



SOUND MANAGEMENT REPORT – Knockholt Family Festival

Date of Production / Event	Saturday 5 August 2023
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Location	Rushmore Hill Farm, Main Road, Knockholt TN14 7LR			
Outline of risk assessment	Operating sound equipment for festival event			
Team members / experts / contractors / etc.	Bandshop Hire			
Assessor	Name	Gordon Bond	Date completed	10 May 2023
	Signature			

Introduction

Bandshop Hire have been contracted to provide stage, sound & lighting production for the Knockholt Family Festival event on 5 August 2023, as well as power & power distribution. We provide these services regularly to events throughout London & the South East.

This festival event is a public event and has a family focus. The event is for all age groups and features food stalls as well as live music.

To provide entertainment for the guests, the organisers have booked a number of bands who will play on the stage during the afternoon and evening. A playlist will provide other music during the event.

The Festival Site

The main festival arena will be enclosed in a large field in an isolated position near Knockholt, Kent. The field is rectangular in shape is almost entirely enclosed by trees on three sides and a fence and tall hedge to the road boundary. The field measures several hundred metres in length and width. The festival arena will be in top area of the field with the stage facing down the slope.

The stage will be positioned facing down the length of the field – only a couple of distant residential buildings are visible in this direction. In fact there are only a few residential properties in the vicinity of the festival site – therefore there would be little impact of noise levels from the stage area in the immediate area.

Sound System

This will be an FBT Muse line array system with 4 mid/top speakers and 2 subwoofers each side of the stage. The system features built in limiters which will be utilised to ensure the system cannot be run to excessive volumes.

The speakers will be positioned to point down the length of the field. As the field has trees around the boundary, this will maximise the containment of the sound. The speakers will be fed from the mixing console via matrix groups – this means that the subwoofers

can be controlled independently from the mid/top speakers and can be attenuated to suit the venue and surroundings. This is useful in ensuring that the bass frequencies projecting to the surrounding area can be controlled and the impact beyond the festival site minimised. The mid/top speakers will be rigged and adjusted in such a way to contain the sound within the festival site as much as possible.

There will inevitably be some degree of sound projection beyond the field itself, but every effort will be made to contain the volume within agreed acceptable sound limits.

Sound Management

Bandshop Hire personnel will be briefed regarding appropriate sound levels and control the sound accordingly, with emphasis on bass frequency control via the mixing desk matrix groups.

Bandshop Hire personnel will follow any instruction to reduce sound levels if told to do so by festival organisers or local authority representatives.

The organisers will make available a phone number to the local authority so that any instruction to reduce the volume can be acted upon quickly and effectively.

Festival Timings

The festival timings are designed to accommodate the family ethos of the festival and also have the benefit of limiting any perceived nuisance to residential neighbours.

Anticipated timetable –

Friday 4 August: 9.00AM to 6PM -	stage build & power installation sound & light equipment installation
Saturday 5 August: 12 midday to 9PM -	festival event
Sunday 6 August: 10 midday to 5.00PM –	sound & light derig stage derig

We will not undertake any work that creates noise impact during late evening/night-time/early morning hours. Any machinery (for example ground spike hammers) will only be used between 9.00AM and 5.00PM and will only be utilised for short periods.

Conclusion

Our aim will be to undertake the technical production of the festival event in a way that fulfils the organisers' requirements whilst limiting the impact on the surrounding area as much as possible. We believe that the measures discussed in this document will achieve a successful event for the organisers, the festival goers and the local community.