

Appendix F: Additional documentation received after report
published

Conditions agreed between the Applicant and Environmental Health:

1. A Noise Management Plan (NMP), detailing how noise levels will be controlled so as not to cause nuisance to the community shall be prepared by a suitably qualified and experienced acoustic consultant appointed by the Premises License Holder. The NMP shall be submitted to the East Herts Council's Environmental Health team no later than four weeks before the event opens to the public.
 - a. The NMP is to follow "the recommended noise control procedure" contained in the Noise Council's Code of Practice on Environmental Noise Control at Concerts.
 - b. The NMP shall include:
 - i. a detailed location plan
 - ii. a description of all stages and music producing venues
 - iii. the directionality of sound
 - iv. predicted noise levels and the sound propagation characteristics of the event
 - v. details of noise reduction measures
 - vi. the music running times
 - vii. proposed noise sensitive monitoring locations
 - viii. hierarchy of noise control responsibilities
 - ix. the methods for:
 1. measurement at monitoring location
 2. reducing noise levels where required
 3. engaging with Environmental Health and other bodies to ensure compliance
 4. engaging with local residents to contact the site management if they wish to comment on noise levels
2. Noise monitoring by the Organisers shall take place throughout the event at the prior approved (by East Hertfordshire Environmental Health) sensitive monitoring locations. The event organisers shall ensure the

Music Noise Level (MNL) shall not exceed the levels agreed on the license conditions at any of the agreed noise sensitive monitoring locations throughout the duration of the event. Monitoring must be at a height of 1.2 to 1.5m above the ground height and not closer than 1 m to any structure.

3. The premises licence holder shall ensure that MNLs do not exceed 65dB LAeq (15mins) with 70dB LAeq (15min) in the 63Hz and 125Hz octave bands at any of the agreed noise sensitive monitoring locations throughout the duration of the event.
4. The Premises License Holder shall ensure that the sound supplier and all individual sound engineers are informed of the sound control limits and the implementation of the NMP.
5. If requested, the results of any noise monitoring shall be provided to the licensing authority within 10 working days of any request for them.
6. The premises licence holder shall provide East Herts Council's Environmental Health team with the contact telephone numbers of the acoustic consultant who is on duty during the event.
7. All public address systems shall be under the control of the premises license holder or their nominated representatives so that emergency broadcast message can override the musical entertainment and can be delivered clearly audibly to all parts of the site.
8. The acoustic consultant shall produce a post-event report of the event which is to include but not limited to the following:
 - a. log of all noise monitoring measurements
 - b. details of complaints received
 - c. actions taken to reduce noise and the reason for doing so
9. The post-event noise report shall be provided to Environmental Health no later than 4 weeks after the event.

10. The premises licence holder shall ensure all catering operations, including the sale of drink shall be carried out in accordance with Regulation EC No 852/2004 as applied by the Food Safety and Hygiene (England) Regulations 2013. The premises licence holder shall ensure that all food business operators are registered as food businesses. The business name and contact details of the food vendors are to be provided to East Herts Council's Environmental Health team 2 weeks before opening to the public.
11. A risk assessment is to be produced for the event to include, the crowd management of its attendees and each individual activity by workers, employees or contractors within the premises and other spaces utilised to support the licensable activities taking place. All control measures determined by this risk assessment are incorporated into an action plan which is fully implemented by the senior management team.
12. Ensure all electrical installations are installed by a competent person as set out in BS7909 and then further inspected by both the event manager and a secondary competent person prior to the premises opening.
13. Ensure all electrical appliances utilised on site have a current and valid PAT test.
14. Ensure a competent contractor is appointed to review all risks relating to noise pollution and noise management from the amplified music on site. This contractor is to have an extensive background and qualification set in relation to noise management and noise pollution. Their recommendations are to be set out in the event management plan and are to be accepted in full by the applicant to be implemented throughout the event.
15. The applicant will employ and utilise throughout and after the event a cleansing team who will remove litter and waste from both the premises and nearby areas utilised by attendees in accessing or egressing the event. The event is to operate a "Leave No Trace" policy and will return the site and adjacent areas to exactly the condition prior to licensable

activities.

16. The premises licence is limited to 1 event, consisting of 1 day taking place 02/09/2023.

17. An Event Management Plan (EMP) shall be submitted to the responsible authorities prior to the start of the event. The EMP must demonstrate that resourcing and infrastructure is based on threat and risk to the event. The latest EMP must be supplied to all responsible authorities 30 days before the event takes place. Following this any changes must be circulated immediately to all responsible authorities.

18. The event management plan shall contain a summary document covering an overview in the following areas:

- Event overview
- Audience profile
- General site overview plan
- Summary description of all areas including temporary structures
- General site safety policy
- Management structure, responsibilities and roles - names of specific personnel, key roles and responsibilities and how the structure of these roles is planned.
- Event control - overview of functioning
- Event Capacities including for temporary structures
- Event timings
- Insurance
- Local Community Considerations
- Build and breakdown plan
- References to appendices detailed below

19. The EMP shall contain appendices detailing fully the following areas:

- A scaled site plan which shows the location and size of all areas of the event and the site infrastructure as well as showing the

immediate surrounding area including ingress and egress for pedestrians, vehicles and crew. As well as emergency evacuation routes and access / egress routes for emergency services. All areas of the event mentioned in the EMP must be detailed on the map.

- Event risk assessment covering all areas of risk and management of risks to ensure the health and safety of all those on site
- A crowd management plan including capacities and evacuation times from each area of the site to allow for safe and quick evacuation in the event of an emergency
- Emergency protocols and Major Incident Plan covering the following types of emergencies, fire, bomb threat, suspect packages, public disorder / disturbance, structural failure, hazardous substances, person in water, detained person, injury to a person, crime in progress. To also cover the role of the Event Liaison Team (ELT), coded messages, alert levels and procedures for each, partial evacuation procedure, full evacuation procedure, rendezvous points (RVP's), emergency announcements, event stop procedures, crime scene management.
- Extreme weather procedure and action plan covering all adverse weather conditions, detailing the impact and actions to be taken in each possibility.
- Fire safety plan
- Traffic management plan covering the management of the traffic on the roads surrounding the event. Management of those attending and leaving the event as well as local residential traffic. Internal site signage for traffic. Car park management and lighting. Expected traffic levels throughout the event. Control measures to be used. Taxis and drop off facilities and operation of this facility. Pedestrian routes and lighting of routes. Management of pedestrian and vehicle crossing points.
- Noise management plan - in line with conditions set by Environmental Health
- Waste management plan
- Medical provisions plan covering details of medical / first aid posts, location and description of facility available. Staffing levels of the facility and process to be used when treating patients. Medical emergency procedure.
- Security operations and deployment plan covering security management structure, roles and responsibilities, security staff briefings, security control area operations, communication with the ELT, expectations of SIA staff and non SIA staff, perimeter integrity,

searching of people within the site, bar security, camping / tent security, car parking security and security incident log

- Drugs policy including psychoactive substances. A drugs (including psychoactive substances) policy will be written in consultation with the police, particularly with regard to the definition of "dealing". Where any person is suspected of dealing in drugs, following a search or otherwise, that person will be ejected or refused entry and the person concerned will be detained and police will be contacted prior to ejection. All suspected drugs will be seized and stored safely and securely in sealed evidence bags. A register of all seized drugs will be kept and updated at the time the item is placed into storage. All seizures will be fully documented and details of the incident including offender details will be supplied to the police at the conclusion of the festival. Where any person is suspected of dealing in drugs, following a search or otherwise, that person will be ejected or refused entry and the person concerned will be detained by the security company/door men and police will be contacted immediately.
- Weapons policy - A strict zero tolerance policy must be adhered to in relation to any weapons found that are made, used or adapted to cause injury, any such items found to result in ejection or refusal of entry.
- Entry and Search policy and procedure - detailing the staffing structure and procedural process to be followed at each entry point. Surrender bins to be provided at all entrances prior to the point of search and must be highly visible and clearly marked. Search policy on entry and entry refusal process. Prohibited items to include glass of any kind, weapons, illegal drugs, including psychoactive substances, fireworks, sky lanterns or kites, CO2 canisters, flares, laser pens, open or unsealed vessels of any description.
- Eviction policy and procedure, including eviction notice. Detailing circumstances under which a person will be evicted, the eviction process, management and recording of the process including onward travel from the festival of the evicted person.
- Bar management and Alcohol policy including staff management structure and responsibilities, bar staff briefings for the event. The use of challenge 25 protocol, refusals registers and incident logs.
- A Safeguarding policy and plan to cover both children and vulnerable adults, but especially those under 18's and those who lack capacity through intoxication. To include a lost child procedure.

20. The Licence holder will be responsible for producing a policy for the inspection of the structures built on his site. This will include a maintenance and inspection program with his methodology of testing. This will be presented to the Safety Advisory Group not less than four weeks prior to the event.

From: [REDACTED]

Sent: 20 July 2023 08:07

To: [REDACTED]

Cc: [REDACTED]

Subject: RE: AMA Fest

Hi [REDACTED]

Statement as follows:

Hertfordshire County Council Network Management Team have concerns regarding public safety based on the current proposals presented by AMA Fest. These concerns are primarily due to the expected attendee numbers and location of the event. With 8000 expected attendees there will be significant disruption to the road network with event attendees queuing along narrow country lanes, Hadham Road and potentially the A120 itself.

Due to the narrow road widths leading to the event there does not appear to be any consideration or measures to protect walkers, cyclists and equestrians who may choose to use the country lanes during the event ingress/egress. These road users will therefore come into conflict with a large number of motor vehicles with no safe passage, thereby creating a safety issue.

Furthermore, there is potential for damage to be caused to the public highway/verge by vehicles attending the event due to the tight corner they would need to navigate at the Millfield Lane / Cradle End junction.

Best regards,

[REDACTED]
Assistant Network Manager – East Herts & Broxbourne | Network Management | Growth & Environment
Hertfordshire County Council
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[REDACTED]



[Our vision](#) is to create a cleaner, greener and healthier Hertfordshire, guided by our RISE values



We improve Residents' lives	We work with Integrity	We act Sustainably	We champion Equality & fairness
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