



EXTERNAL SPACES HEALTH & SAFETY INFORMATION SHEET

THE OCULUS

Date survey undertaken: Wednesday 8th February 2023 10am

Prepared for
University of Warwick
Coventry
CV4 7AL

Prepared By
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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	First Issue	TWW	SA
2.0	08/02/2023	First Issue	TM	SA

1. BRIEF

1.1 This report is provided as a record of our site inspection, document review and Hazard Identification of the site known as: Oculus Greenspace

2. GENERAL UPDATE

2.1 Site is generally kept in a good condition. The grass is regularly cut and the trees maintained in a reasonable condition. The field has no major issues or urgent work required.

3. DATE OF INSPECTION

Wednesday 8th February 2023 3pm

4. ACCESS

4.1 Access will mainly be provided from the Western side of the site off University Road by a main path as per photographs later in the report. The path connects the Tocil accommodation block with the Oculus area and building. This path also runs adjacent to the main spinal road for the university which receives the highest amount of footfall. This will be a main route of access for both pedestrians and vehicles as the road leads to various car parks on the campus.

4.2 Arrangements can be made to ensure that goods and stalls can be dropped off closer to the site. Vehicles will be able to pull up to a drop-off point as shown on the site diagrams, before off-loading any equipment and stalls which can then be moved onto the site by a direct path. However, these vehicles must still be parked in a car park after the drop-off is complete.

5. PARKING

5.1 Various general car parks are in the area which are within walking distance.

5.2 The nearest car parks available is Car Park 6, 8 & 8a. Short stay (20 minutes) and long stay accessible parking can be located next to the site on Health Centre Road.

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

5.2 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/>

6. WELFARE

6.1 Access to the welfare facilities in the surrounding university buildings is prohibited. WC & welfare facilities for space users should be provided by organisers of the event.

6.2 Inclusive welfare facilities should also be provided under this provision.

6.3 There are various shops & coffee shops near by the site for food and drink.

6.4 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.

6.5 Along with responsibility to provide First aiders by the user, similarly, adequate provision of First Aid Kits is also the responsibility of the event organiser.

7. ENVIRONMENT

7.1 Well maintained grass area with trees on two boundaries of the site and stone steps on the Oculus side. There are various manhole covers around the site upon which heavy equipment and stalls must not be placed.

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

7.3 In adverse weather conditions or periods of wet weather, the user should not allow vehicles to enter the site unless adequate provision is made to prevent churning of the ground and vehicles becoming stuck, i.e. Bog Mats

7.4 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.

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

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

7.7 The user has the responsibility to preserve the nature of the site and ensure its general condition is no worse than when they took it.

8. SEASONAL INFORMATION

8.1 The site is in its best condition from May to September in which it is typically mostly dry, however, it must be taken into consideration by the user that in wet conditions throughout the year the ground may become muddy.

8.2 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/>

9. GENERAL HAZARDS

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

9.2 Precautions must be made when picking up and disposing of rubbish. Unknown or sharp objects must be dealt with by using the appropriate tools with Safe Systems of Work and Risk Assessments.

9.3 There is no lighting provided for the site. In the winter months from October to March task/temporary lighting may be required for users to be able to use the site.

10. BELOW GROUND INFORMATION

Types of pipework	Depth
Hot Water	1500-2300mm
Telecommunication Cable	740-800mm
Gas	680-760mm

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

11. OVERHEAD CABLES

11.1 There are no overhead cables on site.

12. SITE SPECIFIC HAZARDS

12.1 There are several inspection chambers around the site which may be protruding from the ground. Please take care around these areas. These covers should not be lifted by users at any time, nor should heavy equipment or stall legs be placed on them.

12.2 There are several areas with uneven ground and manholes. These areas should not be tampered with.

12.3 A plant room exists on the boundary of the site connected to the Oculus building. This is an area of high risk and the entrance to the plant room must be locked at all times to prevent unauthorised access into an area of high voltage. Users should not attempt to gain access to this area at any time. Stalls should not be set up around the vicinity of the plant room and the site boundary as shown by the diagrams on page 5 should be respected.

12.4 There are low level trees on the North side of the site. There is a range of foliage which has accumulated in this area.

12.5 There is a large sculpture and a fenced off area in the Northeast corner to the site.

12.6 There are large stone steps around the South boundary of the site, there is a risk of people tripping or falling down the steps, especially in wet conditions. There is also a metal fenced off area to the North corner.

13. SITE PICTURES



Photo taken facing the North.



Photo taken facing the East.



Oculus steps on the boundary.



Photo taken facing the South.



Manhole covers around the site.



Uneven Ground around the site.



Plant room with raised concrete platform to the entrance



Main path with connection to spinal route.

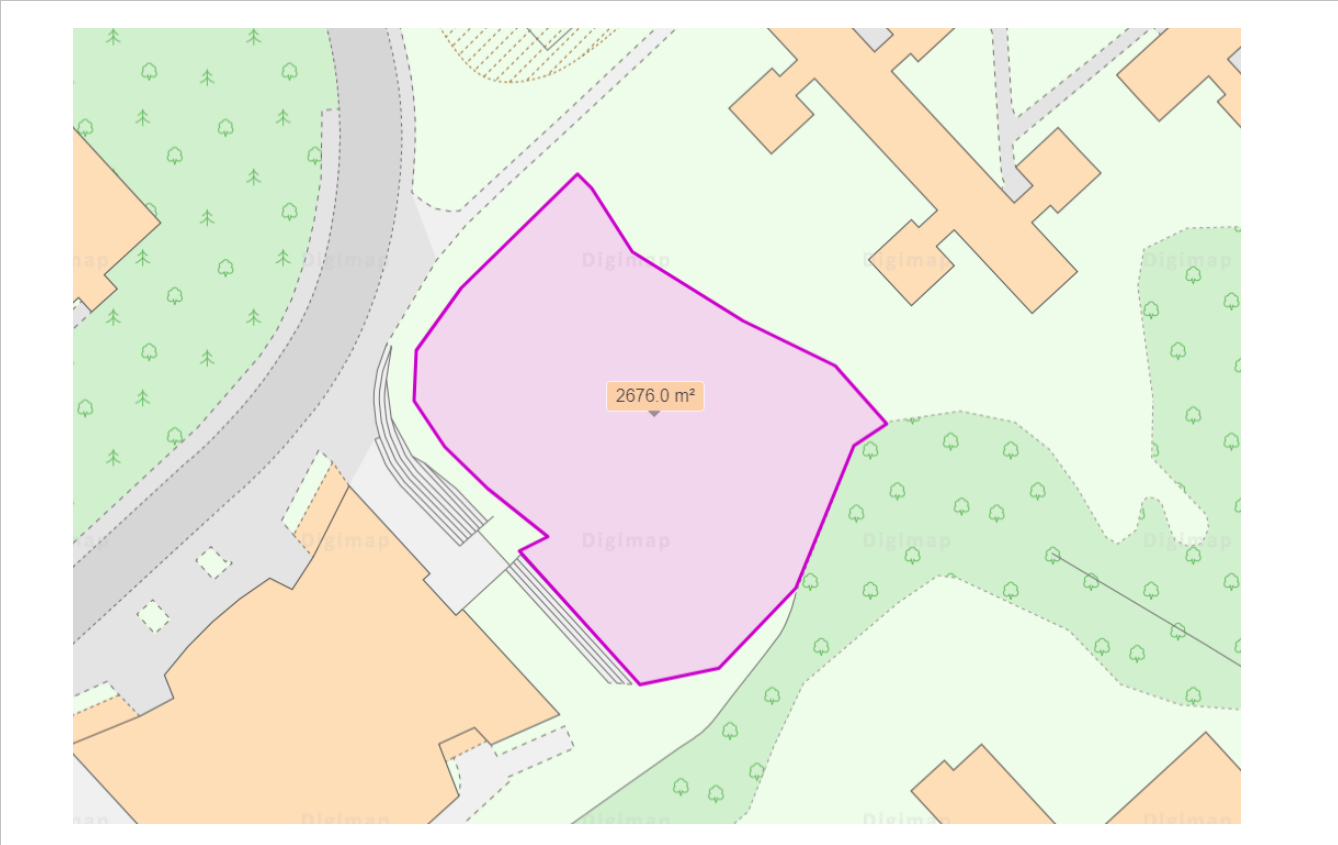
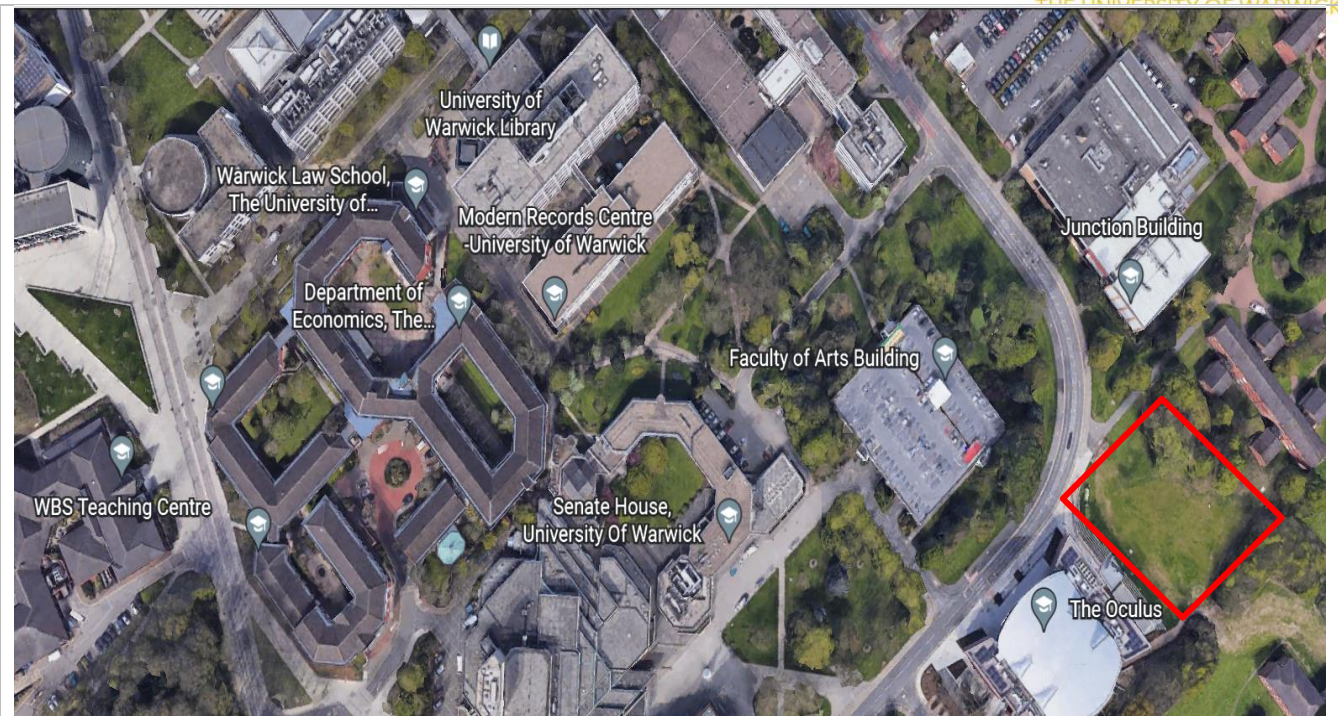
EXTERNAL SPACES H&S INFORMATION SHEET



Fenced off area in the North Corner

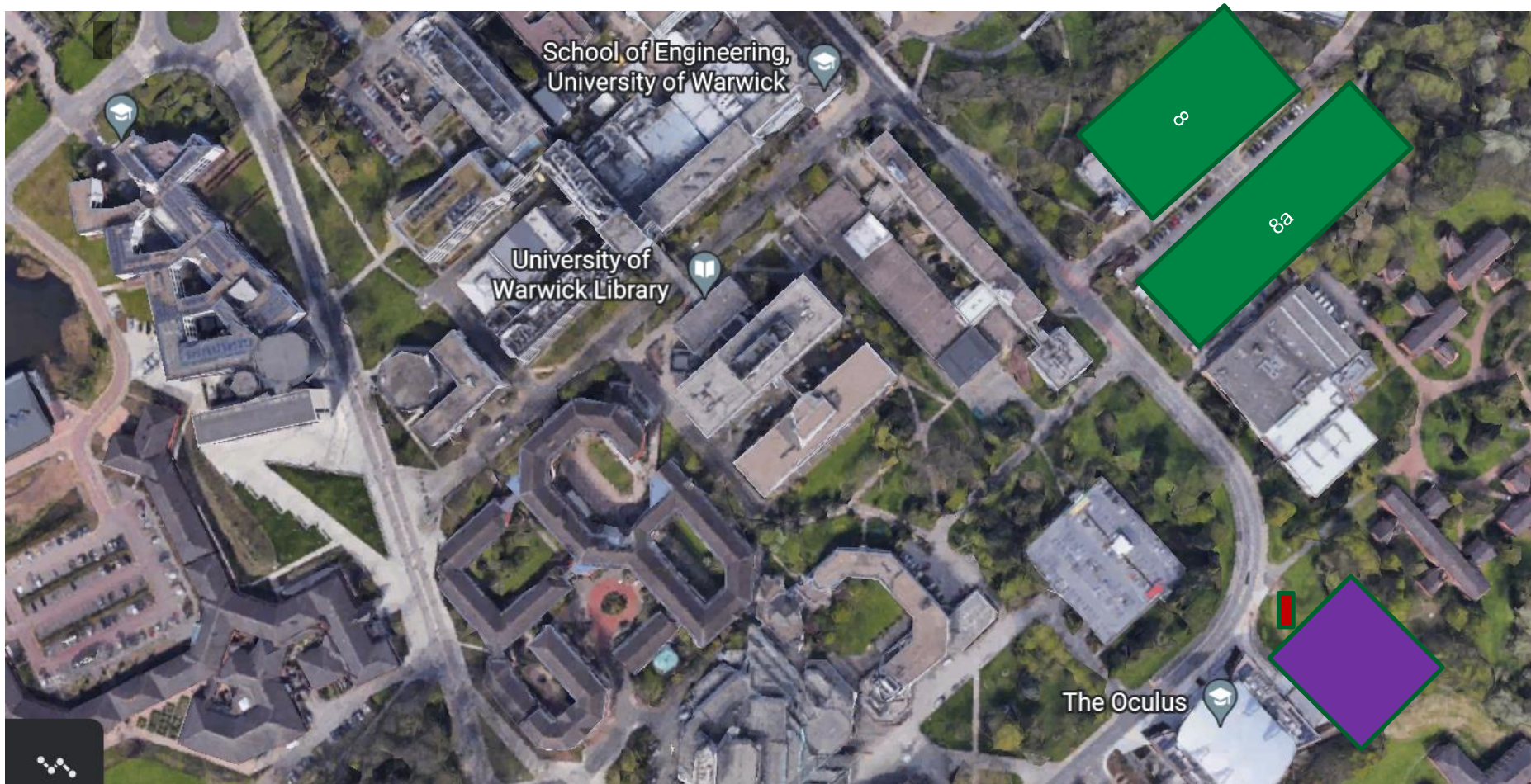




Photo of wooden sculpture in the North Corner

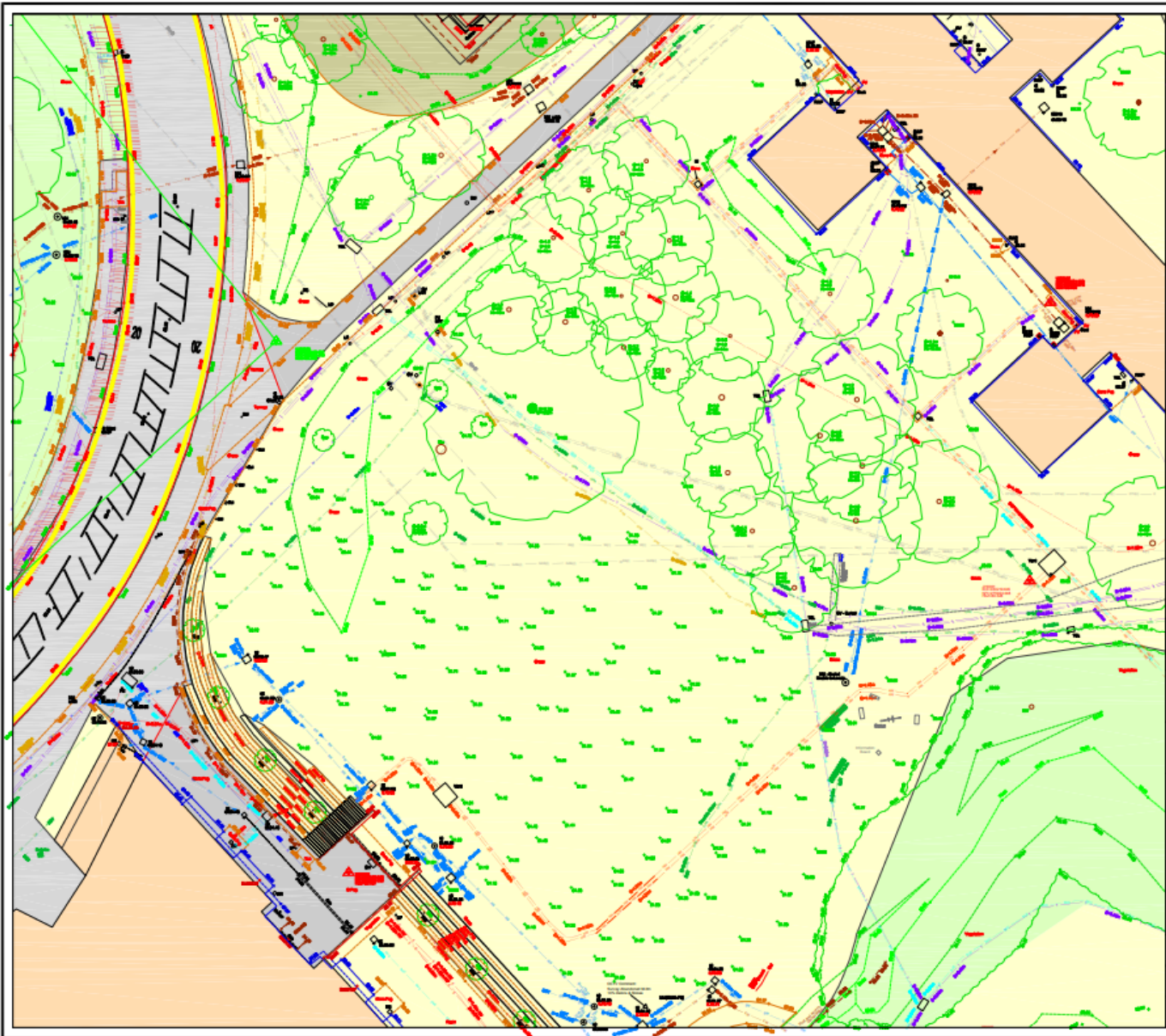


14. SITE BOUNDARY

15. LOCATION ON CAMPUS



	Site Boundary		Drop-off Point		Car Parks
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SERVICES & UTILITIES



Estates Office
University of Warwick
Argent Court
Science Park
CV4 7EZ
Tel: 02475 224888
Fax: 02475 224444
E: A.J.Piper@warwick.ac.uk
www.warwick.ac.uk

Notes:
This survey has been carried out using a combination of observation and detection using electrolocation and ground probing radar equipment. Connections between reference points such as manholes are assumed to be straight unless bends are indicated. The accuracy is limited to the tolerances normally expected from the equipment used.
The following indicators of completeness and accuracy are for guidance only:
In areas where there is a large concentration of services, the completeness will be between 80% and 90%. This will be reduced where there are obstructions at ground level.
Positional accuracy will vary with depth and pipe / duct material; an accuracy of +/- 100 mm is achievable in normal circumstances but this will be reduced for plastic pipes.
Excavations in the area should be carried out with due diligence and in accordance with HSG 47. No absolute guarantee of accuracy should be inferred from these plans.
All available historical and statutory plans have been checked against the drawing, however this information can be unreliable and if any found to shown for guidance only.
Plan Not to Scale

Utility Lines:

Utility Line	Symbol	Utility Line	Symbol
Water Main	Blue dashed line	Gas Main	Red dashed line
Water Service	Blue dashed line	Gas Service	Red dashed line
Electricity Main	Black dashed line	Electricity Service	Black dashed line
Telecommunications	Green dashed line	Drainage	Orange dashed line
Other Services	Various colored dashed lines	Other Services	Various colored dashed lines

Client
XXXXXX

Project
XXXXXXXXXXXXXXXXXXXX

Site Reference
University of Warwick dwg No. XXXXXXX

Permit to Excavate Notes
This Permit to Dig is approved only for the marked area of excavation. Hand dig only is advised using shovels, spades or forks with shortened lines.
All Statutory Information that was made available at the time of drawing issued has been added, but this cannot be relied on for their accuracies.
Therefore care should be taken whilst excavating in this area. Should you have any queries regarding this information please contact the estates office at the above address.
All permits to be signed by the person in control of the excavation before commencement of works. On Completion of works all permits to be returned, along with any as-built drawings.

Permit Valid: TBC

Document No. UAXXXX PTD001

Signed: 7TH February 2023