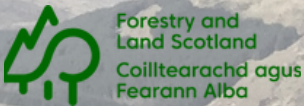


BEN NEVIS

GUIDANCE FOR CHARITY EVENT ORGANISERS





NEVIS

L I V E • W O R K • V I S I T

People live along the glen including around and beyond the parking areas. Please be considerate of them, especially early in the morning or late at night, and adhere to the [Scottish Outdoor Access Code \(SOAC\)](#) when when accessing the area.

The Nevis Landscape Partnership

The charity that manages the natural and cultural heritage and wild land areas of the Nevis Management Area. We promote responsible access, enjoyment and appreciation of Ben Nevis & Glen Nevis, by working in partnership with the various landowners and stakeholders in the area.

Events Liaison Officer - events@nevislandscape.co.uk

John Muir Trust

Stewards of the summit and upper slopes of Ben Nevis - guided by a mission to give nature and communities the freedom to thrive, and to support people from all walks of life to enjoy the benefits of this iconic place.

Jahama Highland Estates

Own the lower slopes of Ben Nevis, the Allt a Mhuilinn and North Face. The lower slopes of Ben Nevis are let to seasonal graziers, and it is not unusual to have sheep grazing quite high up the mountain path.

Forestry & Land Scotland

Own the forest estate in Glen Nevis opposite Ben Nevis including Braveheart Car Park, Dun Deardail and Leanachan to the north.

All events on FLS managed land **MUST** go through FLS. More info can be found [here](#).

Glen Nevis Estate

Own land opposite Ben Nevis in the glen including the Glen Nevis Campsite.

Ben Nevis Visitor Centre

Operated by High Life Highland. This facility includes the visitor centre & shop, toilets (open from 8am-4pm April - Sept.) and car parking. To use this facility for your event you must arrange this in advance. Booking of car parking space and use of space for other purposes in peak season is not currently offered.

Ewan Thorburn - Facilities Manager - ewan.thorburn@highlifehighland.com

NatureScot

Please stick to using established paths within Ben Nevis Site of Special Scientific Interest (SSSI). Events are likely to need SSSI consent from NatureScot if they are to take place off the main paths.

EVENT PLANNING

Recommended Planning Lead Times

Event size (number of participants)			
Micro	Small	Medium	Large
<25	25-50	51-200	>200
3-6 months	3-6 months	6-12 months	1-2 years

from 'Outdoor events in Scotland - Guidance for organisers and land managers'

Events that do not remain on paths will require at least 8 months.

Check the Date

Check our [Schedule of Events](#) to ensure that there are no other events on the same day that may interfere with your event running smoothly.



Register Your Event With Us

Complete the [registration form](#).

Provide the following supporting documents:

- Event Management Plan including an Environmental Plan.
- Health and Safety Plan including Risk Assessment and emergency procedures.
- Certificate of £10,000,000 Public Liability insurance.

Pay The Fee

Nevis Landscape Partnership charges an administration fee to process your registration. Once your registration form & supporting documents are received, you will be sent an invoice that will need paying before we process your application.

Event Size	Micro	Small	Medium	Large	Major
Fee	£25	£50	£200	£400	£400*

* Any event that requires a local Safety Advisory Group consultation is a major event. A £400 fee will be charged, with an additional rate of £250/day for time required.

Contribute to the Nevis Fund

We also ask that a donation of £2.50 per participant is made to the [Nevis Fund](#). The Nevis Fund supports the maintenance and development of the path network which helps to make these events possible. It also aids climate change & biodiversity projects in the Nevis Area. This can be done via our websites [donate](#) button, or you can request an invoice once you know final numbers.

Become a Charity Event Partner

We will get in touch to confirm that the event is registered, has the necessary non vehicular permissions and to answer any other questions to help make your event as successful as possible!

Photo: Path maintenance on Ben Nevis



EVENT MANAGEMENT PLAN

Include the following:

- Proposed Event Date
- Type of event, e.g. charity trek
- Organisers details
- Number of participants
- Planned Route
- Set up, start & finish times
- Set up locations
- First aid / major event provisions
- Number of stewards or guides
- Group management on the path
- Poor weather plan
- Environmental policy
- Litter management plan
- Toilet provisions
 - Pre event
 - During the event
- Communications plan
- Contacts during the event
- Mitigation of impact on local community
- Mitigation of impact on other path/facility users
- How you are following the SOAC?

How you plan to ensure the smooth running of the event?

This section should include information on the following if relevant to your particular event.

- The observations that were made on your site visit.
- Participant Registration – how this will be managed.
- Will the event have staggered starts to avoid congestion?
- Is temporary signage needed? The set up & take down plan.
- Guide to participant ratios.
- The organisers experience of organising events of this nature.
- Will your event require Marshall Points? The number of marshals? Marshal training/briefing plan? Marshall recruitment process?
- The facilities, organisations & businesses that are involved in your event. Have they agreed to your proposal/requests? If you need further contact details, we can offer local advice.

Travel arrangements:

We encourage the use of public transport to reach Fort William.

Consider:

- Parking in Glen Nevis is limited.
 - The public car parking **can not** be booked in the summer.
- Park & Ride from Fort William may be the best approach.
- Large events may need to gain approval from the local Safety Advisory Group (SAG), the Lochaber Major Events Group and develop a Traffic Management Plan.

ENVIRONMENTAL POLICY

Much of Ben Nevis is in a SSSI. Consent must be sought from NatureScot for a range of activities and events. This may change from year to year and throughout the seasons. It is important to check prior to an event that you are within the regulations.

Please complete an assessment of the likely significant environmental impacts arising from your proposed event and measures to limit them. Repetitive events have a cumulative effect.

Things to consider within your environmental policy:

- High mountain environments are scarce and important, low nutrient habitats that are easily affected by the input of nutrients from organic waste. **All litter and organic material** that is carried onto the hill (whether inside or outside the body) **should be removed from the mountain** and disposed of where there is sufficient capacity (ie, not in the car parks).
- Rare & endangered, fragile & delicate flora is found on Ben Nevis. It is important that participants **keep to established paths**.
- Ben Nevis is home to some rare species of ground nesting birds. We may advise you to avoid certain areas at times. Participants should heed such advice, **keep to established paths** and **dogs should be kept under close control**.
- The Nevis range is a geologically significant set of hills. Paths are key sites of erosion, but they contain it in manageable areas. Often corners in turns of paths are cut by walkers, creating eroding gullies that destabilise the hillside. This practice must be strongly discouraged, participants should **keep to established paths**.
- Water flowing off the hill should not be relied upon for drinking as this may be contaminated.
- Car park capacities and facilities. Overflow parking has an impact on congestion in the glen, its air quality and erosion of verges.

Once impacts are identified, state any control measures that will be used to mitigate the negative effects that you have identified. Control measures may include:

- Using a shuttle/drop off service for transport.
- Checking with NLP for any areas to avoid.
- Carrying nappy bags & toilet paper.
- Having a designated litter picker.
- Arranging for the toilets to be opened early
- Banning dogs or keeping them on leads
- Retaining a deposit if participants cut corners on the path or litter on the mountain



HEALTH & SAFETY PLANNING

Healthy & Safety Plan

A health & safety plan is critical in the planning of any event and extends to participants, volunteers, marshals & other event staff, spectators, other hill users, visitors and third parties.

It should include:

- Time of the year
- Number of participants
- Marshal/Guide ratios
- Participant fitness
- Water/food provision
- Emergency Procedures
- Adverse weather plans
 - White out conditions
 - Extreme heat
- Event Specific Risk Assessment
- Assisting non-summiting descents
- Path crowding at narrow sections
- Appropriate safety cover/first aid
- Public Liability Insurance
 - Covers your organisation, staff, volunteers & participants.
 - £10m

Accident Reporting Process

As well as complying to RIDDOR regulations, we ask that you inform us of any such incidents. Please:

- Record any accidents, injuries or illnesses that arise from your event.
- Include the names & address of those involved and any witnesses.
- Take photographs.



Consider the capacity of the Police and the Belford Hospital to respond to a major event on Ben Nevis.

CHECKLIST

A checklist of all the information and documents you will need to complete the registration form.

General Information

- Email
- Name of Event
- Type of event
- Description of event & proposed route
- Number of participants
- Number of support staff/volunteers
- Proposed date of event
- Start time of event
- Expected duration of event
- Set up date and time
- Organisers details



Documents

- Event Management Plan
 - Environmental Policy
- Health and Safety Plan
 - Risk Assessment
 - Emergency procedures
- Certificate of £10,000,000 Public Liability insurance



Contact us if you have any problems registering your event:

events@nevislandscape.co.uk

01397 701088

Enjoy Scotland's outdoors responsibly

- take responsibility for your own actions
- respect the interests of other people
- care for the environment.

SCOTTISH OUTDOOR
ACCESS CODE
outdooraccess-scotland.scot



Gabh tlachd ann an dùthaich na h-Alba gu cùramach le bhith

- a' gabhail uallach airson na tha thu fhèin a' dèanamh
- mothachail air math dhaoine eile
- a' coimhead às dèidh na h-àrainneachd.

CÒD SLIGHEAN
DÙTHCHAIL NA H-ALBA
outdooraccess-scotland.scot



APPENDIX

References and Links

Page 2 - Live - Visit - Work.

The Scottish Outdoor Access Code (SOAC)

- Also Page 4 as SOAC.
- Also SOAC logo (English)

www.outdooraccess-scotland.scot/doc/scottish-outdoor-access-code

www.nevislandscape.co.uk/visiting-the-area/group-events

www.johnmuirtrust.org/about-us/where-we-work/ben-nevis

www.jahamahighlandestates.com/

www.forestryandland.gov.scot/visit/glen-nevis

www.forestryandland.gov.scot/business-and-services/permissions-and-permits#events

www.glen-nevis.co.uk/

Ben Nevis Visitor Centre - www.highlifehighland.com/bennevis/

NatureScot - <https://sitelink.nature.scot/site/192>

Page 3 - Event Planning.

Planning Lead Times (Table) - Pg4 of pdf document from link at:

<https://www.outdooraccess-scotland.scot/doc/guidance-outdoor-events-scotland-guidance-organisers-and-land-managers>

Registration Form

https://docs.google.com/forms/d/e/1FAIpQLSfxUNP470EwNOgXEUP_anonB uycAg7htoJVDV-ITsW94Jy_-g/viewform?usp=pp_url

Schedule of Events

<https://www.nevislandscape.co.uk/schedule-of-events>

Nevis Fund

<https://www.nevislandscape.co.uk/ben-nevis-fund>

Charity Event Partners

https://www.nevislandscape.co.uk/visiting-the-area/experience-nevis?filter=Charity+Event+Partners#experience_wrapper

Page 7 - Checklist

Còd Slighean Dùthchail na h-Alba Suaicheantas

[https://www.nature.scot/sites/default/files/2019-](https://www.nature.scot/sites/default/files/2019-09/SOAC%20Know%20the%20code%20%28Gaelic%20version%29%20C%3%B2d%20Slighean%20D%C3%B9thchail%20na%20h-Alba%20-%20Full%20code.pdf)

[09/SOAC%20Know%20the%20code%20%28Gaelic%20version%29%20C%3%B2d%20Slighean%20D%C3%B9thchail%20na%20h-Alba%20-%20Full%20code.pdf](https://www.nature.scot/sites/default/files/2019-09/SOAC%20Know%20the%20code%20%28Gaelic%20version%29%20C%3%B2d%20Slighean%20D%C3%B9thchail%20na%20h-Alba%20-%20Full%20code.pdf)