



THE HONOURABLE SOCIETY OF
THE INNER TEMPLE

Wind Policy

1. Purpose

- To ensure that the Inner Temple has sufficient resources to anticipate and respond to high winds, gusts and related risks, which may present a potential hazard to the safety of the residents, professional tenants, staff, guests at an event and members of the public.

2. Principles

- This policy has been compiled on advice from Islington Council Tree Services and is based on the Adverse Weather Procedures, in place at Royal Botanic Gardens, Kew.
- Wind speed (including gusts) will be assessed using the Beaufort land wind speed scale. The Beaufort wind scale is a standard scale, running from 0 (calm) to force 12 (hurricane) and above for description of wind speed. Each value represents a specific range and classification of wind speeds with accompanying descriptions of the effect on surface features (see page 6). It was originally developed as a system for estimating wind strengths without the use of instruments.
- **The combination of forecasted wind speeds (including gusts) by the Met Office of force 7 (32 to 38 mph) and other onsite factors being considered high risk, will determine the closure of the garden to all stakeholders (see page 5 for High Wind Flow Chart).**

Other contributing factors:

- Met Office forecasts and weather warnings for Greater London and South-East England.
- Direction of wind: In the Garden, the prevailing wind is from the South-West and any other wind direction is unusual and more of a concern.
- Time of year: There is high risk if trees are in full leaf which affects the weight and sail of the branches. From April to July there is a particularly high risk as the trees are physiologically weaker than in September, October and November.
- Period since last strong wind (between 1 month and one year)
- Rainfall prior to forecasted strong winds (judge how wet the ground is).
- Location of the trees: Many of the trees in the Garden overhang the path system and because the Garden is not sub-divided into sections, therefore cannot be effectively partitioned. In a high wind situation, roping off areas below or in close proximity of large tree can pose a significant health and safety risk to staff members as well as being labour

intensive due to size of the garden. In addition, when visitor numbers are high, a large number of stewards would be required to enforce the partial closure of the Garden. This measure is only to be used in exceptional circumstances.

- Expected number of people using the Garden: daily commuters along the broad walk to reach Chambers or lunch time visitors?
- Timing of last *Massaria* disease inspection: The London Plane trees in the Garden are infected with the fungal disease *Massaria*, which can cause sudden branch drop. This requires the Inner Temple Garden to carry out 3 *Massaria* inspections in April, June and October and to timely carry out the work ordered because of the inspection (this involves the removal of infected branches).
- Timing of the last annual health and safety inspection: Inspection on all trees and work ordered because of the inspection is to be carried out timely.

Marquee season

- The Inner Temple Marquee season usually takes place in the summer for a month. Though relatively rare for high winds at this time of year, high winds could lead to events in the Garden having to be cancelled. In addition, the build and take down of the marquee could be put on hold if the conditions were deemed dangerous due to wind.
- When the Treasury Building is available this offers an indoor alternative to the Garden in adverse weather.
- All trees to be inspected before the events season and any urgent work to take place.
- If the events season changes to a different time of year this would need to be considered in this policy.
- During the marquee season, the marquee company allow use of the marquee with winds up to 55mph.
- The Inner Temple Wind policy takes precedence over the marquee policy.
- Each year the Inn's Events Team to check with the marquee company in case their policy changes or we have a different marquee provider.
- If the marquee is not located under any trees, then it may be possible if there are winds or forecasted winds above force 7 (32-38 mph) that events can take place in the marquee with restricted access from only the Main Garden Gates to and from the main marquee entrance for both guests and staff. Both guests and staff are therefore restricted from using the wider Garden.
- This requires there to be toilets within the footprint of the marquee.
- The decking areas surrounding the marquee (both for guests and back up areas) would also be out of bounds.



Main Garden
Gates

- It will be down to the Inn's Events manager to implement this for both staff and guests in co-ordination with the Porters as gate access will be restricted for fob holders. It may require using staff and/or barriers to ensure that access is not to the wider garden.
- Please note though that when wind speeds reach 40mph or above this is when there could be a danger of trees uprooting. Therefore, like in all instances if there are wind speeds of scale 8 (38mph and above) then the Garden should be shut, and the event cancelled, or the marquee evacuated if in progress.
- It will be the call of the Inn's Event Site Manager with the Porters to assess the situation and decide when the marquee should be evacuated, or an event cancelled.
- The Met Office weather predictions are deemed the most accurate and this is what should be used when making assessments. In addition to signing up for weather warnings.

3. Policy

- The implementation of the policy is the responsibility of either the Head Gardener, nominated deputy, Porters during out of hours and Inn's Event manager during the events season.
- The Met office weather forecast is checked daily by the Garden Team (Monday – Friday), and if the wind is forecast to be force 7 or higher the High Wind Flow Chart is used to make an assessment and implement one of the following:
 - Agree and implement measures to mitigate risk and maintain operations or
 - Make a decision to close the Gardens for the period of high wind and gusts.
 - Outside of hours it is the responsibility of the Duty Porter or Events manager to follow this policy and implement as required.
 - Therefore, the Porters and Inn's Event Managers are also signed up for Met Office weather warning alerts via email for London.

4. Procedure

Closing the Garden due to high wind and gusts:

- Garden to be cleared of all visitors, including fob holders.
- Garden Team or Porters to put up signage on all access gates and main gate to explain closure.
- Porters to deactivate access to fobbed Garden gates.
- Inform Garden Team (including volunteers), Porters and where necessary Catering and Treasury Departments (in the event of a commercial Garden hire or Inner Temple event).
- Head Gardener (or Deputy), Porter or Inn's Event Manager to complete High Wind Assessment Form and email to head gardener or file in Garden Shared/Health and Safety/Wind with associated Met Office weather forecasts/weather warnings.
- Update social media (if closure persists into public opening hours) and email professional tenants, members and residents through Treasury team.

Re-opening the Garden

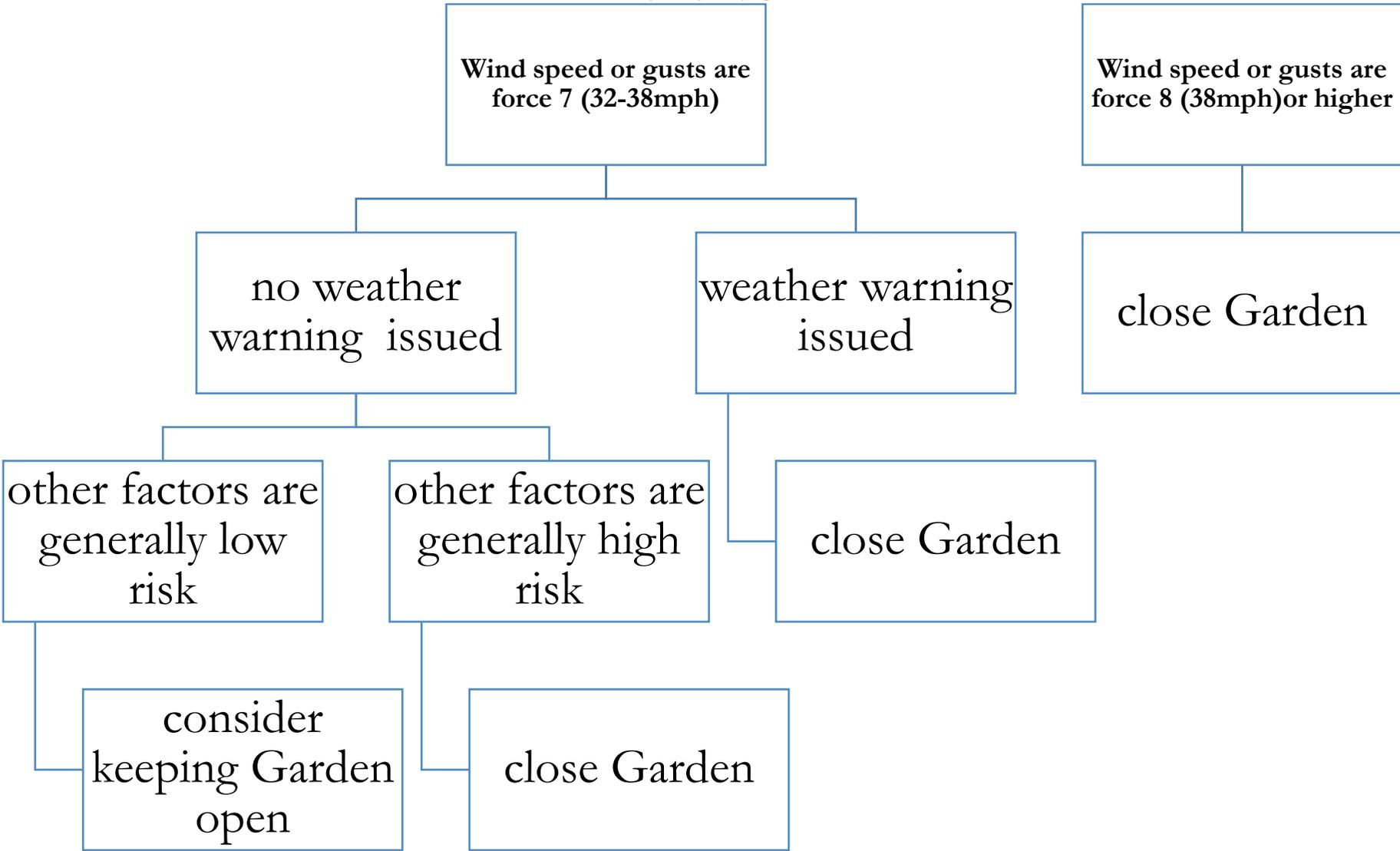
- The Garden will be re-opened once it is considered safe to do so, i.e. the wind has dropped below what is outlined in this policy and a garden walk around has been carried out looking for fallen branches, branch hangers, possible up-rooted trees in case areas need to be restricted from access or closure remain in place.

Responsibilities for horticulture staff

- Members of staff are to report to Head Gardener/Deputy on arrival for instruction before using vehicles or equipment in the Garden. The Head Gardener/Deputy will assess the risks and inform staff regarding work operations and safe access to the Garden. If not already informed, members of staff should communicate this information to volunteers they are supervising or if not in communicate whether they should come to the Garden.
- Staff members should attempt to travel to work if they feel it is safe to do so. If they do not feel able to get to work, they should telephone the Head Gardener/Deputy on 0207 797 8243 and leave a message giving name and telephone number where they can be contacted. If there is no response from the Head Gardener call the Duty Porter on 0207 797 8255.

High Wind Flow Chart

(see principles, page 1)



The Beaufort Wind Scale

Force	Description	Speed (Knots)	Observations for use on land	Speed (Miles per Hour)	Speed (Km per hour)
0	Calm	Calm	Smoke rises vertically	0-1	0-1
1	Light air	calm	Smoke drifts slowly	1-3	1-5
2	Light breeze	5 knots	Wind felt on face, leaves rustle	4-7	6-11
3	Gentle breeze	10 knots	Leaves and small twigs in constant motion	8-12	12-19
4	Moderate breeze	15 knots	Small branches are moved	13-18	20-29
5	Fresh breeze	20 knots	Small trees in leaf begin to sway	19-24	30-39
6	Strong breeze	25 knots	Large branches in motion, umbrellas used with difficulty	25-31	40-49
7	Near gale	30 knots	Whole trees in motion, inconvenience felt when walking against the wind	32-38	50-61
8	Gale	35 knots	Breaks twigs off trees: generally impedes progress	39-46	62-74
9	Severe gale	45 knots	Slight structural damage occurs (such as slates removed)	47-54	75-88
10	Storm	50 knots	Trees uprooted: considerable structural damage occurs	55-63	89-102
11	Violent storm	60 knots	Widespread damage	64-72	103-117
12	Hurricane	70 knots	Excessive damage	73-82	118-134

High Wind Reporting Form

Date:	
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Head Gardener / Porter/Event Manager (specify)	
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Weather Warning for High Wind, issued by the Met Office for Greater London and the South-East England	Yes	No
Information attached		

Wind/ Gusts Speed	Force	Description	Observation	Wind/ gusts speed (mph)
Beaufort Wind Scale				

Is the wind speed Force 7?	Yes – follow High Winds Flow Chart	Time	
	Yes and commercial hire booked – follow High Winds Flow Chart (in some instances roping and stewarding may be appropriate)	Time	
	No – Remain Open	Time	
Does the wind speed exceed Force 7?	Yes – Close Garden	Time	

Comments

Authorisation to close gardens issued by:		
Gardens closed and evacuation procedure initiated	Time	

In the instance of a commercial garden hire or an Inn's Garden event the decision to go ahead decided by Inn's Events Manager in consultation with Porters.

Authorisation to keep the gardens open issued by:		
Gardens remain open	Date:	
	Time:	

Authorisation to reopen the gardens issued by:		
Gardens reopened	Date:	
	Time:	