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February 2022_V1

Method Statement **and** **Fire Risk Assessment**

INTRODUCTION

The following Method Statement describes the specific safe working methods which will be used to carry out the work as part of this specific order. It gives details of how the work will be carried out and what health and safety issues and controls are involved. The content of Method Statement reflects the finding of the relevant Risk Assessment(s) issued by The Melbourne Hall management

To supply a qualified fire/medical staff to Melbourne Hall events

Company Details

PB Fire Limited

Company Registration: 5121592

Company office:

8a Heanor Road

Codnor

Ripley

Derbyshire

DE5 9SH

Tel: 07906 218 336

Email: paul@pbfire.co.uk

Site Address

Melbourne Hall
Church Square
Melbourne
Derbyshire
DE73 1EN

Date of Event cover period:

Events to be covered during 2022

Mobile Equipment Availability:

1 x Emergency Fire/Medical Vehicle
1 x Focus Fire Car

General Fire equipment that will be stowed on the emergency vehicles:

- Various fire extinguishers – Foam/Water/Powder
- Medical provisions – First aid/Trauma/Oxygen/AED

Management on site at this event:

Paul Bell – Evening shift supervisor – Mobile: 07906 218336

Marc Bell - Evening shift supervisor – Mobile: 07794 836462

All fire crew staff employed on this project/event will be instructed to wear:

- PB Fire issued dress shirt
- Dark trousers
- Hi visibility fluorescent jackets/vests

All accidents/incidents or near miss situations must be reported to the Event Co-ordinator (Roger Lowe) and Event Health & Safety Officer (if applicable) immediately with a written 'Incident Report' and documented in the PB Fire occurrence log book

All staff is fully qualified fire marshals/medical. The emergency vehicle(s) are equipped with the appropriate fire extinguisher and medical provisions for this particular event. First Aid facilities are also carried on the emergency vehicles. All PB Fire staff are qualified first aiders/responders.

Scope of Supply

PB Fire Ltd will supply qualified fire/medical/steward's marshals for the Comedy Festival Melbourne Hall events for 2022. There will be 4 fire/medical officers in the event arena at all times, there will be 5 traffic stewards covering along the car and public routes to marshal the traffic, there will be 2 x qualified stewards on the main entrance and 1 x person on night shifts to cover and protect all equipment in the production area, including PB Fire fire/medical media.

Fire and Medical Protection Methodology -

If radios are to be provided by the event management, It is preferred that the fire/medical crews 'call sign' to be - **PB Fire** (to be confirmed upon arrival to site)

The event area will be manned by 4 x fire/medical staff. Their brief is to patrol the entire arena and monitor any exposed fire situations that may cause a concern. Also their brief is to monitor fire prevention in all areas and report back to the Event Co-Ordinator and Event Health & Safety Officer.

FIRE

In the event of a 'fire' that needs attention and can be contained by our fire marshals, we will inform the Event Co-Ordinator and Event Health & Safety Officer on their intentions to extinguish the fire with the fire equipment provided. Site event stewards will also be required to the area for protection of the public etc.

Incidents as such will be documented and a separate 'incident report' will be presented.

MEDICAL

In the event of a 'medical incident' that needs attention and can be contained by our medical staff we will inform the Event Co-Ordinator and Event Health & Safety Officer. Our medical staff will deal with the patient but if the incident requires EMAS (East Midland Ambulance Service) this will be carried by a mobile using 999 and all the information of the patient will be conveyed to EMAS control.

Incidents as such will be documented and a separate 'incident report' will be presented.



FIRE RISK ASSESSMENT

1 GENERAL

Venue

Melbourne Hall Estate
Church Square
Melbourne
DE873 8EN

Owner/Employer/ Persons in control of the events

Mr Roger Lowe

Name and relevant details of person who carried out the Fire Risk Assessment

Mr Paul Bell

Any matters relating to this Fire Risk Assessment including Fire Safety Deficiencies and proposed actions to remedy them have been discussed with the owners/persons in control of these events. Also the above person who carried out the FRA has made clear recommendations for any deficiencies found for these events

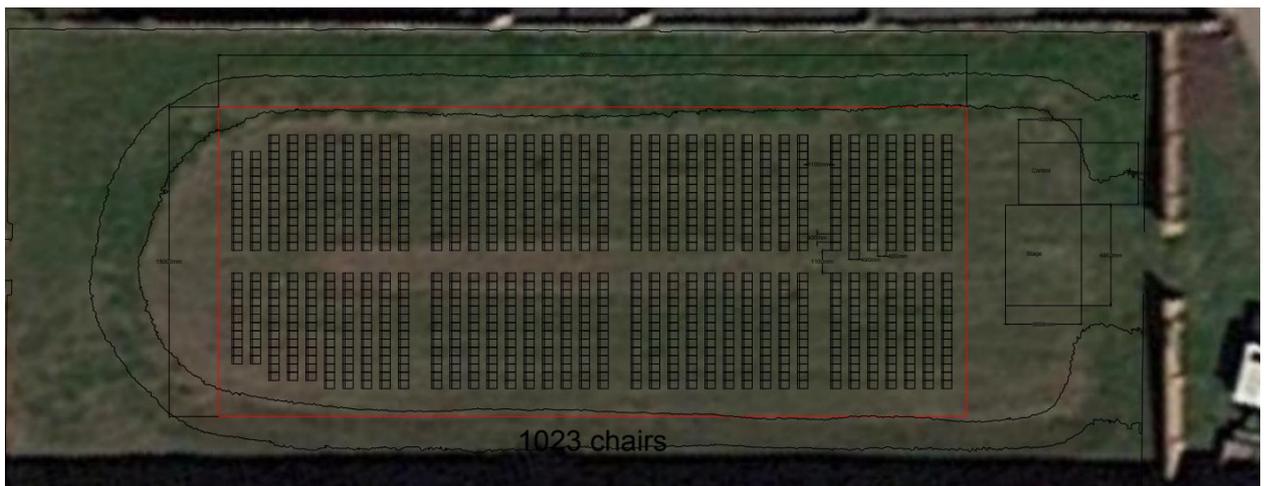
2 GENERAL STATEMENT OF POLICY

It is the policy of Melbourne management team to protect all persons including employees, customers, visitors, contractors and members of the public from potential injury and damage to their health which might arise from any work activities.

Melbourne events management will provide and maintain safe working practises and health working conditions within the event area. Also equipment and systems of work for all employees to provide all health and safety information, training and supervision for their needs.

Statement of event risk - **VERY LOW RISK**

3 GENERAL DESCRIPTION OF EVENT(S)



Melbourne grassed estate grounds

Event Foot print = 15m x 36m

1000 maximum members of public seated attendance

Each Seat = 400mm x 490mm

Gangways all around the blocks of seats = 1100mm wide

Exits = 2 x 2500mm

Open sided tent system

4 FIRE SAFETY SYSTEMS

Fire Warning System

Fire warning system will be by shouting FIRE, FIRE, FIRE
Or supply of a gong or similar

Emergency Lighting

None required – all PB Fire staff will be carrying torches
Area of event is lighted by generators

5 IDENTIFY FIRE HAZARDS

Are existing controls measures suitable?

<i>Sources of Ignition</i>	<i>Location</i>	<i>Existing Control Measures</i>	<i>YES</i>	<i>NO</i>
Electrical equipment - overloading sockets etc.	All	All-electrical equipment is PAT tested and only existing sockets are used	YES	
Lighting Equipment	All Areas	All lighting is checked	YES	
Arson	Bins/Skips	Rubbish bins kept near the event	YES	
Smoking Materials	Smoking	Smoking area situated away from the event	YES	
Electrical equipment e.g.	All	All-electrical equipment is PAT tested	YES	
Waste Materials	All	Regular removal of waste materials	YES	

6 IDENTIFY PEOPLE AT RISK

Identify and specify the location of people at significant risk in case of fire, indicating why they are at risk, and what controls are or need to be in place:

All staff that work for the Melbourne events management team are fully aware of the risks for these events and are provided all the necessary fire safety induction and

understand all the means of escape in the circumstances of being alerted to some type of alarm – all training and inductions will be provided by PB Fire

Where visitors or members of the public are found to have certain disabilities that would be prejudice to the evacuation of any event it is the responsibility of the event management to ensure all persons are area so the measures are put in place to ensure their evacuation is safe in the event of a fire.

Evaluate fire safety arrangements –	<u>YES</u>	<u>NO</u>
- Are ignition sources controlled to minimise the likelihood of fire?	YES	
- Are combustible materials kept away from ignition sources?	YES	
- Would a fire be detected quickly?	YES	
- Will everybody be warned of the fire immediately?	YES	
- Is escape available in more than one direction?	YES	
- Can everyone escape without assistance?	YES	
- Are exits easily identified?	YES	
- Are escape routes free from obstruction?	YES	
- Are doors/exits to outside easy to open?	YES	
- Are the fire extinguishers serviced in accordance with the relevant British Standards?	YES	

7 MEANS OF ESCAPE - HORIZONTAL

All members of the Melbourne events management team are trained on what they need to do in the event on discovering a fire. There are no employees/staff with disabilities that would prejudice the evacuation from these events

For each event, there will be at least 8 x Firefighters/marshals covering all large public attended events. (all PB Fire staff are also medically trained)

All event areas have sufficient fire exits that are suitable width that will allow all persons attending these events reporting to evacuate the event area safely.

Horizontal means of escape routes are all kept clear at all times and it is anticipated that all staff, contractors and visitors resorting to these events would have evacuated the area before any route becomes not fit to be used/occupied

8 FIRE SAFETY SIGNS & NOTICES

There will be adequate fire safety signs and notices within the event area

9 FIRE FIGHTING EQUIPMENT and PROVISIONS

ALL fire extinguishers will be managed and supplied by PB Fire Ltd

These will be serviced and certified:

FOAM - CO2 - POWDER

PB Fire Ltd will also provide qualified firefighters and fire marshals to all events

10 MANAGEMENT

Event Emergency Plan to include:

How will people be warned if there is a fire

- **Fire Alarm - gong or air horn in the event area**

What should staff/public do if they discover a fire:

- **Staff/Public should raise the alarm by shouting FIRE, FIRE, FIRE**

How should the evacuation of the building be carried out?

- **Staff will inform colleagues or visitors to leave by the nearest fire exit**

Where should people assemble and how to check event area have been evacuated?

- **Fire Assembly point opposite the main entrance of the event**

Duties and identify of responsible staff if there is a fire:

- **Person/Supervisor in charge of PB Fire to contact the Fire Service**

11 METHOD FOR CALLING THE FIRE SERVICE

All event staff, contractors or members of the public to call 999 on a mobile phone

12 SIGNIFICANT FINDINGS

These events are classed as **VERY LOW RISK**

No combustible materials in the event area – all electrical appliance (minimal microphone, speakers, generator electric supply) low risk

Catering – 1 x catering unit will be placed 'outside' the arena and this will be fire audited by Paul Bell of PB Fire – fire media will be place for this individual risk

Noise Management Strategy

Summer Event Programme

Melbourne Hall Rose Garden, Derby, DE73 8EN



JOYNES NASH
ENVIROMENTAL CONSULTANTS

Client Roger Lowe
Date: 15th March 2022
Author: Simon Joynes
Status: Client Draft
Version: 1.2

Signature:



DISCLAIMER

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An introduction to Joynes Nash

Joynes Nash is a leading consultancy for the live events industry. We have extensive experience of live music events and a proven track record of working with event organisers to enhance the audience's experience, whilst preserving the image of events and venues.

Our consultants experience has ranged from relatively small scale to major events staged both in urban and residential environments, providing for tens of thousands of people. Projects and clients have included Junction 2, Carfest (North and South), Garage Nation Festival, BBC Introducing, Guards Polo Club, Tramlines Festival, Liverpool Sound City, Red Bull Music Academy. We are also responsible for looking after the interests of venues such as Donington Park Racing Circuit, Saracens Rugby Club and Tobacco Dock with respect to live events.

We consider despite the many technical challenges that events bring, that relationships between all interested parties are of paramount importance and that each and every one of these understands situations clearly. We therefore approach each event not in isolation, but carefully consider the public image of events, the venues and the thoughts of the wider community to make events successful and to secure venues for future years.

About The Team

Pete Nash BSc (Hons), MSc, CEnvH, MCIEH, MIOA

Peter Nash has 16 years' experience as a Local Authority Environmental Health Officer, up to Technical Manager Level and has 9 years of Professional Practice within the Environment Industry. He holds a BSc(Hons) in Environmental Health, the IOA Diploma in Acoustics and Noise Control and an MSc in Applied Acoustics. He is a Chartered Environmental Health Practitioner and registered with the Environmental Health Registration Board. Peter is a Member of the Chartered Institute of Environmental Health, and a Member of the Institute of Acoustics. He has appeared as an expert witness in a number of significant noise nuisance and planning cases, public enquiries and appeals.

Simon Joynes BSc(Hons), MSc, CEnvH, MCIEH, AMILM

Simon Joynes has over 17 years' experience in both Private Sector and Local Government. He has acted as a senior advisor and has significant experience in the technical aspects and practical application of environmental law, including acting as an expert witness in courts and planning enquiries and the preparation and reviewing of environmental reports and mitigation strategies. (Air Quality, Land Contamination, Acoustics, Water Quality, Odour Management & Industry Regulation). He holds a BSc (Hons) Environmental Health, MSc in Contaminated Land Remediation, Certificates of Competence in Environmental Noise Assessment and Environmental Impact Assessments. He also holds affiliations with the Chartered Institute of Environmental Health and is an Associate Member of the Institute of Leadership and Management.

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1. Introduction

Joynes Nash has been tasked with the preparation of a strategy to consider the management of noise from events due to take place in the Rose Garden at Melbourne Hall, Derby, DE73 8EN.

2. About the Noise Management Strategy

The purpose of the noise management strategy is to identify and implement procedures which will minimise disturbance of residents and other noise sensitive receptors, from a wide range of cultural and social events which may take place. This strategy is largely designed to control noise from those events which involve live or amplified music and/or speech to a large audience over 500 but the mechanisms contained within may be equally applicable to all events.

This strategy should be considered to be a “live document” which will continue to evolve as the venue becomes operational, the operational requirements become clearer and the relevant technical considerations become known when programming is finalised.

The strategy also builds on the lessons learnt during similar provisions in 2021 when the organisers proactively involved Joynes Nash to attend a similar event and look at wider impacts.

Likewise as 2022 progresses and ends, reviews will continue to be conducted and provide for an overview of the monitoring, mitigation and review mechanisms which may be available.

3. Introduction to The Site

The event site is situated in the Rose Garden, some 270m to the southeast of Melbourne Hall and a similar distance to Melbourne’s residential area. The Rose Garden consists of a sunken inner area with significant brick walls some 1.9m in height surrounding the area. Such an arrangement provides for no direct line of sight between any sound source and residential properties and therefore offering good noise containment.

Melbourne Hall does not have an extensive history of events of this nature but a series of similar trial events were conducted in 2021. These were deemed to be successful and did not attract any known undue criticism from the local community. They were similar in nature to what is proposed this year, containing an element of comedy, amplified music and provision of food and drink. In fact Joynes Nash attended the inaugural event and whilst levels internally within the audience area were in the order of 90 – 95dB(A)_{15min} the event was largely inaudible in the local community, only occasionally detectable on the breeze beyond 21.30hrs when the background levels within Melbourne began to subside. It should also be noted that this period

of time was generally characterised by lower than average background levels, with traffic flows and operations at East Midlands Airport remaining exceptionally lower than normal.



Figure 1 – Map of Event Site showing Rose Garden

4. Programme of Events

At this time there a number of event evenings programmed between May and September which follow a similar format to those proven to work in 2021. At this current time the programme is:

May - 5 – Events

13th-15th May -	Just the tonic - https://www.justthetonic.com/melbourne-comedy/
Friday 13th	Ed Byrne
Saturday 14th	David O Doherty
Sunday 15th	Johnny Vegas
20th-22nd	Raymond Gubbay
Friday 20th	Anton Du Beke - An evening with
Saturday 21st	The Kingdom Choir

June – 5 Events

17th - 19th	Just the Tonic
24th - 26th	Summer BBQ Series
Friday 24th	Gennaro Contaldo
Saturday 25 th	Matt Pritchard

July – 5-6 Events

15th-17th	TBC
22nd- 24th	

September 5-6 Events

9th-11th	TBC
16th-18 th	TBC

The events are largely informal and low key in nature with regards to amplified music and speech. Each event looks to finish by 10.30hrs at the latest to allow for dispersal of attendees.

5. Premises Licenses & Adopted Control Mechanisms

The operators are currently seeking appropriate permissions for the venue. The general commitments of those involved are:

- That all regulated entertainment will cease at 23.00hrs (typically 22.30hrs)
- To the preparation and regular review of a Noise Management Strategy to identify how noise arising from the holding of events will be effectively controlled so as to prevent public nuisance.
- To conduct a noise propagation test ahead of the first event to set appropriate control limits at the sound mixer position. Any adjustments to sound amplification equipment will be fixed as a result of testing. Any sound system will be configured and operated in a similar manner as intended for the event during this test.
- For an independent noise consultant to assess the positioning of sound sources.
- To have an assigned individual at all events to consider noise management. Whilst a consultant may not be present for all events, responsible persons shall be available throughout the duration of the event and will have complete authority to ensure that noise is minimised without interference from the Premises License holder or any other

party on behalf of the event. The responsible person will maintain a noise / complaints log which will be available for inspection by the Council.

- That those operating the venues will continue to engage with the community and advise of events and operate throughout opening hours an enquiry hotline email address.
- All complaints will be investigated and where necessary additional independent professional help sought where efforts to resolve problems are unsuccessful.

6. Relevant Legislation and Guidance

This section briefly describes the legislative framework in which a typical concert/event would operate, and upon which the organisers overall approach is based. It also highlights other (UK) guidance which have informed the technical elements of this document.

Licensing Act 2003

Any premises where regulated entertainment or the sale or supply of alcohol takes place will either have a Premises Licence (PL) or must be the subject of a Temporary Event Notice (TEN). If the event site already holds a PL then any proposed activities will be restricted to the terms and conditions of the Premises License, in this instance to prevent episodes of Public Nuisance.

Environmental Protection Act 1990

Where it is established that noise from an event is causing, or is likely to cause, a statutory nuisance under Part III of the Environmental Protection Act 1990, the Council is required to serve an Abatement Notice, requiring that the nuisance is abated. It is acknowledged that it is a criminal offence not to comply with such a notice and may result in prosecution. As one of the key elements in nuisance is the frequency with which a disturbance arises. However, based on observations in 2021 it is unlikely that for limited duration of events at the venue that a Statutory Nuisance would exist from those events alone. Thereafter, the organisers expect that action would only be taken by the Local Authority where engagement with themselves and their technical advisors has been ineffective.

7. Site Feasibility and Design Targets.

Those responsible have engaged with the Local Authority who have suggested an appropriate target for the events is $80\text{dB(A)}_{15\text{min}}$ at a position some 5m external to the Rose Garden. Looking at the distance to the main village receptors this would equate to a conservative receptor level not dissimilar to the existing ambient noise as measured in 2021. Here events were inaudible or just detectable above the ambient noise levels.

Additional measures will be in place for properties along Pool Road. Where the primary function of any event is music, guidance is offered in the Code of Practice for Noise from Concerts 1995 which stipulated that for up to 15 days per year the music should not exceed the background level by more than 15dB(A). With regards to this target, considering the restrictions set by the Council, the distance to the receptor and the presence of barriers and other structures then it can reasonably assumed that these limits will not be exceeded. That is based on a level of 80dB set by the Council achieving a predicted level of 50-55dB at Pool Cottage against an expected background of 35-40dB. This will be further evaluated during the 2022 events.

Likewise it is our clients intention to limit events where the primary function is to provide music to 5-6 in 2022 and 6-8 in future years and the proposed duration of such is well below the permitted 09.00 to 23.00hrs on those days as stipulated by the same guidance.

It would therefore seem perfectly reasonable to operate within these parameters at this time.

8. Observations from 2021 Event

Observation Record

15th July 2021

Melbourne Hall Comedy Festival

Consultant Simon Joynes

Calibration Start 114.2 (1820)

On Site Meter Position Adjacent to Front of House – Levels between 87dB(A) and 95dB_{(A)15min}

Location of Measurements	Time	Duration	L _{Aeq} (dB)	Comment
Church Square	1845	5min	52.9	General Hubbub of vehicles and cars providing ambient noise. No noise from event audible. Families walking etc
Pool Road	1913	5min	50.1	No event noise audible. Emergency vehicle on road with sirens during last minute.
Blackwell Lane	1940	5min	51.7	Event inaudible – traffic and distant airfield operations.
Church Square	2000	5min	50.0	Site inaudible with contribution from local traffic / public
Pool Road	2015	5 min	49.9	Site inaudible – occasional PA cheer detectable
Blackwell Lane	2040	5 min	51.6	Event Inaudible
Church Square	2105	5 min	51.2	Event detectable at times – background dropping
Pool Road	2120	5 min	49.6	Distant PA detectable along with laughter
Church Square	21.45	5 min	51.6	Distant PA voices and occasional laughter detectable. Hubbub of people noise remains but insignificant.

Weather: Wind W - None

50% Clouds, Dry

9. Overall Sound System Recommendations

Any sound systems will be designed and set up in such a way as to minimise noise impact at noise sensitive properties. The sound system likely to be deployed will be similar to those in 2021 with the use of delays to minimise noise emissions. Likewise, they will be ground stacked to focus the noise into the audience area and their configuration will aim to minimise horizontal dispersion and to reduce overspill from the intended coverage areas.

The careful and detailed alignment of the sound system will be considered to optimise the coverage throughout the audience areas and balance this against offsite environmental noise impact. Likewise, localised a more specific sound systems will be utilised for the smaller lifestyle events to limit off site disturbance from such.

10. Complaints Management

Whilst the strategies shown in this document are aimed at minimising impact, venues are from time to time expected to receive complaints. The key source of concern amongst local communities is typically who to contact, the various roles and responsibilities and the response time to complaints.

Those responsible will therefore operate a policy of informing the local community ahead any events, typically through a leaflet drop but increasingly through the use of media (social media) and signage at the venue. This includes a phone number and email address to tenants in the surrounding neighbourhood.

11. Noise Monitoring Procedure

Throughout events where monitoring is identified as necessary, those responsible will appoint or assign competent persons to proactively manage noise. This will be dependent on the type of event but as was successful in 2021 the first event will be attended by acoustic consultants who will make objective assessments within the community and optimise the sound system. .

If it is felt necessary following either complaints or concerns raised by those competent persons that further assistance is required, consultants will be invited to assist accordingly.

Any objective measurements will usually be conducted over a 15-minute period, albeit shorter measurement periods may be undertaken to determine compliance. Fixed monitoring positions are not always deemed necessary, albeit for specific events continuous source noise measurements may be undertaken to complement off-site monitoring. All measurements will be recorded and made available for inspection by the local Authority upon request.

For events where the attendance of professional acoustic consultants is not deemed necessary then checks will be conducted appointed individuals. This will depend on the nature of the event but will consist of checks internally around the boundary. Should these observations note any form of impact then additional checks are conducted externally of the premises as appropriate. These are typically conducted at least once every hour or in response to a change in the nature of the music / noise being generated during any event or complaint etc.

A proforma which is used by those responsible is also included in the appendices.

12. Wider Sound Management

Third Party Amplification Equipment

Those responsible will ensure that amplification equipment is not brought onto site unless:

- a) It is for use as part of the licensed entertainment
- b) It is for use of authorised traders for the sole purpose of providing background music to their own concession.

Thereafter we will affect full control over the organisations and traders on site where there is amplified music being played.

People / Crowd Noise

The event is isolated away from any residents and this allows for a gradual dispersion of people back into the village and car park(s). This was observed in 2021 both on Pool Lane, Church Square and Church Street by the consultants and whilst there was undoubtedly some increased pedestrian traffic, the audience profile meant that any impact from the dispersion of people was minimal. Indeed it was not dissimilar to the activity observed whilst the audience was in attendance where there remained a general hub bub of activity both in the centre of Melbourne and around Melbourne Hall where people and families were walking etc.

Likewise, whilst there is no formal mechanism for evaluating or controlling crowd noise, consideration will be given to minimising such as critical points such as during arrival and dispersal from the event.

Marshals will marshal and monitor the entrance and egress from the premises including the behaviour of those within the vicinity of the premises. This will help achieve orderly arrival and departure of persons and will reduce the risk of nuisance occurring.

The marshalling of persons arriving at the premises will seek to reduce so far as reasonably practicable, persons queuing outside the premises or in a location likely to disturb residents.

Generators

If generators are to be used, consideration will be given to their location not just in terms of accessibility for refuelling purposes but also in terms of their proximity to residential properties. Silenced generators may need to be selected and/or may have to be acoustically enclosed using proprietary products such as EchoBarrier. The same applies to tower lights.

Minicabs and Taxis

Preferred minicab companies shall be made available and publicised to encourage people to leave the premises promptly. Such companies (where practicable) should be informed of appropriate set down and pick up points and appropriate marshalling provided during events to ensure that such does not have a detrimental impact on local communities. All such facilities should be within the site or away from residential properties to discourage people from the public highway.

Deliveries and other Vehicle Movements

It is acknowledged that noise from vehicles can be a constant source of noise both on the site and in the surrounding neighbourhood. Careful consideration should be given to vehicle routing, times of operation and deliveries and the need for vehicles to use reversing alarms or refrigerated plant etc.

Traffic Management and Impact

A change of less than 3dB is not readily perceived by the human ear or average person and in order to achieve such requires traffic volumes on roads to double. The other typical metric used for traffic refers to sleep disturbance between the hours of 23.00hrs and 07.00hrs which results from instantaneous noise such as door slams etc. Neither will such limits will be breached, primarily due to operational times of the carparks. There is therefore unlikely to be any detrimental impact or public nuisance to local residents from the limited car park activities.

13. Staff Training

All staff specifically those at events in charge of sound equipment shall be fully briefed in the contents of the document and the need to ensure that noise is kept within acceptable parameters.

14. Strategy Review Procedure

In order to ensure that the strategy continues to fulfil its aims and objectives it is of paramount importance that it is reviewed and updated regularly, to reflect changes in the operation of the venue or in response to any lessons learnt.

In its simplest sense this will be a continual exercise after each event, where a debrief will take place with those responsible. A more formal review will be conducted annually, including an assessment of compliance of noise and time limits, review of complaints data and any community or regulatory feedback. The results of which will be made available to the various stakeholders as deemed necessary.

15. Local Authority Liaison

The Local Authority will be provided with contact details of those responsible (See Appendix B)

Competent Persons and Acoustic Consultants will work closely with the Local Authority, agreeing any changes to off-site monitoring positions, sharing noise data observations and other information wherever possible. The role of the Competent Persons is to ensure that any requests by the Local Authority are actioned by the venue management. All requests relating to noise will be routed through them to ensure that any noise issues are properly managed and dealt with as soon as possible.

All complaints received by the Local Authority will be logged and notified to the Competent Person. If specific details are not forthcoming, details of a representative position of the complaint will be provided to allow appropriate investigation. Results of any investigations and actions will be fed back to the Local Authority as soon as practicable or as agreed.

References to contact with Local Authority Officers will be dependent upon the Authority determining that it wishes to attend any event and does not infer any commitment on the part of that Authority.

16. Conclusion

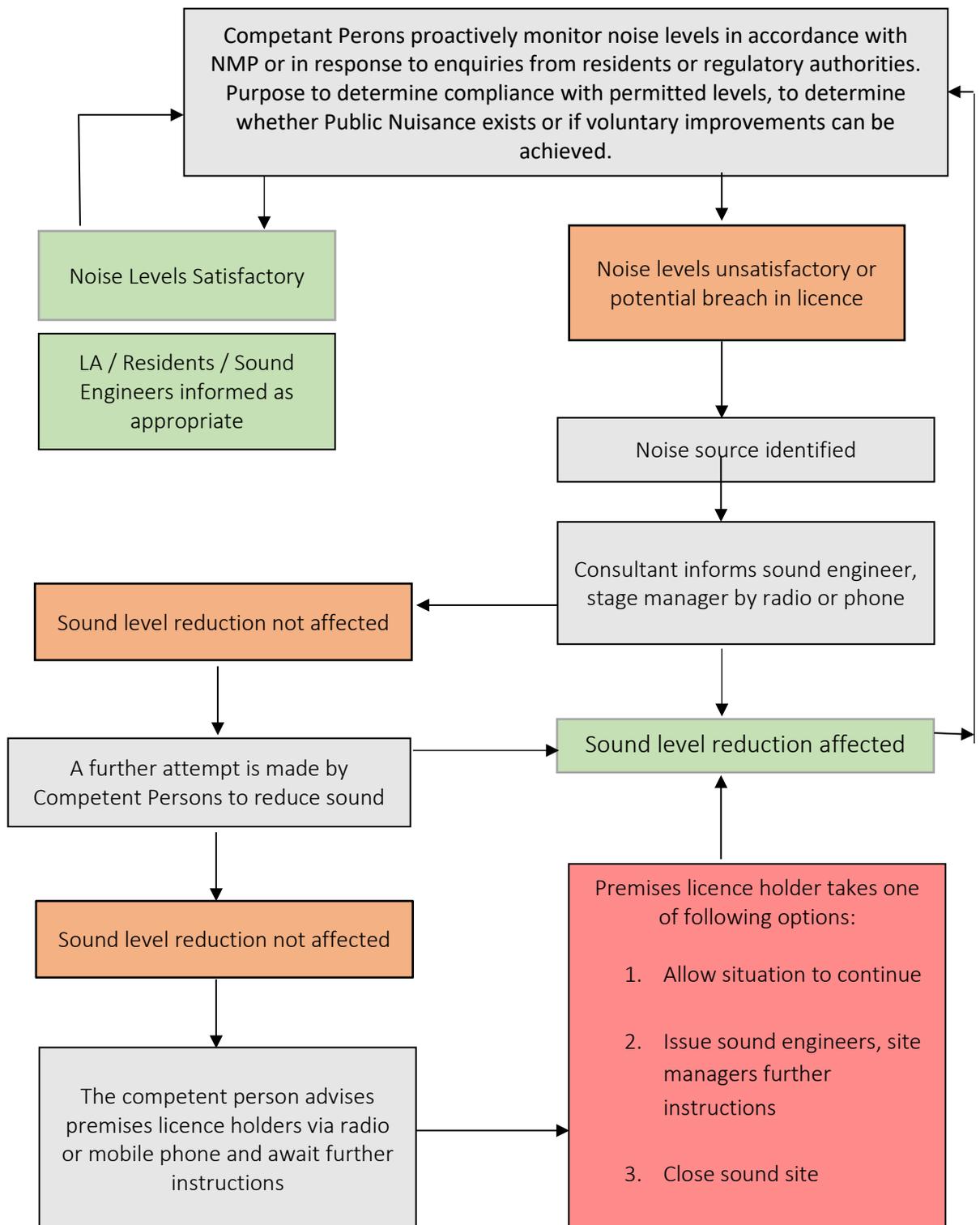
The implementation of this strategy will provide a robust but flexible way to manage noise and proactively prevent public nuisance being caused. The strategy builds on existing principles and practices and the review mechanisms allow those responsible along with their advisors to learn and develop the strategy to minimise any impact and disturbance.

Appendix A - Site Plan and Location of Critical Receptors



Appendix B - Indicative Noise Control Flow Chart

(Joynes Nash and Competent Persons Interchangeable depending on nature of event)



Contact Numbers and Responsibilities

Event Hotline Number

(subject to approval)

Licence Holders

DPS (License Holder)

(subject to approval)

Venue Management

Roger Lowe

Noise Consultants

Simon Joynes

Tel: 07870 508492

Appendix C -Premises License

(Subject to Approval)

Appendix D – Monitoring Proformas

Noise Observation Reporting

Date:	
Name of Event:	
Event Duration:	
Event Description:	(Number of Arenas, Audience Size, Sound System used and Orientation etc)

Details of Observations Undertaken

MONITORING LOCATION	TIME	SUBJECTIVE ASSESMENT / MEASURMENTS	REMEDIAL ACTIONS REQUIRED / TAKEN
<i>Example - New Street, Eccles</i>	<i>00.10 - 00.15</i>	<i>Noise from event largely inaudible within external to No.11. Very occasional and low bass beat detectable between lulls in traffic noise, not detectable in vehicle and unlikely to be audible within residential units.</i>	<i>No action taken / action taken to reduce low frequency to miminise any potential impact as levels at source can accommodate such reductions.</i>

Complaints Received

COMPLAINT ADDRESS	TIME	NATURE OF COMPLAINT	SUBJECTIVE ASSESMENT / MEASUREMENT	TIME OF VISIT	REMEDIAL ACTIONS REQUIRED / TAKEN
<i>Example - New Street, Eccles</i>	<i>00.10 - 00.15</i>	<i>What are they hearing, when and how effecting property? Is this regular and how long been happening</i>			<i>No action taken / action taken to reduce low frequency to minimise any potential impact as levels at source can accommodate such reductions.</i>

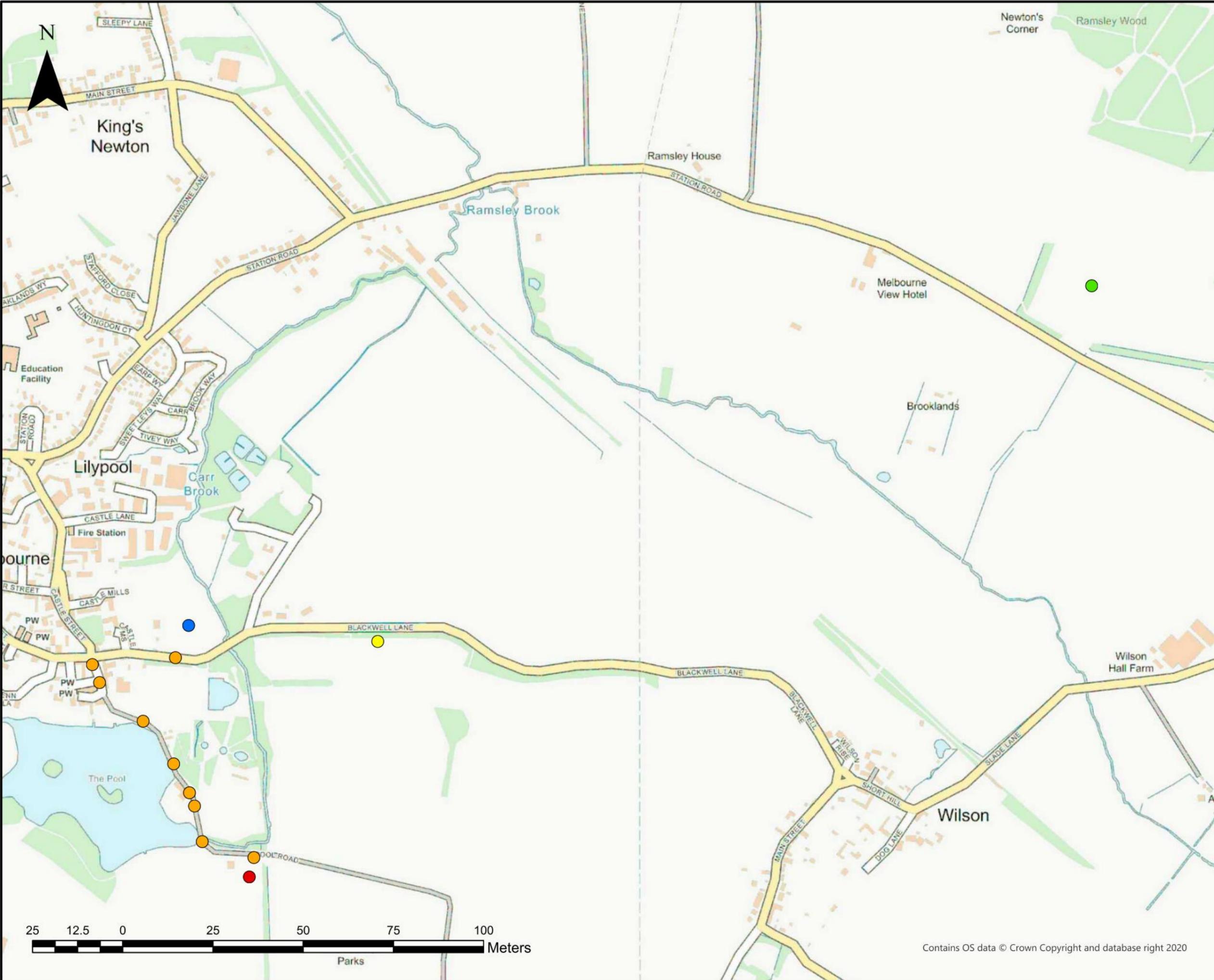
Appendix E - Noise Units

1. Noise is defined as unwanted sound. The range of audible sound is from 0 dB to 140 dB. The frequency response of the ear is usually taken to be about 18 Hz (number of oscillations per second) to 18000 Hz. The ear does not respond equally to different frequencies at the same level. It is more sensitive in the mid-frequency range than the lower and higher frequencies and because of this, the low and high frequency components of a sound are reduced in importance by applying a weighting (filtering) circuit to the noise measuring instrument. The weighting which is most widely used and which correlates best with subjective response to noise is the dB(A) weighting. This is an internationally accepted standard for noise measurements.
2. For variable noise sources such as traffic, a difference of 3 dB(A) is just distinguishable. In addition, a doubling of a noise source would increase the overall noise by 3 dB(A). For example, if one item of machinery results in noise levels of 30 dB(A) at 10 m, then two identical items of machinery adjacent to one another would result in noise levels of 33 dB(A) at 10 m. The 'loudness' of a noise is a purely subjective parameter but it is generally accepted that an increase/decrease of 10 dB(A) corresponds to a doubling/halving in perceived loudness.
3. External noise levels are rarely steady but rise and fall according to activities within an area. In an attempt to produce a figure that relates this variable noise level to subjective response, a number of noise metrics have been developed. These include:

LAeq noise level - This is the 'equivalent continuous A-weighted sound pressure level, in decibels' and is defined in BS 7445 [1] as the 'value of the A-weighted sound pressure level of a continuous, steady sound that, within a specified time interval, T, has the same mean square sound pressure as a sound under consideration whose level varies with time'. It is a unit commonly used to describe community response plus, construction noise and noise from industrial premises and is the most suitable unit for the description of other forms of environmental noise. In more straightforward terms, it is a measure of energy within the varying noise.

LA90 noise level - This is the noise level that is exceeded for 90% of the measurement period and gives an indication of the noise level during quieter periods. It is often referred to as the background noise level and issued in the assessment of disturbance from industrial noise.

LA10 noise level - This is the noise level that is exceeded for 10% of the measurement period and gives an indication of the noisier levels. It is a unit that has been used over many years for the measurement and assessment of road traffic noise.



**MELBOURNE HALL
EVENTS**

- Car Park A - 30 Spaces
- Car Park B - 100 Spaces
- Car Park C - 80 Spaces
- Car Park D - 1000 Spaces
- Marshall

Drawing Name: Melbourne Hall Event Car Parks	
Drawing No: 16052/MH/Events	
Scale: n/a	Paper: A3
Date: March 31st 2022	

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Melbourne Hall

Church Square

Melbourne

DE73 8EN

01332 86502



Statement from applicant for the License Application at Melbourne Hall

Upon receipt of the representations in relation to the above application we consulted with councillor Martin Fitzpatrick who chaired a meeting with those residents to discuss concerns, those centred around the following key areas

Noise/Traffic/Parking/Crowd Dispersal/Frequency of events

This statement acknowledges what we understood from that and after review how we see that effecting the application and managed in the future should the license be granted.

Background

The estate hosted a 4-night comedy event in July 2021, featuring acts like Jason Manford, this took place under a TEN and allowed us to gather data on key arrears similar to those listed above, the event was well received, those that attended universally praised the events & how they were managed, local neighbours all commented that despite reservations disturbance was minimal.

In terms of noise for future events we will be using the same production company and systems used in 2021 so in essence will not be producing any greater sound at source than was produced in 2021, although numbers were fewer, social distancing measures were still in place and as such meant the furthest point sound was needed to be projected to will be similar to that moving forward. The data from 2021 is contained within the NMP. It shows that with a limit that has been set by the SDDC EHO at 80db, 5m from the walled garden, applicable to this application, we can ensure that levels are kept below those stated in the license when using standard measures back to the source. Applying a measure close to source eliminates some of the external atmospheric influences that could affect levels and recordings when receptor points are further away. We will however manage and record levels at areas similar to 2021 as shown on the report.

In terms of noise from crowd dispersal it is important to note that we have appointed off duty Fire/First aid marshals, not temporary event staff, they are shown on the attached map, we feel better qualified to communicate and represent the estate in these areas. They will engage with those attendees on ingress and egress to advise them they are leaving into a residential area and to keep sound to a minimum, we expect the demographic of the crowd to be receptive to such advice, as was shown in 2021. In terms of noise from people once off site whilst that cannot be controlled, we will aim for example to ensure car parks are empty by 11pm to eliminate sound from car doors shutting.

The location of these events, within the walled garden was chosen after consultation with local residents in 2021, prior to the comedy events, showed concerns of the original visitor centre location being too close to be able to manage noise disturbance effectively, the walled garden being the furthest point from residential areas. This area is not served by toilets, bars, water, power etc all the facilities already in place at the visitor centre, as such considerable costs are incurred in delivering the events in this location.

Although the 2021 events were a success they were not so in commercial terms and as the purpose of these events is to aid the wider programme to sustain the Melbourne estate, the numbers applied for are required to be increased to 1000 to make the project viable. It is that maximum number (including staff) that can safely be accommodated within the 4 walls of the walled garden, by the required sound system to project to that number, by car parking availability on estate grounds, meaning there is no aspiration or plan for growth past that number. A programme of appropriate, sustainable & deliverable events are planned, further details below.

The number of events applied for annually was discussed at a site meeting in December 2021 with SDDC Licensing, EHO & Police and all present agreed it reasonable to give some assurance to residents that there will be a limit to the number of events in a year, that events can only run for 4 consecutive nights and no more than 7 can be operated in any calendar month. Although the number of events applied for totals 42 the reality in 2022 will be 22-25, with only 4 of those having music as their principal activity, we would therefore be happy to look at reducing the total number from 42 to 30-35 per annum to offer compromise to the small number of residents that have concerns, equally we would be happy to cap the number of those events for which music is the principal activity at 8-10 per annum.

We can't however see a reduction in attendee levels or timings being sustainable, in commercial terms the number attending only becomes profitable in excess of 700-800 due to the carefully chosen and high calibre of acts and costs incurred to provide

the necessary facilities & additional measures we are prepared to manage such as increased qualified marshals, high level AV as well as external consultants such as industry recognised sound consultants. Timings are calculated to include F&B spend, again vital in securing the types of acts being procured, although food and beverage are not the primary activity in some events, the income from which is important. Furthermore we feel that many existing licensed premises within half a mile of Melbourne Hall have licensed times up to 1am with many not able to offer managed noise or traffic/parking plans, as such we feel it unreasonable for restrictions to be imposed here that are far exceeded in the local area. The finish times at 10.30pm we feel offers a balance of keeping disturbance post 11pm to a minimum that is considered in noise terms to be a key night-time hour.

Although not a licensable activity we acknowledge resident concerns on this matter, although most of which is an existing issue with the locality and should not be attributed to our proposed activities. We will however take proactive steps to notify all attendees by email prior to the event, advising them of the car park locations as shown in the supporting plan, asking them to make use of those designated areas. Car parks will be free and as is shown in the supporting map closer to the event site than existing village parking areas, except for Car Park D which will be served by a free coach transfer should, once assessed it be deemed to be required. This area will be hired from Donington Park, again at considerable cost and free coach transfers made available for events which we see may exceed the maximum spaces available on estate grounds. Some concerns have been raised that no detail has been offered in the application on parking matters, this was partly because it is not a licensable activity and partly because, as has been stated an EMP will be produced for each event or type of event and contained within will be a TMP produced again by a qualified external traffic management company. It is worth noting that the maximum number of cars parked during the comedy events carried out in 2021 which 400 per night attended was 12, showing that a high proportion of attendees will be from the local area.

We have consulted with residents that have registered complaints and offered reasoning on the motive for these projects and how they will be managed, although we appreciate that Melbourne Halls historical and current visitor levels have been consistently low, Melbourne Hall is currently a ticketed visitor attraction, the aim with these projects is to increase visitors and commercial diversification, whilst being mindful of our location and neighbours. Events of 2021 demonstrated the opportunity and maximum levels these could be scaled to, that is the basis for this application.

Current 2021 Event Line Up

Friday 11th May – Ed Byrne (Comedy)

Saturday 12th May – David O Doherty (Comedy)

Sunday 13th May – Johnny Vegas (Comedy)

Friday 18th May – Anton Du Beke (Q&A with music)

Saturday 19th May – The Kingdom Choir (Music)

Friday 17th June – Julian Clarey (Comedy)

Saturday 18th June – Angela Barnes (Comedy)

Sunday 19th June Garry Delany (Comedy)

Friday 24th June – Gennaro Contaldo (Food)

Saturday 25th June – Matt Pritchard (Food)

Friday 15th July – Just The Tonic - Act TBC (Comedy)

Saturday 16th July – Just The Tonic - Act TBC (Comedy)

Sunday 17th July – Just The Tonic - Act TBC (Comedy)

Saturday 23rd July – Fabulous Places (Gift & Craft Market)

Sunday 24th July- Fabulous Places (Gift & Craft Market)

Friday 2nd September – Bill Bailey (Comedy)

Saturday 3rd September – Bill Bailey (Comedy)

Sunday 4th September – Act TBC (Comedy)

Friday 9th September – Act TBC (Music)

Saturday 10th September – ACT TBC (Music)

Sunday 11th September – Act TBC (Music)