

Appendix 2

Risk Assessment for The Paddock Campsite

The Paddock Campsite is a public campsite with shower and toilet facilities that is used by members of the public as a base for holidays. The campsite is accessed via Leaches Road, Shuttleworth. The Paddock Campsite owners seek to reduce any risk by providing their own site specific risk assessment that can encourage members of the public to reduce risks. The Paddock is also hired out to members of the public to hold private functions, such as weddings.

TOPIC AREA	HAZARDS	CONTROL MEASURES
Site Layout Glamping Yurts Glamping Tents Camping Tents	FIRE RISK	Adequate separation between units. 6m between groups and 3m between tents in the same group. No combustible sheds or other structures within the separation distance No combustible storage beneath decking Vegetation kept cut back Fire buckets and extinguishers provided in accordance with site Fire Rules Maintenance regime for fire fighting equipment, including frost protection Briefing sheet given to all tent campers on arrival and sheet in information pack in Glamping units Fire points are not more than 90metres away from campers and glampers. These are weather-proof structure, easily accessible and marked FIRE POINT
Site Services Overhead electric cables	ELECTROCUTION	Anti climb devices fitted to pole. Warning notices displayed Advice given to site users
Glamping & Camping Use	Carbon monoxide (CO)	(CO) detectors are provided in the glamping yurts Advice displayed on site rules and at retail point where BBQ's sold of dangers of CO.
Roadways Traffic routes	Vehicles - collision	Clearly marked traffic route, no obstructions 20mph Speed limit applied Adequate road width with passing places
Amenity Blocks Floors	Slips/Trips	Slip resistant flooring Adequate cleaning procedures Signage for wet/slippery floors
Water temperature	SCOLDING FROM HOT WATER	Thermostatic temperature controlled
Legionella	Legionella RISK	Boiler maintenance according to manufacturer's instructions Run all showers and other fittings weekly to avoid water stagnating Dismantle and clean shower heads at least quarterly Remove redundant pipework Keep water cisterns covered, insulated and free of debris
Grounds Maintenance	Chemical poisoning	Safe use of grass cutting and other equipment Trained staff

	Physical injury	Safe use of grass cutting and other equipment Trained staff Equipment maintenance
BBQ Glamping & Camping Cooking	Fire Risk	All BBQ's to be outside of tents when in use and raised off the ground. After cooking, make sure the barbecue is cool before moving it Keep a bucket of water, sand or a hose nearby for emergencies
Gas Cooking Glamping Yurts	Gas explosion/leak	Gas cylinders are to be stored outside, away from direct sunlight and away from frost Change of gas cylinders outdoors in a well ventilated area All joints are tightened, safe and secure After cooking, turn off the gas supply, this will stop the gas from leaking Never smoke whilst changing the gas
Tents	Fire risk	Never use candles in a tent – torches are safer No cooking inside a small tent Don't smoke inside a tent Keep cooking equipment away from tent walls as they could easily set alight.
Countryside Safety	Fire Risk	Avoid open fires in the countryside, always have them in safe, designated area provided raised off the ground Put out cigarettes and other smoking materials properly If you see a fire in the countryside, report it immediately Don't attempt to tackle fires that can't be put out with a bucket of water – leave the area as soon as possible and contact the fire brigade. Dial: 999 Don't leave bottles or glass around. Sunlight shining through glass can start a fire. Dispose of rubbish in the bins provided
Site Management	Fire Risk	The Occupancy of the field is no more than 250 people at any one time.

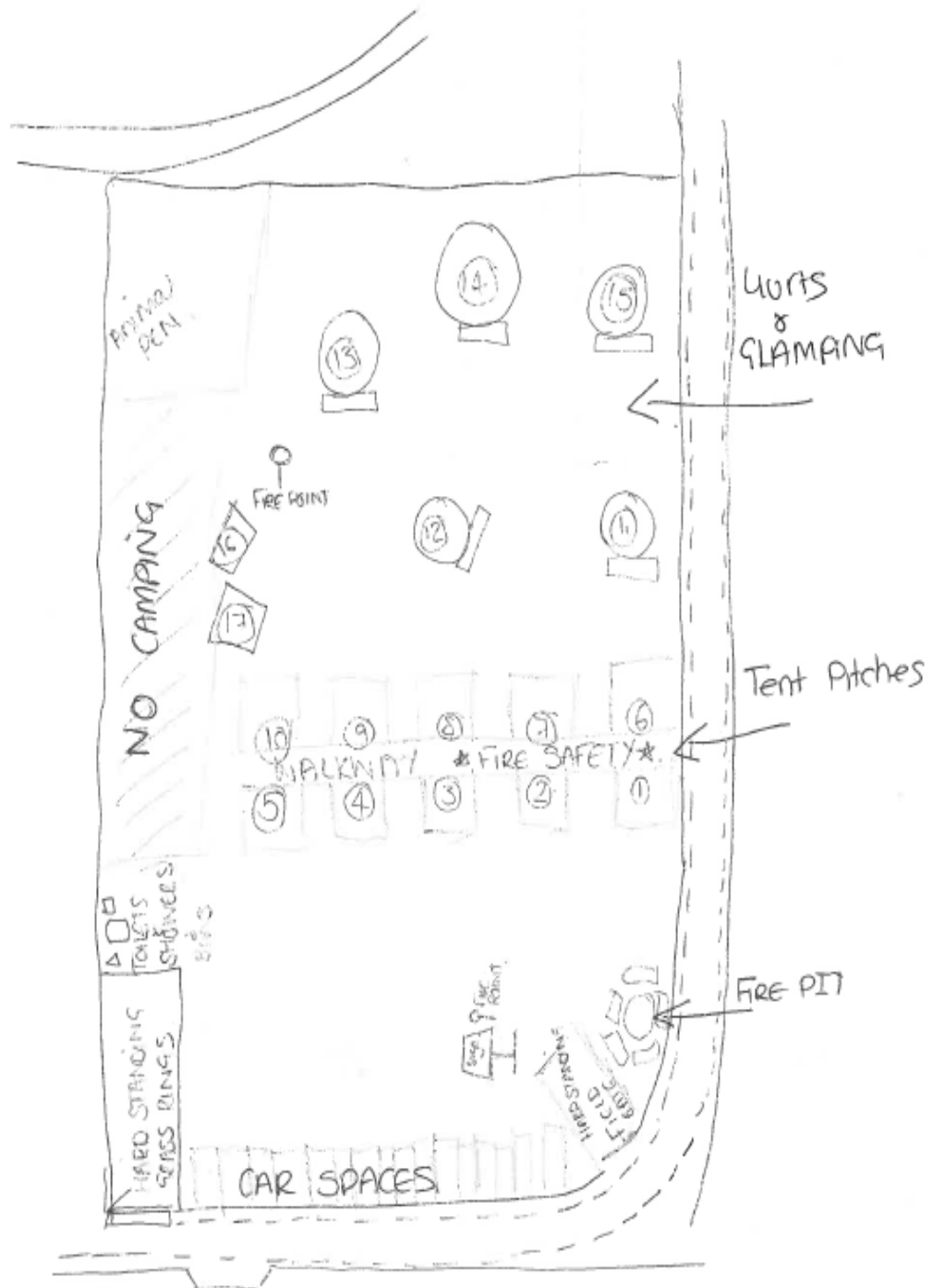
		We will allow a maximum of 60 tents and 60 cars at any time.
Functions		Each structure will come hired with its own risk assessment as each structure is completely different. Catering companies and asked to provide a risk assessment and also food hygiene certificate.
Waste	Fire Risk	No waste is stored next to an ignition source The domestic waste is removed from the property when required or at least once a week
Hazards	Control measures required	Explanatory Notes on Hazard
General		
Injury from traffic accident on access road	Enter the campsite from the Leaches Road direction Leaving the campsite only turn left towards returning back up Leaches Road heading towards Whalley Road. Please check Right and Left when leaving the campsite.	The campsite is accessed on a sharp Right hand turn as you travel down Leaches Road. This corner requires special care.
Hypothermia particularly that induced by sudden cold wet weather	Check weather forecasts in advance of all activities Ensure all campers have appropriate clothing and other equipment, including weather proof tents	Weather can change suddenly, Northerly winds are particularly hypothermic and dangerous. Please ask a member of staff for weather forecast.
Injury resulting from wind	Check weather forecasts daily during stay. When extreme weather is forecast take care that tents pegs are firmly in place and that all flaps/zips are fully done up. Site your car strategically to block the wind. Take down any gazebos and	In windy weather parts of the campsite can suffer from gale force winds

	awnings.	
Infection from contact with wild animals	Careful hygiene is required to ensure that hands and all cooking and eating utensils are clean, and that unnoticed contact with wild animal excrement does not lead to infection. Use toilet and dishwashing facilities available at the campsite Drink only water labelled as suited for drinking.	Rabbits, foxes, stoats, badgers are all known to frequent the area, and The Paddock advises that infection can result where campers are not careful with hygiene. Farm animals including sheep, cattle and dogs do occasionally range over the campsite and can also be sources of infection
Burning from fire, especially camp cooking	Respect the advertised distances required between tents (6m between groups, 3m between tents within one group) Adhere to the no on ground fire rule Do not attempt a fire bucket or barbecue during extremely windy conditions Site camp cooking facilities carefully, ensuring they are steady and are away from inflammable material Note the site of fire points near your camp	Campfires are not allowed on site but off ground fire buckets and barbecues are allowed. All campers must be aware of the dangers inherent in having fires outdoors, near their tents and other camping accommodation and equipment. Fire points are bright red and sited around the camping area. Inside the yurts are fire extinguishers.
Falling injuries in dark	Ensure all group members have personal lights for use at night	There is minimal lighting on the campsite, and only near the toilet block. Rough ground is therefore a hazard at night.
Cuts from equipment, machinery	Brief on avoiding touching machinery, including farm and roading machinery, Check fields for hazards prior to setting up. Occasionally farm equipment and maintenance machinery may be on	On no account should children be allowed to play on such machinery

	the campsite including tractors, JCB, dumper and mowers.	
On site activities Hazards		
Injury from tree climbing and play area	All tree climbing and play equipment must only be used with supervision from an adult. Clear briefing to all children by their parents/guardians that unsupervised activities are not allowed.	There are a couple of climbing trees and a selection of toys available for children to play with.
First aid Emergency Procedures	A first aid kit is kept at Kays Cottage In the courtyard, located through the stone gateposts.	Kays Cottage is not always open, i.e. it is not always staffed.
Emergency Services	The campsite has mobile phone coverage The campsite management can be contacted via phone on 07768 700227. Emergency Services: Phone: 999 or 111	Where emergency helicopters are called, the field opposite the campsite entrance would be the most suitable landing point.

Fire risk assessment

Appendix 3



Plan of Site



Toilets, showers, washing point & waste bins.



Fire pit



Yurts, bell tents & camping pods



Tent pitches marked up



Fire point



Fire point

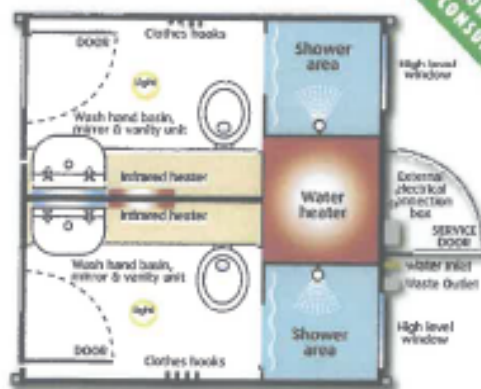


Pitches marked up

DELUXE SHOWER & TOILET



Versatile unisex shower and toilet facility



The unit comes complete with:

Shower	Two large shower cubicles (870mm x 870mm). Each with a powerful stable mains fed shower with temperature control (NOT an electric instantaneous shower with fluctuating temperature), shower curtain
Hot water	210 litres of mains pressure hot water
Furniture	Two WCs and two wash-hand basins set in a vanity unit with mirror
Heating	High level infra-red heater
Flooring	Kayl flooring

Technical Information:

Dimensions	W: 2.864m L: 3.000m H: 2.820m (3.230m with tank)
Electrical connection	240V 32 Amp 2P + E (3-core) Blue Plug
Min electrical load	27 Amps
Max electrical load	27 Amps
Waste water outlet	110mm connection (can be fitted to a tank, see optional extras)
Mains water inlet	22mm
Weight	1,800 kg
Optional extras	900 gallon waste tank, tank connector
Delivery	Four Deluxe Shower and Toilet units can be delivered on one standard articulated wagon, or our own wagon and trailer

The **DELUXE SHOWER & TOILET** unit is truly a high quality unisex changing facility, and as with all our units the internal specification makes it equally at home in the event, leisure and construction industries.

The unit is divided into 2 equal cubicles, each cubicle houses a powerful shower, water flushing toilet, vanity unit and a wash-hand basin. The energy efficient showers are mains fed and ensure a constant supply of controlled hot water. Heating is provided by a wall mounted infra-red heater.



Shower Specification

MAXIM 3000



Free with 12 000 ROI points

The Maxim 3000, with its modern design, is the first entirely double-walled toilet, perfectly smooth for easy cleaning. With well-placed accessories, this unit offers a spacious interior, along with total manageability thanks to its hand grips and ergonomic shape. The optional fresh water flushing system offers you a tank incorporated into the base, resulting in absolutely zero loss in space.

Specifications:

Dimensions (HxWxD):	2,30 m x 1,12m x 1,22m
Weight:	84 kg
Standard tank volume:	265L

Panel colours:



Royal Blue



Teal Green



Forest Green



Sand



Granite



FLUSHING SYSTEMS



Basic Flush Kit

Recirculating flushing system
(hand or foot pump)



Flip Top

Recirculating flushing system
(hand or foot pump)



Fresh Water Flush

Foot flush only
(base tank capacity: 61L)

HANDWASH AND ADDITIONAL OPTIONS



Maxim 3000
handwash
(capacity: 32.5L,
Nr of uses: 160)



Kit to lift the Maxim
3000 with a full tank



Kit to lift the
Maxim 3000 with an
empty tank



Stainless steel bowl
(only in combination
with the Fresh Water
Flush)

Additionally, we also offer further accessories such as: soap dispensers, towel dispensers, corner shelf, gender indicator, mirror, 4-roll toilet paper holder and solar light.

Toilet Specification



Public Health Act 1936 – Section 269

Application for Licence to Use Land as a Site for Moveable Dwellings

Name of applicant(s)

MRS. CAROL ROTHWELL The Paddock

Address of applicant(s)

Kays Cottage Sheep Hey Farm

Shuttleworth. BURY Lancs

Post code BLO 0ND Telephone number(s) 07768 700 227

I hereby apply for a Licence under Section 269 of the Public Health Act 1936 authorising the use as a site for moveable dwellings on the land within your Borough occupied by me/us at:

Address of site:

Post code Telephone number(s)

Name of Site: The Paddock

Applicants Interest in land (Give particulars of tenancy or lease if any):

Sole owner of land

Acreage of site:

0.85 Acres

Has the applicant held a site licence which has been revoked at any time in the last 3 years?

Yes

No

If yes please give details

Please state the maximum number of tents proposed to be stationed at any one time:

20 Pitches - Possibly more than 1 Tent per pitch.

Please state what the arrangements are for refuse disposal:

Skip

Please state what the arrangements are sewage and waste disposal:

Tanks - emptied by a waste company.

Electricity Supply

Are there electric hook-ups for tents? Yes ☐ No ☒

If yes how many

Do you have a NICE/IEE Certificate? Yes ☐ No ☐

Toilet facilities

Please state below your numbers for the following:

Numbers of	Male	Comunal	Female
WC's	4		
Showers	2		
Wash hand basins	2	4	
Hot & cold water points	2 Hot	4 Cold	
Urinals	NONE		
Chemical disposal points	NONE		

Do you have a water tap for cleaning closets? Yes ☐ No ☐

Foul Water Drainage

Which of these relates to your site?

Sewer	Septic tank	Cesspool

If you have a Septic tank or package sewage treatment plant where does it discharge? Please state.

we have sealed underground tanks that are emptied by a contractor

If you have a Cesspool who empties it and how often?

N/A

Water Supply

How many water points do you have?

4

What is the average distance from the tents?

15 m

State the nearest supply of drinking water **IF NONE ON SITE**, and its distance from the site.

15 m

Are gullies present at the water points?

Yes

☐

No

☒

Are soakaways present at the water points?

Yes

☐

No

☒

Fire Points

Please give the number of fire points you have:

2

What is the average distance from the tents?

20 m

Please state how many fire extinguishers you have and what type they are:

4 water

Please state the number of hoses you have and what type:

none

Planning permission

Has planning permission for the site been obtained from the local planning authority?

Yes

☒

No

☐

If yes state:

- a) Date of permission:
b) Planning reference:
c) Date on which permission will expire:

If no has permission been applied for?

Yes ☐ No ☐

If planning permission has been applied for please state the date the application was made and the planning reference number.

Date	N/A	Reference number
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A layout plan of the site to a scale not less than 1:500 should be attached showing the boundaries of the site, the positions of the tent pitches and (where appropriate):

Roads and footpaths	Recreation spaces	Water supply
Toilet blocks stores & other buildings	Fire points	
Foul & surface water drainage	Parking spaces	

Declaration

I confirm that the information I have provided on this application form is true to the best of my knowledge and belief.

Signature

Carl E. Robinson

Dated

14-02-18

Section 269 (4) provides that where under the section an application for a licence is made to a local authority, the authority shall be deemed to have granted it unconditionally, unless within 4 weeks from the receipt thereof they give notice to the applicant stating that his application is refused, or stating the conditions subject to which a licence is granted, and if an applicant is aggrieved by the refusal of the authority to grant him a licence, or by any condition attached to a licence granted, he may appeal to the Court of Summary Jurisdiction.

Please return the completed application with the site layout plan and electrical certification to:

Michelle Street
Urban Renewal
Department for Communities and Wellbeing
Room 35, Town Hall
Knowsley Street
Bury
BL9 0SW