



EXTERNAL SPACES HEALTH & SAFETY INFORMATION SHEET

WESTWOOD BANDSTAND

Date survey undertaken: Monday 13th February 2023 10am

Prepared for
University of Warwick
Coventry
CV4 7AL

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on behalf of University of Warwick Estates

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VERSION	DATE	DESCRIPTION	CREATED BY	REVIEWED BY
1.0	10/08/2018	Hazard Identification	TWW	SA
2.0	13/02/2023	Hazard Identification	TM	SA

2. BRIEF

2.1 This report is provided as a record of our site inspection, document review and identification of the site known as Westwood Bandstand.

3. GENERAL UPDATE

3.1 The site has been well maintained with low cut grass. The bandstand has recently been constructed on site and is in very good condition.

4. DATE OF INSPECTION

Monday 13th February 2023 at 10am

5. ACCESS

5.1 Access will come from three directions. There is a central path running from the existing buildings of the Lifelong Learning Centre and IT Services. This path runs through the centre of the site through the paved area and connects to each direction and the bandstand.

5.2 There is a path from the east which runs around the boundary edge of the site. This path connects the site to a University car park.

5.3 The path from the west also runs around the site and connects to a road that runs through the Westwood area.

5.4 If the nearest car parks around the site are full, approval can be sought from the University Project Manager for equipment and stalls to be dropped off next to the site from the small road which runs next to it.

6. PARKING

6.1 The Westwood area of the campus has several general car parks that can accommodate events. Accessible parking is also located near the buildings situated in the area.

6.2 Car parks operate using cashless payment options; please visit the following link for further information: <https://warwick.ac.uk/services/carparks>

6.3 There is also an option for alternative forms of transport across the University. Please visit the following link for more information <https://warwick.ac.uk/services/estates/transport/>

7. WELFARE

7.1 The Westwood Café (Aroma) has welfare facilities, but when accessing them, individuals must be urged to use the paths around the site accordingly to avoid incidents.

7.2 There must be provisions for first aider(s) on site as required at all times which should be provided by the user. In the event of an emergency, you can contact Community Safety on 024765 22222. It is important to bear in mind however, ultimately the responsibility of the health of visitors on the site lie with the organiser.

7.3 Along with responsibility to provide first aiders, adequate provision of first aid kits is also the responsibility of the event organiser.

7.4 Refreshments can be purchased at the café next to the site.

7.5- There is a relatively low level of rubbish bins on site. Any rubbish left on site must be disposed of appropriately, returning the site to its previous state.

8. ENVIRONMENT

8.1 The site is sloping but the grass and surrounding area is regularly maintained, and the ground is in a good condition.

8.2 In dry conditions, the land should typically have the load bearing capacity to facilitate heavy off-road vehicles and small vans.

8.3 The land should be left in the same state as it was upon the user's arrival onto the site. There should be minimal damage to the grass and the environment, the user will be responsible in preserving the state of the site.

8.4 Vehicles/motorised/mechanically propelled equipment should have drip/spill trays under and smaller generators used by stall holders must be in bunds.

8.5 Refuelling should be carried out in a controlled environment to prevent fuel/oil spills on site.

8.6 The user has the responsibility to preserve the nature of the site and ensure its general condition.

9. SEASONAL INFORMATION

9.1 The site should typically be useable throughout the year.

9.2 However, it must be taken into consideration by the user that in wet conditions throughout the year the ground may become muddy.

9.3 Please be aware of busy periods of the academic year. Information regarding Arrivals week, Graduation and Open days can be found by using the following link.
<https://warwick.ac.uk/services/academicoffice>

10. GENERAL HAZARDS

10.1 Slips, trips and falls around the site. Take precautions when walking around site. There will be abnormal holes or uneven ground which may cause falls.

10.2 Precautions must be made when picking up and disposing of rubbish. Unknown or sharp objects must be dealt with by using the appropriate tools, following a safe system of work and Risk Assessments.

10.3 There isn't any provided lighting for the site. In the winter months from October to March temporary/task lighting may be required.

11. BELOW GROUND INFORMATION

Types of pipework	Depth
Gas	450-500mm
Telecommunication Cable	500-610mm
Electric	200-280mm

Please note that the following pipework is located beneath the site. For the exact locations of these pipes please see the underground drawings provided by the University. Any requirement to dig or penetrate the surface of the site will require a permit to dig, which will need to be applied for and managed by the member of University staff who is overseeing the work. Please use the following number to contact the University's Permit Office if advice is needed:

Permit Office: (024 765) 23652 or email permitrequest@warwick.ac.uk

12. OVERHEAD CABLES

12.1 There are no overhead cables on site.

13. MISCELLANEOUS HAZARDS

13.1 Several pathways have inadequate wood edge strips. People walking over the paths or children running around are likely to trip over these strips. Precautions need to be taken to avoid trips and falls.

13.2 The wall located on the South side is lower with a gradient leading up to it and on the other side the wall is elevated. Any event should consider the flow of people to ensure slips, trips and falls are avoided.

13.3 There is a possibility of slips, trips and falls. Individuals may trip over discarded waste or alternatively pick them up and play with them. A clean up on site before an event begins is required to remove these materials.

13.4 There is an inspection chamber cover located on site that is exposed around the edges and may act as a trip hazard. Precautions must be made around this area to avoid trips and falls.

13.5 The site has a slight slope towards the centre path. This is a minor hazard in normal conditions but may be enhanced in wet or rainy conditions. Precautions must be taken as the area can become very slippery.

14. APPENDIX- SITE PICTURES



Photo taken from the west side of the site



The Bandstand



Pathway edge strips- trip hazard



Central area



Centre pathway



Exposed manhole cover



Pathway to Centre for Lifelong Learning



Photo taken from the east side of the site

EXTERNAL SPACES H&S INFORMATION SHEET



Green space adjacent to the Bandstand



Land to the left of the Bandstand

15. SITE BOUNDARY



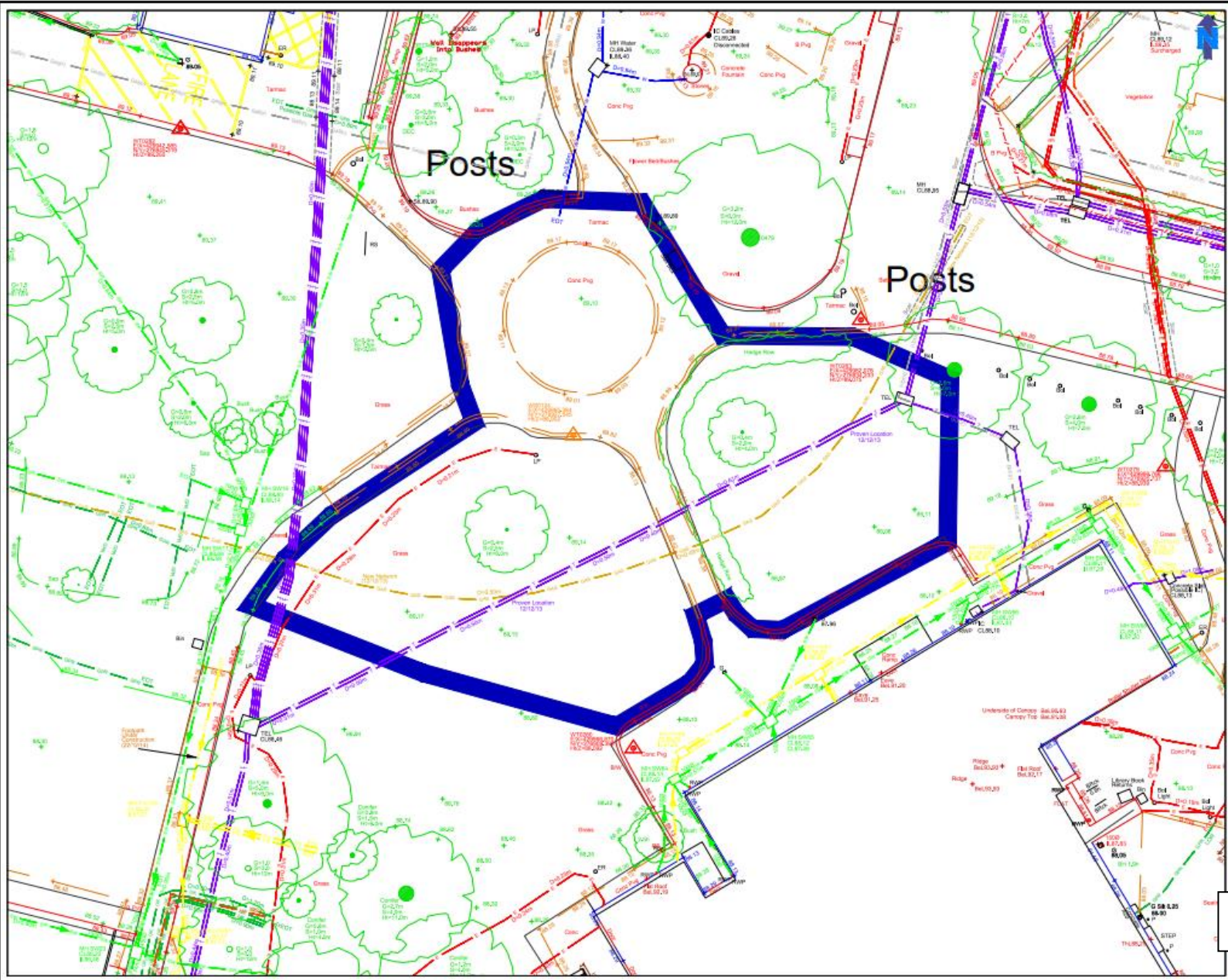
16. LOCATION ON CAMPUS



Site Boundary



Car Parks



Legend

... (Detailed legend text) ...

LOCAL GRID
Derived From National Grid Co-ordinates

Ordinance Datum
By GPS Observations to the OS Active Network (OSGM02)

Code	Description	Color
CLUR01
CLUR02
CLUR03
CLUR04
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ORIGINAL ISSUE: Sep'10 AJ

PRELIMINARY SITE USE

7th February 2023

GEOMATICS