

NCC EVENT SAFETY RISK ASSESSMENT

WOLLATON PARK

SITE OVERVIEW

Wollaton Hall and Deer Park is located to the west of Nottingham City Centre within a designated conservation area.

At the Centre of the Park is Wollaton Hall a Grade 1 listed building built in 1588, now containing a Natural History Museum.

The adjacent stable block houses the Industrial Museum and public facilities including café, shop and toilet facilities.

To the rear of the Hall is the formal gardens area featuring the Glass and Cast Iron Camelia House all the significant buildings with the estate are listed.

The Park is a Wildlife haven with Red and Fallow Deer, various protected species including bats and badgers both in and around the stable block and the woodland areas.

The historic parkland features tree avenues , paddocks and wetland areas, lake, golf course and areas of amenity grassland.

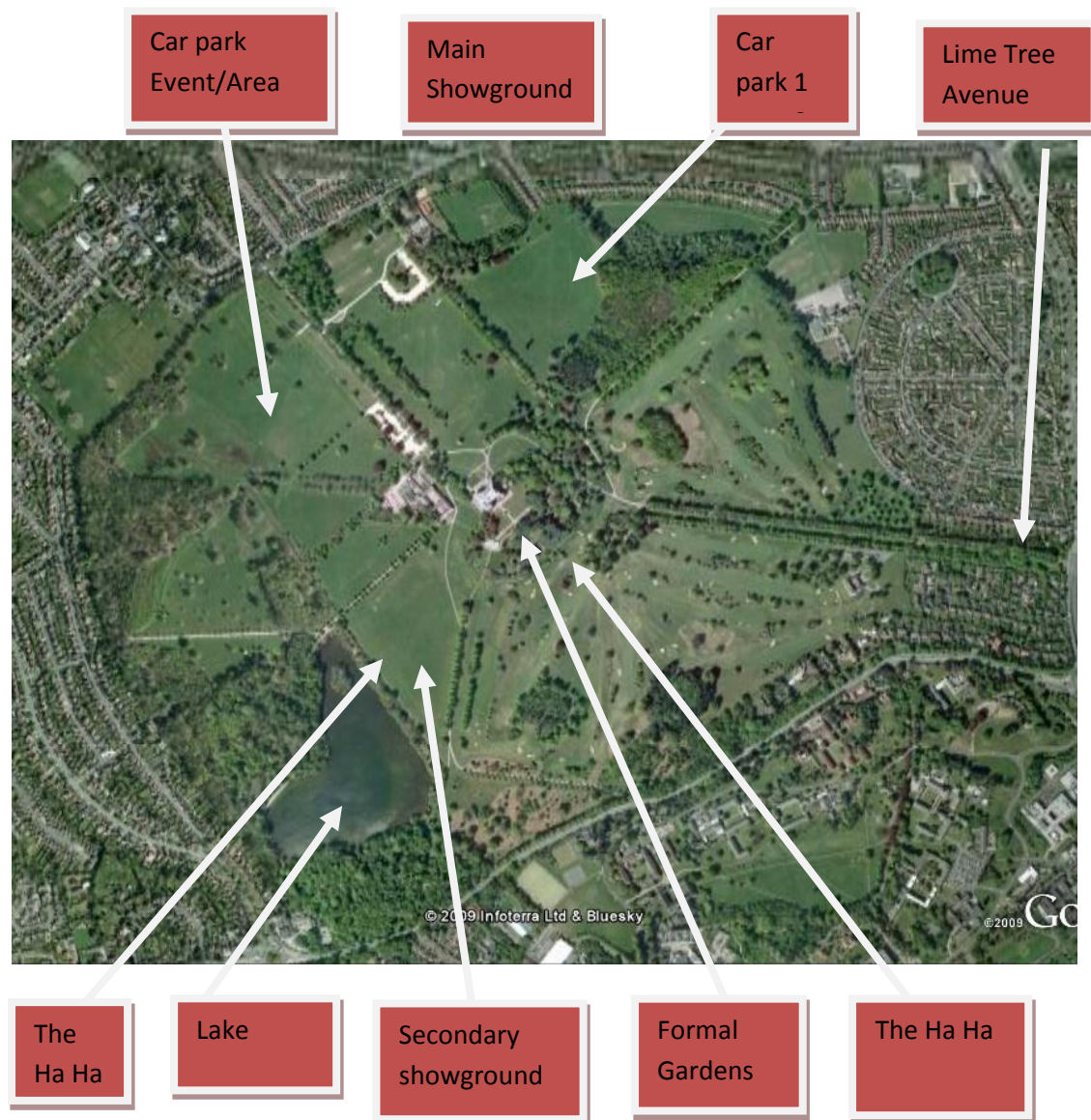
The park also features a Ha Ha essentially an open ditch sites as to restrict access by the deer to certain areas including the formal gardens.

The main entrance and exit to the park are off Wollaton Road with the Lime Tree Avenue entrance off the Ring Road used for vehicle access during large events.

The day to day car park is of hard standing construction and is pay and display, with overspill parking adjacent to main drive and grassland areas used for major events.

Entry to the park is over cattle grids and there is pedestrian access at numerous locations around the boundary.

SITE PLAN



TYPES OF EVENTS HELD ON THIS SITE

- Pop concerts
- Static vehicles rallies
- Craft, flowers , dog shows
- Steam rallies
- Cross country runs / fun runs
- Commemorative / celebrity event e.g. Armed Forces Weekend

GENERAL EVENT ISSUES TO BE ADDRESSED

The Park offers various sites for events depending on size of the event.

Attractions should be located on the site to give unimpeded crowd flow and allow for safe evacuation if required. To facilitate this, any large event held at Wollaton Park must give consideration to a full emergency route through the site to allow vehicle and person access.

UNACCEPTABLE ACTIVITIES - GENERAL

The following events are considered unacceptable and will not be permitted on the heritage sites. Please note that this list is for guidance only and it is not comprehensive. It will, therefore, change from time to time. All events not on the list will be judged on their merits by the Council.

- War games or paintball games of any kind.
- Hunting events or activities of any kind (excluding fishing).
- Hunting or shooting contests except for archery and certain old-time fairground attractions.
- Car racing (except RAC Rally), bomber cars, stock car, motorcycle or grass track racing.
- Any event which supports, contains or condones an illegal or immoral activity or which offends public decency.
- Car boot sales and regular general markets.
- Large fireworks displays and events with sudden loud noises (e.g. Some Re-enactment activities)
- Aerobatics displays, helicopter pleasure flights or microlight aircraft (excluding high or standard level parachute displays).
- Water sports or displays (except coarse bank fishing from the concrete dam area).
- Motorcycling and certain cycling events, hill scrambling, cycle cross and mountain biking events.

PRIMARY HAZARDS PRESENT ON SITE

- The Ha Ha
- The Lake
- Deer/Wildlife
- Veteran Trees
- Slips and trips / topography / uneven surfaces
- Vehicle movement
- Underground services
- Voids
- Lack of Lighting

RISK / CONTROLS IN PLACE FOR PRIMARY HAZARDS

THE HA HA

These Historical features are essentially on open ditch (NB Lakeside Ha Ha contains flowing water) to preserve an uninterrupted view of the landscape but to prevent Deer entering the formal gardens and the wetland area and duck ride near the lake. It is important therefore that for any activities involving children or others requiring close supervision, that staff / stewards are made aware of the potential for a fall from height and into water

THE LAKE

Activities such as swimming and fishing are actively discouraged by park staff and the area around the lake is not normally utilised for events.

WILDLIFE, HABITAT, LANDSCAPE

The park is a wildlife haven with Red and Fallow Deer, various protected species including bats and badgers in and around the courtyard and woodland areas. There are numerous birds and invertebrates.

The park features important areas of wetlands, woodlands and acid grassland (between the hall and lake).

The Landscape features historic avenues with veteran trees, Formal Gardens and Historic features i.e, Doric Temple, Camelia House and Ha Ha.

DEER

Deer– do not approach or attempt to feed at any time.

Approaching the wild deer is discouraged particularly during rutting and calving when they can become very aggressive and major events should not be taking place during these times. Signage is displayed during these times around the park asking the public to maintain a safe distance from the animals. Dogs must be kept on a lead at all times. Dogs are not permitted in certain areas during calving season.

During calving time, the deer calving takes place at various locations throughout the park including areas of bracken, long grass, the golf course, the deer sanctuary and fenced conservation areas.

The Sanctuary and Conservation areas should not be entered at any time.

TREES

Trees should not be damaged or pruned.

The lay out of the site be built around the existing trees and tree cover.
Signs should not be nailed to trees, but can be fastened with string or cable ties.
Parking / sitting of structures should not take place under the canopy.
Trakway to be used to protect roots on main vehicle routes.
Veteran trees can shed branches without notice.
All such affixments must be removed after the event.

SLIPS/TRIPS/TOPOGRAPHY/UNEVEN SURFACE

The majority of the events that take place on the park occur on undulating grassed areas. Slips and trips can be common and checks for holes should be done prior to any event commencing. There are several steep grass slopes that can be tricky to negotiate when wet. During autumn, there are a lot of leaves that fall from the numerous trees that may disguise hazards.

The main road can be affected by holes in its surface and tree roots do cause the surface to break up.

VEHICLE MOVEMENT

Controlled vehicle movement is normally maintained along the main drive during an event. Deliveries are still made to both the café and the hall which remains open during events to members of the general public who may not be attending the event itself.

TRAFFIC ARRANGEMENTS

Vehicles are only allowed on the showground area, designated parking areas and designated vehicle routes. Vehicles are not permitted in any other part of the heritage sites.

Parking is not generally allowed under trees as this causes soil compaction, and branches drop from veteran trees.

UNDERGROUND SERVICES

- Electricity

The Hall and Stable Block main supply is adjacent to the main drive.

Crossing the main showground are several underground electrical cables. In addition a further electrical cable runs between the double avenue of trees approximately one third of the way into the main showground.

The Showground is fed from the main drive with a ring main and 4 distribution pillars encased in wooden housing strategically placed around the site.

A further supply is available from the brick pillar just inside the fence line of the Middle Paddock area (former cricket pitch)

- Water

The main water supply enters the site near the exit gate and runs parallel to the main drive through the car parks.

- a water ring main then feeds the show field running around the edge of the site in close proximity to the route of the electrical supply which can be identified by the wooden distribution pillars.

It is recommended that any activity that requires digging in or driving stakes into the vicinity of these service cables needs to check for their locations prior to commencing work.

A supply runs west of the fence line parallel to the footpath to the car parking areas adjacent to the main drive and services Middletons Paddocks (Top Field) former Cricket Pitch and Pilkingtons Paddock adjacent to 5 barred gate.

NB depth of services on main showfield and grassed areas are very limited. Take extreme care when driving in stakes.

The lakeside area has a water supply which runs on the parallel to the east side of the footpath from the Stableblock towards the lake, then across the open grass area to link with the ash path leading to the Beeston lodge gate.

Main Drainage

A mains sewer (clay pipe) crosses diagonally through the showfield from the top gravel car park to Cambridge Road.

Manholes are available in the top car park near the fence line, the main showfield near the double avenue of trees and near the Airbourne Division Memorial tree and adjacent to Smythson Avenue.

NB The sewer between the Airbourne box and Smythson Avenue is just below the surface and is easily broken by large vehicles.

Extreme care should be taken when maneuvering lorries, buses etc in this area.

Voids

The driveway on the bank in front of the Hall and turning circle outside the main entrance are located above several caves and voids. There is a limit to the weight of any vehicle allowed in this area. It is recommended that any vehicles larger than a car clarify weight limits prior to driving into this area.

SUBSIDENCE

This occurs within the Parks usually on the bank areas to the North and West of the Hall and Formal Gardens.

LIGHTING

The hall is illuminated at night, however the grounds, majority of pathways and car parks are not lit. If an event is being staged that will run during the hours of darkness, temporary lighting will need to be provided.

ADDITIONAL FACTORS

The site does suffer from occasional vandalism and from trespassing at night after the park has closed.

NOISE

This area has strict noise controls placed on it and any amplified music or P/A's should be monitored. Speakers need to be angled downwards away from the main house.

DIESEL/OIL/PETROL

These substances can damage the grass, therefore, great care is required to prevent spills.

A thick covering of sand should be placed on the grass where generators/vehicles are to be refilled with fuel.

Vehicles should be checked for oil leaks and not allowed on grassland but parked on the gravel parking area.

FENCING/ROPES

To prevent injury to wildlife which has free access in the Park, the following is required:

- rope and stake fencing should be erected each morning and removed each evening;
- Herras mesh fencing should not be left 'flat' on the ground, but erected immediately;
- stacks of herras mesh fencing are allowed if surrounded by erected fencing;
- 'orange' plastic fencing should not be left in place overnight;
- red/white warning tape or other similar material should not be left in place overnight.

SKIPS/LITTER/WASTE

Only lockable skips must be used. Open topped skips are not permitted.

All litter bins should be emptied into the skip at the end of the event day.

Cleaning of the site must take place immediately after the finish of the event, where practical.

Ensure waste , litter does not enter into the River.

*Cleaning may be permitted the following morning if the event site is totally enclosed by 6' fencing which prevents access by the deer and wildlife or where the event finishes very late evening. Check with Parks Manager prior to the event.

CAMPING

Camping may be allowed in the designated area, however:

- open camp fires are not permitted
- barbecues are permitted using manufactured units only - except in period of extended drought or extremely dry weather (check with Parks Officers prior to event re barbecues).
- Campers are not permitted to walk around the site during hours of darkness but should remain within the designated camping area.

STRUCTURES / FEATURES / TREES

The buildings are listed monuments and, as such should be protected, i.e. nothing should be suspended from it, fixed to it or done which would be likely to cause offence. This also applies to the specimen trees, statues, paved areas, ponds and lakes.

Stonework/brickwork should be protected i.e. no nails, screws or any damaging fixing should be used.

EVENT RISK MATRIX FOR SITE - *To be Completed*

PROBABILITY	SEVERITY					
		No injury (1)	Minor Injury (2)	Major Injury (4)	Single Death (8)	Multiple Death (10)
	Certain (10)	10	20	40	80	100
	Very likely (8)	8	16	32	64	80
	Probable (6)	6	12	24	48	60
	Possible (4)	4	8	16	32	40
	Unlikely (2)	2	4	8	16	20
	Very Unlikely (1)	1	2	4	8	10

Level of risk is unacceptable

Level of risk may be tolerable - reduce

Level of risk may be considered acceptable

Regardless of risk, actions to reduce the risk rating should be taken where reasonably practicable

Definitions of probability	
Certain	Has happened before and will happen again on this occasion
Very Likely	Has happened before and is very likely to occur again on this occasion
Probable	Has been know to occur and is likely to happen on this occasion
Possible	Has been know to occur and may happen on this occasion
Unlikely	Has been known to happen but no reason to suggest it will on this occasion
Very Unlikely	Has not happened before and there is no reason to suggest that it will on this occasion