

BURNHAM OVERY PARISH COUNCIL

Playground inspection and Maintenance Policy

The purpose of this policy is to provide the Community of Burnham Overy with a clean and safe play area, playground equipment and recreation field. In order to provide the cleanest and safest area possible, Burnham Overy Parish Council will ensure that the public use of the play area is inspected, checked and maintained on a regular basis. This will include a procedure for logging any defects detected during the Inspection or reported to the Parish Council by a member of the public.

Definitions

Risk Management is the systematic application of management policies procedures and practices to the tasks of identifying, analysing, assessing, treating and monitoring risks.

Play area for the purpose of this policy, Play Area incorporates the entire park in which it is situated, which includes other facilities such as fences, hedges, seating, landscaping, signage, pathways and other structures within the park.

Inspections

The inspection programme identifies all the known risks associated with play areas and generally takes on of the following forms:

- Routine (visual) Inspections
- Proactive Periodic Scheduled Inspections
- Reactive Inspections

Routine (visual) Inspections.

The Clerk will conduct a weekly, visual inspection. The routine visual inspection is required to identify obvious hazards that may result from vandalism, use or weather conditions (eg damaged parts, broken bottles, and loss of soft surfacing). A report will be completed and submitted after each inspection. Any defaults identified as a result of these inspections should be reported to the Councillors.

Proactive Annual Scheduled Inspection.

The Parish Council will organise a professional, annual, proactive inspection of the Play Area. This is a comprehensive inspection of the overall safety of the equipment, foundations and surfaces. This includes the structural integrity of items subject to the subtle effects of weather, corrosion and rotting. This inspection will also assess any change in the safety of the equipment resulting from repairs made, or added or replaced components. The scheduled inspection will be documented in a manner consistent with this policy and Council procedures. A formal report will be provided and recorded. Inspections will be carried out by an independent play area inspector.

Reactive Inspections.

These are undertaken based on complaints, requests and reports received by the Parish Clerk.

The Parish Council has the authority to close the Play Area in the event of any damage to equipment or surfacing that represents high risk to the public until the problem has been rectified.

Signed by Chair:

Date approved by the Council: 21st November 2017

Date of review: 11th January 2020