OTAS LIVE

Supporting Events and Professionals at Every Stage

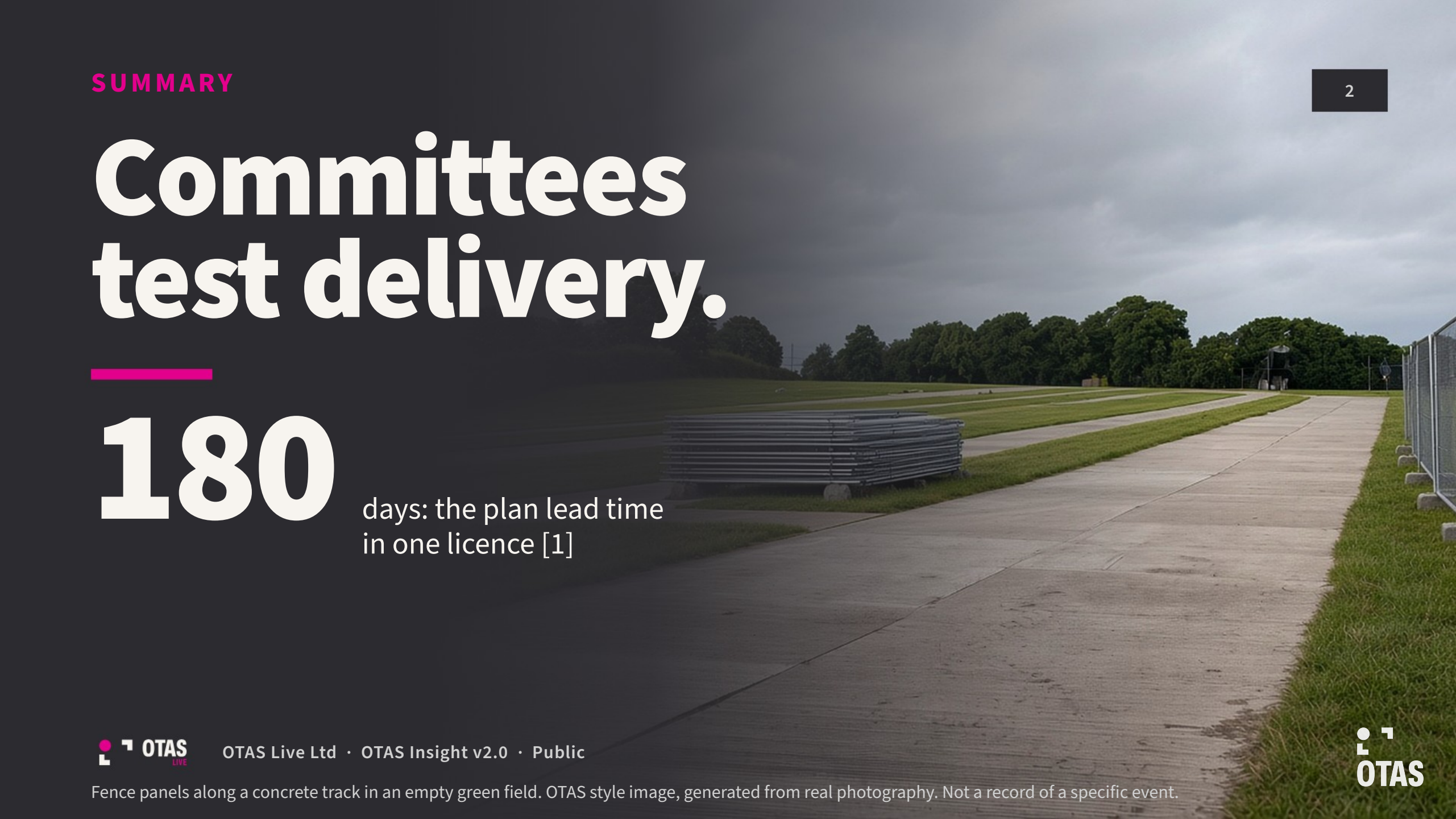
What licensing committees expect from new festivals

Two decisions from autumn 2026, the timeline one committee wrote into a licence, and the site questions a committee may test before it says yes

Correct as of 2 November 2026

Committees test delivery.

180 days: the plan lead time in one licence [1]



Fence panels along a concrete track in an empty green field. OTAS style image, generated from real photography. Not a record of a specific event.

The facts, as reported

180

days: the plan lead time in one licence [1]

16

days before, papers not ready [1]

45

objections, and none from authorities [7]

Two decisions in 2026

CASE ONE: RESET

Stopped by a notice [2]

Licence modified [1]

Year one at 5,000 [1]

CASE TWO: REFUSED

One entrance [7]

Fence breach risk [7]

No authority objected [7]

Put the timeline on the wall

Work back from the event date

A worker in orange overalls reads plans pinned in a site cabin window. OTAS style image, generated from real photography. Not a record of a specific event.

What went wrong in case one

THE PAPERS

- “To be confirmed” in plans [1]
- Contractors not engaged [1]
- Exit sums did not match [1]

THE NOTICE

- No medical provider [2]
- Code words differed [2]
- Sign offs outstanding [2]

03

Case two: the reasons

SITE AND CAPACITY

One entrance [7]

Limited exits [7]

Trees not allowed for [7]

AREA AND STORY

Fence breach risk [7]

Dispersal orders nearby [7]

Website read as alcohol led [7]

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The law in brief

LICENSING ACT 2003

- Four objectives [8]
- Reviews can modify [1]
- Appeal in 21 days [10]

PROHIBITION NOTICES

- HSWA 1974 section 22 [11]
- Risk of serious injury [11]
- Immediate effect [2]

Check the sums against the plan

One site plan, one set of exits

A clipboard with a site plan on stacks of white signs in a car boot. OTAS style image, generated from real photography. Not a record of a specific event.

05

The new conditions

TIMELINE	CONTROL
Event manager first [1]	One risk assessment [1]
Plan 180 days out [1]	Milestones by area [1]
Suppliers 60 days out [1]	No build without sign offs [1]

06

The SAG role

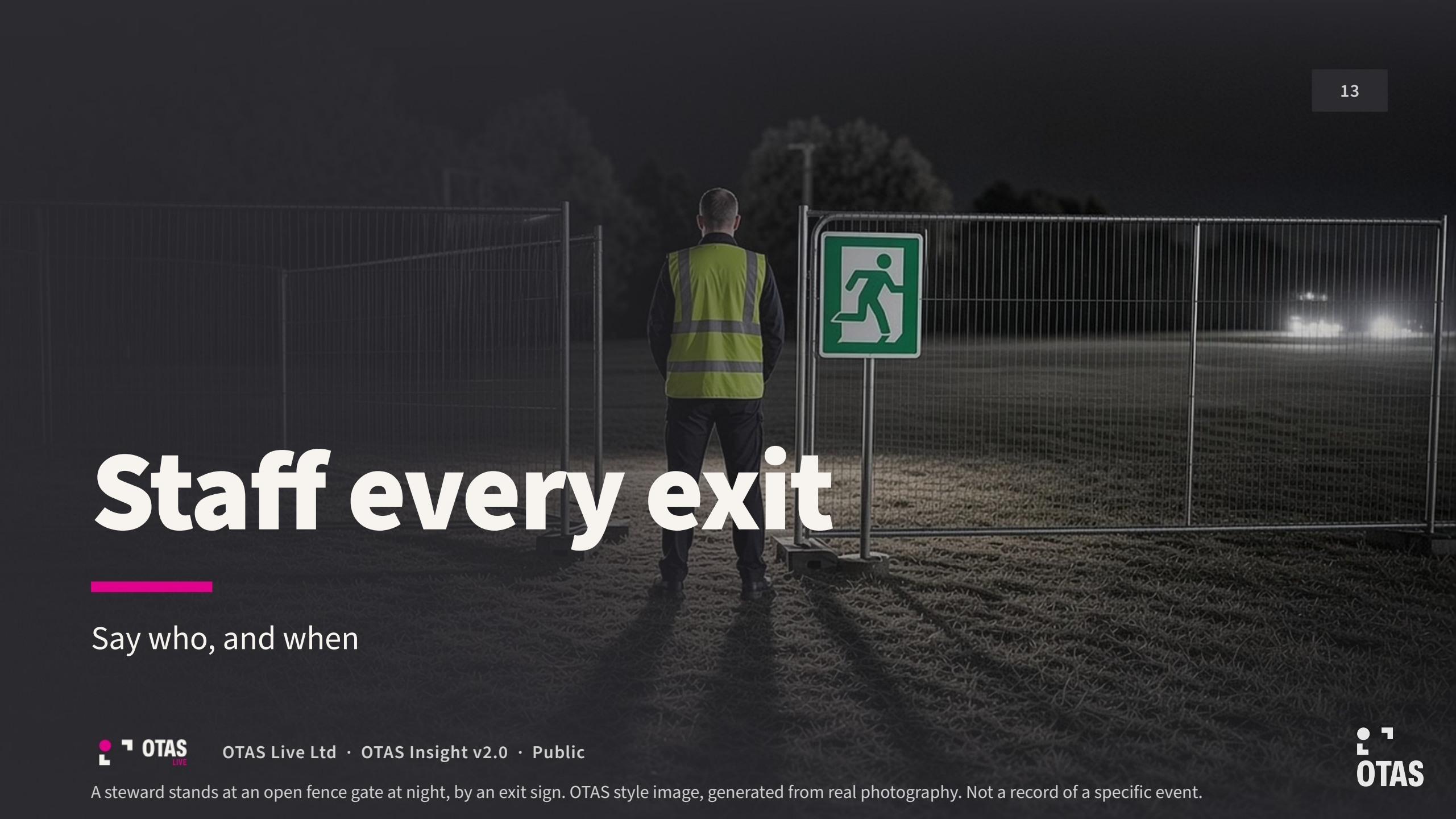
WHAT IT DOES	WHAT STAYS WITH YOU
Reviews your plan [1]	Overall responsibility [13]
Gives advice [12]	The evidence
Does not plan for you [1]	The timeline

07

The path from idea to opening

1	2	3	4	5
Before you apply	The plan	Safety advisory group	The hearing	Build and open

OTAS guidance, drawing on the two decisions.



Staff every exit

Say who, and when

A steward stands at an open fence gate at night, by an exit sign. OTAS style image, generated from real photography. Not a record of a specific event.

08

Seven site questions

THE SITE

- Entrances and exits
- Exits staffed at all times
- The real usable area

AROUND IT

- Fence breach plan
- The local picture
- Marketing and noise

09

Signs your application is not ready

Signs 1 to 4 come from case one.
Sign 5 comes from case two.

01 “To be confirmed” in the plan

02 Named contractors not engaged

03 Exit sums that do not match the plan

04 No medical provider appointed

05 Marketing that tells a different story

Five steps, working back from the event



STAGE 1

Manager

194 days out

STAGE 2

Plan

180 days out

STAGE 3

Suppliers

60 days out

STAGE 4

Sign offs

Before the build

STAGE 5

Hearing

Allow 21 days

From the plan in this Insight. OTAS guidance.

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The evidence pack

THE PLANS

- Risk assessment [1]
- Security with SIA numbers [2]
- Fire with real exits [1]
- Medical provider named [2]

THE PROOF

- One set of code words [2]
- PA back up [3]
- Contractors engaged [1]
- Structure sign offs [2]

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Preparing for the hearing

DECIDE

- Go or no go
- Talk to authorities early
- Rehearse the answers

CONSIDER

- A smaller year one
- Signed, not planned
- Marketing that matches

What to do at each level

Operational

Know the site plan

Learn one set of codes

Report blocked exits

Tactical

Own one plan section

Remove “to be confirmed”

Match figures to the site

Strategic

Appoint the manager early

Sign suppliers first

Propose a smaller year one

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The checklist

BEFORE YOU APPLY

- Event manager appointed
- Suppliers in place
- Seven questions answered
- Marketing checked

BEFORE THE BUILD

- Plan 180 days out
- No “to be confirmed”
- Suppliers 60 days out
- Sign offs in place

“

It demonstrated a lack of overall control.

A police alcohol licensing officer on case one, quoted by the Gazette and Herald [5]

Where the facts come from

1	**Wiltshire Council, Northern Area Licensing Sub Committee, decision notice, 30 September 2026**	cms.wiltshire.gov.uk
2	**Wiltshire Council, Appendix 14, prohibition notice cover letter, redacted, 31 July 2026**	cms.wiltshire.gov.uk
3	**Wiltshire Council, Appendix 12, event safety advisory group summary, 31 July 2026**	cms.wiltshire.gov.uk
4	**Wiltshire Council, Northern Area Licensing Sub Committee, printed minutes, 30 September 2026**	cms.wiltshire.gov.uk
5	**Gazette and Herald, festival can go ahead despite failings, 9 October 2026**	gazetteandherald.co.uk
6	**BBC News, festival licence review, 10 October 2026**	bbc.co.uk
7	**London Borough of Richmond upon Thames, Licensing Sub Committee, public minutes and decision notice, hearing 19 October 2026**	cabnet.richmond.gov.uk

Where the facts come from

8	**Licensing Act 2003, section 4, legislation.gov.uk**	legislation.gov.uk
9	**Licensing Act 2003, section 18, legislation.gov.uk**	legislation.gov.uk
10	**Licensing Act 2003, appeals, Schedule 5, legislation.gov.uk**	legislation.gov.uk
11	**Health and Safety at Work etc. Act 1974, section 22, legislation.gov.uk**	legislation.gov.uk
12	**HSE, crowd management, working with others**	hse.gov.uk
13	**HSE, crowd management, roles and responsibilities**	hse.gov.uk
14	**Security Industry Authority, understanding Martyn's Law and the SIA's role as regulator, 17 July 2026**	gov.uk

Where the facts come from

15 **Civic Government (Scotland) Act 1982, section 41, legislation.gov.uk** legislation.gov.uk

Web sources opened 2 November 2026 and labelled with their publisher.

OVER TO YOU

If your hearing were next week, who would answer on capacity, exits, security and noise?

If you need support with an event management plan or a licensing hearing for a new festival, reach out to us to see how we can support you.

OTAS Live Ltd.

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