member of the door security provision, has access to a working handheld radio device, connected via a closed radio network, to facilitate communication between other Door Supervisors and the Designated Personal Licence Holder, or their nominated member of staff.

The Premises Licence Holder shall ensure that Door Supervisors working in teams have adequate devices to enable them to share and receive directions, information and intelligence effectively to enable them to respond effectively to any incident with minimal delay.

At least two nominated members of the SIA team, located at the main entrance/exit to the site, will ensure that they are in possession of a fully operational Body Worn Video device at all times that SIA Door Supervisors are deployed, to capture all occasions of disorder, wherever possible, occurring in the vicinity of the entrance / exit or within the premises.

The footage must be stored for a minimum of 31 days of the end of each event and be provided to Dorset Police or another authorised person with minimum delay upon request.

#### **Personal Licence Holder requirement for bar outlets**

There will always be a personal licence holder (PLH) on duty, (or when on a break a nominated deputy) and assigned to each open bar area within the premises when the premises is providing licensable activities.

#### **Welfare / First Aid**

The venue will also provide medical facilities commensurate with the type of event and volume of customers expected.

Written records of all accidents and safety incidents involving members of the public and/or staff will be kept. These will be made available at the request of an authorised officer for a period of 6 months.

At all times, First Aid equipment and materials adequate for the number of persons on the premises will be always available on the premises.

A procedure for dealing with unwell members of the public will be in place including those who appear to be affected by alcohol or drugs.

Bar/Relevant staff will be appropriately trained in such procedures as advised by Dorset Police and other Responsible Authorities.

Training will specifically be targeted and focused towards tackling Violence Against Women & Girls (VAWG).

There shall be no sales of alcohol for consumption off the premises

#### **Staff Training**

All staff involved in the sale of alcohol shall receive training on the law relating to prohibited sales, the age verification policy adopted by the premises and the relevant conditions attached the premises licence, associated with the sale of alcohol.

A record shall be maintained of all staff training and that record shall be signed by the person receiving the training and the individual delivering the training.

Training will be delivered by the bar supervisor or a Personal Licence Holder who is conversant with the above training requirements.

The records shall be kept for a minimum of 6 months and made available for inspection by Dorset Police, Dorset Council Licensing Authority, or other authorized officers on request.

All security staff shall ensure that they have completed ACT (Action Counter Terrorism) and SCaN (See Check and Notify) or any other alternative Counter Terrorism training, recommended by the Home Office, in advance of each event.

Records of training shall be kept for a minimum of 6 months and be made available for inspection by Dorset Police, Dorset Council Licensing Authority, or other authorised officers on request.

### Drug Amnesty Box

A suitable purpose-made receptacle for the safe retention of seized illegal substances will be provided and arrangements made for the safe disposal of its contents as agreed with Dorset Police.

\*\*\*\*\*

This e-mail is intended for the named recipient(s) only and may contain privileged information, which is protected in law. If you have received this e-mail in error, please contact the sender to advise them and delete this e-mail. Unauthorised use, disclosure, copying or distribution is prohibited.

\*\*\*\*\*

E-mail should not be regarded as a secure means of communication, we take all reasonable steps to ensure that e-mails are protected from malware, but cannot accept liability for any loss or damage, howsoever arising, as a result of their transmission to the recipients' computer or network.

\*\*\*\*\*

For more information, or to contact us, please visit us at [www.devon-cornwall.police.uk](http://www.devon-cornwall.police.uk) or [www.dorset.police.uk](http://www.dorset.police.uk) or e-mail [101@devonandcornwall.pnn.police.uk](mailto:101@devonandcornwall.pnn.police.uk) or [101@dorset.pnn.police.uk](mailto:101@dorset.pnn.police.uk)

### TLT. For what comes next.

### Keep up to date with our latest [insights and events](#)

### Please consider the environment before printing this email.

Please be aware of the increase in cybercrime and fraud.

TLT will not send you information about changes to bank account details by email.

If you receive an email purporting to be from someone at TLT advising you of a change to bank account details it is not genuine. Do not reply to the email or act on any information it may contain. Instead please contact the person dealing with your matter immediately.

TLT accepts no responsibility if you transfer money to a bank account which is not ours.

Please note we do not accept service by email.

The information in this email is confidential and may be privileged. It is for use by the addressee only. If you are not the addressee or if this email is sent to you in error, please let us know by return and delete the email from your computer. You may not copy it, use its contents or disclose them to another person. No liability is accepted for viruses and it is your responsibility to scan any attachments. TLT LLP, and TLT NI LLP (a separate practice in Northern Ireland) operate under the TLT brand and are together known as 'TLT'. Any reference in this communication or its attachments to 'TLT' is to be construed as a reference to the TLT entity based in the jurisdiction where the advice is being given. TLT LLP is a limited liability partnership registered in England & Wales number OC308658 whose registered office is at One Redcliff Street, Bristol, BS1 6TP. TLT LLP is authorised and regulated by the Solicitors Regulation Authority under ID 406297. In Scotland TLT LLP is a multi national practice regulated by the Law Society of Scotland. TLT (NI) LLP is a limited liability partnership registered in Northern Ireland under ref NC000856 whose registered office is at River House, 48 - 60 High Street, Belfast, BT1 2BE. TLT (NI) LLP is regulated by the Law Society of Northern Ireland under ref 9330.

TLT LLP and TLT (NI) LLP are recognised as Data Controllers under data protection legislation. If you would like to find out more about how we use personal data and your rights in relation to your personal data please see read our [privacy notice](#) which is available on our website.

TLT LLP is authorised and regulated by the Financial Conduct Authority under reference number FRN 780419. TLT (NI) LLP is authorised and regulated by the Financial Conduct Authority under reference number 807372. Details of our FCA permissions can be found on the Financial Services Register at <https://register.fca.org.uk>