

HUTTON PARISH COUNCIL PLAY AREA RISK ASSESSMENTS AND INSPECTIONS

Introduction

1. Hutton Parish Council (HPC) Play Area Risk Assessments are based on the Management of Health & Safety at Work Regulations 1999 and the advice and information contained on the Royal Society for the Prevention of Accidents (RoSPA) Web Site:

www.rosipa.com/play-safety/advice/risk-assessment

2. HPC Play Area Inspections are based on the advice and information contained on the Royal Society for the Prevention of Accidents (RoSPA) Web Site:

www.rosipa.com/play-safety/Advice/Inspection-Maintenance

3. The Management of Health and Safety at Work Regulations 1999 recommends that owners and managers of premises should undertake a risk assessment of their facilities - this includes children's playground.

Risk Assessment

4. HPC Play Area Risk Assessments only apply to such play equipment as listed on the HPC Asset Register and is not applicable beyond this, such as equipment on private land. **HPC Play Area Risk Assessments can be found at Annex A.** The purpose of these Risk Assessments is to:

- Undertake a systematic review of the potential for harm
- Evaluate the likelihood of harm occurring
- Decide whether the existing risk control measures are adequate
- Decide whether more needs to be done

5. These Risk Assessments will undertake a systemic review of the potential for harm and evaluate the likelihood of harm occurring on the following HPC Play Areas only:

- **Springwood Adventure Play Area**
- **Elmhurst Play Area**

6. They will:

- Identify potential hazards, identify who is at risk and detail the current risk control measures in place.
- Evaluate the likelihood of risk and harm occurring after current control measures have been put in place and detail the residual risks (after control measures have been put in place) and if further risk control measures are required to ensure all risks are suitably managed and controlled.
- Detail the date the Risk Assessments were carried out and by whom and detail the date of original HPC approval.
- Be reviewed on an annual basis or after any significant change or following an accident/near miss.
- Detail the date the Risk Assessments were reviewed, by whom and any further actions required.
- Ensure HPC has sufficient information to make decisions on play equipment condition.
- Ensure that HPC play equipment damage can be detected in a reasonable time.
- Ensure that potentially dangerous HPC play equipment is properly dealt with and appropriate action taken as soon as possible.

HPC Play Area Inspections, Maintenance, Registers and Records

7. Inspections should cover the whole of the site - not just the equipment. Pathways, fences, seats etc all need to be checked and the following defined system of inspections is recommended RoSPA:

- **Routine Inspection** – a look at the equipment's basic condition and any faults due to vandalism. This inspection may be carried out by HPC employees and should be recorded. A Routine Inspection of Play Areas Checklist can be found at Annex B.
- **Operational Inspection** – a more detailed look at the equipment's condition and any faults due to vandalism and certain types of minor wear. This inspection should be carried out by a specialist HPC contractor and should be recorded.
- **Annual Inspection** – a detailed look at vandalism, minor and major wear, long-term structural problems, changes in standard compliance and design practice. This inspection should be carried out by a specialist HPC contractor and should be recorded.

8. The Clerk to the Council will:

- Arrange and record all inspections and nominate the persons and specialist accredited contractor responsible for these inspections, in accordance with Annex A.
- Record all maintenance, hazards, vandalism, faults and their rectification.
- Maintain and retain all registers and records of inspections, maintenance, hazards, vandalism, faults and their rectification, for an appropriate retention period.
- Make all registers and records available for inspection on request.