

On behalf of the Dorset Council Safety Advisory Group (DC SAG), I am making a representation in respect of the following application for a premises licence to be granted under the Licensing Act 2003

Applicant: Forestry England

Premises: Moors Valley Country Park and Forest, Horton Road, Ashley Heath, Nr. Ringwood

This representation relates to the following licensing objectives:

- the prevention of crime and disorder
- public safety
- the prevention of public nuisance; and
- the protection of children from harm.

Representation

The licensing authority is directed by guidance to discuss with event organisers arrangements for licensable activities and offer advice and assistance about the content of proposed operating schedules at the earliest opportunity. This obligation is repeated through the council's own licensing policy where it recommends early consultation with responsible authorities and identifies the multi-agency safety advisory group as the forum to consider the special factors related to the type of activities proposed within the application identifying that "where necessary a special meeting will be organised in order to consider any issues that will require to be addressed".

The DC SAG is concerned that as no meeting has been held, there has been no opportunity for all responsible and other regulatory authorities to gain certainty that whatever is conditioned on the licence can be satisfactorily delivered by the applicants.

To ensure that the licence when issued is clear, concise, appropriate, and proportionate the DC SAG wish to meet with the applicants and be afforded the opportunity to assess their proposals.

An invitation to meet with the DC Sag has been extended to the applicants and a response is awaited.

Suggested conditions that could be added to the licence to remedy this representation:

There are no suggested conditions that would serve to remedy this representation.

Suggested actions that could be undertaken to remedy this representation.

That the determination of the application be postponed until such time as the DC SAG have met with the applicants and formally assessed the event proposals.

Conditions- Moors Valley Country Park

General

Events will not exceed a capacity of 4999. All events will be ticketed.

The named DPS or their nominated personal licence holder will be on site for each event day to oversee alcohol sales from all units.

All staff will be easily identifiable by means of uniform.

Key Management and visitor facing staff will be radio holders for communication purposes and in the event of an emergency.

No child under the age of 16 will be permitted access to the premises without a parent/guardian.

Plans to be submitted

An Event Management Plan (EMP) will be produced for submission to Dorset Council at least six weeks prior to each and any event. The EMP will include (but not limited to)

- **Event Days and Times**, including any planned displays or sub-events.
- A detailed **Site Plan**, which will include all temporary food and drink units, any special displays, the location of any pyrotechnics, all temporary structures, any stages and any water hazards. Any Safety Information signage that is placed for visitors throughout the premises where required e.g. uneven surfaces, non permitted items, emergency exit routes, will be detailed on the Site Plan.
- **Counter Terrorism Risk Assessment** following guidance from Protect UK.
- **Number and Capacity Plan**. The plan will include the number of tickets to be sold and whether any will be available on the Gate. There will be a Risk assessment within the plan to determine whether ticketed timeslots will be applied to manage on-site capacity figures and to minimize wait times at the on-site public facilities e.g. toilets, car parking, food and drink units. The protocol for ejecting people from the site.
- **Traffic Management Plan**, which will include, but not be limited to, car park management arrangements, staffing and security. A signage plan. A risk assessment will be included, detailing the contingency plans for any problems that could occur on the approach roads.
- **Stewarding and Security Plan**, the plan will include; the numbers of stewards and SIA trained security staff that will be available at the event; where and when ticket and ID verification checks will take place and which exits and entrances will be staffed by Stewards and/or SIA trained staff. Incident Log, Drug Security, plan for protests.
- **First Aid provision**, including the location of the medical treatment centre and the staffing of first aiders or paramedics.
- **Toilet Facilities**. Numbers and locations of all toilets must be given with details of the specific provisions for disabled toilets.
- **Fire Risk Assessment**
- **Noise Management Plan (NMP)** which will include details of any sound system to be used, locations and orientations of speaker displays or other noise sources, details of any monitoring that will be carried out, including the locations where this will occur, and details of any DB levels that will be used as guidance for the prevention of public nuisance.
- **Lighting Plan** which will include a protocol for any power failure on site: details of Emergency lighting will be installed throughout the event site and details of the lighting of all pathways and/or routes across the site that the public will take.

- **Children on Site Plan** which will include; A Challenge 25 Policy which will be in operation at all alcohol points of sale and enforced by trained staff. Details of how and when age verification checks will be done. Protocols for dealing with lost children and a protocol for reporting any safeguarding issues.
- **Local Communication Plan**, which will include which local residents should be advised of the event and details of how they will be advised. It will also include contact numbers that will be manned and available for both the public and the Responsible Authorities.
- **Litter Plan** which will include the measures in place for keeping the site free of litter and the arrangements for the disposal of rubbish. It will also include any clear up plans for the surrounding environment.

Logs

The following Record Logs will be completed during the event and available for inspection by an authorised officer on request.

- Refusals Log, to include details of anyone refused entry to the site or refused alcohol at any bar.
- Complaints Log, to record any complaints received from either site visitors or residents who are affected by the event. The log will include details of any actions taken and details of any follow up to the complaint.
- Incidents Log, which will include, but not be limited to, any incidents where SIA security are deployed, any incidents of lost children.
- First Aid Log for all accidents, injuries and illnesses dealt with by the First Aid providers.