Noise Management Strategy

Royal County of Berkshire Polo Club
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Winkfield
SL4 4TH

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Licensing


Safety


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Training

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Contents

1. Introduction

1.1. This Noise Management Strategy (NMS) sets out the requirements for noise monitoring and control with regards to the Royal County of Berkshire Polo Club, North Street, Winkfield SL4 4TH. This Noise Management Strategy is a requirement of the Premises Licence issued by Bracknell Forest Borough Council for the venue, and is prepared to assist the venue operator, in ensuring compliance with those conditions as set out within the Premises Licence and to also assist managing relationships with local residents and the Local Authority in relation to activities at the premises.

1.2. This NMS considers the potential for noise from the following sources:

- Rig and de-rig noise;
- Event noise (including sound check, rehearsals and show);
- Crowd Noise during event;
- Crowd noise arriving and departing event;
- Delivery vehicles;
- On site vehicles (including forklifts);
- Event specific plant noise;

1.3. This noise management strategy identifies how noise arising from the use of the venue should be monitored and controlled, by establishing reasonable methods to measure, assess and, if necessary, reduce the impact from noise sources associated with the venue, in order to ensure no statutory nuisance arises from operations at the venue.

1.4. This noise management strategy also seeks to identify and assess the potential liaison between the noise control engineer, sound system supplier, sustainability manager, venue general manager and the Public Protection Team at Bracknell Forest Borough Council.

1.5. The Noise management plan applies specifically to events exceeding 1,000 attendees. The venue operating times are limited to the following hours;

Licensable Activities:
Authorised Times:
Sale by retail of alcohol
Live music
Recorded music
Performance of dance
Monday - Sunday: 11:00 - 02:00
Late night refreshment Monday - Sunday: 23:00 - 02:00
The opening hours of the premises: Monday - Sunday: 11:00 - 02:40

1.6. The venue is located within the administrative area of Bracknell Forest Borough Council

1.7. This noise management plan consists of three sections:

- Noise assessment and management;
- Venue location and Noise Sensitive Receptors (NSR's);
- Complaint process and monitoring;

1.8. A glossary of terms used in this report can be found in Appendix A.

2. About Us

2.1 Milton & Shaw Associates Limited have been helping businesses and organisations achieve regulatory compliance since 2003. Specialising in the entertainment sector we cover many aspects of regulatory

control, including; Licensing, Gambling, Planning, Pollution and Health & Safety. All of our consultants are professionally accredited and trained in their relative areas of specialism.

3 About the author

3.1 This report has been prepared by John Newcombe who has been a Consultant Partner at Milton & Shaw since 2003. He is a member of the Institute of Licensing and Institution of Occupational Safety & Health as well as a holder of the certificate of competence awarded by the Institute of Acoustics.

4 About the Strategy

4.1 Royal County of Berkshire Polo Club are committed to proactively managing noise arising from their use of the premises and this strategy has been prepared to demonstrate that the venue can be run in accordance with all relevant noise regulations and guidance, and to actively avoid causing any form of statutory nuisance to other persons living nearby.

4.2 It also demonstrates a practical approach to dealing with any potential issues or complaints which may arise from the use of the premises for activities.

4.3 The strategy is a live document and is expected to evolve over time. It has been prepared according to the client's instructions and subsequent monitoring visits and surveys and will be updated following consultation with the Public Protection Noise Team at Bracknell Forest Borough Council. Any revised documents will be circulated to all stakeholders when available.

4.4 The strategy will outline any considerations; provide an overview of monitoring arrangements and available mitigation measures.

4.5 The strategy seeks to achieve, above all else, a workable solution to ensuring the harmonious relationship between the thriving community at the Polo Club and the local residents nearby, without impacting on residents needs or the aspirations of this ever growing and increasingly successful organisation.

5 Royal County of Berkshire Polo Club

5.1 The Berkshire, near Windsor, stands out as one of the UK's top-tier polo clubs and classic events spaces, boasting world-class sporting facilities, including six pristine polo fields, the UK's first all-weather polo arena, stabling to accommodate over 200 horses, two tennis courts, a croquet lawn and an esteemed polo academy.

5.2 Founded by the late rock and roll impresario Bryan Morrison, RCBPC has been at the forefront of fashionable society since founding member HRH The Prince of Wales officially opened the club in 1985. Throughout the years, the club and its legendary members' clubhouse has proved a centre of convergence for Hollywood superstars and rock and roll royalty to bond over a love of polo without the antiquated social barriers of traditional clubs.

5.3 RCBPC is proud to host the world's most prestigious players and horses during our dynamic year-long social calendar of events, ranging from beginners' polo to High Goal (22), as well as summer tournaments such as The Prince of Wales Trophy and winter tournaments such as the famous Arena Gold Cup.

5.4 Today, RCBPC represents an internationally renowned sports and lifestyle universe that seeks to further innovate and develop polo as a truly inclusive sport fit for the modern world.

6 History

6.1 Polo: a marriage of equine history and sheer rock and roll. Our late founder Bryan Morrison, a distinguished businessman and music mogul in the 60s, 70s, 80s and 90s, had a hand in the careers of none other than Pink Floyd, The Jam, The Bee Gees, George Michael and many more. After unexpectedly becoming intoxicated by sport polo and the accompanying lifestyle, in 1985 he purchased a rundown estate with the vision and intent to convert the land into a lavish club that ran by its own rules. In 1986, just one year after he purchased the land, Morrison succeeded in the monumental task of converting the 220-acre estate into a fully functioning polo club with HRH The Prince of Wales opening the club as its first member.

6.2 Interestingly, the estate was originally the site of the Windsor Forest Stud, a former racing yard that, in its heyday, sent its best runners to the neighbouring Royal Ascot just one mile away. To this day, the stud's signature race rail and gallops remain on the grounds as a reminder of their equine history. The marriage of the land's prestigious horse racing history and Morrison's rock and roll legacy has given birth to an unquestionably modern club that holds true to the wild, unpredictable and exhilarating spirit of polo.

6.3 Morrison has been widely credited with revolutionising and re-popularising polo, with RCBPC serving as a crucible of change in the modern era of polo in the UK. In 2005, Morrison started a global sports/lifestyle clothing brand that reflects the excellence, authenticity and exclusivity of the ever-fashionable Royal County of Berkshire Polo Club. Bryan's son Jamie Morrison, the club's current chairman, will ensure that RCBPC continues to be the vanguard of polo, leading with its current extensive expansion programme, which will provide two new state-of-the-art fields, amongst many more exciting developments.

'Our aim is to cement the club's stature as a world-class polo and equestrian facility alongside a modern relevant fashion brand that pushes boundaries for generations to come.' - **Jamie Morrison CEO**.

7 Noise Assessment & Management

Rig and De-Rig Noise

7.1 The venue has a permanent PA system installation which means there is negligible impact from Rig and De-rig noise activities at the premises, however, where additional equipment is brought in to the venue the operator is mindful to ensure that such activities are conducted at a reasonable time and with the minimum disturbance to NSR's.

Temporary Plant (Mechanical & Electrical) Noise

7.3 If new elements of plant (mechanical or electrical) are to be incorporated at the premises, consideration should be given to the effects of noise to NSRs and an assessment in accordance with BS 4142:1997 'Method for rating industrial noise affecting mixed residential and industrial areas' would be required.

7.4 A suitable rating level will be agreed with the Local Authority to enable the plant to be considered for noise emissions to NSRs.

Noise from Crowd Activities

7.5 Noise emissions from crowd activities should be considered for effect on NSRs. This would include crowd movements to and from the venue during ingress and egress, as well as crowd noise during the event itself.

7.6 There is parking at the venue and persons using the centre are directed to park their vehicles at the parking areas and take the short walk to the venue. The area directly in front of the venue is used as a drop off area for arrivals and is managed by staff on event days. There are also a number of parking spaces available at the venue which are reserved for disabled visitors.

Control of Noise from Amplified Music Events & PA Systems

7.7 The main area for concern in relation to activities at the venue is in relation to noise breakout from amplified music events and noise emissions from amplified music and PA announcements should therefore be considered for effect on NSRs.

7.8 A full programme of monitoring and compliance will be instigated in accordance with the conditions listed in section 11 of this assessment.

8 Complaint Process & Monitoring

8.1 In the event of a complaint relating to noise, a designated staff member will investigate the complaint. In cases where Polo Club representatives are unable to address the complaint, undertake the noise monitoring or where a high number of complaints are received, or the complaint is deemed particularly sensitive, then additional staff should be on call to attend site with professional sound level meters (class 1) for monitoring. This will be classified as 'call-out' monitoring.

8.2 Monitoring should be carried out at the complainant's location to ascertain noise levels. If necessary action should be taken to reduce the levels. Levels should be measured as LAeq for a minimum of 5 minute periods.

8.3 During the noise monitoring, a noise representative or noise consultants will be operating both on site (at mixer position) and off-site (noise sensitive locations). A communication link will be provided between the mixer position and noise sensitive locations to ensure that the noise levels are not exceeded.

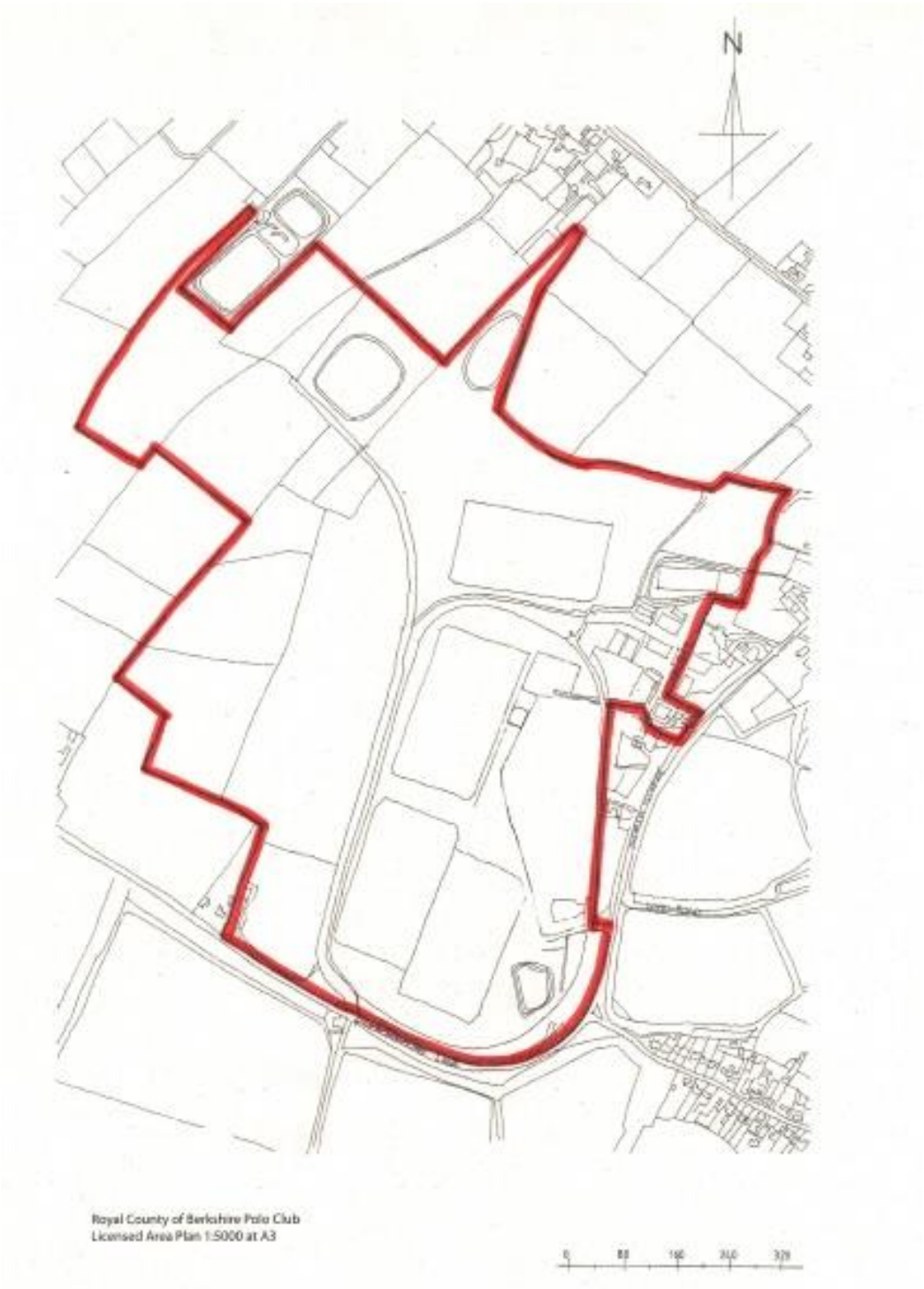
8.4 The noise representative or noise consultants will download the noise monitoring data and keep a logbook of noise levels. This will be made available to the Council's EHO for inspection.

8.5 A hotline telephone number (the venue landline) will be provided to handle noise complaints and will be staffed during event hours. Event Personnel will coordinate the response to a complaint and details of any noise complaints, and subsequent actions, will be logged and made available to the Local Authority.

9 Venue Location

Venue Location

9.1 Figure 1 outlines the location of the venue



10 Defined Noise Sensitive Receivers

10.1 The following noise sensitive receptors have been defined as those being the closest, and so, the most noise sensitive to any noise from the Venue:

1. At an agreed location to the South West of the event site
2. At an agreed location to the South East of the event site
3. At an agreed location to the East of the event site
4. At an agreed location to the North of the event site

10.2 Figure 2 outlines the locations of defined noise sensitive receptors.

11 Monitoring Visits and liaison with Local Authority

The Noise Consultant will attempt to liaise with the Local Authorities Pollution Officer in order to discuss the most appropriate locations for monitoring locations, at or around the nearest noise sensitive residential properties.

It is proposed to take background readings at each of the noise sensitive residential locations before performance. The results of the measurements will be added at Appendix B. Significant findings of the difference between the background readings and the during performance readings will be added also.

Venue management will try and seek a resolution to the current situation and have been liaising with both the Council's Pollution Team and local resident (complainant) with regards to the issues presented.

All instrumentation used for off-site and on-site measurement will meet a minimum of Class 2 of BS EN 61672-1:2003 (sound level meters) or Type 2 BS EN 60804:2001 and will be calibrated on a routine basis according to the manufacturer's instructions.

The code of practice for noise from pop concerts shall be used as a base for control, however the guidance is based on frequency imbalance at distances over 2k and is not therefore appropriate for close receptors.

12 Mitigation Measures

Following discussions with the venue management, the following measures have been put in place to mitigate the potential risks of noise nuisance from activities at the venue.

- Sound monitoring equipment shall be installed at the front of house mixing desk and shall be used to monitor the LAeq decibel levels at all times amplified music is being played in the venue.
- System engineers will be made fully aware of the noise constraints at the venue and will set up the front of house sound system in a manner most practicable to minimise the breakout of music from the venue.
- The music sound level at the mixing desk position will be continuously monitored in terms of 15 minute and 1 minute LAeq values, The front of house music level shall not exceed the agreed db limit at any time (this is the level set at which music noise does not exceed the agreed level at the nearest noise sensitive receptors.)
- Regular monitoring visits of the four identified NSR's shall be undertaken outside the venue to ensure there is no noise nuisance being caused to neighbouring properties. A log of such monitoring visits shall be kept.
- Amplification of lower frequencies shall be reduced so as to not cause vibrations in the structure and substructure of the building nor of fixtures and fittings at the venue. The code of practice for noise from pop concerts shall be used as a base for control
- A telephone number will be made available specifically for neighbour complaints and will be answerable by a responsible person at all times amplified music is played at the venue.
- Any local residents who contact the venue in relation to noise disturbance will be liaised with regarding possible visits, in consultation with the Local Authority Pollution Officer, in order to ascertain the extent of the problem and enable consideration of potential mitigation measures.
- If deemed necessary, the venue will arrange a local residents consultation meeting to discuss any concerns local residents may have about the operation of the venue and to agree any additional mitigation measures to prevent nuisance from the venue.
- The Local Authority will be sent a copy of this plan in order to agree the locations of the NSR's and any mitigation measures are appropriate and proportionate and will further be consulted at regular intervals regarding the effectiveness of the measures and any emerging trends.

Specific Noise related mitigations contained within the existing premises licence;

(67) The use of explosives, pyrotechnics and fireworks of a similar nature which could cause disturbance in surrounding areas shall not be permitted.

(68) Disposal of bottles into waste receptacles outside the premises shall not be permitted to take place between the hours of 23:00 and 07:00.

(69) For the final hours of opening the music shall be reduced in volume and shall be discernibly quieter.

(70) The playing of live or recorded music in the garden or outside seating areas of the premises shall not be permitted unless in a marquee.

(71) The playing of live or recorded music in the marquee shall not be permitted after 02:00.

(72) The garden or outside seating areas are closed to the public after 02:00.

(73) All fixed plant and equipment at the premises e.g. ventilation systems that produce significant levels of noise shall be fitted with appropriate means of noise suppression and shall be restricted in their use so as to minimise disturbance to any neighbouring noise sensitive premises.

(76) Flashing / bright / flood lights used outside the premises and any security access lighting installed shall not be operated so as to cause a nuisance to nearby occupiers.

(84) The sale and supply of alcohol shall cease 40 minutes prior to the closure of the Club houses and a winding down period shall be implemented, for example quieter music and lighting level raised during or before this 40 minute period.

(87) The licensee shall ensure that no noise shall emanate from the premises which gives rise to nuisance.

(88) Clearly legible notices shall be displayed in prominent locations requesting patrons and their guests to respect the needs of local residents and to leave the premises and area quietly.

Additional Conditions agreed as part of the variation application in June 2018;

1. Noise from the premises shall not unreasonably disturb other people.

2. No music or speech shall be relayed via external speakers other than for large events detailed in Condition 3.

3. Large events shall comply with Conditions 4 to 17 below. A large event is used to describe an event involving more than 1000 attendees.

4. There shall be no more than 6 large events per year and no more than two large events per month, unless otherwise agreed with the Licensing Authority. An event is used to describe a single day or night music event.

5. The Premises Licence Holder shall produce a Noise Management and Community Liaison Plan (NMP) for events.

6. Information relating to a specific event shall be submitted to the Licensing Authority for agreement no later than 28 days prior to the event. No alteration to the NMP after this date shall be made by the Premises Licence Holder except with the written consent of the Licensing Authority.

7. The NMP shall contain the methodology which shall be employed to control sound produced on the premises, in order to comply with the premises licence. The NMP must include all of the arrangements for preventing public nuisance and consultation with the local community and shall include:

a. An inventory of all sound systems to be used on the site
b. A schedule of contact details for those who are responsible for the sound systems
c. A list of stages and cinemas together with sound power output details, a schedule of their location, orientation, and shut down times and their maximum audience capacity
d. Maximum permitted sound power output details for traders
e. Management command and communication structure /methods for ensuring that permitted sound system output and finish times are not exceeded
f. Publication and dissemination of information to the public and arrangements for provision and staffing of a hotline number for dealing with complaints
g. Action to be taken by the Event Organiser following complaints.

8. The Premises Licence Holder shall ensure compliance with all aspects of the Noise Management and Community Liaison Plan.

9. At least 7 days prior to an event the Premises Licence Holder shall provide to the licensing authority a telephone number for contacting the licence holder or a nominated representative during the course of an event.

10. The Premises Licence Holder shall produce and make available a Public Information Document with details of arrangements for the event based on the Event Management Plan and NMP that might affect

the local community. This shall be made available at least 7 days prior to the event and published through a method agreed with the Licensing Authority.

11. The Premises Licence Holder shall manage noise levels based on principles laid out in the 1995 'Code of Practice on Environmental Noise Control at Concerts.

12. Where the Premises Licence Holder plans to hold 3 or less music events per year the music noise level shall not exceed 65dB(A) over a 15 minute period, at 1 meter from the facade of any noise sensitive premises, from 11:00 to 23:00 hours

13. Where the Premises Licence Holder plans to hold more than 3 events per year the music noise level shall not exceed background noise levels by more than 15dB(A) over at 15 minute period, at 1 meter from the façade of any noise sensitive premises, from 11:00 to 23:00 hours.

14. After 23:00 music noise from the premises shall not be at a level that would be considered a nuisance.

15. Music noise levels shall be measured throughout an event. Monitoring locations and noise levels to be met at those locations shall be agreed in writing with the Licensing Authority no later than 28 days in advance of the event.

16. The sound systems of the principal stages shall be tested to ensure compliance with condition 12, condition 13 and condition 14 prior to the commencement of the event. The Licensing Authority shall be notified no less than 24 hours in advance of such testing being undertaken

17. The Premises Licence Holder shall appoint a competent noise consultant to monitor and record on site and off site noise, to ensure compliance with condition 12, condition 13 and condition 14.

18. The Premises Licence Holder shall not permit amplification equipment to be brought onto the site unless:-

a. it is for use as part of regulated entertainment
b. it is for the use of authorised traders for the sole purpose of providing 'incidental' or background music to their stall or fairground attraction.

19. Erection/dismantling activities for equipment, stages etc. shall be restricted to 07:00 to 21:00 hours.

20. The use of explosives, pyrotechnics and fireworks of a similar nature which could cause disturbance in surrounding areas shall not be permitted.

Appendix A - 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.