

# Annex 6 Noise Management Plan

## OTG Policy and Procedure

### Noise Management Plan 2026



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Ref: OTG-003-NMP-V2

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Reviewed: Annually

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#### Aim

This **Noise Management Plan (NMP)** outlines the strategies and procedures implemented to control noise levels within a specific environment, aiming to minimize disturbance to workers, residents, and other sensitive receptors.

1. Introduction
2. Noise assessment
3. Noise control measures
4. Monitoring and reporting
5. Stakeholder engagement and complaints management
6. Review and revision

#### 1. Introduction

The purpose of this document is to ensure that OTG is abiding by the licensing regulations and to ensure we do prevent public nuisance to residents locally.

#### **Business and Location:**

OTG is a 5 acre events site located within 440 acres of rewilded land which is rented from the Duchies of Cornwall. OTG operates for 6 months of the year and is a licensed events venue. Both exclusive and non exclusive event hires and private functions such as weddings as well as internal camping weekends. The site is an outdoor venue and music is played in geodome structures. OTG's closest local neighbors are noted on the map below with boundaries of the farm also marked:

Hook Lane House - 250m

## Houses on Bromyard Road - 350m



To the left OTG licensed site in yellow, main stage a second stage with red x's. Letters indicate sound check points.

Below shows the boundaries of Woodend Farm. Nearest neighbors marked with yellow X, 2 of which are hireable holiday accommodation.

A-H are check points for sound monitoring (see OTG Sound Monitoring P&P

Document)

### Regulatory Framework:

- Environmental Protection Act 1990 - in particular:

**F4(fb)** *artificial light emitted from premises so as to be prejudicial to health or a nuisance; noise emitted from premises so as to be prejudicial to health or a nuisance;*

- Licencing Act 2003

### Controls in place to manage noise at the site:

*At point of booking:* All our enquiries are vetted and a discussion is held with potential clients to ensure that they agree to use our pre-approved soundsystem, that the type of music is non offensive, that they are aware of our licensing rules and limits on sound before any booking is taken.

*Contract and Documentation:* It is stated in our terms and conditions and in our booking form: **MUSIC / SOUNDSYSTEM** *The only sound system that can be used is the system that we supply. We do not permit people to set up their own system to play amplified music. Our sound system consists of PA speakers, monitors, 32 channel mixing desks, mics, Dis etc but not DJ decks. DJ decks to be supplied by you, the client, or your DJ/s. We require the style of music to be inoffensive, encourage live music and discourage events with predominantly repetitive beat music.*

*Implementation during events:* OTG crew monitor sound at every event with amplified sound. All events must adhere to our T&Cs and an approved sound engineer will be present at all events to ensure that sound is managed in accordance with our NMP with the priority of ensuring we are not causing public nuisance and are adhering to our Licencing at all times. Where issues are identified we will take action immediately to ensure music is turned down, certain frequencies are removed or if necessary turned off entirely.

## 2. Noise assessment

**Baseline Noise Assessment:** Baseline Sound is logged at 4 weeks before the first event to identify base level ambient sound. This will be documented with photographs of the monitor readings for reference. A test day to check set-up of speakers and insulation will be conducted at the same time.

### **Identification of Noise Sources:**

Noise sources are limited on site with very little noise emitting machinery or construction. OTG's main risk is from amplified music.

OTG's main dome is used for live music, amplified vocals for ceremonies and talk etc. OTG has approved soundsystems with the aim to safeguard against any escaping sound predominantly at source as well as to improve the sound quality of events due to the limitations imposed.

### *Main Dome System*

#### Matrix PA System

- 2 x T112 FOH Tops
- 2 x S15 FOH Subs
- 4 x Stage Monitors - Turbo Sounds NUQ12  
Frequency Response 30Hz-22kHz, limited to the correct volume for the venue

#### Amplification

- Matrix XT Series
- Crest CA Series Monitors

#### Processing

- XTA DP226

## Second Dome System

### PA System

- Turbosound TCX10 - Tops x 2
- Element 5 RB212 - Subs x 3 or 4 (subject to best containment option)

### Amplification and Processing

- Linea Research 88C10

In some cases OTG allow for areas of the licenced site to be used as performance areas, we deal with these in a case by case way ensuring that the systems of amplified sound are checked and approved by our Sound Engineers. Sound checks made to ensure they are suitable and limits are set.

## 3. Noise control measures

**Notice to Council:** OTG submit a document annually listing all the seasons events at the start of the year to inform the council.

**Hierarchy of Controls: Administration:** OTG aims to avoid issues at the earliest point possible. We do this carefully vetting clients and events by having the below statement on our booking form:

*MUSIC / SOUNDSYSTEM The only sound system that can be used is the system that we supply. We do not permit people to set up their own system to play amplified music. Our sound system consists of PA speakers, monitors, 32 channel mixing desks, mics, Dis etc but not DJ decks. DJ decks to be supplied by you, the client, or your DJ/s. We require the style of music to be inoffensive, encourage live music and discourage events with predominantly repetitive beat music.*

*Elimination/Substitution:* OTG has taken action to improve any noise escaping by adopting a pre-approved system and professional sound engineer to manage sound at the source and continues to make improvements in 2026 the findings of which will be applied to the updated NMP 2027. (see Noise Management Action Plan 2026)

*Engineering Controls:* OTG will have an 'in house' approved sound engineer at every event booked. The SE has knowledge of the NMP and is trained in accordance with all our noise management protocols.

*Source Control:* Our equipment is regularly maintained and checks are done annually to ensure all equipment is sound and working correctly. OTG has sound limiting devices at source to manage issues at source.

*Path Control:* OTG has increased its insulation around stages in 2023 adding hay bale walls and fabric lining the main geodome. Plans are in place to add more sound panels to the main dome in the next 12 months and to keep reviewing and improving path control infrastructure. OTG will have hay bail sound insulation around the domes to improve insulation.

OTG will have installed sound insulation in the main dome.  
(see Noise Management Action Plan 2026 - NMAP).

*Site Layout and Design:* Location of sound systems have been planned in accordance with our NMP with soundsystems facing away from our nearest neighbor on Hook Lane. OTG will continue to make amendments to the orientation and direction based on any complaints or new information logged.

*Working Hours:* OTG operates strictly within the guidelines of our premises licence. Levels are dropped and frequencies of bass removed via the sounddesk before 3pm and after 11pm to below our usual aim of 5-10db above ambient for readings around the site to 3-5db.

Plans for 2026 are to drop certain levels and frequencies before 3pm and after 11pm, more info on this can be found in the NMAP 2026)

*Operational Practices:* At the start of a day the sound desk is set up for 12 midday or whenever the event start time is to ensure it can not be used outside of the licensed hours. This will be done by a trained crew member or sound engineer only.

At the end of play each night the Sound Engineer is responsible for letting the events manager know the desk has been turned off and packed away in a locked area (bar). All speakers are turned off.

Photo evidence will be taken each evening at 2am of the soundsystem once packed away by the SE and sent to Event Management.

The Events Manager is responsible for doing sound checks before the event to check ambient readings as well as throughout the night at least every 2 hours and adjustments will be made where necessary.

*Training and Awareness:* All crew trained on noise management procedures, the proper use of noise control equipment (including PPE), and the importance of minimizing noise. All bookers are made aware of the NMP in advance of their booking.

*Personal Protective Equipment (PPE):* OTG provides ear plugs to all crew and guests on site, they are kept behind the bar and can be requested at any point.

#### 4. Monitoring and reporting

*Noise Monitoring Plan:* OTG currently conducts sound monitoring using a CEM DT-815 sound decibel hand held device. This is done 3-5 times throughout the event and more regularly where deemed appropriate. A new sound monitoring sheet will be made annually to incorporate any new problem areas to monitor based on complaints and feedback from neighbors via the hotline.

Main Number for OTG:

01886880099 (forwarded to Events Manager Phone 07831827236)

Available: Throughout events from 9am - 2am Friday Saturday, 9am - 1am on Sundays and during weekdays 10am - 6pm

*Compliance Checks and Audits:* OTG shall monitor this plan and make amendments where required as information comes to light or if issues occur with complaints. The NMP will be reviewed yearly at the start of the season.

*Record Keeping:* OTG maintains detailed records of noise monitoring data, inspections, incidents, and actions taken. These are kept in the bar and updated to the business drive spreadsheet weekly.

#### 5. Stakeholder engagement and complaints management

*Communication with Neighbors:* OTG will notify all residents of a full schedule of events at the start of a season alongside our usual letter to the council to give notice of events.

*Complaints Procedure:* OTG shall make available and regularly promote a contact number for local residents to contact the premises to discuss any specific incidents or concerns either during or after events.

## 6. Scheduled Improvements

OTG has taken proactive steps to enhance mitigation. These include installation of acoustic panels within the geodome, reconfiguration of the bass system into a directional cardioid arrangement, and a proposal for structured internal level verification in partnership with Environmental Health.

Following a licence review we have implemented a year long action plan to make further improvements (*See Noise Management Action Plan 2026*)

## 7. Review and revision

*Regular Review:* OTG commits to regularly reviewing the effectiveness of the NMP and updating it as necessary (e.g., due to changes in operations, equipment, or regulations). This is to be done annually before each spring.

*Adaptation:* OTG are prepared to adapt the NMP and implement further measures if noise impacts remain unacceptable despite the implemented controls.

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