



IN ACCORDANCE WITH THE STATUTORY REQUIREMENTS OF THE LOCAL GOVERNMENT ACT 1972 SCHEDULE 12  
PARAGRAPH 26(2) [A] (ADMISSIONS TO MEETINGS) SECTION 1(4)

NOTICE IS GIVEN THAT A SERVICES, PROPERTY AND OUTDOOR SPACES COMMITTEE OF  
CULLOMPTON TOWN COUNCIL  
WILL BE HELD AT THE TOWN HALL, CULLOMPTON  
ON THURSDAY, 9<sup>th</sup> NOVEMBER 2023 AT 7PM

MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND UNLESS A SPECIFIC DECISION HAS BEEN  
TAKEN TO PROHIBIT THEM

**TO COUNCILLOR COMMITTEE MEMBERS OF CULLOMPTON TOWN COUNCIL**

**YOU ARE HEREBY SUMMONED TO ATTEND A SERVICES, PROPERTY AND OUTDOOR SPACES  
COMMITTEE MEETING**

**Date of Notice: 4<sup>th</sup> November 2023**

**Date of Meeting: 9<sup>th</sup> November 2023**

Dan Ledger - Town Clerk / RFO

## **AGENDA**

- 1. Apologies for Absences.** Committee to receive apologies for absence and consider the reasons given. ([LGA 1972 s85\(1\)](#)).
- 2. Declaration of Interest and Dispensations.** Members to declare any interests, including Disclosable Pecuniary Interests, they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with [Localism Act 2011 s33\(b-e\)](#) (this does not preclude any later declarations).
- 3. Public Question Time.** Members of the public are invited to question the Committee on local issues etc. Questions will be answered by The Chair, The Chairs of the Standing Committees or Clerk. These persons will reserve the right to postpone making an answer until the following meeting in order to take advice or undertake research.  
  
During this time, outstanding answers from previous meetings will be delivered.
- 4. Minutes.** To approve the minutes of the ordinary committee meeting held on 12<sup>th</sup> September as a true record.
- 5. Budget.** To receive the budget for the Committee and recommend any amendments to Governance, Resources and Finance Committee for the 2024/2025 budget.
- 6. Health and Safety Report.** To note the Peninsula Health and Safety Report and agree any further recommendations.
- 7. Play Inspection Reports.** To note the Annual Play Inspection Reports and agree actions
- 8. Forward Plan.** To note the Forward Plan and suggest any additions.



Town Clerk: Dan Ledger  
The Town Hall, 1 High Street, CULLOMPTON, EX15 1AB  
[enquiries@cullomptontowncouncil.gov.uk](mailto:enquiries@cullomptontowncouncil.gov.uk)  
01884 38249

**MINUTES OF MEETING OF THE SERVICES, PROPERTY AND OUTDOOR SPACES COMMITTEE  
DATED TUESDAY 12 SEPTEMBER 2023 AT 7:00PM AT CULLOMPTON TOWN HALL**

**PRESENT:**

**Councillors:** E Buczkowski, M Thompson, C Snow.

**Officers:** The Deputy Town Clerk.

**S23/001 ELECTION OF CHAIR**

**RESOLVED** that Councillor M Thompson is elected Chair of the Services, Property and Outdoor Spaces Committee for the Municipal Year 2023-2024.

**S23/002 APOLOGIES FOR ABSENCES**

Apologies for absence were received and accepted from Councillor P James, Councillor J Johns.

**S23/003 DECLARATION OF INTEREST AND DISPENSATIONS**

The following Declarations of Interests were made:

Councillor M Thompson declared a Non-Registerable Interest in Agenda Item 12 (Minute S23/012) as he is known to an objector to the solar farm project at Langford.

Councillor E Buczkowski declared a Non-Registerable Interest in Agenda Items 8 (Minute S23/008) as a regular renter of the Town Hall and Agenda Item 13 (Minute S23/013) as an elected member of Mid Devon District Council.

Although the Committee will become inquorate in light of Councillor E Buczkowski's declarations for Agenda Items 8 and 13, she was unwilling to make a request for Dispensation in order to maintain transparency and so none was granted.

**S23/004 PUBLIC QUESTION TIME**

As no members of the public were present, this section of the meeting did not take place.

**S23/005 TREE SURVEYS**

**RESOLVED** that:

1. Town Council staff remove Ivy from the trunk of the Veteran Oak tree at Headweir Road play area.
2. That a detailed decay mapping survey is conducted on the Veteran Oak tree at Headweir Road play area.
3. That a detailed management plan is drawn up for the Veteran Oak tree at Headweir Road play area.



4. That costs for any significant works required on the Veteran Oak tree at Headweir Road are brought back to the Committee once the management plan has been compiled.

**S23/006**    **DEVOLUTION OF SERVICES**

**RESOLVED** to refer this item to the Governance, Finance and Resources Committee.

**S23/007**    **PUBLIC SPACES PROTECTION ORDER**

**RESOLVED** deferred until the existence of relevant by-laws at these spaces is confirmed.

**S23/008**    **TOWN HALL**

1. To consider the current Schedule of Fees for the hire of the Town Hall.

**RESOLVED** to refer this item to the Governance, Finance and Resources Committee.

2. To consider the viability of the Window Replacement Project.

**RESOLVED** to defer this item to the next meeting with further information and a breakdown of costs.

The Deputy Clerk is requested to talk to the Conservation Officer to establish how much flexibility there is in terms of the design of the windows.

3. To note that the stair lift will be removed to enable the upper floor of the Town Hall to be safely utilised. Whilst this was noted, it was:

**RESOLVED** that the Health and Safety report is seen in full before a final decision is taken on the future of the stair lift. In addition, alternative stair lifts, with wall mounted rails and that take up less space on the stairway are to be considered together with a platform lift to the first floor.

**S23/009**    **CEMETERY**

1. To consider the installation of a Memorial Garden.

**RESOLVED** that a Council membership carries out a site visit before a decision is made to properly assess the proper location for a Memorial Garden.

2. To consider storage options for maintenance equipment.

**RESOLVED** to defer this item until further information is available.

3. To consider the installation of an electrical supply to the Cemetery Chapel.

**RESOLVED** that electricity supplies are installed in the Cemetery Chapel by a competent electrician.

4. To consider necessary repairs to the Cemetery Chapel and Mortuary.

**RESOLVED** that planning consent is requested from the Planning Authority and that a Tender Specification is drawn up and distributed for repair works to the interior and repointing of the exterior of the Cemetery Chapel.

5. To consider the installation of renewed paths in the old Cemetery.

**RESOLVED** to defer this item until there are sufficient quotes in hand for the works and that a formal Tender process has been undertaken.

6. To consider the Cemetery Policy.

**RESOLVED** to refer this item to the Governance, Finance and Resources Committee.

**S23/010** **WINTER HANGING BASKETS**

**RESOLVED** to defer purchase and planting of Winter hanging baskets until costs to the council are known and how many businesses wish to have them.

**S23/011** **PLAY AREAS**

1. To consider whether the Council maintains the lease on the MDDC play areas.
2. To consider replacement of the chain link fence with hoop top fencing at those play areas without it.
3. To consider installation of sports netting along the western boundary of Headweir Road play area.
4. **RESOLVED** to note that play area defects noted in the most recent RoSPA inspection have been rectified.

**RESOLVED** to defer S23/011.1, S23/11.2 and S23/11.3 are deferred until detailed costs, including staff costs, are known and that the report resulting from the play area assessment has been completed and received.

**S23/012** **TOP FIELD/HAYMAN'S ALLOTMENTS**

1. **RESOLVED** to note that the grant from the solar farm at Langford can be used for environmental projects at the allotment fields.
2. **RESOLVED** to refer the Schedule of Fees for 2024-2025 and the collection of deposits for new allotment holders to the Governance, Finance and Resources Committee.

**S23/013** **ST ANDREW'S CAR PARK**

*This item was deferred as Councillor E Buczkowski had declared a Non-Registerable Interest and was unwilling, for transparency reasons, to request a dispensation.*

1. To consider the Schedule of Fees for 2024-2025.
2. To consider the agreement for the partial and full closure of St Andrew's car park to facilitate the ZPod development at St Andrew's Estate.

**S23/014** **Public Toilet.** To consider the installation of a CCTV camera at the entrance of the public toilet to deter vandalism and anti-social behaviour.

**RESOLVED** to defer this item until more suitable arrangements for a CCTV camera are investigated and costed.

**S23/015** **WAR MEMORIAL**

Ask the contractor to clean it for Armistice/Remembrance Sunday.

**RESOLVED** that Mid Devon District Council are requested to clean the War Memorial in time for Armistice Day and Remembrance Sunday.



The Town Hall  
1 High Street  
CULLOMPTON  
Devon  
EX15 1AB

[www.cullomptontowncouncil.gov.uk](http://www.cullomptontowncouncil.gov.uk)  
[admin@cullomptontowncouncil.gov.uk](mailto:admin@cullomptontowncouncil.gov.uk)  
01884 38249  
Town Clerk: Dan Ledger

<b>CULLOMPTON TOWN COUNCIL (‘the Council’)</b>	
<b>Date of report</b>	<b>November 2023</b>
<b>Item of business</b>	<b>Budget</b>
<b>Details</b>	<b>To discuss the budget codes that are pertinent to the Committee</b>
<b>Recommendations</b>	It is <b>RECOMMENDED</b> that Members resolve: <ul style="list-style-type: none"><li>• Agree recommendations to send to the Governance, Resources and Finance Committee (GRF)</li></ul>

### **1. Purpose of report**

To discuss the budget codes that are relevant to the SPOS committee and agree onward recommendation to GRF.

### **2. Budget**

With the 2024/25 budget preparation now in production the committee are asked to review the budget report appended to the report and make recommendations on what values should be set to each budget heading and code.

It will then be for GRF, and Full Council ultimately, to agree the precept from the information that this committee feeds into the process.

### **3. RECOMMENDATIONS**

It is **RECOMMENDED** that members resolve and agree recommendations to send to the Governance, Resources and Finance Committee (GRF)

# Financial Budget Comparison

## for Assets & Open Spaces

Comparison between 01/04/23 and 04/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

	2023/24	Revised	Reserve	Actual Net	Balance	2024/25	
<b>INCOME</b>							
<b>Assets &amp; Open Spaces</b>							
5	Allotments						
5/1	Rents	£798.00	£798.00	£0.00	£694.50	-£103.50	£800.00
5/2	Admin Fees	£0.00	-£800.00	£0.00	-£800.00	£0.00	£0.00
5	Total	£798.00	-£2.00	£0.00	-£105.50	-£103.50	£800.00
6	GoAB Allotments	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
15	Cemetery						
15/1	Burial Fees	£25,000.00	£12,250.00	£0.00	£11,668.00	-£582.00	£10,000.00
15/2	Admin Fees	£0.00	£500.00	£0.00	£332.00	-£168.00	£350.00
15/3	Grants of Exclusive ROB	£0.00	£12,250.00	£0.00	£10,800.00	-£1,450.00	£10,000.00
15	Total	£25,000.00	£25,000.00	£0.00	£22,800.00	-£2,200.00	£20,350.00
55	St Andrew's Car Park - Parking Fees	£5,500.00	£5,500.00	£0.00	£6,805.53	£1,305.53	£5,500.00
60	Town Hall - Hall Hire	£250.00	£250.00	£0.00	£330.00	£80.00	£250.00
<b>Total Assets &amp; Open Spaces</b>		<b>£31,548.00</b>	<b>£30,748.00</b>	<b>£0.00</b>	<b>£29,830.03</b>	<b>-£917.97</b>	<b>£26,900.00</b>

# Financial Budget Comparison

## for Assets & Open Spaces

Comparison between 01/04/23 and 04/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/24	Revised	Reserve	Actual Net	Balance	2024/25
<b>EXPENDITURE</b>							
<b>Assets &amp; Open Spaces</b>							
110	Allotments						
110/1	EQ Hire	£500.00	£500.00	£0.00	£0.00	£500.00	£500.00
110/2	Utilities	£300.00	£300.00	£0.00	£0.00	£300.00	£300.00
110/3	Non Domestic Rates	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
110/4	Maintenance Costs	£1,000.00	£1,000.00	£0.00	£467.64	£532.36	£2,000.00
110	Total	£1,800.00	£1,800.00	£0.00	£467.64	£1,332.36	£2,800.00
111	GoAB	£0.00	£0.00	£0.00	£897.32	-£897.32	£0.00
135	Cemetery						
135/1	EQ Hire	£0.00	£2,000.00	£0.00	£1,486.50	£513.50	£2,000.00
135/2	Utilities	£3,000.00	£2,000.00	£0.00	£677.27	£1,322.73	£2,000.00
135/3	Non Domestic Rates	£0.00	£3,043.90	£0.00	£3,043.90	£0.00	£3,100.00
135/4	Plants and Hedges	£0.00	£2,500.00	£0.00	£1,100.23	£1,399.77	£2,500.00
135/5	Maintenance Costs	£18,500.00	£4,656.10	£0.00	£1,152.36	£3,503.74	£10,000.00
135/6	EQ Maintenance & Fuel	£0.00	£2,500.00	£0.00	£1,449.48	£1,050.52	£2,500.00
135/7	Projects	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
135/8	Broadband	£0.00	£350.00	£0.00	£187.47	£162.53	£350.00
135/9	Funeral Costs	£0.00	£3,000.00	£0.00	£1,303.04	£1,696.96	£3,000.00
135/10	Bin Collections	£0.00	£1,500.00	£0.00	£991.64	£508.36	£1,500.00
135	Total	£21,500.00	£21,550.00	£0.00	£11,391.89	£10,158.11	£26,950.00
136	Public Works Loan Repayment	£17,650.00	£17,650.00	£0.00	£17,646.64	£3.36	£18,000.00
137	New Equipment	£0.00	£10,000.00	£9,523.71	£10,869.57	£8,654.14	£10,000.00

# Financial Budget Comparison

## for Assets & Open Spaces

Comparison between 01/04/23 and 04/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/24	Revised	Reserve	Actual Net	Balance	2024/25
220	Play Areas						
220/1	Maintenance Costs	£2,500.00	£2,500.00	£0.00	£1,225.77	£1,274.23	£10,000.00
220/2	Equipment	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
220/3	Projects	£0.00	£0.00	£0.00	£0.00	£0.00	£62,500.00
220	Total	£2,500.00	£2,500.00	£0.00	£1,225.77	£1,274.23	£72,500.00
235	Public Toilet						
235/1	Utilities	£500.00	£2,000.00	£0.00	£0.00	£2,000.00	£2,500.00
235/2	Maintenance Costs	£0.00	£500.00	£0.00	£432.48	£67.52	£1,000.00
235	Total	£500.00	£2,500.00	£0.00	£432.48	£2,067.52	£3,500.00
265	St Andrew's Car Park						
265/1	EQ Hire	£0.00	£655.00	£0.00	£653.30	£1.70	£655.00
265/2	Non Domestic Rates	£0.00	£1,821.35	£0.00	£1,821.35	£0.00	£1,850.00
265/3	Maintenance Costs	£5,500.00	£623.65	£0.00	£62.79	£560.86	£5,500.00
265/4	Parking Services	£0.00	£2,400.00	£0.00	£2,400.00	£0.00	£2,400.00
265	Total	£5,500.00	£5,500.00	£0.00	£4,937.44	£562.56	£10,405.00
285	Town Hall						
285/1	EQ Hire	£0.00	£500.00	£0.00	£0.00	£500.00	£500.00
285/2	Utilities	£5,000.00	£2,306.05	£0.00	£1,075.00	£1,231.05	£3,500.00
285/3	Non Domestic Rates	£0.00	£2,270.45	£0.00	£2,270.45	£0.00	£2,500.00
285/4	Maintenance Costs	£5,000.00	£3,000.00	£0.00	£1,684.88	£1,315.12	£3,000.00
285	Total	£10,000.00	£8,076.50	£0.00	£5,030.33	£3,046.17	£9,500.00
400	Play Parks and Cemetery Maintenance Annual Fund	£13,500.50	£13,500.50	£0.00	£0.00	£13,500.50	£0.00
<b>Total Assets &amp; Open Spaces</b>		<b>£72,950.50</b>	<b>£83,077.00</b>	<b>£9,523.71</b>	<b>£52,899.08</b>	<b>£39,701.63</b>	<b>£153,655.00</b>

# Financial Budget Comparison

## for Assets & Open Spaces

Comparison between 01/04/23 and 04/11/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

<b>2023/24</b>	<b>Revised</b>	<b>Reserve</b>	<b>Actual Net</b>	<b>Balance</b>	<b>2024/25</b>
----------------	----------------	----------------	-------------------	----------------	----------------



The Town Hall  
1 High Street  
CULLOMPTON  
Devon  
EX15 1AB

[www.cullomptontowncouncil.gov.uk](http://www.cullomptontowncouncil.gov.uk)  
[admin@cullomptontowncouncil.gov.uk](mailto:admin@cullomptontowncouncil.gov.uk)

01884 38249

Town Clerk: Dan Ledger

<b>CULLOMPTON TOWN COUNCIL (‘the Council’)</b>	
<b>Date of report</b>	<b>November 2023</b>
<b>Item of business</b>	<b>Health and Safety Report</b>
<b>Details</b>	<b>To receive the Health and Safety Report completed by Peninsula.</b>
<b>Recommendations</b>	It is <b>RECOMMENDED</b> that Members:  <ol style="list-style-type: none"><li>1. Note the report</li><li>2. Agree to a survey of Tufty Park to check for subsidence</li><li>3. Agree any further recommendations.</li></ol>

## **1. Purpose of report**

To receive the Health and Safety Report completed by Peninsula.

## **2. Health and Safety**

As part of the Council’s continuation in improvement within its health and safety practices, Peninsula who the Council recently took on as their health and safety consultant have completed their first report.

As Committee will note, there are a number of points that have been flagged and officers have been and will continue to work through the priorities, wherever possible. The sliding gates in the town hall have now been removed to negate a trip hazard, new fire exit signage has been installed across the town hall, a new fire cabinet has been purchased for the mortuary and officers are arranging to gain quotes for new fire doors for both the Clerk’s office and the Committee room. All policy creation and amendments required will be taken to Governance, Resources and Finance Committee.

One issue flagged in the latest report by the health and safety officer that officers have been monitoring for the past few weeks is the chance of possible subsidence in Tufty Park. A hole of around 1m appeared overnight midway through October. This was filled





The Town Hall  
1 High Street  
CULLOMPTON  
Devon  
EX15 1AB

[www.cullomptontowncouncil.gov.uk](http://www.cullomptontowncouncil.gov.uk)  
[admin@cullomptontowncouncil.gov.uk](mailto:admin@cullomptontowncouncil.gov.uk)

01884 38249

Town Clerk: Dan Ledger

in the following day by our outdoor team to avoid a trip hazard. There are some signs of possible subsidence across the whole park site, and it is the belief of both the health and safety officer and the Town Clerk that a full land survey should be conducted to see whether there is subsidence present and what risks this poses moving forward.

### 3. RECOMMENDATIONS

It is **RECOMMENDED** that that Members:

4. Note the report
5. Agree to a survey of Tufty Park to check for subsidence
6. Agree any further recommendations.

Mr Dan Ledger  
Town Clerk  
Cullompton Town Council  
1 High Street,  
Cullompton  
Devon  
EX15 1AB

Our ref: hsca/CUL062

Dear Mr Ledger

**Re: Health & Safety Compliance Audit**

**Address Visited:** 1 High Street,, Cullompton, Devon, EX15 1AB

**Appointment Date:** 30 August 2023




**Executive Summary:**

This letter follows my recent visit to your premises to assess and advise on your compliance with health and safety requirements and best practice. My assessment was made using Peninsula's health and safety compliance review.

You have only recently engaged Peninsula to advise on improvements to your management of health and safety at work. The need for improvement is confirmed by the issues that I noted as needing attention. These are listed in this longer than usual report and Action Plan where I have also suggested priorities for action.

The town council operate from the terraced office and public meeting building in the centre of the town. They carry out a variety of office duties, maintenance of public facilities such as toilets and the local cemetery.

Based on the documents seen and my observations I have prepared an Action Plan to guide you in improving compliance. This table shows the status of my recommendations and your current level of compliance.

11		Immediate and urgent action required. Detailed on the Action Plan.
36		Further action is required to improve safety management. Detailed on the Action Plan.
40		Satisfactory, monitor and review on an on-going basis.

The standard of health and safety management was below an acceptable level with some matters requiring urgent corrective action. Judged against the Enforcing Authorities' Enforcement Policy Statement this level of compliance would leave you open to formal enforcement action at an inspection visit. Implementation of the Action Plan will improve compliance and reduce the likelihood of formal enforcement action being taken against you or your business.

The Action Plan, in the following pages, shows where improvements to your health and safety management are needed. Please bear in mind that the plan only comments on the documents I was shown and my observations during the visit.

I also briefly explained your online Safety Management System and support tools, which include:

- Responsibilities and Task Planner, and Action Plan.
- Risk Assessment module.
- Safety Management Documents and guidance.
- Accident Records.
- E-learning.

I hope you found my visit useful and I would like to thank you for your time and support during the visit.

Should you require any further support or wish to discuss how we can further assist you in achieving health and safety compliance, please do not hesitate to contact me by email or call our 24 Hour Advice Service on 0844 892 2785 (option 1).

Yours sincerely,

**Mark Broom - GradIOSH  
Health and Safety Consultant**

mark.broom@peninsula-uk.com

Send to: Dan Ledger <town.clerk@cullomptontowncouncil.gov.uk>

**Please Note:**

This report is advisory in nature, informational in content, and is intended to assist our Clients to improve their standards of compliance with health and safety legislation and best practice; it does not constitute legal advice.




It has been based on observations, and written and oral information, provided by the Client's representative to our Consultant during a site visit to the Client's property, premises or area of work, and is limited to the parts of the Client's undertaking which were reasonably accessible to our Consultant at the time of the visit.




This report however has been prepared on the strict understanding that our Client retains ownership of, and remains responsible for, the management of health and safety in its workplace(s).






Accordingly, Peninsula will not accept liability for any accident, injury or damages of any kind resulting from the use of, or reliance upon, any information contained in the report.






## Health & Safety Action Plan






Main person seen:	Dan Ledger
Appointment date:	30 August 2023
Areas visited:	Council building and offices, kitchen and meeting room, cemetery no welfare building.
Areas not visited:	Toilets and play parks.
Address:	1 High Street,, Cullompton, Devon, EX15 1AB

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
1.1	Health and safety policy. You have not prepared a health and safety policy statement that includes your organisation and arrangements for managing health and safety at work.	You have a legal obligation to prepare a written health and safety policy setting out your organisation and arrangements for managing health and safety at work. I will create a bespoke health and safety policy and management system for your business. On receipt the 'Statement of Intent' should be signed and dated by the person with overall responsibility for health and safety. The documents will need regular review to keep them up to date.	1-1	Six weeks		Dan Ledger	
3.3	Fire & Emergency Evacuation Procedure. There are no suitable documented arrangements in place for fire & emergency evacuation.	A written fire and emergency evacuation procedure is required to be written and should include, the actions employees should take in the event of a fire, how will people be warned, how will the fire & emergency services be called and by whom, how will the evacuation be carried out, identifying employees specific with responsibilities, arrangements for any persons with disabilities. A fire building plan should identify final exits, fire equipment, fire call point locations and evacuation routes. These documents must be shared with all employees and reviewed periodically.	2-1	Six weeks		Dan Ledger	
5.3	Asbestos notification. The emergency services have not been notified in writing about the presence of identified asbestos containing materials on your premises.	Notify the emergency authorities about the presence of identified asbestos containing materials on your premises and provide details about the type of asbestos and the location(s). Use form ASBFA from your online documents.		Six weeks		Dan Ledger	





Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
8.3	Workplace stress. There is no formal assessment or workplace stress risk and no arrangements have been made for its management.	<p>Start to assess the factors likely to cause stress among your employees. Initially this will involve consulting them, gathering information and identifying the stressors that could impact them. With this information you will be able to devise and record a workplace stress management and well-being policy with suitable controls for their management and the alleviation of workplace stress.</p> <p>The HSE's Management Standards model, reflected in Guidance Note 5-18 can be a useful tool in making sure common causes of stress are considered.</p> <p>Ensure that arrangements put into place are explained to and understood by your workforce, are regularly monitored for effectiveness, routinely reviewed and amended when required.</p>	5-18	Six weeks		Dan Ledger	
8.4	Mental health and social wellbeing. There has been no form of mental and social wellbeing training with farm management or employees.	<p>Farm management and all employees should receive some form of mental and social wellbeing training. This could be by tool box talks, webinars, e-learning or information sessions. Records of this training should be kept. Mental health awareness training courses can be arranged by Peninsula. Please call the 24 Hour Advice Service for further information.</p>		Six weeks		Dan Ledger	
1.8	Contractor competence and monitoring. No evidence was available to indicate that a contractor assessment process is in place.	<p>Records should be requested and retained to provide evidence of the assessment of contractor suitability with regard to safety, such records may include (dependent upon the level of risk); completion of statutory health and safety documentation (policy statement etc.), testing schedules of work equipment, relevant risk assessments, method statements / safe systems of work, accident reporting procedures and insurance certificates relevant to the contractor's undertaking.</p>	7-2	Six weeks		Dan Ledger	






Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
6.9	Measures to prevent Legionellosis. There is no evidence of a legionella assessment being carried out	Contact a specialist contractor to conduct a risk assessment of the water system and to take water samples from the systems to establish if the Legionella bacteria are present. Action accordingly the competent persons recommendations. Retain and file accordingly all documentation relating to sampling and testing.	5-12	Six weeks		Dan Ledger	
3.11	Fire exit signs There is very little or no fire exit signs or fire action notices in place.	Emergency escape routes and exit doors should be clearly indicated, as appropriate, by suitable signs. All signs should be in positions where they can be seen clearly. These signs must take the form of a pictogram which may incorporate a directional arrow. The sign can also be supplemented by words such as 'Fire Exit'. Fire safety signs must be white detail on a green background and of the approved size.	2-1	Six weeks		Dan Ledger	
3.13	Fire evacuation drills. There has been no fire drills carried out.	Fire drills should be held at regular intervals, preferably twice per year. Whenever a fire drill is conducted it should be documented and kept in your fire safety record book.	2-1	Six weeks		Dan Ledger	
3.16	Fire doors. There are fire doors that are not closing fully leaving large gaps around the doors which will not give the required safe fire compartmentation allowing fire or smoke to enter other compartments.	A competent person should carry out adjustments to the fire doors to ensure it closes fully and seals. The doors may require replacing. See fire risk assessment for further information.	2-1	Six weeks		Dan Ledger	
3.19	General Emergency Evacuation Plan (GEEP). I am informed that there are often vulnerable individuals on site and there is no General Evacuation Plan (GEEP) been drawn up.	Where the general public are in a building, you are required to have a General Emergency Evacuation Plan (GEEP) in place for vulnerable individuals. This must be shared with trained staff who will assist in the evacuation of vulnerable people.	2-3	Six weeks		Dan Ledger	




Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
2.7	Workplace transport. Vehicle checklists are not being completed for the quad bike.	Employers must make sure that work equipment, including vehicles, are in good working order. Preventive maintenance is necessary to help avoid failures during use. This should be thorough, regular and frequent enough to meet the manufacturer's guidelines. Special attention needs to be paid to the braking system, the steering system, the tyres, mirrors, windscreen washers and wipers, and any warning devices.	4-28	Six weeks		Dan Ledger	
3.8	Maintenance of emergency lighting. Emergency lighting is serviced at the required intervals with documents kept in accordance with current standards. The units have all been replaced in the last 12 months and are subject to 6 monthly servicing. Emergency lighting checks were not undertaken regularly on a monthly basis.	Ensure that emergency lighting is subject to a testing regime. All records of servicing (annually) and testing (monthly) should be retained and filed accordingly.	2-1	Six weeks		Dan Ledger	
4.11	Workers not using head protection on All Terrain Vehicles It was noted that no head protection was worn when using the quad bike.	Ensure refresher training is completed as required timescales and that head protection is worn by riders. Ensure that records or training documents such as certificates of completion are kept on file.		Six weeks		Dan Ledger	
3.12	Fire assembly points. The fire action notices in the premises do not clearly or correctly indicate the fire assembly point location.	Fire action signs within the premises should identify the assembly location by writing the location clearly on the sign with a permanent marker.	2-1	Six weeks		Dan Ledger	
3.17	Storage and handling of flammables. Flammables were not stored in fire resistant containers at the cemetery premises, welfare unit.  Please refer to image(s) under item 3.17 in the Photographs section.	Flammable liquids should be stored in designated storage containers. The containers should be constructed of a fire resistant material that can contain spillages and have enough ventilation to prevent flammable gases or vapours accumulating. The container should display the relevant signage identifying the hazard.	4-6	Six weeks		Dan Ledger	




Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
2.19	<p>Portable electrical appliances. Some electrical items have been missed in this years portable appliance testing.</p> <p>Please refer to image(s) under item 2.19 in the Photographs section.</p>	All items of portable electrical equipment used by the organisation should be itemised in an inventory and those requiring formal electrical inspection subsequently identified via the risk assessment process. Maintenance and testing should be arranged and carried out by a competent person. The records of these tests should be retained and filed accordingly. Visual inspection of portable electrical appliances should also be carried out periodically, with records being kept in a similar way.	4-1	Six weeks		Dan Ledger	
2.1	Suitability and maintenance of work equipment and machinery. The work equipment appears to be in a reasonable condition, however there are no available records of inspection or maintenance. Maintenance is performed in house by the team with additional support from external contractors when needed.	Equipment provided for work use requires regular inspection and maintenance in accordance with the manufacturer's recommendations. Records of all planned, preventative and reactive maintenance should be readily available. Continue with the asset register and inspection project.	4-2	Three months		Dan Ledger	
4.1	Health and safety induction training. Induction training has not been carried out for all employees.	Make sure all your workers receive induction training; a useful induction training template is in your on line system. In addition to the basic induction make sure that the induction programme covers specific health and safety issues relevant to the employee's job and worksite. Keep records of training given.	1-14	Three months		Dan Ledger	
6.1	Risk assessment of general work tasks. General task-based risk assessments were completed some time ago but have not recently been reviewed.	Risk assessments should be reviewed at least on an annual basis and also when significant changes are made to the working process, premises or plant.	1-10	Three months		Dan Ledger	
4.2	Health & Safety training. Not all workers have received relevant general and job specific health and safety training.	Make sure that any additional training needs identified are organised and that relevant training records are kept. Use your online system to prepare a skills matrix to identifying training needs and keep track of worker training.	1-14	Three months		Dan Ledger	












Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
6.2	Risk assessment for machinery and equipment Risk assessments have not been reviewed in the last 12 months.	All maintenance activities must be considered within the risk assessments for the equipment being used, including perceived minor maintenance activities such as routine greasing and blockage removals and also the stability of the location where these activities are being carried out. Ensure that risk assessments of equipment includes this area and that the requirements are formally explained to employees with records of the distribution maintained.	1-10	Three months		Dan Ledger	
2.3	Machinery guarding. Guards are in place on all necessary equipment / machinery however, recorded inspections are not carried out.	You should examine all guarding periodically to ensure its effectiveness. These checks are necessary to ensure that fixed guards are properly fastened in place with screws or nuts and bolts which need tools to remove them. An interlocked guard should be subject to a recorded pre-use check to ensure that it prevents the machine from operating unless the guard is closed, the guard remains locked until the dangerous movement has stopped and the opening of the guard causes the dangerous movement to stop. Form 'Machine Safety Systems – Operator Checklist' is available in your on line system to assist with documenting your inspections..	4-11	Three months		Dan Ledger	
1.4	Monitoring of health and safety actions. The management monitoring system is not fully implemented.	Implement the use of the periodic and annual checklists produced as part of your safety management system.	1-1	Three months		Dan Ledger	
6.4	Risk assessment of exposure to extreme weather conditions Risk assessments have not been reviewed in the last 12 months.	External working conditions for staff members will see them exposed to all weather types, including hot sun, freezing temperatures and excessive rain. An assessment must be carried out to ensure that employees are put at no additional risk from the exposure to these conditions. Additional measures such as thermal or waterproof clothing, as well as hats and sunscreen, should be provided as required.	1-10	Three months		Dan Ledger	



Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
2.5	Abrasive Wheels It was mentioned that workers are trained to use the abrasive wheels but no evidence was available to support this.	Ensure all workers who use the abrasive wheel are trained to do so and evidence of their training certificates readily available. Form 'Machine Safety Systems – Operator Checklist' is available in your online system to help record your inspections. Arrange for eye protection signs to be displayed. Utilise the e-learning on BrightSafe to sissy with this purpose.	4-13	Three months		Dan Ledger	
1.6	Health, safety and welfare information for employees. There was limited evidence to indicate that employees have been provided with adequate information in relation to health, safety and welfare.	On receipt of your new or updated Employee Safety Handbooks make sure that they are distributed to all employees and that the confirmation of receipt form is returned, signed and dated and kept on file.	1-23	Three months		Dan Ledger	
8.6	Hand-arm vibration. The risk of ill health from exposure to hand arm vibration has been recognised and steps taken to reduce exposure levels by purchasing low vibration equipment. However, exposure levels have not been systematically assessed or measured against the official exposure limits and routine occupational health assessment does not take place.	Details of your assessment of exposure levels, actions taken to reduce exposure and evidence of routine occupational health monitoring should be kept on file and readily available. Without this contemporary evidence you would find it difficult to rebut a personal injury claim.	5-1	Three months		Dan Ledger	
6.6	Tree felling Risk assessments have not been reviewed in the last 12 months.	Use of chainsaws and tree felling is a specialist activity and should only be carried out by suitably trained employees. Ensure that a person that is suitably competent has carried out a risk assessment for these activity types which is formally explained to all required, with records maintained		Three months		Dan Ledger	
6.7	Work at Height - ladders & step ladders. Risk assessments have not been reviewed in the last 12 months.	Review the risk assessments for work at height tasks ensuring that they consider all of the following - planning of the work activities, the type and suitability of equipment used in relation to the duration of the work, the need for use of working platforms, site conditions, traffic and pedestrian routing, the need for fall / arrest equipment with recovery plans, necessary warning signs and the need for relevant instruction or training. Each work activity should be planned separately.	4-20	Three months		Dan Ledger	

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
5.7	Periodic inspection of fixed hard-wired electric circuits. The hard wired electrical system test and inspection has been conducted by a suitably qualified electrical engineer within the prescribed timescale. The periodic Electrical Installation Condition Report shows the condition of the installation as "satisfactory" with no remedial work required for the main office building, completed AJP Services Ltd on 28/05/21. The documentation cemetery buildings and welfare building could not be found.	Obtain a copy of the latest fixed electrical inspection or if necessary make arrangements with a suitably qualified, competent electrical engineer to undertake the required actions detailed as identified on the Electrical Installation Condition Report. The resulting documentation to verify the condition of the installation is now deemed as "satisfactory" should be checked and filed accordingly.	4-1	Three months		Dan Ledger	
8.7	Noise. The risk of hearing loss due to exposure to high noise levels has been recognised and steps taken to reduce exposure levels. However, exposure levels have not been systematically assessed or measured against the official exposure limits and routine occupational health assessment does not take place.	Although some action has been taken to reduce employee exposure to noise you have no details of current exposure which is almost certainly above the first action level likely to exceed the second action level. Arrange for a comprehensive noise survey to identify the noise levels to which workers are exposed. Without this information you will not know whether you need to provide occupational health surveillance. Nor will you be able to identify further areas where noise reduction may be possible.	5-17	Three months		Dan Ledger	
4.7	Violence and aggression. You have not assessed the risks to your workforce from violent and aggressive behaviour by visitors and others in public facing roles.	Formally assess and record the hazards and risks your workforce form violent and aggressive behaviour by visitors and others. Identify the places or interactions where the risk is greatest and introduce protective measures such as wide counters, CCTV, screens and personal alarms. Prepare a written procedure for dealing with incidents and ensure that all relevant staff are briefed; keep records of briefings. Train staff to recognise the early signs of aggressive behaviour and to avoid confrontation and conflict. All incidents should be recorded, investigated by managers and the precautions reassessed.	5-19	Three months		Dan Ledger	

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
1.7	Hazard reporting. Hazard reporting is currently verbal and not documented.	Make sure all employees are made aware of the hazard reporting system in place. Employees should be encouraged to report workplace hazards which should be recorded and investigated. Remedial action should be taken, recorded and explained to relevant employees. Where hazard are reported verbally, the manager should record the information on behalf of the employee. Continue with your inspections project on the play park inspection app to detail all inspections and repairs.	1-6	Three months		Dan Ledger	
6.8	Risk assessment of new and expectant mothers. Risk assessments have not been reviewed in the last 12 months.	You should have a general risk assessment in place if you employ women of child bearing age. If you are notified that an employee is pregnant, or someone has given birth within the last six months, a specific risk assessment should be conducted to consider any additional risks they may be exposed to (for example, from working conditions, the use of physical, chemical or biological agents, or postural related issues). Any risks identified must be managed to reduce, or remove them.	1-11	Three months		Dan Ledger	
7.8	Lone working There were verbal lone working procedures in place for the key risks within the business. However, these were not formally recorded or explained to employees with records kept.	Lone working procedures identifying key risks within the business should be recorded and explained to all employees. Incidents such as overturning vehicles and contact with machinery are significant risks and often happen when the driver or operator is working alone. You need to have suitable arrangements to ensure that employees working alone on the land or in the farmyard have routine contact with another person and the ability to raise an alarm in the event of an emergency.	1-13	Three months		Dan Ledger	

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
1.9	Private vehicle Business Use insurance and roadworthiness. Some vehicle user's business insurance and vehicle checks are in place, however, there are a number of gaps.	To help effectively manage your road risk, request copies of certificates of insurance to cover business use, and where applicable, a copy of the vehicle MOT certificate. All records of these checks should be kept. Taxation and vehicle examination detail checks maybe checked online via <a href="http://www.vehicleenquiryservice.gov.uk">www.vehicleenquiryservice.gov.uk</a> , with the employees permission.	1-7	Three months		Dan Ledger	
4.9	Lone working arrangements. Workers can work alone infrequently but communication arrangements are not fully in place. Grounds team and caretaker members can start at 3am.	Put a robust communication policy in place i.e. use an worker group chat messenger to confirm when all your workers have returned home; consider tracking vehicles or other lone worker systems. Also consider shared access to diaries.	1-13	Three months		Dan Ledger	
3.10	Emergency evacuation routes and doors. There are no records of regular inspections of emergency evacuation routes. The final side emergency exit is in poor condition and height restricted.	Records are required to be kept to evidence that regular inspections of emergency evacuation routes take place. See fire risk assessment for additional information.	2-1	Three months		Dan Ledger	
1.12	Health and safety consultation. Limited evidence is available to indicate that consultation with workers on health and safety matters is taking place.	Employees should be consulted on health and safety at work issues. This can be achieved at meetings with one or more elected representatives or any other using suitable means, such as workforce meetings, toolbox talks, employee quality circles or directly with each employee on a one-to-one basis. You can choose whatever means suits you and your employee's best. Always keep a record of the meeting and the issues discussed.	1-5	Three months		Dan Ledger	
6.12	Risk assessment findings. There is very little evidence of risk assessment finding being shared with employees.	You should explain the findings of the risk assessments to all employees who are identified to be at risk in the tasks assessed. Keep a record that this has been done.	1-10	Three months		Dan Ledger	
5.13	Displayed safety signage. Additional safety signs are required.	Safety signs should be provided, maintained and be proportionate in size to the viewing distance. Install additional safety signs including LPG storage, no smoking and flammable product storage in relevant areas at the cemetery.	3-11	Three months		Dan Ledger	

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
7.16	Excavation works Although no excavations were in progress they are not uncommon. There was no evidence that they had been planned, carried out by trained, competent workers or that a risk assessment had been completed. Side shoring training is only completed by Perry and does not provide suitable cover should he be absent.	Ensure suitable training is provided at the cemetery for grave digging excavations. Excavations must be planned to ensure that there is no unauthorised access, no hidden utilities and that trenches are not liable to collapse. Ensure that a suitable assessment is carried out before each excavation taking into consideration hidden utilities, the soil conditions, where the spoil will be placed, how close to the excavation diggers will be and who may access the area as a minimum. Suitable measures such as barriers, shoring and utility detection is required.		Three months		Dan Ledger	
2.20	Work at height equipment. No evidence was available to indicate that the access equipment is subject to an inspection regime.	Users should understand the current condition of access equipment and a suitable checking scheme (with records being available) should be in place. Each item of access equipment should be given an individual reference number. Ensure that all equipment used for work at height is subject to a pre-use visual check regarding fitness for purpose e.g. feet, locking mechanisms, condition of uprights and treads.	4-21	Three months		Dan Ledger	
5.23	Segregation of the public and visitors It was unclear what fencing and signage was utilised during tasks requiring separation.	Ensure all tasks and activities requiring public access control are suitably assessed and suitable equipment and training provided for employees. A documented procedure should be created and signed off by employees as part of their training. Ensure that employees are aware of the areas where people may be able to access and ensure that additional precautions are in place within these areas when working activities are carried out. Pay specific attention to vulnerable people, ensuring that they are made aware of the risks apparent.		Three months		Dan Ledger	




Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
5.26	Workspace air temperatures The temperature in the cemetery workshop may be too cold in winter months.	The temperature in workrooms should provide reasonable comfort without the need for special clothing. 'Workroom' means a room where people normally work for more than short periods. The temperature in workrooms should normally be at least 16C unless much of the work involves severe physical effort in which case the temperature should be at least 13C. Arrange for a suitable form of heating to be provided and dispose of the portable gas bottle heaters.	3-15	Three months		Dan Ledger	
3.26	Fire training. Not all employees have been trained in basic fire awareness. There are 2 fire Marshals at the office and 2 trained fire marshals in the grounds team.	All employees should receive basic fire awareness training.	2-1	Three months		Dan Ledger	

## Health & Safety Site Compliance Review

### Details

Main Person seen:	Dan Ledger
Appointment date:	30 August 2023
Areas visited:	Council building and offices, kitchen and meeting room, cemetary no welfare building.
Areas not visited:	Toilets and play parks.
Address:	1 High Street,, Cullompton, Devon, EX15 1AB






### Summary of Findings

11		Immediate and urgent action required. Detailed plan on the Action Plan.
36		Further action is required to improve safety management. Detailed on the Action Plan.
40		Satisfactory, monitor and review on an on-going basis.







Specific details of the areas, daily practices, and safety arrangements considered by me are to be found on the following pages.









## Overview Of Areas Relating To Documentation

Ref.	Documentation	Status	Supporting evidence - Action required
1.2	Is Employers' Liability Insurance in place; is the Certificate accessible to employees or displayed in a suitable place?		An Employers Liability Insurance policy is in place and the Certificate is prominently displayed at your premises.  Documentary Evidence Seen - 12 September 2023
1.3	Is a copy of the Health and Safety 'What you need to Know' poster on display?		The Health and Safety poster "What You Need to Know" is prominently displayed within the premises where employees have access to the information.
1.5	Is the management process clear if actions are required by Enforcing Authorities?		A clear management process is in place and there are currently no formal actions open in connection with this site.
1.10	Are the driving licences of employees who drive in the course of their work checked?		All workplace road vehicle user licences are checked on an annual basis, ensuring the continued eligibility to drive upon the public highways.
1.11	Are there suitable accident and incident recording, reporting and investigation procedures that meet data protection requirements?		Accidents are reported and recorded using a Data Protection Act compliant accident reporting system and accident investigations are completed as required to identify root causes and prevent similar occurrences.  Nothing has been reported for many years.








## Overview Of Areas Relating To Equipment

Ref.	Equipment	Status	Supporting evidence - Action required
2.2	Are there arrangements to purchase new machinery and equipment that is safe and without risks to health?		There is a formal policy to purchase only machinery and equipment that meets all UK health and safety requirements.
2.6	Are there suitable arrangements to ensure that hand tools are used, maintained and stored safely?		Suitable arrangements are in place with dedicated storage facilities provided.
2.10	Are the safe working loads for lifting and towing clearly displayed on vehicles where required? Are they understood by operators?		Towing weights for all vehicles are clearly identified on the trailers and fully understood and explained to all workers.
2.21	Is office equipment suitable, maintained and fit for purpose?		Office equipment including chairs and desks appear suitable for the use of display screen equipment. Other equipment appears to be satisfactory.
2.22	When one or more people are carrying out a task are there safe working protocols and effective communication between all parties?		The risks have been assessed and a formal protocol has been developed. There are suitable means of communication between all parties engaged on the same task.
2.23	Are power supplies to portable electrical equipment maintained? Is the use of extension leads controlled?		The use of extension leads is minimal. Those seen were suitable for their application and in good condition.













## Overview Of Areas Relating To Fire

Ref.	Fire	Status	Supporting evidence - Action required
3.1	Has a competent person completed or reviewed a suitable risk to life fire risk assessment?		A comprehensive fire risk assessment is being completed today by Peninsula.
3.4	Is the fire alarm system in working order and tested at weekly intervals with a record kept?		The fire alarm and / or automatic fire detection system appears to be in working order and has been tested within the required timescales. The fire alarm is tested weekly from a scheduled rotation of call points.
3.5	Is the fire alarm system subject to six monthly servicing arrangements?		The fire alarm and / or automatic fire detection system is serviced at six monthly intervals with records kept in accordance with the current standards. Completed by Alarmtec Ltd.  Documentary Evidence Seen - 17 July 2023
3.6	Are all the fire alarm operating points easily accessible?		Automatic fire alarm operating points are all easily accessible throughout the building.
3.15	Is suitable fire fighting equipment provided and serviced at least every 12 months? (fire extinguishers; hose reels; fire blankets etc.). Are fire extinguisher identification signs adjacent to extinguishers?		Fire fighting equipment is subject to periodic checks and annual maintenance by a recognised fire safety engineer. Suitable fire extinguisher identification signs are displayed adjacent to the extinguishers.  Documentary Evidence Seen - 30 September 2022
3.25	Is all upholstered furniture in good condition?		All upholstered furniture is in good condition with no damage or wear.


## Overview Of Areas Relating To People

Ref.	People	Status	Supporting evidence - Action required
4.5	Is there a suitable and sufficient provision of first aiders and first aid supplies?		First aid needs have been assessed and arrangements are adequate. All employees are trained in one day emergency first aid training and 2 first aid at work in the grounds team and also the office team. There is also a defibrillator available to the public.
4.6	Are arrangements for persons with disabilities adequate?		Arrangements for persons with disabilities are adequate for ground floor access.
4.8	Do you manage the risks to your staff and business from substance and alcohol abuse?		Suitable procedures concerning substance and alcohol abuse are in place.
4.10	Are workers fully trained in the use of each piece of equipment that they use, including how to carry out maintenance activities such as clearing blockages?		Workers are aware of the requirements of all the machinery that they are using as part of their normal working duties with records maintained. A training matrix is used to manage the training and skills of all workers and plan refresher training.
4.14	Are all workers who use professional pesticides and chemicals on the land suitably trained?		All workers who use pesticides and chemicals on the land are suitably competent and trained to PA1 – Safe Use of Pesticides Foundation as a minimum with records maintained
4.15	Are workers who use chainsaws suitably trained?		All workers who chainsaws are trained and competent to so and are trained to the relevant chainsaw standards including CS30 and CS31 which considers chainsaw maintenance, cross cutting and tree felling.
4.17	Is there adequate provision of Personal Protective Equipment (PPE) with suitable storage?		The provision and storage of PPE and RPE is satisfactory with clear confirmation of PPE receipt. Users of RPE have been face fit tested.




## Overview Of Areas Relating To Premises

Ref.	Premises	Status	Supporting evidence - Action required
5.1	Has the presence or absence of asbestos containing materials (ACMs) in the fabric of the premises been identified?		The asbestos survey dated July 2023, by G&L Consultancy Ltd, identified asbestos containing materials (ACM) as present namely lagging insulation material, bitumen under carpet, insulation board, boxing around ceilings and roof slates at the mortuary.  Documentary Evidence Seen - 19 July 2023
5.2	Is there a suitable, robust asbestos management plan where ACMs have been identified as or are assumed to be present?		All asbestos containing materials (ACMs) have been identified and their location recorded. There is a suitable and robust asbestos management plan the contents of which are explained to anyone who is likely to disturb them
5.6	Are pressure, gas and other service pipes clearly identified?		Service pipes are suitably identified and clearly labelled.
5.17	Are there suitable procedures for clearing up spills?		Spillage procedures are in place.
5.18	Is housekeeping in all work areas to a good standard?		Housekeeping was to an acceptable standard on the day of the visit.
5.19	Are slip, trip and fall hazards (e.g. spillages, cables and stock) avoided with arrangements in place to keep floors free from such hazards?		At the time of the visit floors and walkways were observed to be well maintained and free from slip, trip and fall hazards.
5.20	Are adequate welfare facilities, including toilet and washing facilities that include warm water and hand drying facilities provided and maintained in a clean condition?		Welfare, washing and toilet facilities observed to be adequate and well maintained in clean condition at the time of the visit.
5.21	Is there adequate workspace for the work activities taking place?		Workspace was observed to be adequate at the time of the visit
5.22	Is suitable lighting available in all work areas?		There is suitable lighting in all working areas. This is in the form of fixed lighting wherever possible. Portable lighting is used when fixed lighting is not available.
5.28	Is the building in good condition?		The building appeared to be in a reasonably well maintained condition at the time of the visit.
5.29	Are external areas well maintained and suitable for the work activities taking place?		External areas were well lit, suitably maintained and level.
5.32	Has a suitable risk assessment for exposure to radon gas been completed and action taken where necessary?		According to the UK Health Security Agency radon map your premises, which do not have a basement, are in a low risk (1-3%) area.

## Overview Of Areas Relating To Safety Arrangements

Ref.	Safety Arrangements	Status	Supporting evidence - Action required
7.5	Are there suitable arrangements to deal with the storage and disposal of hazardous and non hazardous waste?	 A green circular icon containing a white letter 'S', indicating a satisfactory status.	Adequate arrangements regarding hazardous and non hazardous waste are in place

## Overview Of Areas Relating To Occupational Health

Ref.	Occupational Health	Status	Supporting evidence - Action required
8.5	Is suitable ventilation provided to ensure that fresh air is available and reduce risks of transmission of societal illnesses such as winter flu virus, Covid and similar?		At these small premises natural ventilation is sufficient for the number of people present.
8.8	Has action been taken to identify, manage and control the risk to workers from occupational asthma, and provide occupational health surveillance?		No allergenic substances have been identified as present in the workplace.
8.9	Are the hazard and risks from occupational dermatitis recognised and effectively controlled? Is health surveillance routinely completed?		No significant potential causes of dermatitis have been identified at these premises.

## Photographs

2.19



2.19



3.17



3.17





Mr Dan Ledger  
Town Clerk  
Cullompton Town Council  
1 High Street,  
Cullompton  
Devon  
EX15 1AB

Our ref: SSVIS1/CUL062

30 October 2023

Dear Mr Ledger

**Re: Health and Safety Service Visit**

**Address Visited:** 1 High Street,, Cullompton, Devon, EX15 1AB

**Visit Date:** 30 October 2023

At my recent visit to your premises, the following activities were completed:

- Revised your health & safety management system to take account of the changes that we discussed during the visit.
- We conducted a tour of the new town toilet and 5 play parks in Cullompton that the town council is responsible for managing. There are approximately 25 play spaces but the other fall under the control of Mid Devon.
- We discussed and reviewed the BrightSafe system and mobile app.

The following actions were identified during the visit or are outstanding from your previous health & safety compliance audit:

- Distribute the employee safety handbooks once the amendments have been completed.
- Where members of the team struggle with technology it may be better to conduct the e-learning as a team event, this also gives an opportunity to discuss Health and safety aspects with them relevant to the e-learning and gather information relating to their tasks directly from them. Where this is conducted use Team Training as the name for the certificate and obtain signatures of those who attended along with details of what else was discussed or reviewed, such as a relevant risk assessment.
- Investigate the subsidence at Tuffti park which seems to be rather extensive. I would recommend a short daily visual inspection to ensure no significant changes have occurred along with the weekly documented park checks. It is concerning that a large circa 1m wide and deep hole appeared as it sank into the ground, the surface under the climbing frame is now out of shape and the ground under the tractor is evidently lower as all 4 tyres are off the ground. Any further rapid or substantial changes such as this should result in closing and fencing off this part of the park until further investigations have been completed. [Please refer to photograph 1]
- Repair the shrunken edges of the park safety flooring. [Please refer to photographs 2 and 3]
- Add in any additional hazards to the play park inspection app such as manhole covers, drain covers, furniture etc so that a documented check is performed and recorded. [Please refer to photograph 4]
- Continue with the planned improvement works on the parks that need upgrading to meet more recent standards in fencing, flooring and equipment. [Please refer to photographs 5, 6, 7 and 8]

- Ensure the large oak tree is suitably monitored at Headweir park, in particular after winter storms which will require additional checks along with the normal weekly park checks. Expedite tree work as required. [Please refer to photograph 9]

Thank you for your time at my recent visit, it was good to see you again.

I have updated your health and safety documentation so the employee safety handbooks can now be distributed to employees, sign off or email receipt of acceptance/ receipt should be kept on file.

I hope you enjoy your upcoming holiday and I look forward to seeing you again in the near future, please let me know if you need any further assistance.)

Should you require advice on this report or any other health and safety issue please contact our 24 Hour Advice Service by phone on 0844 892 2785 (option 1) or by email to [handsadvice@peninsula-uk.com](mailto:handsadvice@peninsula-uk.com).

Yours sincerely

**Mark Broom - Gradlosh  
Health and Safety Consultant**

[mark.broom@peninsula-uk.com](mailto:mark.broom@peninsula-uk.com)

Send To: Dan Ledger <[town.clerk@cullomptontowncouncil.gov.uk](mailto:town.clerk@cullomptontowncouncil.gov.uk)>

**Please Note:**

This report is advisory in nature, informational in content, and is intended to assist our Clients to improve their standards of compliance with health and safety legislation and best practice; it does not constitute legal advice. It has been based on observations, and written and oral information, provided by the Client's representative to our Consultant during a site visit to the Client's property, premises or area of work, and is limited to the parts of the Client's undertaking which were reasonably accessible to our Consultant at the time of the visit. This report however has been prepared on the strict understanding that our Client retains ownership of, and remains responsible for, the management of health and safety in its workplace(s). Accordingly, Peninsula will not accept liability for any accident, injury or damages of any kind resulting from the use of, or reliance upon, any information contained in the report.

# Photographs

1



2



3



4



5



6





7



8



9





The Town Hall  
1 High Street  
CULLOMPTON  
Devon  
EX15 1AB

[www.cullomptontowncouncil.gov.uk](http://www.cullomptontowncouncil.gov.uk)  
[admin@cullomptontowncouncil.gov.uk](mailto:admin@cullomptontowncouncil.gov.uk)

01884 38249

Town Clerk: Dan Ledger

<b>CULLOMPTON TOWN COUNCIL (‘the Council’)</b>	
<b>Date of report</b>	<b>November 2023</b>
<b>Item of business</b>	<b>Play Inspection Reports</b>
<b>Details</b>	<b>To receive the Annual Play Inspection Reports completed by The Play Inspection Company</b>
<b>Recommendations</b>	It is <b>RECOMMENDED</b> that Members note the report and agree any further recommendations

### 1. Purpose of report

To receive the Annual Play Inspection Reports completed by The Play Inspection Company

### 2. Play Inspection Reports

Annually the Council are required to gain a ROSPA qualified inspection of all its play areas. This year our reports were completed by the Play Inspection Company and are all appended to this report.

As members will note, there are no medium risk items identified throughout all our play areas. There are low risk issues that need remedy and this will be completed in year by the Council’s team.

The Council has recently purchased new wetpour repair kits for Tufty Park and these will be installed as soon as the issue of potential subsidence has been resolved. There is a need to replace many of the gates and fencing across our parks and these are quotes that will be brought back to committee for each individual area.

### 3. RECOMMENDATIONS

It is **RECOMMENDED** that that Members note the report and agree any further recommendations.



# the play inspection company

---

## Annual Inspection

Cullompton Town Council

Culm Lea

Rover Drive, Cullompton, Devon, EX15 1NL



**API** Associate



Unit 5, Glenmore Business Park, Blackhill Road, Poole, Dorset, BH16 6NL  
t- 01202 590675 e- info@playinspections.co.uk

[www.playinspections.co.uk](http://www.playinspections.co.uk)

## Inspection Scope for RPII Inspection Methodology

This document outlines the RPII scope for inspections undertaken by the Inspectors listed as Annual Inspectors on the RPII Register of Inspectors when undertaking Indoor Annual, Outdoor Annual, Outdoor Operational and Outdoor Routine inspections.

Inspections are undertaken with reference to the standards listed in this preamble only; where no date for the standard is given it will be the standard that is current at the time of inspection except where overlap periods are granted by the standards committee when standards are updated. The information contained in reports is provided to assist the owner/operator in fulfilling their responsibilities as detailed in the relevant standard. Other standards referenced within the listed standards do not form part of the inspection, unless they are also explicitly listed here.

The following standards are relevant to all installations of equipment that are publicly accessible to users; this includes public parks, pay and play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks etc. All equipment used or employed in publicly accessible areas should meet with the requirements of the relevant standards (listed below):

BS EN 1176 Parts 1, 2, 3, 4, 5, 6, 10 & 11 Playground equipment intended for permanent installation outdoors & indoors.

BS EN 1176 Part 7 - 'Guidance on Installation, Inspection, Maintenance and Operation' (this document gives guidance to the owners/operators of the facility on the installation, inspection, maintenance and operation of playground equipment, excluding ancillary items).

In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in this document. It clarifies the application of the document within the UK as best practice guidance, as the document has been used since its initial publication. Therefore, in the UK this standard (BS EN 1176 – Part 7) contains no requirements and needs to be read and implemented as guidance, with the use of the term 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic play equipment falls outside of the scope of BS EN 1176 and has its own standards (BS EN 71 series – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report but any comments concerning compliance will follow the requirements and recommendations of BS EN 1176.

When water play items, including spray parks, are inspected any comments concerning compliance within the inspection will refer to BS EN 1176. We have not assessed these against the requirements of BS EN 17232 (Water play equipment and features).

Other equipment that is not clearly identified as unsupervised or domestic (natural play, self-build equipment etc.) will be assessed for compliance with the relevant standard listed below:

**BS EN 15312** Free access multi-sports equipment  
**BS EN 14974** Skateparks  
**BS EN 16630** Permanently installed outdoor fitness equipment  
**BS EN 16899** Parkour equipment (plus RPII/API guidance notes)

Annual and Post Installation inspections will take into consideration compliance with these current standards, and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area (that area which is obviously part of the playground), nominally up to three metres around, the fence line if closer, or other areas as agreed.

Operational inspections only take into consideration defects related to cleanliness, equipment ground clearances, ground surface finishes, exposed foundations, sharp edges, missing parts, excessive wear (of moving parts) structural integrity, wear and vandalism.

Routine visual inspections relate only to the most obvious defects such as broken or missing parts, litter, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

All inspections are non-dismantling, non-destructive and do not include any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all reasonably accessible equipment and will assess all reasonably accessible parts above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment.

Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document. (Note: Ancillary items are not included in the specific equipment-type parts of the EN 1176 series; hence they are not assessed for compliance with EN 1176 series and are subject to a general safety assessment).

The owner/operator is responsible for the overall safety of the equipment and area.

The inspector will not undertake any of the following works unless specifically agreed in writing at the time of order:

Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of the impact attenuating properties of any surfaces; the identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection; the inspection of any equipment (or part thereof) that is beneath the playing surface (loose-fill materials may be moved to expose foundations); tightening any bolts, hinges or other fixing devices on any apparatus or equipment; assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment; assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming); where planting or trees are mentioned in the report no assessments of toxicity, suitability or condition are undertaken – the owner/operator should have suitable inspections provided by a competent person.

The owner/operator should have a 'design risk assessment' provided by the manufacturer/designer of the area for the equipment and location in which the facility is installed.

The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity. This inspection shall be considered as contributing to the operator's discharge of this responsibility.

The details contained within the report are a snapshot of the condition at the time of inspection only and subsequent events may affect the condition of the facility. Suggested remedial actions are based on the knowledge and experience of the inspector and/or that of the inspection company. The owner/operator should always seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

A full copy of the Play Inspection Company Ltd. Terms & Conditions is available on our website ([www.playinspections.co.uk](http://www.playinspections.co.uk))

The operator is responsible for following the guidance of the relevant standards. The standards give guidance on the installation, inspection, maintenance and operation of the various types of facilities. The inspection guidance is listed in Table 1, with an indication of which parts will be included in an RPII Annual or Post-Installation Inspection. The relevant standards also contain additional parts which the operator should follow.

Inspection recommendations of relevant standards Refer to relevant standards for full text	Annual Main	RPII Annual/ Post Installation Inspection
6.1 d) Overall levels of safety of equipment (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of foundations (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of playing surfaces (see note 2)	✓	✓ [2]
6.1 d) Compliance with the relevant parts of the standard and or risk assessment (see note 3)	✓	✓ [3]
6.1 d) Effects of weather	✓	✓
6.1 d) Presence of rot, decay or corrosion (see note 1)	✓	✓ [1]
6.1 d) Assessment of repairs made or added or replaced components (see note 4)	✓	✓ [4]
6.1 d) Excavation or dismantling/additional measures	✓	✗
6.2.1 Assessment of glass reinforced plastics (see note 5)	✓	✓ [5]
6.2.1 Inspection of one post equipment (see note 1)	✓	✓ [1]
6.2.4 Undertaking the Operators inspection protocol	✓	✗

NB: The clause numbers in table 1 are taken from BS EN 1176 - Part 7:2020. The content is equally applicable to all other relevant standards listed herein. Playgrounds contain a range of equipment from different manufacturers and installed over a number of years; operators should implement any guidance provided by the manufacturer. Item specific detail is not readily available to RPII Playground Inspectors, whose report contributes to the operator's overall Annual Main Inspection as detailed in the relevant standards.

[1] A manual test only is undertaken for stability. Wear and instability are only detectable where readily apparent without dismantling or destruction and without the use of tools, excavation or specialist equipment. Rot and corrosion are tested or with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment.

[2] Only the visible condition and dimensional compliance of surface extent is considered. Neither testing of impact attenuating properties nor measurement of the thickness of bound surfaces are undertaken on RPII annual inspections.

[3] The inspection assesses compliance where this can be tested on site using manual methods without dismantling, destruction and without the use of tools or specialist equipment.

[4] The operator should use manufacturer's recommended parts, or equivalent. We are unable to verify if such parts have been used, and any subsequent change in quality or performance.

[5] Visible glass fibres will be noted in reports. The operator is responsible for repairs or replacement.



# Risk Assessment Matrix

			Scores in the report are multiplication factors of Likelihood x Severity					
			Severity>>					
<b>Likelihood</b>	Very High probability, if the situation is not addressed an accident is almost certain.	5	Very High	VL (5)	L (10)	M (15)	H (20)	VH (25)
	High probability an accident is probable without any added factor.	4	High	VL (4)	L (8)	M (12)	H (16)	H (20)
	Moderate probability an incident is foreseeable.	3	Moderate	VL (3)	L (6)	L (9)	M (12)	M (15)
	Some probability, requires a combination of factors to take place.	2	Low	VL (2)	VL (4)	L (6)	L (8)	L (10)
	No significant probability; lightning strike, freak accident.	1	Very Low	VL (1)	VL (2)	VL (3)	VL (4)	VL (5)
			Very Low	Low	Moderate	High	Very High	
			1	2	3	4	5	
			No injury likely e.g. damaged or soiled clothing, minor bruising, grazes	Minor injury, laceration or bruising requiring first aid only	Injury requiring medical intervention e.g. cuts requiring stitches	Serious injury including concussions or fracture of long bones	Severe injury involving a potential life changing injury or fatality	
			<b>Severity&gt;&gt;</b>					
<p>Note 1: The total risk scores included within our reports are a multiplication factor of the calculated Likelihood and Severity of each finding. Both Likelihood and Severity are given a number between 1 - 5 as shown on the matrix above and these two numbers are then multiplied together to give the total risk score that is shown against defects on the report. Total risk scores can be divided in both directions, i.e. a total risk score of 12 could be a Likelihood (3) x Severity (4) or Likelihood (4) x Severity (3).</p> <p>Note 2: When we inspect we only see a snapshot of the current condition of the equipment. It is the operators responsibility to ensure that there is a continuing level of maintenance to keep the equipment in good working order and the site fit for use.</p>								

**Equipment has been assessed to the following standards where relevant:**

- BS EN 1176 Parts 1-11 (Playground equipment and surfacing)
- BS EN 14974 (Facilities for users of roller sports equipment)
- BS EN 15312 (Free access multi-sports equipment)
- BS EN 16899 (Parkour Equipment)
- BS EN 16630 (Outdoor Fitness Equipment).



## Culm Lea

Inspection Ref: 2177338

Site Ref: 103389

Inspected: 21-September-2023 - 09:54 by Lyn Williams RPII Annual Inspector

Risk Assessment: 10 Low Risk



**Location:**

The site is located in an area of public open space and is overlooked by a number of properties in the local community.

**Disabled Access:**

Some accessible features; an area that presents difficulties to the majority of people with disabilities but in favourable circumstances and certainly in partnership can be accessed.

**i** 6 - Low Risk

**Item:** Site General  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A

**Total Findings:** 2



**Finding 1**

The grass is overgrown within the play area and may hide hazards - Reduce the length of grass to an acceptable height and maintain

**Finding 2**

There is some graffiti present - Remove the graffiti

**i** 6 - Low Risk

**Item:** Sign  
**Manufacturer:** Owner/Operator  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A

**Total Findings:** 1



**Finding 1**

The site name (Culm Lea) does not match the name on the site sign, the report will be headed Culm Lea and may cause some confusion - Consider amending the site name to match the sign and location

**i** 8 - Low Risk

**Item:** Gate - Pedestrian  
**Manufacturer:** Not Identified  
**Surface Type:** Wet Pour  
**Item Quantity:** 2  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 3

**Finding 1**

The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

**Finding 2**

The gate latches are broken and the gates pass the slamming plates - Replace the damaged latches

**Finding 3**

There are openings that are less than 12mm that could trap or crush fingers - Provide a 12mm gap throughout full range of motion at both sides of gate

**i** 0 - Risk Assessment not Undertaken

**Item:** Gate - Maintenance  
**Manufacturer:** Not Identified  
**Surface Type:** Mixed Surface  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

The maintenance gate was correctly padlocked at the time of inspection, however this means that the inspector was unable to fully assess the gate - Ensure that there are 12mm gaps throughout the full range of motion on gate/s and between leaves where relevant



**i** 6 - Low Risk

**Item:** Fence - Bow Top  
**Manufacturer:** Jacksons Fencing  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 2

**Finding 1**

A number of fixings have worked loose around the fencing - Secure all loose fixings

**Finding 2**

There is some damage to the fence sections - Monitor for any further deterioration and repair as required

**i** 8 - Low Risk

**Item:** Bench  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

The middle timber seat brace has been damaged / removed - Replace the brace

**i** 6 - Low Risk

**Item:** Bench  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

Parts of the timber are rough or splintered - Remove all rough or sharp edges

**i** 4 - Very Low Risk

**Item:** Bench  
**Manufacturer:** Not Identified  
**Surface Type:** Concrete  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i** 6 - Low Risk

**Item:** Picnic Table  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

Parts of the timber are rough or splintered - Remove all rough or sharp edges

**i** 4 - Very Low Risk

**Item:** Litter Bin  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 2  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i** 4 - Very Low Risk

**Item:** Roundabout  
**Manufacturer:** Kompan Ltd  
**Surface Type:** Mixed Surface  
**Item Quantity:** 1  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes

**Total Findings:** 1



**Finding 1**

This item is satisfactory - no work required -

**i** 10 - Low Risk

**Item:** Basket Swing - Type 1  
**Manufacturer:** Kompan Ltd  
**Surface Type:** Mixed Surface  
**Item Quantity:** 1  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes

**Total Findings:** 2



**Finding 1**

The grass has eroded within the impact area of the equipment and may not provide the necessary impact attenuating properties for the equipment fall height; the surface may also be slippery in wet weather - Reinstate the grass or provide an all weather surface

**Finding 2**

The shackle securing the safety chain to the suspension chain has been removed - Replace the missing shackle





**i** 6 - Low Risk

**Item:** Free Standing Slide  
**Manufacturer:** Levercrest  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes

**Total Findings:** 6



**Finding 1**

The side of the slide is damaged - Monitor for any further deterioration and repair as required

**Finding 3**

The paint is flaking off the metalwork - Rub down and re-paint

**Finding 5**

The item fails to meet the requirements of BS EN 1176 Part 1 4.2.7.2 head and neck entrapment in the barriers and/or steps - Monitor - No remedial work recommended

**Finding 2**

There are a number of dents in the slide surface - Monitor for any further deterioration and repair as required

**Finding 4**

There is surface corrosion / rust present on the item - Consider treating the item

**Finding 6**

There is / are toggle entrapment/s present in contravention of the recommendations set out in BS EN 1176 Part 3 - Monitor - no remedial work recommended

**i** 10 - Low Risk

**Item:** Multi Play (Junior)  
**Manufacturer:** Kompan Ltd  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 4

**Finding 1**

The mono rail traveller pull rope has been replaced with a boot lace - Provide the correct component

**Finding 2**

There is or are fixings missing on the cargo net - Replace all missing fixings

**Finding 3**

There is/are bolt cap covers missing or damaged on the item - Replace missing or damaged bolt cap covers

**Finding 4**

The height of the guardrail to the mono rail exceeds the maximum 850mm required by BS EN 1176 Part 1. We note however, that this is an intentional design feature to allow easier access onto the overhead glide and is supported by a Kompan design risk assessment - Refer to manufacturer design risk assessment

**i** 8 - Low Risk

**Item:** Bouncing Facility  
**Manufacturer:** Huck Nets (UK) Ltd  
**Surface Type:** Mixed Surface  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 1

**Finding 1**

On site visits it is not possible to test the ground clearance of the Bouncing Facility bed as specified in BS EN 1176; ensure that the clearance between the Bouncing Facility Bed and the ground underneath is in accordance with the manufacturers recommendations (the bed is fully enclosed and we are unable to determine a nominal depth). - Refer to the manufacturers recommendations

**i 4 - Very Low Risk**

**Item:** Spring See-Saw  
**Manufacturer:** Kompan Ltd  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i 6 - Low Risk**

**Item:** 1 Bay 2 Seat (Cradle)  
**Manufacturer:** SMP  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 2

**Finding 1**

The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended

**Finding 2**

There is algae or moss on the surface of the equipment - Clean and treat appropriately

**i** 10 - Low Risk

**Item:** 1 Bay 2 Seat (Flat)  
**Manufacturer:** Record RSS  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 6

**Finding 1**

The seat has minor damage or wear - Monitor for any further deterioration and replace as required

**Finding 2**

There is some wear to the shackles. - Monitor for any further deterioration and replace when 40% worn

**Finding 3**

The bushes are worn or missing - Replace worn or missing bushes

**Finding 4**

The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended

**Finding 5**

The chain links are worn in excess of 40% and require renewing - Replace worn chains

**Finding 6**

The natural access route to the play area from the access gate takes users into the falling space of the swing - Consider repositioning or locking the gate

**i** 8 - Low Risk

**Item:** Multi Play (Toddler)  
**Manufacturer:** SMP  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 3

**Finding 1**

There is or are fixings missing on the item - Replace all missing fixings

**Finding 2**

Parts of the timber are rough or splintered - Remove all rough or sharp edges

**Finding 3**

There is/are finger entrapment/s in the side panel due to missing components and the item fails to meet the requirements of BS EN 1176 Part 1 4.2.7.6 Entrapment of fingers - Replace the missing components



## Findings information

**i** 6 - Low Risk (Finding 1)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** The grass is overgrown within the play area and may hide hazards

**Action:** Reduce the length of grass to an acceptable height and maintain

**i** 2 - Very Low Risk (Finding 2)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** V - Very Low Risk  
**Surface:** N/A



**Finding:** There is some graffiti present

**Action:** Remove the graffiti



**i** 6 - Low Risk (Finding 1)

**Item:** Ancillary Items - Sign  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** The site name (Culm Lea) does not match the name on the site sign, the report will be headed Culm Lea and may cause some confusion

**Action:** Consider amending the site name to match the sign and location

**i** 6 - Low Risk (Finding 1)

**Item:** Gates - Gate - Pedestrian  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding

**Action:** Treat affected areas and repaint

**i** 8 - Low Risk (Finding 2)

**Item:** Gates - Gate - Pedestrian  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The gate latches are broken and the gates pass the slamming plates

**Action:** Replace the damaged latches



**8 - Low Risk (Finding 3)**

**Item:** Gates - Gate - Pedestrian  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There are openings that are less than 12mm that could trap or crush fingers

**Action:** Provide a 12mm gap throughout full range of motion at both sides of gate

**0 - Risk Assessment not Undertaken (Finding 1)**

**Item:** Gates - Gate - Maintenance  
**Manufacturer:** Not Identified

**Risk Level:** N - Risk Assessment not Undertaken  
**Surface:** Mixed Surface



**Finding:** The maintenance gate was correctly padlocked at the time of inspection, however this means that the inspector was unable to fully assess the gate

**Action:** Ensure that there are 12mm gaps throughout the full range of motion on gate/s and between leaves where relevant



**i** 6 - Low Risk (Finding 1)

**Item:** Fences - Fence - Bow Top  
**Manufacturer:** Jacksons Fencing

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** A number of fixings have worked loose around the fencing  
**Action:** Secure all loose fixings

**i** 6 - Low Risk (Finding 2)

**Item:** Fences - Fence - Bow Top  
**Manufacturer:** Jacksons Fencing

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There is some damage to the fence sections  
**Action:** Monitor for any further deterioration and repair as required



**i** 8 - Low Risk (Finding 1)

**Item:** Ancillary Items - Bench  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** The middle timber seat brace has been damaged / removed  
**Action:** Replace the brace

**i** 6 - Low Risk (Finding 1)

**Item:** Ancillary Items - Bench  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** Parts of the timber are rough or splintered  
**Action:** Remove all rough or sharp edges



**6 - Low Risk (Finding 1)**

**Item:** Ancillary Items - Picnic Table  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** Parts of the timber are rough or splintered

**Action:** Remove all rough or sharp edges

**8 - Low Risk (Finding 1)**

**Item:** Swings - Basket Swing - Type 1  
**Manufacturer:** Kompan Ltd

**Risk Level:** L - Low Risk  
**Surface:** Mixed Surface



**Finding:** The grass has eroded within the impact area of the equipment and may not provide the necessary impact attenuating properties for the equipment fall height; the surface may also be slippery in wet weather

**Action:** Reinstate the grass or provide an all weather surface



**i** 10 - Low Risk (Finding 2)

**Item:** Swings - Basket Swing - Type 1  
**Manufacturer:** Kompan Ltd

**Risk Level:** L - Low Risk  
**Surface:** Mixed Surface



**Finding:** The shackle securing the safety chain to the suspension chain has been removed

**Action:** Replace the missing shackle

**i** 6 - Low Risk (Finding 1)

**Item:** Other - Free Standing Slide  
**Manufacturer:** Levercrest

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The side of the slide is damaged

**Action:** Monitor for any further deterioration and repair as required

**i** 4 - Very Low Risk (Finding 2)

**Item:** Other - Free Standing Slide  
**Manufacturer:** Levercrest

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour



**Finding:** There are a number of dents in the slide surface

**Action:** Monitor for any further deterioration and repair as required

**i** 6 - Low Risk (Finding 3)

**Item:** Other - Free Standing Slide  
**Manufacturer:** Levercrest

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The paint is flaking off the metalwork

**Action:** Rub down and re-paint



**i** 6 - Low Risk (Finding 4)

**Item:** Other - Free Standing Slide  
**Manufacturer:** Levercrest

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is surface corrosion / rust present on the item

**Action:** Consider treating the item

**i** 5 - Very Low Risk (Finding 5)

**Item:** Other - Free Standing Slide  
**Manufacturer:** Levercrest

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour



**Finding:** The item fails to meet the requirements of BS EN 1176 Part 1 4.2.7.2 head and neck entrapment in the barriers and/or steps

**Action:** Monitor - No remedial work recommended

**i** 5 - Very Low Risk (Finding 6)

**Item:** Other - Free Standing Slide  
**Manufacturer:** Levercrest

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour



**Finding:** There is / are toggle entrapment/s present in contravention of the recommendations set out in BS EN 1176 Part 3

**Action:** Monitor - no remedial work recommended

**i** 8 - Low Risk (Finding 1)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Kompan Ltd

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The mono rail traveller pull rope has been replaced with a boot lace **Action:** Provide the correct component



**i** 10 - Low Risk (Finding 2)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Kompan Ltd

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is or are fixings missing on the cargo net

**Action:** Replace all missing fixings

**i** 4 - Very Low Risk (Finding 3)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Kompan Ltd

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour



**Finding:** There is/are bolt cap covers missing or damaged on the item

**Action:** Replace missing or damaged bolt cap covers

**i** 8 - Low Risk (Finding 4)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Kompan Ltd

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The height of the guardrail to the mono rail exceeds the maximum 850mm required by BS EN 1176 Part 1. We note however, that this is an intentional design feature to allow easier access onto the overhead glide and is supported by a Kompan design risk assessment

**Action:** Refer to manufacturer design risk assessment



**i** 8 - Low Risk (Finding 1)

**Item:** Other - Bouncing Facility  
**Manufacturer:** Huck Nets (UK) Ltd

**Risk Level:** L - Low Risk  
**Surface:** Mixed Surface



**Finding:** On site visits it is not possible to test the ground clearance of the Bouncing Facility bed as specified in BS EN 1176; ensure that the clearance between the Bouncing Facility Bed and the ground underneath is in accordance with the manufacturers recommendations (the bed is fully enclosed and we are unable to determine a nominal depth).

**Action:** Refer to the manufacturers recommendations

**i** 5 - Very Low Risk (Finding 1)

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** SMP

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour



**Finding:** The chain openings are in excess of the 8.6mm as recommended by BS EN 1176

**Action:** Monitor - No remedial work recommended



**i** 6 - Low Risk (Finding 2)

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** SMP

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is algae or moss on the surface of the equipment

**Action:** Clean and treat appropriately

**i** 6 - Low Risk (Finding 1)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** Record RSS

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The seat has minor damage or wear

**Action:** Monitor for any further deterioration and replace as required

**i** 6 - Low Risk (Finding 2)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** Record RSS

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is some wear to the shackles.

**Action:** Monitor for any further deterioration and replace when 40% worn

**i** 8 - Low Risk (Finding 3)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** Record RSS

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The bushes are worn or missing

**Action:** Replace worn or missing bushes



**i** 5 - Very Low Risk (Finding 4)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** Record RSS

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour



**Finding:** The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 **Action:** Monitor - No remedial work recommended

**i** 8 - Low Risk (Finding 5)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** Record RSS

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The chain links are worn in excess of 40% and require renewing **Action:** Replace worn chains



**i** 10 - Low Risk (Finding 6)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** Record RSS

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The natural access route to the play area from the access gate takes users into the falling space of the swing

**Action:** Consider repositioning or locking the gate

**i** 8 - Low Risk (Finding 1)

**Item:** Activity Equipment - Multi Play (Toddler)  
**Manufacturer:** SMP

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



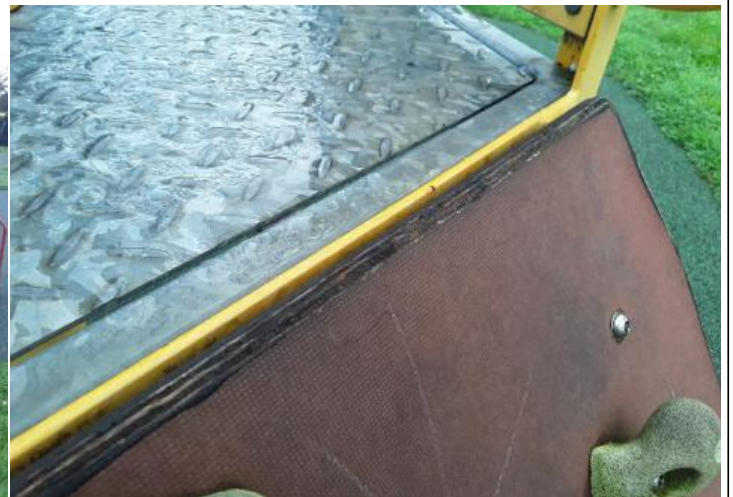
**Finding:** There is or are fixings missing on the item

**Action:** Replace all missing fixings

**i** 6 - Low Risk (Finding 2)

**Item:** Activity Equipment - Multi Play (Toddler)  
**Manufacturer:** SMP

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** Parts of the timber are rough or splintered

**Action:** Remove all rough or sharp edges



**i** 5 - Very Low Risk (Finding 3)

**Item:** Activity Equipment - Multi Play (Toddler)  
**Manufacturer:** SMP

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour



**Finding:** There is/are finger entrapment/s in the side panel due to missing components and the item fails to meet the requirements of BS EN 1176 Part 1 4.2.7.6 Entrapment of fingers

**Action:** Replace the missing components



# the **play** inspection company

---

## Annual Inspection

Cullompton Town Council

Headweir Road

Cullompton, Devon, EX15 1NN



**API** Associate



Unit 5, Glenmore Business Park, Blackhill Road, Poole, Dorset, BH16 6NL  
t- 01202 590675 e- info@playinspections.co.uk

[www. playinspections .co.uk](http://www.playinspections.co.uk)

## Inspection Scope for RPII Inspection Methodology

This document outlines the RPII scope for inspections undertaken by the Inspectors listed as Annual Inspectors on the RPII Register of Inspectors when undertaking Indoor Annual, Outdoor Annual, Outdoor Operational and Outdoor Routine inspections.

Inspections are undertaken with reference to the standards listed in this preamble only; where no date for the standard is given it will be the standard that is current at the time of inspection except where overlap periods are granted by the standards committee when standards are updated. The information contained in reports is provided to assist the owner/operator in fulfilling their responsibilities as detailed in the relevant standard. Other standards referenced within the listed standards do not form part of the inspection, unless they are also explicitly listed here.

The following standards are relevant to all installations of equipment that are publicly accessible to users; this includes public parks, pay and play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks etc. All equipment used or employed in publicly accessible areas should meet with the requirements of the relevant standards (listed below):

BS EN 1176 Parts 1, 2, 3, 4, 5, 6, 10 & 11 Playground equipment intended for permanent installation outdoors & indoors.

BS EN 1176 Part 7 - 'Guidance on Installation, Inspection, Maintenance and Operation' (this document gives guidance to the owners/operators of the facility on the installation, inspection, maintenance and operation of playground equipment, excluding ancillary items).

In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in this document. It clarifies the application of the document within the UK as best practice guidance, as the document has been used since its initial publication. Therefore, in the UK this standard (BS EN 1176 – Part 7) contains no requirements and needs to be read and implemented as guidance, with the use of the term 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic play equipment falls outside of the scope of BS EN 1176 and has its own standards (BS EN 71 series – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report but any comments concerning compliance will follow the requirements and recommendations of BS EN 1176.

When water play items, including spray parks, are inspected any comments concerning compliance within the inspection will refer to BS EN 1176. We have not assessed these against the requirements of BS EN 17232 (Water play equipment and features).

Other equipment that is not clearly identified as unsupervised or domestic (natural play, self-build equipment etc.) will be assessed for compliance with the relevant standard listed below:

- BS EN 15312** Free access multi-sports equipment
- BS EN 14974** Skateparks
- BS EN 16630** Permanently installed outdoor fitness equipment
- BS EN 16899** Parkour equipment (plus RPII/API guidance notes)

Annual and Post Installation inspections will take into consideration compliance with these current standards, and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area (that area which is obviously part of the playground), nominally up to three metres around, the fence line if closer, or other areas as agreed.

Operational inspections only take into consideration defects related to cleanliness, equipment ground clearances, ground surface finishes, exposed foundations, sharp edges, missing parts, excessive wear (of moving parts) structural integrity, wear and vandalism.

Routine visual inspections relate only to the most obvious defects such as broken or missing parts, litter, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

All inspections are non-dismantling, non-destructive and do not include any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all reasonably accessible equipment and will assess all reasonably accessible parts above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment.

Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document. (Note: Ancillary items are not included in the specific equipment-type parts of the EN 1176 series; hence they are not assessed for compliance with EN 1176 series and are subject to a general safety assessment).

The owner/operator is responsible for the overall safety of the equipment and area.

The inspector will not undertake any of the following works unless specifically agreed in writing at the time of order:

Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of the impact attenuating properties of any surfaces; the identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection; the inspection of any equipment (or part thereof) that is beneath the playing surface (loose-fill materials may be moved to expose foundations); tightening any bolts, hinges or other fixing devices on any apparatus or equipment; assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment; assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming); where planting or trees are mentioned in the report no assessments of toxicity, suitability or condition are undertaken – the owner/operator should have suitable inspections provided by a competent person.

The owner/operator should have a 'design risk assessment' provided by the manufacturer/designer of the area for the equipment and location in which the facility is installed.

The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity. This inspection shall be considered as contributing to the operator's discharge of this responsibility.

The details contained within the report are a snapshot of the condition at the time of inspection only and subsequent events may affect the condition of the facility. Suggested remedial actions are based on the knowledge and experience of the inspector and/or that of the inspection company. The owner/operator should always seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

A full copy of the Play Inspection Company Ltd. Terms & Conditions is available on our website ([www.playinspections.co.uk](http://www.playinspections.co.uk))

The operator is responsible for following the guidance of the relevant standards. The standards give guidance on the installation, inspection, maintenance and operation of the various types of facilities. The inspection guidance is listed in Table 1, with an indication of which parts will be included in an RPII Annual or Post-Installation Inspection. The relevant standards also contain additional parts which the operator should follow.

Inspection recommendations of relevant standards Refer to relevant standards for full text	Annual Main	RPII Annual/ Post Installation Inspection
6.1 d) Overall levels of safety of equipment (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of foundations (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of playing surfaces (see note 2)	✓	✓ [2]
6.1 d) Compliance with the relevant parts of the standard and or risk assessment (see note 3)	✓	✓ [3]
6.1 d) Effects of weather	✓	✓
6.1 d) Presence of rot, decay or corrosion (see note 1)	✓	✓ [1]
6.1 d) Assessment of repairs made or added or replaced components (see note 4)	✓	✓ [4]
6.1 d) Excavation or dismantling/additional measures	✓	✗
6.2.1 Assessment of glass reinforced plastics (see note 5)	✓	✓ [5]
6.2.1 Inspection of one post equipment (see note 1)	✓	✓ [1]
6.2.4 Undertaking the Operators inspection protocol	✓	✗

NB: The clause numbers in table 1 are taken from BS EN 1176 - Part 7:2020. The content is equally applicable to all other relevant standards listed herein. Playgrounds contain a range of equipment from different manufacturers and installed over a number of years; operators should implement any guidance provided by the manufacturer. Item specific detail is not readily available to RPII Playground Inspectors, whose report contributes to the operator's overall Annual Main Inspection as detailed in the relevant standards.

[1] A manual test only is undertaken for stability. Wear and instability are only detectable where readily apparent without dismantling or destruction and without the use of tools, excavation or specialist equipment. Rot and corrosion are tested or with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment.

[2] Only the visible condition and dimensional compliance of surface extent is considered. Neither testing of impact attenuating properties nor measurement of the thickness of bound surfaces are undertaken on RPII annual inspections.

[3] The inspection assesses compliance where this can be tested on site using manual methods without dismantling, destruction and without the use of tools or specialist equipment.

[4] The operator should use manufacturer's recommended parts, or equivalent. We are unable to verify if such parts have been used, and any subsequent change in quality or performance.

[5] Visible glass fibres will be noted in reports. The operator is responsible for repairs or replacement.



# Risk Assessment Matrix

			Scores in the report are multiplication factors of Likelihood x Severity					
			Severity>>					
<b>Likelihood</b>	Very High probability, if the situation is not addressed an accident is almost certain.	5	Very High	VL (5)	L (10)	M (15)	H (20)	VH (25)
	High probability an accident is probable without any added factor.	4	High	VL (4)	L (8)	M (12)	H (16)	H (20)
	Moderate probability an incident is foreseeable.	3	Moderate	VL (3)	L (6)	L (9)	M (12)	M (15)
	Some probability, requires a combination of factors to take place.	2	Low	VL (2)	VL (4)	L (6)	L (8)	L (10)
	No significant probability; lightning strike, freak accident.	1	Very Low	VL (1)	VL (2)	VL (3)	VL (4)	VL (5)
			Very Low	Low	Moderate	High	Very High	
			1	2	3	4	5	
			No injury likely e.g. damaged or soiled clothing, minor bruising, grazes	Minor injury, laceration or bruising requiring first aid only	Injury requiring medical intervention e.g. cuts requiring stitches	Serious injury including concussions or fracture of long bones	Severe injury involving a potential life changing injury or fatality	
			<b>Severity&gt;&gt;</b>					
<p>Note 1: The total risk scores included within our reports are a multiplication factor of the calculated Likelihood and Severity of each finding. Both Likelihood and Severity are given a number between 1 - 5 as shown on the matrix above and these two numbers are then multiplied together to give the total risk score that is shown against defects on the report. Total risk scores can be divided in both directions, i.e. a total risk score of 12 could be a Likelihood (3) x Severity (4) or Likelihood (4) x Severity (3).</p> <p>Note 2: When we inspect we only see a snapshot of the current condition of the equipment. It is the operators responsibility to ensure that there is a continuing level of maintenance to keep the equipment in good working order and the site fit for use.</p>								

**Equipment has been assessed to the following standards where relevant:**

- BS EN 1176 Parts 1-11 (Playground equipment and surfacing)
- BS EN 14974 (Facilities for users of roller sports equipment)
- BS EN 15312 (Free access multi-sports equipment)
- BS EN 16899 (Parkour Equipment)
- BS EN 16630 (Outdoor Fitness Equipment).



# Headweir Road

Inspection Ref: 2177337

Site Ref: 103391

Inspected: 21-September-2023 - 08:07 by Lyn Williams RPII Annual Inspector

Risk Assessment: 9 Low Risk



**Location:**

The site is located in an area of public open space and is overlooked by a number of properties in the local community.

**Disabled Access:**

Some accessible features; an area that presents difficulties to the majority of people with disabilities but in favourable circumstances and certainly in partnership can be accessed.

**i 6 - Low Risk**

**Item:** Site General  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 3

**Finding 1**

The surface has eroded in some areas and may be slippery in wet conditions - Reinstate the surface

**Finding 2**

There is weed / vegetation growth on, between, or around the edges of the surfacing - Remove weed / vegetation growth

**Finding 3**

There is an oak tree within the play area with a span in excess of 10 metres. One branch has been supported to reduce the likelihood of failure due to the self weight of the branch. Other branch extremities extend over play equipment and seating - Ensure that there is an appropriate risk assessment in place carried out by a specialist within the arboriculture industry

**i 6 - Low Risk**

**Item:** Sign  
**Manufacturer:** Owner/Operator  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

There is algae or moss on the surface of the post - Clean and treat appropriately



**i** 8 - Low Risk

**Item:** Gate - Self Closing  
**Manufacturer:** Not Identified  
**Surface Type:** Mixed Surface  
**Item Quantity:** 2  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 5

**Finding 1**

There is surface corrosion / rust present on the item - Consider treating the item

**Finding 2**

There are openings that are less than 12mm that could trap or crush fingers - Provide a 12mm gap throughout full range of motion at both sides of gate

**Finding 3**

The cut off ends of the infill mesh are exposed and may cause puncture wounds - Remove any sharp protrusions

**Finding 4**

The rubber buffer is missing from the latch plate - Replace rubber buffer

**Finding 5**

There is wear damage to the concrete base under and in front of the gate - Monitor and repair if trip hazards become apparent

**i** 0 - Risk Assessment not Undertaken

**Item:** Gate - Maintenance  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

The maintenance gate was correctly padlocked at the time of inspection, however this means that the inspector was unable to fully assess the gate - Ensure that there are 12mm gaps throughout the full range of motion on gate/s and between leaves where relevant



**i 8 - Low Risk**

**Item:** Fence - Chainlink  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 6

**Finding 1**

There is some evidence of rot in the timber - Monitor for any further deterioration and replace as required

**Finding 2**

An incorrect fixing or fixing method has been used - Replace with appropriate fixings to the manufacturer's specification

**Finding 3**

The line wires are not secured to the posts and the mesh is loose - Secure the line wires

**Finding 4**

Line wires are broken - Repair / replace the damaged line wires

**Finding 5**

There are projecting bolt thread(s) present - Remove excess thread length and deburr or provide cap

**Finding 6**

Shear nuts have not been fully tightened and are still present on fixings - Tighten heads on nuts to shear off and secure

**i 4 - Very Low Risk**

**Item:** Fencing - Timber  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i** 4 - Very Low Risk

**Item:** Bench  
**Manufacturer:** Not Identified  
**Surface Type:** Bonded Rubber Mulch  
**Item Quantity:** 2  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i** 6 - Low Risk

**Item:** Tree Trunk  
**Manufacturer:** Natural Feature  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 3

**Finding 1**

There is some evidence of rot in the timber - Monitor for any further deterioration and replace as required

**Finding 2**

Parts of the timber are rough or splintered - Remove all rough or sharp edges

**Finding 3**

The timber has a number of splits/shakes or air cracks and this may affect the stability or allow water ingress which will accelerate the rotting process - Monitor to ensure the splits do not cross through fixing points of the structure and/or cause any instability



**i** 4 - Very Low Risk

**Item:** Picnic Table  
**Manufacturer:** Not Identified  
**Surface Type:** Bonded Rubber Mulch  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i** 8 - Low Risk

**Item:** Litter Bin  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

There are redundant concrete litter bin bases within the play area causing trip hazards - Remove the concrete bases

**i 6 - Low Risk**

**Item:** Activity Trail  
**Manufacturer:** Sutcliffe Play Limited  
**Surface Type:** Bonded Rubber Mulch  
**Item Quantity:** 1  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes



**Total Findings:** 5

**Finding 1**

Parts of the timber are rough or splintered - Remove all rough or sharp edges

**Finding 2**

A number of cap fixing(s) have worked loose - Secure all loose fixings

**Finding 3**

There is or are cap fixings missing - Replace all missing fixings

**Finding 4**

The timber has a number of splits/shakes or air cracks and this may affect the stability or allow water ingress which will accelerate the rotting process - Monitor to ensure the splits do not cross through fixing points of the structure and/or cause any instability

**Finding 5**

The ropes/nets are worn/damaged in places - Monitor for any further deterioration and repair or replace as required

**i 6 - Low Risk**

**Item:** Multi Play (Junior)  
**Manufacturer:** Sutcliffe Play Limited  
**Surface Type:** Bonded Rubber Mulch  
**Item Quantity:** 1  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes



**Total Findings:** 3

**Finding 1**

There is minor damage to the handgrips - Monitor and replace if required

**Finding 2**

There is some graffiti present - Remove the graffiti

**Finding 3**

There is surface corrosion / rust present on the item - Consider treating the item



**i** 6 - Low Risk

**Item:** 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Sutcliffe Play Limited  
**Surface Type:** Bonded Rubber Mulch  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 2

**Finding 1**

The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended

**Finding 2**

There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn

**i** 4 - Very Low Risk

**Item:** Spinner Bowl  
**Manufacturer:** Sutcliffe Play Limited  
**Surface Type:** Bonded Rubber Mulch  
**Item Quantity:** 1  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i** 9 - Low Risk

**Item:** Climbing Frame  
**Manufacturer:** Sutcliffe Play Limited  
**Surface Type:** Bonded Rubber Mulch  
**Item Quantity:** 1  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes



**Total Findings:** 3

**Finding 1**

Parts of the timber are rough or splintered - Remove all rough or sharp edges

**Finding 2**

One foot peg cover has been removed - Replace the missing cover

**Finding 3**

The bushes / pins are showing signs of wear - Monitor for any further deterioration and replace as required

**i** 6 - Low Risk

**Item:** 2 Bay 2 Flat 1 Basket Seat  
**Manufacturer:** Sutcliffe Play Limited  
**Surface Type:** Bonded Rubber Mulch  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 5

**Finding 1**

There is a redundant chain link on the suspension bar - Consider removing the link

**Finding 2**

The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended

**Finding 3**

There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn

**Finding 4**

The Anti Wrap bearings are dry and not moving freely - Lubricate bearings in accordance with the manufacturers recommendations

**Finding 5**

The seat connection cannot be inspected fully as the chain cover cannot be lifted - Cut the cover to allow access to the shackle and assess the wear

## Findings information

**i** 6 - Low Risk (Finding 1)

<b>Item:</b>	Ancillary Items - Site General	<b>Risk Level:</b>	L - Low Risk
<b>Manufacturer:</b>	Owner/Operator	<b>Surface:</b>	N/A



**Finding:** The surface has eroded in some areas and may be slippery in wet conditions  
**Action:** Reinstate the surface



**i** 6 - Low Risk (Finding 2)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There is weed / vegetation growth on, between, or around the edges of the surfacing  
**Action:** Remove weed / vegetation growth



**i** 0 - Risk Assessment not Undertaken (Finding 3)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** N - Risk Assessment not Undertaken  
**Surface:** N/A



**Finding:** There is an oak tree within the play area with a span in excess of 10 metres. One branch has been supported to reduce the likelihood of failure due to the self weight of the branch. Other branch extremities extend over play equipment and seating

**Action:** Ensure that there is an appropriate risk assessment in place carried out by a specialist within the arboriculture industry



**i** 6 - Low Risk (Finding 1)

**Item:** Ancillary Items - Sign  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There is algae or moss on the surface of the post **Action:** Clean and treat appropriately

**i** 6 - Low Risk (Finding 1)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Mixed Surface



**Finding:** There is surface corrosion / rust present on the item **Action:** Consider treating the item



**i** 8 - Low Risk (Finding 2)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Mixed Surface



**Finding:** There are openings that are less than 12mm that could trap or crush fingers

**Action:** Provide a 12mm gap throughout full range of motion at both sides of gate

**i** 8 - Low Risk (Finding 3)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Mixed Surface



**Finding:** The cut off ends of the infill mesh are exposed and may cause puncture wounds

**Action:** Remove any sharp protrusions



**i** 6 - Low Risk (Finding 4)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Mixed Surface



**Finding:** The rubber buffer is missing from the latch plate

**Action:** Replace rubber buffer

**i** 6 - Low Risk (Finding 5)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Mixed Surface



**Finding:** There is wear damage to the concrete base under and in front of the gate

**Action:** Monitor and repair if trip hazards become apparent



**i** 0 - Risk Assessment not Undertaken (Finding 1)

**Item:** Gates - Gate - Maintenance  
**Manufacturer:** Not Identified

**Risk Level:** N - Risk Assessment not Undertaken  
**Surface:** Grass



**Finding:** The maintenance gate was correctly padlocked at the time of inspection, however this means that the inspector was unable to fully assess the gate

**Action:** Ensure that there are 12mm gaps throughout the full range of motion on gate/s and between leaves where relevant

**i** 6 - Low Risk (Finding 1)

**Item:** Fences - Fence - Chainlink  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There is some evidence of rot in the timber

**Action:** Monitor for any further deterioration and replace as required



**i** 6 - Low Risk (Finding 2)

**Item:** Fences - Fence - Chainlink  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** An incorrect fixing or fixing method has been used **Action:** Replace with appropriate fixings to the manufacturer's specification

**i** 8 - Low Risk (Finding 3)

**Item:** Fences - Fence - Chainlink  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** The line wires are not secured to the posts and the mesh is loose **Action:** Secure the line wires



**i** 8 - Low Risk (Finding 4)

**Item:** Fences - Fence - Chainlink  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** Line wires are broken

**Action:** Repair / replace the damaged line wires

**i** 8 - Low Risk (Finding 5)

**Item:** Fences - Fence - Chainlink  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There are projecting bolt thread(s) present

**Action:** Remove excess thread length and deburr or provide cap

**i** 4 - Very Low Risk (Finding 6)

**Item:** Fences - Fence - Chainlink  
**Manufacturer:** Not Identified

**Risk Level:** V - Very Low Risk  
**Surface:** Grass



**Finding:** Shear nuts have not been fully tightened and are still present on fixings

**Action:** Tighten heads on nuts to shear off and secure



**i** 6 - Low Risk (Finding 1)

**Item:** Other - Tree Trunk  
**Manufacturer:** Natural Feature

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There is some evidence of rot in the timber

**Action:** Monitor for any further deterioration and replace as required



**i** 6 - Low Risk (Finding 2)

**Item:** Other - Tree Trunk  
**Manufacturer:** Natural Feature

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** Parts of the timber are rough or splintered

**Action:** Remove all rough or sharp edges

**i** 6 - Low Risk (Finding 3)

**Item:** Other - Tree Trunk  
**Manufacturer:** Natural Feature

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** The timber has a number of splits/shakes or air cracks and this may affect the stability or allow water ingress which will accelerate the rotting process

**Action:** Monitor to ensure the splits do not cross through fixing points of the structure and/or cause any instability



**i** 8 - Low Risk (Finding 1)

**Item:** Ancillary Items - Litter Bin  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There are redundant concrete litter bin bases within the play area causing trip hazards

**Action:** Remove the concrete bases

**i** 6 - Low Risk (Finding 1)

**Item:** Activity Equipment - Activity Trail  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** Parts of the timber are rough or splintered

**Action:** Remove all rough or sharp edges



**i** 6 - Low Risk (Finding 2)

**Item:** Activity Equipment - Activity Trail  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** A number of cap fixing(s) have worked loose

**Action:** Secure all loose fixings

**i** 6 - Low Risk (Finding 3)

**Item:** Activity Equipment - Activity Trail  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** There is or are cap fixings missing

**Action:** Replace all missing fixings



**6 - Low Risk (Finding 4)**

**Item:** Activity Equipment - Activity Trail  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** The timber has a number of splits/shakes or air cracks and this may affect the stability or allow water ingress which will accelerate the rotting process

**Action:** Monitor to ensure the splits do not cross through fixing points of the structure and/or cause any instability

**6 - Low Risk (Finding 5)**

**Item:** Activity Equipment - Activity Trail  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** The ropes/nets are worn/damaged in places

**Action:** Monitor for any further deterioration and repair or replace as required



**i** 6 - Low Risk (Finding 1)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** There is minor damage to the handgrips

**Action:** Monitor and replace if required

**i** 2 - Very Low Risk (Finding 2)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** V - Very Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** There is some graffiti present

**Action:** Remove the graffiti



**i** 6 - Low Risk (Finding 3)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch



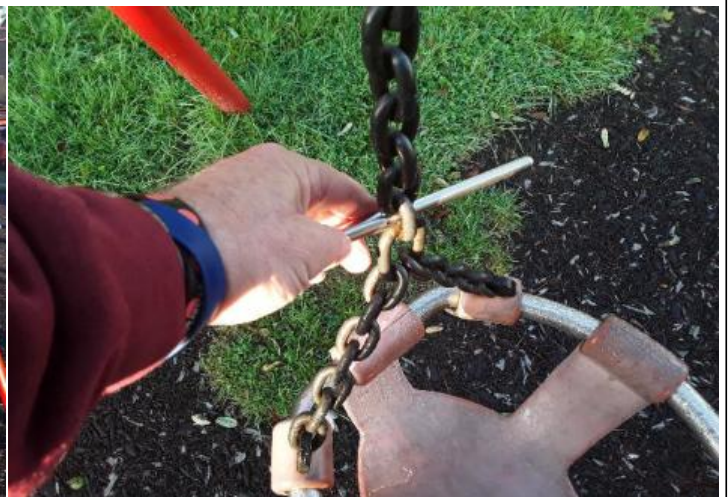
**Finding:** There is surface corrosion / rust present on the item

**Action:** Consider treating the item

**i** 5 - Very Low Risk (Finding 1)

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** V - Very Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** The chain openings are in excess of the 8.6mm as recommended by BS EN 1176

**Action:** Monitor - No remedial work recommended



**i** 6 - Low Risk (Finding 2)

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** There is some notable evidence of chain wear

**Action:** Monitor for any further deterioration and replace when 40% worn

**i** 6 - Low Risk (Finding 1)

**Item:** Activity Equipment - Climbing Frame  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** Parts of the timber are rough or splintered

**Action:** Remove all rough or sharp edges



**i** 9 - Low Risk (Finding 2)

**Item:** Activity Equipment - Climbing Frame  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** One foot peg cover has been removed

**Action:** Replace the missing cover

**i** 4 - Very Low Risk (Finding 3)

**Item:** Activity Equipment - Climbing Frame  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** V - Very Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** The bushes / pins are showing signs of wear

**Action:** Monitor for any further deterioration and replace as required



**i** 6 - Low Risk (Finding 1)

**Item:** Swings - 2 Bay 2 Flat 1 Basket Seat  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch

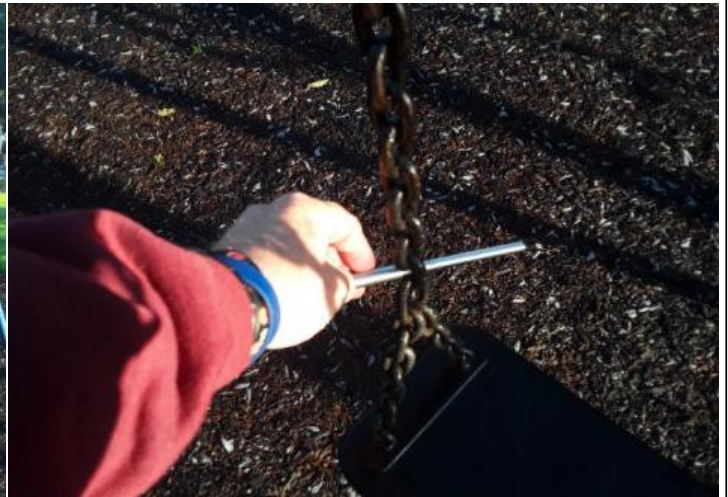


**Finding:** There is a redundant chain link on the suspension bar **Action:** Consider removing the link

**i** 5 - Very Low Risk (Finding 2)

**Item:** Swings - 2 Bay 2 Flat 1 Basket Seat  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** V - Very Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 **Action:** Monitor - No remedial work recommended



**i** 6 - Low Risk (Finding 3)

**Item:** Swings - 2 Bay 2 Flat 1 Basket Seat  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch



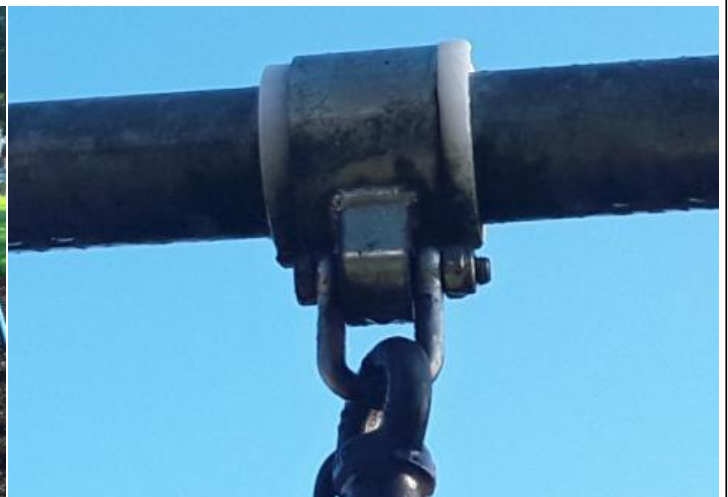
**Finding:** There is some notable evidence of chain wear

**Action:** Monitor for any further deterioration and replace when 40% worn

**i** 6 - Low Risk (Finding 4)

**Item:** Swings - 2 Bay 2 Flat 1 Basket Seat  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** L - Low Risk  
**Surface:** Bonded Rubber Mulch



**Finding:** The Anti Wrap bearings are dry and not moving freely

**Action:** Lubricate bearings in accordance with the manufacturers recommendations

**i** 0 - Risk Assessment not Undertaken (Finding 5)

**Item:** Swings - 2 Bay 2 Flat 1 Basket Seat  
**Manufacturer:** Sutcliffe Play Limited

**Risk Level:** N - Risk Assessment not Undertaken  
**Surface:** Bonded Rubber Mulch



**Finding:** The seat connection cannot be inspected fully as the chain cover cannot be lifted

**Action:** Cut the cover to allow access to the shackle and assess the wear



# the play inspection company

---

## Annual Inspection

Cullompton Town Council

Rivermead

Cullompton, Devon, EX15 1LH



**API** Associate



Unit 5, Glenmore Business Park, Blackhill Road, Poole, Dorset, BH16 6NL  
t- 01202 590675 e- info@playinspections.co.uk

[www.playinspections.co.uk](http://www.playinspections.co.uk)



## Inspection Scope for RPII Inspection Methodology

This document outlines the RPII scope for inspections undertaken by the Inspectors listed as Annual Inspectors on the RPII Register of Inspectors when undertaking Indoor Annual, Outdoor Annual, Outdoor Operational and Outdoor Routine inspections.

Inspections are undertaken with reference to the standards listed in this preamble only; where no date for the standard is given it will be the standard that is current at the time of inspection except where overlap periods are granted by the standards committee when standards are updated. The information contained in reports is provided to assist the owner/operator in fulfilling their responsibilities as detailed in the relevant standard. Other standards referenced within the listed standards do not form part of the inspection, unless they are also explicitly listed here.

The following standards are relevant to all installations of equipment that are publicly accessible to users; this includes public parks, pay and play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks etc. All equipment used or employed in publicly accessible areas should meet with the requirements of the relevant standards (listed below):

BS EN 1176 Parts 1, 2, 3, 4, 5, 6, 10 & 11 Playground equipment intended for permanent installation outdoors & indoors.

BS EN 1176 Part 7 - 'Guidance on Installation, Inspection, Maintenance and Operation' (this document gives guidance to the owners/operators of the facility on the installation, inspection, maintenance and operation of playground equipment, excluding ancillary items).

In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in this document. It clarifies the application of the document within the UK as best practice guidance, as the document has been used since its initial publication. Therefore, in the UK this standard (BS EN 1176 – Part 7) contains no requirements and needs to be read and implemented as guidance, with the use of the term 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic play equipment falls outside of the scope of BS EN 1176 and has its own standards (BS EN 71 series – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report but any comments concerning compliance will follow the requirements and recommendations of BS EN 1176.

When water play items, including spray parks, are inspected any comments concerning compliance within the inspection will refer to BS EN 1176. We have not assessed these against the requirements of BS EN 17232 (Water play equipment and features).

Other equipment that is not clearly identified as unsupervised or domestic (natural play, self-build equipment etc.) will be assessed for compliance with the relevant standard listed below:

**BS EN 15312** Free access multi-sports equipment  
**BS EN 14974** Skateparks  
**BS EN 16630** Permanently installed outdoor fitness equipment  
**BS EN 16899** Parkour equipment (plus RPII/API guidance notes)

Annual and Post Installation inspections will take into consideration compliance with these current standards, and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area (that area which is obviously part of the playground), nominally up to three metres around, the fence line if closer, or other areas as agreed.

Operational inspections only take into consideration defects related to cleanliness, equipment ground clearances, ground surface finishes, exposed foundations, sharp edges, missing parts, excessive wear (of moving parts) structural integrity, wear and vandalism.

Routine visual inspections relate only to the most obvious defects such as broken or missing parts, litter, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

All inspections are non-dismantling, non-destructive and do not include any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all reasonably accessible equipment and will assess all reasonably accessible parts above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment.

Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document. (Note: Ancillary items are not included in the specific equipment-type parts of the EN 1176 series; hence they are not assessed for compliance with EN 1176 series and are subject to a general safety assessment).

The owner/operator is responsible for the overall safety of the equipment and area.

The inspector will not undertake any of the following works unless specifically agreed in writing at the time of order:

Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of the impact attenuating properties of any surfaces; the identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection; the inspection of any equipment (or part thereof) that is beneath the playing surface (loose-fill materials may be moved to expose foundations); tightening any bolts, hinges or other fixing devices on any apparatus or equipment; assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment; assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming); where planting or trees are mentioned in the report no assessments of toxicity, suitability or condition are undertaken – the owner/operator should have suitable inspections provided by a competent person.

The owner/operator should have a 'design risk assessment' provided by the manufacturer/designer of the area for the equipment and location in which the facility is installed.

The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity. This inspection shall be considered as contributing to the operator's discharge of this responsibility.

The details contained within the report are a snapshot of the condition at the time of inspection only and subsequent events may affect the condition of the facility. Suggested remedial actions are based on the knowledge and experience of the inspector and/or that of the inspection company. The owner/operator should always seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

A full copy of the Play Inspection Company Ltd. Terms & Conditions is available on our website ([www.playinspections.co.uk](http://www.playinspections.co.uk))

The operator is responsible for following the guidance of the relevant standards. The standards give guidance on the installation, inspection, maintenance and operation of the various types of facilities. The inspection guidance is listed in Table 1, with an indication of which parts will be included in an RPII Annual or Post-Installation Inspection. The relevant standards also contain additional parts which the operator should follow.

Inspection recommendations of relevant standards Refer to relevant standards for full text	Annual Main	RPII Annual/ Post Installation Inspection
6.1 d) Overall levels of safety of equipment (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of foundations (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of playing surfaces (see note 2)	✓	✓ [2]
6.1 d) Compliance with the relevant parts of the standard and or risk assessment (see note 3)	✓	✓ [3]
6.1 d) Effects of weather	✓	✓
6.1 d) Presence of rot, decay or corrosion (see note 1)	✓	✓ [1]
6.1 d) Assessment of repairs made or added or replaced components (see note 4)	✓	✓ [4]
6.1 d) Excavation or dismantling/additional measures	✓	✗
6.2.1 Assessment of glass reinforced plastics (see note 5)	✓	✓ [5]
6.2.1 Inspection of one post equipment (see note 1)	✓	✓ [1]
6.2.4 Undertaking the Operators inspection protocol	✓	✗

NB: The clause numbers in table 1 are taken from BS EN 1176 - Part 7:2020. The content is equally applicable to all other relevant standards listed herein. Playgrounds contain a range of equipment from different manufacturers and installed over a number of years; operators should implement any guidance provided by the manufacturer. Item specific detail is not readily available to RPII Playground Inspectors, whose report contributes to the operator's overall Annual Main Inspection as detailed in the relevant standards.

[1] A manual test only is undertaken for stability. Wear and instability are only detectable where readily apparent without dismantling or destruction and without the use of tools, excavation or specialist equipment. Rot and corrosion are tested or with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment.

[2] Only the visible condition and dimensional compliance of surface extent is considered. Neither testing of impact attenuating properties nor measurement of the thickness of bound surfaces are undertaken on RPII annual inspections.

[3] The inspection assesses compliance where this can be tested on site using manual methods without dismantling, destruction and without the use of tools or specialist equipment.

[4] The operator should use manufacturer's recommended parts, or equivalent. We are unable to verify if such parts have been used, and any subsequent change in quality or performance.

[5] Visible glass fibres will be noted in reports. The operator is responsible for repairs or replacement.

# Risk Assessment Matrix

			Scores in the report are multiplication factors of Likelihood x Severity					
			Severity>>					
<b>Likelihood</b>	Very High probability, if the situation is not addressed an accident is almost certain.	5	Very High	VL (5)	L (10)	M (15)	H (20)	VH (25)
	High probability an accident is probable without any added factor.	4	High	VL (4)	L (8)	M (12)	H (16)	H (20)
	Moderate probability an incident is foreseeable.	3	Moderate	VL (3)	L (6)	L (9)	M (12)	M (15)
	Some probability, requires a combination of factors to take place.	2	Low	VL (2)	VL (4)	L (6)	L (8)	L (10)
	No significant probability; lightning strike, freak accident.	1	Very Low	VL (1)	VL (2)	VL (3)	VL (4)	VL (5)
			Very Low	Low	Moderate	High	Very High	
			1	2	3	4	5	
			No injury likely e.g. damaged or soiled clothing, minor bruising, grazes	Minor injury, laceration or bruising requiring first aid only	Injury requiring medical intervention e.g. cuts requiring stitches	Serious injury including concussions or fracture of long bones	Severe injury involving a potential life changing injury or fatality	
			<b>Severity&gt;&gt;</b>					
<p>Note 1: The total risk scores included within our reports are a multiplication factor of the calculated Likelihood and Severity of each finding. Both Likelihood and Severity are given a number between 1 - 5 as shown on the matrix above and these two numbers are then multiplied together to give the total risk score that is shown against defects on the report. Total risk scores can be divided in both directions, i.e. a total risk score of 12 could be a Likelihood (3) x Severity (4) or Likelihood (4) x Severity (3).</p> <p>Note 2: When we inspect we only see a snapshot of the current condition of the equipment. It is the operators responsibility to ensure that there is a continuing level of maintenance to keep the equipment in good working order and the site fit for use.</p>								

**Equipment has been assessed to the following standards where relevant:**

- BS EN 1176 Parts 1-11 (Playground equipment and surfacing)
- BS EN 14974 (Facilities for users of roller sports equipment)
- BS EN 15312 (Free access multi-sports equipment)
- BS EN 16899 (Parkour Equipment)
- BS EN 16630 (Outdoor Fitness Equipment).





## Rivermead

Inspection Ref: 2177341

Site Ref: 103392

Inspected: 21-September-2023 - 14:24 by Lyn Williams RPII Annual Inspector

Risk Assessment: 9 Low Risk



**Location:**

The site is located in an area of public open space and is overlooked by a number of properties in the local community.

**Disabled Access:**

Some accessible features; an area that presents difficulties to the majority of people with disabilities but in favourable circumstances and certainly in partnership can be accessed.

**i 6 - Low Risk**

**Item:** Site General  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A

**Total Findings:** 1



**Finding 1**

There is weed / vegetation growth on, between, or around the edges of the surfacing - Remove weed / vegetation growth

**i 5 - Very Low Risk**

**Item:** Sign  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A

**Total Findings:** 1



**Finding 1**

It is recommended that signage, with information including the site address, contact information for maintenance issues and emergency contact details are provided for the facility - Provide in accordance with the recommendations

**i** 8 - Low Risk

**Item:** Gate - Self Closing  
**Manufacturer:** Not Identified  
**Surface Type:** Tarmac  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 2

**Finding 1**

There is surface corrosion / rust present on the item - Consider treating the item

**Finding 2**

The gate rebounds when opened quickly and could strike the next user entering the area - Monitor use and adjust/replace as required

**i** 6 - Low Risk

**Item:** Fence - Bow Top  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

There is some damage to the fence sections - Monitor for any further deterioration and repair as required



**i** 4 - Very Low Risk

**Item:** Bench  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i** 4 - Very Low Risk

**Item:** Bench  
**Manufacturer:** Not Identified  
**Surface Type:** Concrete  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i** 6 - Low Risk

**Item:** Litter Bin  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 2  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

**i** 6 - Low Risk

**Item:** Multi Play (Junior)  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes



**Total Findings:** 1

**Finding 1**

There are minor hairline fracture in the slide surface - Monitor and repair if required

**i 6 - Low Risk**

**Item:** Mini Basket Swing  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 2

**Finding 1**

The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended

**Finding 2**

There is some wear to the shackles. - Monitor for any further deterioration and replace when 40% worn

**i 9 - Low Risk**

**Item:** Rubber Tiles  
**Manufacturer:** Not Identified  
**Surface Type:** Rubber Tiles  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 4

**Finding 1**

Cut off tubes are exposed in the tiles - Reduce the tubes and repair the surfacing

**Finding 2**

There are gaps opening in between the tiles - Monitor for any further deterioration and repair as required

**Finding 3**

The tiles can easily be lifted or are lifting along the edges of the area - Lift and re-glue tiles to secure

**Finding 4**

There are significant gaps (over 30mm) between the tiled surface and the edging or between the joints in the tiled surface; these are large enough for a small foot to enter - Repair the surfacing



## Findings information

### 6 - Low Risk (Finding 1)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There is weed / vegetation growth on, between, or around the edges of the surfacing  
**Action:** Remove weed / vegetation growth

### 5 - Very Low Risk (Finding 1)

**Item:** Ancillary Items - Sign  
**Manufacturer:** Owner/Operator

**Risk Level:** V - Very Low Risk  
**Surface:** N/A



**Finding:** It is recommended that signage, with information including the site address, contact information for maintenance issues and emergency contact details are provided for the facility  
**Action:** Provide in accordance with the recommendations



**i** 6 - Low Risk (Finding 1)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** There is surface corrosion / rust present on the item

**Action:** Consider treating the item

**i** 8 - Low Risk (Finding 2)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** The gate rebounds when opened quickly and could strike the next user entering the area

**Action:** Monitor use and adjust/replace as required



**i** 6 - Low Risk (Finding 1)

**Item:** Fences - Fence - Bow Top  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There is some damage to the fence sections

**Action:** Monitor for any further deterioration and repair as required

**i** 6 - Low Risk (Finding 1)

**Item:** Ancillary Items - Litter Bin  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding

**Action:** Treat affected areas and repaint



**i** 6 - Low Risk (Finding 1)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



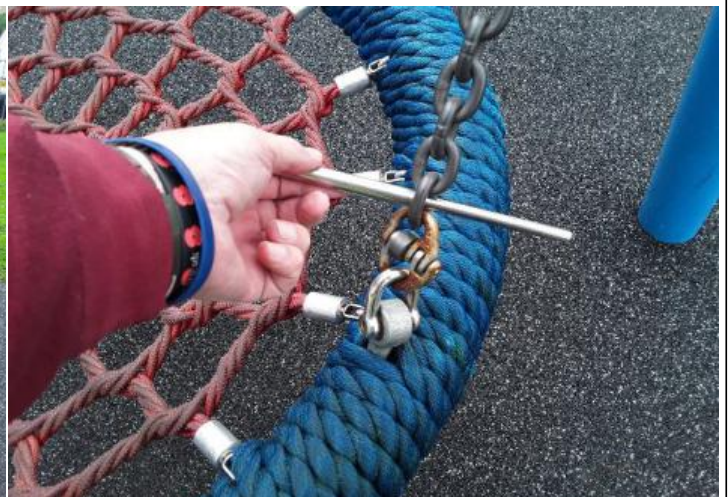
**Finding:** There are minor hairline fracture in the slide surface

**Action:** Monitor and repair if required

**i** 5 - Very Low Risk (Finding 1)

**Item:** Swings - Mini Basket Swing  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour



**Finding:** The chain openings are in excess of the 8.6mm as recommended by BS EN 1176

**Action:** Monitor - No remedial work recommended



**i** 6 - Low Risk (Finding 2)

**Item:** Swings - Mini Basket Swing  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is some wear to the shackles.

**Action:** Monitor for any further deterioration and replace when 40% worn

**i** 8 - Low Risk (Finding 1)

**Item:** Surface - Rubber Tiles  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Rubber Tiles



**Finding:** Cut off tubes are exposed in the tiles

**Action:** Reduce the tubes and repair the surfacing



**i** 6 - Low Risk (Finding 2)

<b>Item:</b>	Surface - Rubber Tiles	<b>Risk Level:</b>	L - Low Risk
<b>Manufacturer:</b>	Not Identified	<b>Surface:</b>	Rubber Tiles



**Finding:** There are gaps opening in between the tiles  
**Action:** Monitor for any further deterioration and repair as required

**i** 8 - Low Risk (Finding 3)

<b>Item:</b>	Surface - Rubber Tiles	<b>Risk Level:</b>	L - Low Risk
<b>Manufacturer:</b>	Not Identified	<b>Surface:</b>	Rubber Tiles



**Finding:** The tiles can easily be lifted or are lifting along the edges of the area  
**Action:** Lift and re-glue tiles to secure



**i** 9 - Low Risk (Finding 4)

**Item:** Surface - Rubber Tiles  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Rubber Tiles



**Finding:** There are significant gaps (over 30mm) between the tiled surface and the edging or between the joints in the tiled surface; these are large enough for a small foot to enter  
**Action:** Repair the surfacing



# the **play** inspection company

---

## Annual Inspection

Cullompton Town Council

Tufty Park

Tiverton Road, Cullompton, Devon, EX15 1ER



**API** Associate



Unit 5, Glenmore Business Park, Blackhill Road, Poole, Dorset, BH16 6NL  
t- 01202 590675 e- info@playinspections.co.uk

[www. playinspections .co.uk](http://www.playinspections.co.uk)

## Inspection Scope for RPII Inspection Methodology

This document outlines the RPII scope for inspections undertaken by the Inspectors listed as Annual Inspectors on the RPII Register of Inspectors when undertaking Indoor Annual, Outdoor Annual, Outdoor Operational and Outdoor Routine inspections.

Inspections are undertaken with reference to the standards listed in this preamble only; where no date for the standard is given it will be the standard that is current at the time of inspection except where overlap periods are granted by the standards committee when standards are updated. The information contained in reports is provided to assist the owner/operator in fulfilling their responsibilities as detailed in the relevant standard. Other standards referenced within the listed standards do not form part of the inspection, unless they are also explicitly listed here.

The following standards are relevant to all installations of equipment that are publicly accessible to users; this includes public parks, pay and play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks etc. All equipment used or employed in publicly accessible areas should meet with the requirements of the relevant standards (listed below):

BS EN 1176 Parts 1, 2, 3, 4, 5, 6, 10 & 11 Playground equipment intended for permanent installation outdoors & indoors.

BS EN 1176 Part 7 - 'Guidance on Installation, Inspection, Maintenance and Operation' (this document gives guidance to the owners/operators of the facility on the installation, inspection, maintenance and operation of playground equipment, excluding ancillary items).

In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in this document. It clarifies the application of the document within the UK as best practice guidance, as the document has been used since its initial publication. Therefore, in the UK this standard (BS EN 1176 – Part 7) contains no requirements and needs to be read and implemented as guidance, with the use of the term 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic play equipment falls outside of the scope of BS EN 1176 and has its own standards (BS EN 71 series – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report but any comments concerning compliance will follow the requirements and recommendations of BS EN 1176.

When water play items, including spray parks, are inspected any comments concerning compliance within the inspection will refer to BS EN 1176. We have not assessed these against the requirements of BS EN 17232 (Water play equipment and features).

Other equipment that is not clearly identified as unsupervised or domestic (natural play, self-build equipment etc.) will be assessed for compliance with the relevant standard listed below:

- BS EN 15312** Free access multi-sports equipment
- BS EN 14974** Skateparks
- BS EN 16630** Permanently installed outdoor fitness equipment
- BS EN 16899** Parkour equipment (plus RPII/API guidance notes)

Annual and Post Installation inspections will take into consideration compliance with these current standards, and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area (that area which is obviously part of the playground), nominally up to three metres around, the fence line if closer, or other areas as agreed.

Operational inspections only take into consideration defects related to cleanliness, equipment ground clearances, ground surface finishes, exposed foundations, sharp edges, missing parts, excessive wear (of moving parts) structural integrity, wear and vandalism.

Routine visual inspections relate only to the most obvious defects such as broken or missing parts, litter, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

All inspections are non-dismantling, non-destructive and do not include any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all reasonably accessible equipment and will assess all reasonably accessible parts above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment.

Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document. (Note: Ancillary items are not included in the specific equipment-type parts of the EN 1176 series; hence they are not assessed for compliance with EN 1176 series and are subject to a general safety assessment).

The owner/operator is responsible for the overall safety of the equipment and area.

The inspector will not undertake any of the following works unless specifically agreed in writing at the time of order:

Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of the impact attenuating properties of any surfaces; the identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection; the inspection of any equipment (or part thereof) that is beneath the playing surface (loose-fill materials may be moved to expose foundations); tightening any bolts, hinges or other fixing devices on any apparatus or equipment; assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment; assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming); where planting or trees are mentioned in the report no assessments of toxicity, suitability or condition are undertaken – the owner/operator should have suitable inspections provided by a competent person.



The owner/operator should have a 'design risk assessment' provided by the manufacturer/designer of the area for the equipment and location in which the facility is installed.

The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity. This inspection shall be considered as contributing to the operator's discharge of this responsibility.

The details contained within the report are a snapshot of the condition at the time of inspection only and subsequent events may affect the condition of the facility. Suggested remedial actions are based on the knowledge and experience of the inspector and/or that of the inspection company. The owner/operator should always seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

A full copy of the Play Inspection Company Ltd. Terms & Conditions is available on our website ([www.playinspections.co.uk](http://www.playinspections.co.uk))

The operator is responsible for following the guidance of the relevant standards. The standards give guidance on the installation, inspection, maintenance and operation of the various types of facilities. The inspection guidance is listed in Table 1, with an indication of which parts will be included in an RPII Annual or Post-Installation Inspection. The relevant standards also contain additional parts which the operator should follow.

Inspection recommendations of relevant standards Refer to relevant standards for full text	Annual Main	RPII Annual/ Post Installation Inspection
6.1 d) Overall levels of safety of equipment (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of foundations (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of playing surfaces (see note 2)	✓	✓ [2]
6.1 d) Compliance with the relevant parts of the standard and or risk assessment (see note 3)	✓	✓ [3]
6.1 d) Effects of weather	✓	✓
6.1 d) Presence of rot, decay or corrosion (see note 1)	✓	✓ [1]
6.1 d) Assessment of repairs made or added or replaced components (see note 4)	✓	✓ [4]
6.1 d) Excavation or dismantling/additional measures	✓	✗
6.2.1 Assessment of glass reinforced plastics (see note 5)	✓	✓ [5]
6.2.1 Inspection of one post equipment (see note 1)	✓	✓ [1]
6.2.4 Undertaking the Operators inspection protocol	✓	✗

NB: The clause numbers in table 1 are taken from BS EN 1176 - Part 7:2020. The content is equally applicable to all other relevant standards listed herein. Playgrounds contain a range of equipment from different manufacturers and installed over a number of years; operators should implement any guidance provided by the manufacturer. Item specific detail is not readily available to RPII Playground Inspectors, whose report contributes to the operator's overall Annual Main Inspection as detailed in the relevant standards.

[1] A manual test only is undertaken for stability. Wear and instability are only detectable where readily apparent without dismantling or destruction and without the use of tools, excavation or specialist equipment. Rot and corrosion are tested or with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment.

[2] Only the visible condition and dimensional compliance of surface extent is considered. Neither testing of impact attenuating properties nor measurement of the thickness of bound surfaces are undertaken on RPII annual inspections.

[3] The inspection assesses compliance where this can be tested on site using manual methods without dismantling, destruction and without the use of tools or specialist equipment.

[4] The operator should use manufacturer's recommended parts, or equivalent. We are unable to verify if such parts have been used, and any subsequent change in quality or performance.

[5] Visible glass fibres will be noted in reports. The operator is responsible for repairs or replacement.

# Risk Assessment Matrix

			Scores in the report are multiplication factors of Likelihood x Severity					
			Severity>>					
Likelihood	Very High probability, if the situation is not addressed an accident is almost certain.	5	Very High	VL (5)	L (10)	M (15)	H (20)	VH (25)
	High probability an accident is probable without any added factor.	4	High	VL (4)	L (8)	M (12)	H (16)	H (20)
	Moderate probability an incident is foreseeable.	3	Moderate	VL (3)	L (6)	L (9)	M (12)	M (15)
	Some probability, requires a combination of factors to take place.	2	Low	VL (2)	VL (4)	L (6)	L (8)	L (10)
	No significant probability; lightning strike, freak accident.	1	Very Low	VL (1)	VL (2)	VL (3)	VL (4)	VL (5)
			Very Low	Low	Moderate	High	Very High	
			1	2	3	4	5	
			No injury likely e.g. damaged or soiled clothing, minor bruising, grazes	Minor injury, laceration or bruising requiring first aid only	Injury requiring medical intervention e.g. cuts requiring stitches	Serious injury including concussions or fracture of long bones	Severe injury involving a potential life changing injury or fatality	
			Severity>>					
			<p>Note 1: The total risk scores included within our reports are a multiplication factor of the calculated Likelihood and Severity of each finding. Both Likelihood and Severity are given a number between 1 - 5 as shown on the matrix above and these two numbers are then multiplied together to give the total risk score that is shown against defects on the report. Total risk scores can be divided in both directions, i.e. a total risk score of 12 could be a Likelihood (3) x Severity (4) or Likelihood (4) x Severity (3).</p> <p>Note 2: When we inspect we only see a snapshot of the current condition of the equipment. It is the operators responsibility to ensure that there is a continuing level of maintenance to keep the equipment in good working order and the site fit for use.</p>					

## Equipment has been assessed to the following standards where relevant:

- BS EN 1176 Parts 1-11 (Playground equipment and surfacing)
- BS EN 14974 (Facilities for users of roller sports equipment)
- BS EN 15312 (Free access multi-sports equipment)
- BS EN 16899 (Parkour Equipment)
- BS EN 16630 (Outdoor Fitness Equipment).



# Tufty Park

Inspection Ref: 2177339

Site Ref: 103393

Inspected: 21-September-2023 - 11:26 by Lyn Williams RPII Annual Inspector

Risk Assessment: 10 Low Risk



**Location:**

The site is located in an area of public open space and is overlooked by a number of properties in the local community.

**Disabled Access:**

Generally accessible; an area accessible to most.





**i** 9 - Low Risk

**Item:** Site General  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A

**Total Findings:** 10



**Finding 1**

There is algae, silt or moss growth on the bonded rubber mulch surface resulting in slippery conditions - Clean and treat appropriately

**Finding 3**

There is weed / vegetation growth on, between, or around the edges of the footpath surfacing - Remove weed / vegetation growth

**Finding 5**

There are trip hazards present over the edgings - Reinststate surrounding surfaces to level to remove the trip points

**Finding 7**

There is offensive graffiti present - Remove as soon as practicable

**Finding 9**

The surface is lifting at the edges and creating trip points - Repair perimeter of surfacing to remove trip points

**Finding 2**

There is wear damage to the footpath surface - Repair the damaged areas of surfacing

**Finding 4**

There is weed / vegetation growth on, between, or around the edges of the safety surfacing - Remove weed / vegetation growth

**Finding 6**

There is some tree debris on the surfacing - Remove and maintain

**Finding 8**

There is algae or moss on the surface of the equipment - Clean and treat appropriately

**Finding 10**

There are significant gaps (over 30mm) between the surface and the edging or between the joints in the surface; these are large enough for a small foot to enter - Repair surfacing

**i** 4 - Very Low Risk

**Item:** Sign  
**Manufacturer:** Owner/Operator  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i** 8 - Low Risk

**Item:** Gate - Self Closing  
**Manufacturer:** Not Identified  
**Surface Type:** Tarmac  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 6

**Finding 1**

The surface has subsided in front of the gate - Monitor for any further deterioration and repair as required

**Finding 2**

There are openings that are less than 12mm that could trap or crush fingers - Provide a 12mm gap throughout full range of motion at both sides of gate

**Finding 3**

The rubber buffer is missing from the latch plate - Replace rubber buffer

**Finding 4**

The gate is not operating correctly - Take effective action to ensure the gate closes between 4 and 8 seconds

**Finding 5**

A number of fixing(s) have worked loose on the latch plate - Secure all loose fixings

**Finding 6**

There are trip hazards present over the edgings under the gate - Reinstate surrounding surfaces to level to remove the trip points

**i** 8 - Low Risk

**Item:** Gate - Combination  
**Manufacturer:** Not Identified  
**Surface Type:** Tarmac  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 5

**Finding 1**

The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

**Finding 2**

The gate latch doesn't align with the opening in the adjacent gate - Adjust the gate

**Finding 3**

The rubber buffer is missing from the latch plate - Replace rubber buffer

**Finding 4**

There are openings that are less than 12mm that could trap or crush fingers - Provide a 12mm gap throughout full range of motion at both sides of gate

**Finding 5**

The drop bolt has damaged the tarmac under the gate - Monitor and repair if required

**i** 6 - Low Risk

**Item:** Fence - Chainlink  
**Manufacturer:** Not Identified  
**Surface Type:** Tarmac  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 2

**Finding 1**

There is some damage to the fence sections - Monitor for any further deterioration and repair as required

**Finding 2**

The laurel hedge has grown over and around a large section of the fence - Monitor and maintain the hedge



**i** 8 - Low Risk

**Item:** Bench  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Concrete  
**Item Quantity:** 2  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

There are trip hazards present over the edgings adjacent to the bench - Reinststate surrounding surfaces to level to remove the trip points

**i** 8 - Low Risk

**Item:** Picnic Table  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Tarmac  
**Item Quantity:** 2  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 3

**Finding 1**

The paint is flaking off the metalwork - Rub down and re-paint

**Finding 2**

There is/are bolt cap covers missing or damaged on the item - Replace missing or damaged bolt cap covers

**Finding 3**

There are projecting bolt thread(s) present - Remove excess thread length and deburr or provide cap

**i** 4 - Very Low Risk

**Item:** Litter Bin  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Grass  
**Item Quantity:** 2  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i** 4 - Very Low Risk

**Item:** Cycle Rack  
**Manufacturer:** Not Identified  
**Surface Type:** Tarmac  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i 6 - Low Risk**

**Item:** 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 2

**Finding 1**

The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended

**Finding 2**

There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn

**i 8 - Low Risk**

**Item:** Multi Play (Toddler)  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes



**Total Findings:** 2

**Finding 1**

The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

**Finding 2**

There is evidence of fire damage to the surfacing - Monitor for any further deterioration and repair as required



**i** 4 - Very Low Risk

**Item:** Spring Seat  
**Manufacturer:** Agapito  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i** 10 - Low Risk

**Item:** Basket Swing - Type 1  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 5

**Finding 1**

The chain links are worn in excess of 40% and require renewing - Replace worn chains

**Finding 3**

The bushes are worn or missing - Replace worn or missing bushes

**Finding 5**

The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended

**Finding 2**

There is some wear to the shackles. - Monitor for any further deterioration and replace when 40% worn

**Finding 4**

The basket bushes are worn or missing - Replace worn or missing bushes

**i** 4 - Very Low Risk

**Item:** Roundabout  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i** 10 - Low Risk

**Item:** Space Net  
**Manufacturer:** Tayplay Ltd  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 4

**Finding 1**

The surface is lifting around the anchor points creating trip hazards - Repair perimeter of surfacing to remove trip points

**Finding 2**

There is a potential crushing point between the rope and the central post in contravention of BS EN 1176 Part 1 - Retention ropes to ensure the rope is spaced evenly around the post

**Finding 3**

The ropes/nets are worn/damaged in places - Monitor for any further deterioration and repair or replace as required

**Finding 4**

The surface has subsided creating unforeseen changes in levels adjacent to one inspection chamber - Repair as required to provide a uniform surface

**i** 6 - Low Risk

**Item:** Tractor  
**Manufacturer:** Image Playgrounds  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 5

**Finding 1**

The item has exposed edges and corners with a radius of less than 3mm and fails the requirements of BS EN 1176 - Provide a 3mm radius to all exposed edges and corners

**Finding 2**

A number of fixing(s) have worked loose on the steering wheel - Secure all loose fixings

**Finding 3**

The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

**Finding 4**

The unit is easily accessible and should have the appropriate barriers installed to meet the requirements of BS EN 1176 Part 1 as the height of the unit exceeds 600mm - Monitor - No remedial work recommended

**Finding 5**

The surface has subsided in some areas - Monitor for any further deterioration and repair as required

**i** 6 - Low Risk

**Item:** 1 Bay 2 Seat (Flat)  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 4

**Finding 1**

There is excrement on the seat - Clean and maintain the seat

**Finding 2**

The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended

**Finding 3**

There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn

**Finding 4**

The bushes are showing signs of wear - Monitor for any further deterioration and replace as required



## Findings information

<span style="font-size: 1.2em; font-weight: bold;">i</span> 8 - Low Risk (Finding 1)			
<b>Item:</b>	Ancillary Items - Site General	<b>Risk Level:</b>	L - Low Risk
<b>Manufacturer:</b>	Owner/Operator	<b>Surface:</b>	N/A
			
<b>Finding:</b> There is algae, silt or moss growth on the bonded rubber mulch surface resulting in slippery conditions		<b>Action:</b> Clean and treat appropriately	

<span style="font-size: 1.2em; font-weight: bold;">i</span> 8 - Low Risk (Finding 2)			
<b>Item:</b>	Ancillary Items - Site General	<b>Risk Level:</b>	L - Low Risk
<b>Manufacturer:</b>	Owner/Operator	<b>Surface:</b>	N/A
			
<b>Finding:</b> There is wear damage to the footpath surface		<b>Action:</b> Repair the damaged areas of surfacing	



**i** 6 - Low Risk (Finding 3)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There is weed / vegetation growth on, between, or around the edges of the footpath surfacing  
**Action:** Remove weed / vegetation growth

**i** 6 - Low Risk (Finding 4)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There is weed / vegetation growth on, between, or around the edges of the safety surfacing  
**Action:** Remove weed / vegetation growth



**i** 8 - Low Risk (Finding 5)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There are trip hazards present over the edgings

**Action:** Reinstate surrounding surfaces to level to remove the trip points



**i** 6 - Low Risk (Finding 6)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There is some tree debris on the surfacing

**Action:** Remove and maintain

**i** 2 - Very Low Risk (Finding 7)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** V - Very Low Risk  
**Surface:** N/A



**Finding:** There is offensive graffiti present

**Action:** Remove as soon as practicable



**i** 6 - Low Risk (Finding 8)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There is algae or moss on the surface of the equipment

**Action:** Clean and treat appropriately

**i** 8 - Low Risk (Finding 9)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** The surface is lifting at the edges and creating trip points  
**Action:** Repair perimeter of surfacing to remove trip points



**i** 9 - Low Risk (Finding 10)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There are significant gaps (over 30mm) between the surface and the edging or between the joints in the surface; these are large enough for a small foot to enter

**Action:** Repair surfacing

**i** 6 - Low Risk (Finding 1)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** The surface has subsided in front of the gate

**Action:** Monitor for any further deterioration and repair as required



**i** 8 - Low Risk (Finding 2)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** There are openings that are less than 12mm that could trap or crush fingers

**Action:** Provide a 12mm gap throughout full range of motion at both sides of gate

**i** 6 - Low Risk (Finding 3)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** The rubber buffer is missing from the latch plate

**Action:** Replace rubber buffer



**i** 5 - Very Low Risk (Finding 4)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** V - Very Low Risk  
**Surface:** Tarmac



**Finding:** The gate is not operating correctly

**Action:** Take effective action to ensure the gate closes between 4 and 8 seconds

**i** 6 - Low Risk (Finding 5)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** A number of fixing(s) have worked loose on the latch plate

**Action:** Secure all loose fixings



**i** 8 - Low Risk (Finding 6)

**Item:** Gates - Gate - Self Closing  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** There are trip hazards present over the edgings under the gate

**Action:** Reinstate surrounding surfaces to level to remove the trip points

**i** 6 - Low Risk (Finding 1)

**Item:** Gates - Gate - Combination  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding

**Action:** Treat affected areas and repaint



**i** 6 - Low Risk (Finding 2)

**Item:** Gates - Gate - Combination  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** The gate latch doesn't align with the opening in the adjacent gate  
**Action:** Adjust the gate

**i** 6 - Low Risk (Finding 3)

**Item:** Gates - Gate - Combination  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** The rubber buffer is missing from the latch plate  
**Action:** Replace rubber buffer



**i** 8 - Low Risk (Finding 4)

**Item:** Gates - Gate - Combination  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



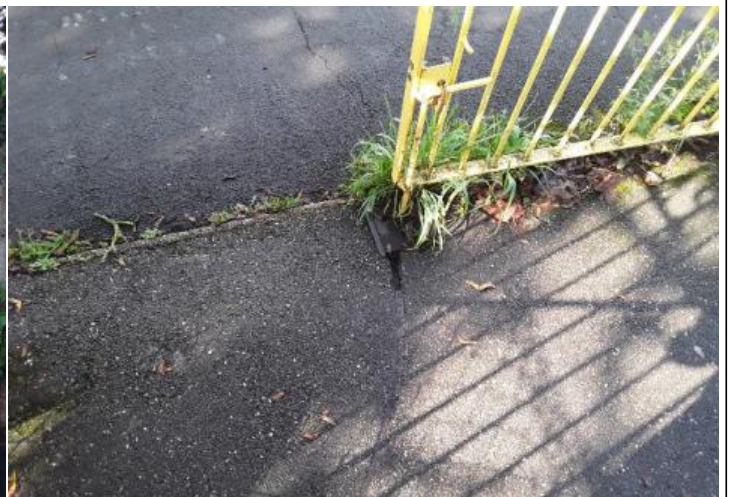
**Finding:** There are openings that are less than 12mm that could trap or crush fingers

**Action:** Provide a 12mm gap throughout full range of motion at both sides of gate

**i** 6 - Low Risk (Finding 5)

**Item:** Gates - Gate - Combination  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** The drop bolt has damaged the tarmac under the gate

**Action:** Monitor and repair if required



**i** 6 - Low Risk (Finding 1)

<b>Item:</b>	Fences - Fence - Chainlink	<b>Risk Level:</b>	L - Low Risk
<b>Manufacturer:</b>	Not Identified	<b>Surface:</b>	Tarmac



<b>Finding:</b> There is some damage to the fence sections	<b>Action:</b> Monitor for any further deterioration and repair as required
--	---

**i** 6 - Low Risk (Finding 2)

<b>Item:</b>	Fences - Fence - Chainlink	<b>Risk Level:</b>	L - Low Risk
<b>Manufacturer:</b>	Not Identified	<b>Surface:</b>	Tarmac



<b>Finding:</b> The laurel hedge has grown over and around a large section of the fence	<b>Action:</b> Monitor and maintain the hedge
---	---



**i** 8 - Low Risk (Finding 1)

**Item:** Ancillary Items - Bench  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Concrete



**Finding:** There are trip hazards present over the edgings adjacent to the bench

**Action:** Reinstate surrounding surfaces to level to remove the trip points

**i** 6 - Low Risk (Finding 1)

**Item:** Ancillary Items - Picnic Table  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** The paint is flaking off the metalwork

**Action:** Rub down and re-paint



**i** 4 - Very Low Risk (Finding 2)

**Item:** Ancillary Items - Picnic Table  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** V - Very Low Risk  
**Surface:** Tarmac



**Finding:** There is/are bolt cap covers missing or damaged on the item

**Action:** Replace missing or damaged bolt cap covers

**i** 8 - Low Risk (Finding 3)

**Item:** Ancillary Items - Picnic Table  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** There are projecting bolt thread(s) present

**Action:** Remove excess thread length and deburr or provide cap



**i** 5 - Very Low Risk (Finding 1)

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour

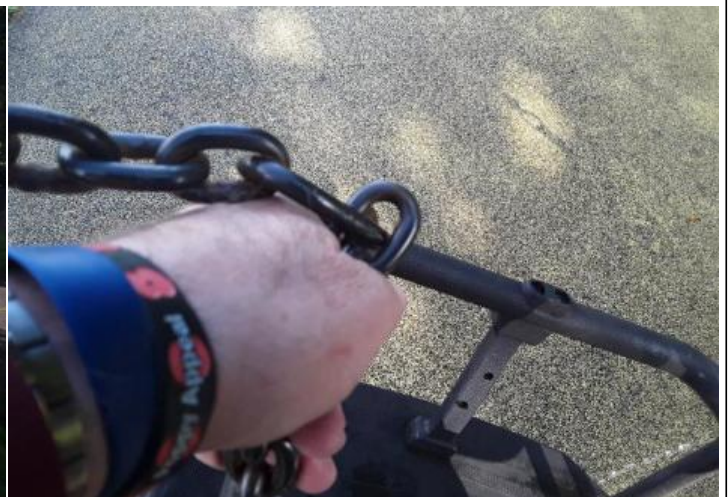


**Finding:** The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 **Action:** Monitor - No remedial work recommended

**i** 6 - Low Risk (Finding 2)

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is some notable evidence of chain wear **Action:** Monitor for any further deterioration and replace when 40% worn



**i** 6 - Low Risk (Finding 1)

**Item:** Activity Equipment - Multi Play (Toddler)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding

**Action:** Treat affected areas and repaint

**i** 8 - Low Risk (Finding 2)

**Item:** Activity Equipment - Multi Play (Toddler)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is evidence of fire damage to the surfacing

**Action:** Monitor for any further deterioration and repair as required

**i** 10 - Low Risk (Finding 1)

**Item:** Swings - Basket Swing - Type 1  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The chain links are worn in excess of 40% and require renewing

**Action:** Replace worn chains



**i** 6 - Low Risk (Finding 2)

**Item:** Swings - Basket Swing - Type 1  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is some wear to the shackles.

**Action:** Monitor for any further deterioration and replace when 40% worn

**i** 8 - Low Risk (Finding 3)

**Item:** Swings - Basket Swing - Type 1  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The bushes are worn or missing

**Action:** Replace worn or missing bushes



**i** 10 - Low Risk (Finding 4)

**Item:** Swings - Basket Swing - Type 1  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The basket bushes are worn or missing

**Action:** Replace worn or missing bushes

**i** 5 - Very Low Risk (Finding 5)

**Item:** Swings - Basket Swing - Type 1  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour



**Finding:** The chain openings are in excess of the 8.6mm as recommended by BS EN 1176

**Action:** Monitor - No remedial work recommended



**i** 10 - Low Risk (Finding 1)

**Item:** Activity Equipment - Space Net  
**Manufacturer:** Tayplay Ltd

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The surface is lifting around the anchor points creating trip hazards

**Action:** Repair perimeter of surfacing to remove trip points

**i** 8 - Low Risk (Finding 2)

**Item:** Activity Equipment - Space Net  
**Manufacturer:** Tayplay Ltd

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is a potential crushing point between the rope and the central post in contravention of BS EN 1176 Part 1

**Action:** Re-tension ropes to ensure the rope is spaced evenly around the post



**i** 6 - Low Risk (Finding 3)

**Item:** Activity Equipment - Space Net  
**Manufacturer:** Tayplay Ltd

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The ropes/nets are worn/damaged in places

**Action:** Monitor for any further deterioration and repair or replace as required

**i** 6 - Low Risk (Finding 4)

**Item:** Activity Equipment - Space Net  
**Manufacturer:** Tayplay Ltd

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The surface has subsided creating unforeseen changes in levels adjacent to one inspection chamber

**Action:** Repair as required to provide a uniform surface



**i** 6 - Low Risk (Finding 1)

**Item:** Activity Equipment - Tractor  
**Manufacturer:** Image Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The item has exposed edges and corners with a radius of less than 3mm and fails the requirements of BS EN 1176  
**Action:** Provide a 3mm radius to all exposed edges and corners

**i** 6 - Low Risk (Finding 2)

**Item:** Activity Equipment - Tractor  
**Manufacturer:** Image Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** A number of fixing(s) have worked loose on the steering wheel  
**Action:** Secure all loose fixings



**i** 6 - Low Risk (Finding 3)

**Item:** Activity Equipment - Tractor  
**Manufacturer:** Image Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding

**Action:** Treat affected areas and repaint

**i** 6 - Low Risk (Finding 4)

**Item:** Activity Equipment - Tractor  
**Manufacturer:** Image Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The unit is easily accessible and should have the appropriate barriers installed to meet the requirements of BS EN 1176 Part 1 as the height of the unit exceeds 600mm

**Action:** Monitor - No remedial work recommended



**i** 6 - Low Risk (Finding 5)

**Item:** Activity Equipment - Tractor  
**Manufacturer:** Image Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



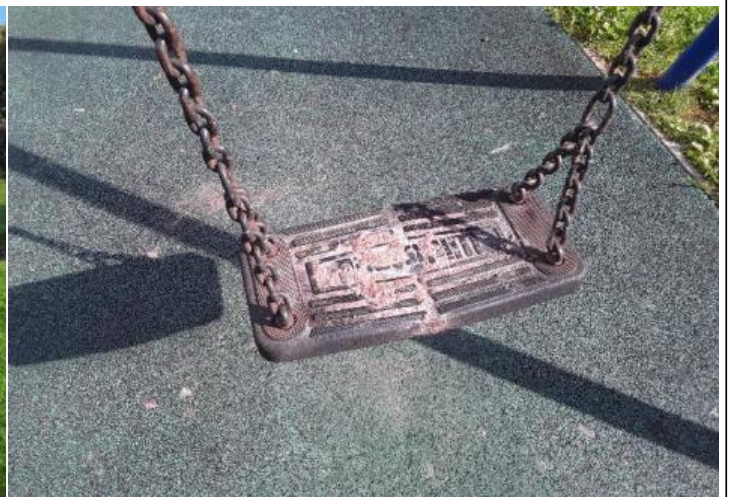
**Finding:** The surface has subsided in some areas

**Action:** Monitor for any further deterioration and repair as required

**i** 5 - Very Low Risk (Finding 1)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour



**Finding:** There is excrement on the seat

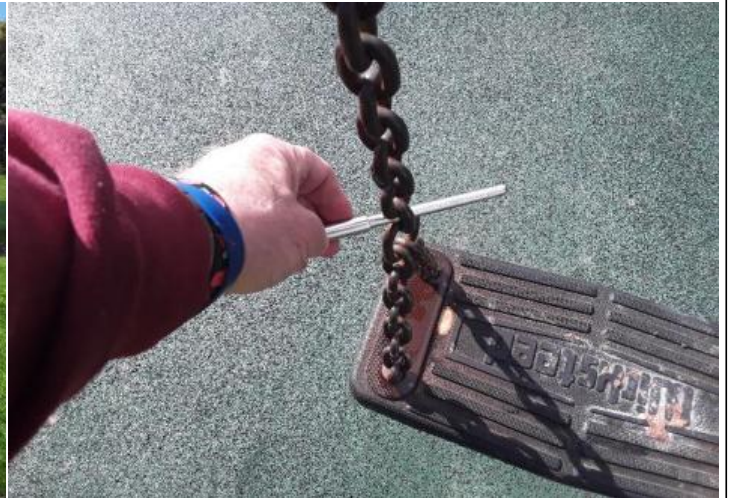
**Action:** Clean and maintain the seat



**i** 5 - Very Low Risk (Finding 2)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour



**Finding:** The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 **Action:** Monitor - No remedial work recommended

**i** 6 - Low Risk (Finding 3)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is some notable evidence of chain wear **Action:** Monitor for any further deterioration and replace when 40% worn



**i** 4 - Very Low Risk (Finding 4)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour



**Finding:** The bushes are showing signs of wear

**Action:** Monitor for any further deterioration and replace as required



# the **play** inspection company

---

## Annual Inspection

Cullompton Town Council

Upcott Field

Tiverton Road, Cullompton, Devon, EX15 1HT



**API** Associate



Unit 5, Glenmore Business Park, Blackhill Road, Poole, Dorset, BH16 6NL  
t- 01202 590675 e- info@playinspections.co.uk

[www. playinspections .co.uk](http://www.playinspections.co.uk)



## Inspection Scope for RPII Inspection Methodology

This document outlines the RPII scope for inspections undertaken by the Inspectors listed as Annual Inspectors on the RPII Register of Inspectors when undertaking Indoor Annual, Outdoor Annual, Outdoor Operational and Outdoor Routine inspections.

Inspections are undertaken with reference to the standards listed in this preamble only; where no date for the standard is given it will be the standard that is current at the time of inspection except where overlap periods are granted by the standards committee when standards are updated. The information contained in reports is provided to assist the owner/operator in fulfilling their responsibilities as detailed in the relevant standard. Other standards referenced within the listed standards do not form part of the inspection, unless they are also explicitly listed here.

The following standards are relevant to all installations of equipment that are publicly accessible to users; this includes public parks, pay and play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks etc. All equipment used or employed in publicly accessible areas should meet with the requirements of the relevant standards (listed below):

BS EN 1176 Parts 1, 2, 3, 4, 5, 6, 10 & 11 Playground equipment intended for permanent installation outdoors & indoors.

BS EN 1176 Part 7 - 'Guidance on Installation, Inspection, Maintenance and Operation' (this document gives guidance to the owners/operators of the facility on the installation, inspection, maintenance and operation of playground equipment, excluding ancillary items).

In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in this document. It clarifies the application of the document within the UK as best practice guidance, as the document has been used since its initial publication. Therefore, in the UK this standard (BS EN 1176 – Part 7) contains no requirements and needs to be read and implemented as guidance, with the use of the term 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic play equipment falls outside of the scope of BS EN 1176 and has its own standards (BS EN 71 series – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report but any comments concerning compliance will follow the requirements and recommendations of BS EN 1176.

When water play items, including spray parks, are inspected any comments concerning compliance within the inspection will refer to BS EN 1176. We have not assessed these against the requirements of BS EN 17232 (Water play equipment and features).

Other equipment that is not clearly identified as unsupervised or domestic (natural play, self-build equipment etc.) will be assessed for compliance with the relevant standard listed below:

- BS EN 15312** Free access multi-sports equipment
- BS EN 14974** Skateparks
- BS EN 16630** Permanently installed outdoor fitness equipment
- BS EN 16899** Parkour equipment (plus RPII/API guidance notes)

Annual and Post Installation inspections will take into consideration compliance with these current standards, and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area (that area which is obviously part of the playground), nominally up to three metres around, the fence line if closer, or other areas as agreed.

Operational inspections only take into consideration defects related to cleanliness, equipment ground clearances, ground surface finishes, exposed foundations, sharp edges, missing parts, excessive wear (of moving parts) structural integrity, wear and vandalism.

Routine visual inspections relate only to the most obvious defects such as broken or missing parts, litter, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

All inspections are non-dismantling, non-destructive and do not include any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all reasonably accessible equipment and will assess all reasonably accessible parts above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment.

Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document. (Note: Ancillary items are not included in the specific equipment-type parts of the EN 1176 series; hence they are not assessed for compliance with EN 1176 series and are subject to a general safety assessment).

The owner/operator is responsible for the overall safety of the equipment and area.

The inspector will not undertake any of the following works unless specifically agreed in writing at the time of order:

- Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of the impact attenuating properties of any surfaces; the identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection; the inspection of any equipment (or part thereof) that is beneath the playing surface (loose-fill materials may be moved to expose foundations); tightening any bolts, hinges or other fixing devices on any apparatus or equipment; assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment; assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming); where planting or trees are mentioned in the report no assessments of toxicity, suitability or condition are undertaken – the owner/operator should have suitable inspections provided by a competent person.

The owner/operator should have a 'design risk assessment' provided by the manufacturer/designer of the area for the equipment and location in which the facility is installed.

The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity. This inspection shall be considered as contributing to the operator's discharge of this responsibility.

The details contained within the report are a snapshot of the condition at the time of inspection only and subsequent events may affect the condition of the facility. Suggested remedial actions are based on the knowledge and experience of the inspector and/or that of the inspection company. The owner/operator should always seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

A full copy of the Play Inspection Company Ltd. Terms & Conditions is available on our website ([www.playinspections.co.uk](http://www.playinspections.co.uk))

The operator is responsible for following the guidance of the relevant standards. The standards give guidance on the installation, inspection, maintenance and operation of the various types of facilities. The inspection guidance is listed in Table 1, with an indication of which parts will be included in an RPII Annual or Post-Installation Inspection. The relevant standards also contain additional parts which the operator should follow.

Inspection recommendations of relevant standards Refer to relevant standards for full text	Annual Main	RPII Annual/ Post Installation Inspection
6.1 d) Overall levels of safety of equipment (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of foundations (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of playing surfaces (see note 2)	✓	✓ [2]
6.1 d) Compliance with the relevant parts of the standard and or risk assessment (see note 3)	✓	✓ [3]
6.1 d) Effects of weather	✓	✓
6.1 d) Presence of rot, decay or corrosion (see note 1)	✓	✓ [1]
6.1 d) Assessment of repairs made or added or replaced components (see note 4)	✓	✓ [4]
6.1 d) Excavation or dismantling/additional measures	✓	✗
6.2.1 Assessment of glass reinforced plastics (see note 5)	✓	✓ [5]
6.2.1 Inspection of one post equipment (see note 1)	✓	✓ [1]
6.2.4 Undertaking the Operators inspection protocol	✓	✗

NB: The clause numbers in table 1 are taken from BS EN 1176 - Part 7:2020. The content is equally applicable to all other relevant standards listed herein. Playgrounds contain a range of equipment from different manufacturers and installed over a number of years; operators should implement any guidance provided by the manufacturer. Item specific detail is not readily available to RPII Playground Inspectors, whose report contributes to the operator's overall Annual Main Inspection as detailed in the relevant standards.

[1] A manual test only is undertaken for stability. Wear and instability are only detectable where readily apparent without dismantling or destruction and without the use of tools, excavation or specialist equipment. Rot and corrosion are tested or with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment.

[2] Only the visible condition and dimensional compliance of surface extent is considered. Neither testing of impact attenuating properties nor measurement of the thickness of bound surfaces are undertaken on RPII annual inspections.

[3] The inspection assesses compliance where this can be tested on site using manual methods without dismantling, destruction and without the use of tools or specialist equipment.

[4] The operator should use manufacturer's recommended parts, or equivalent. We are unable to verify if such parts have been used, and any subsequent change in quality or performance.

[5] Visible glass fibres will be noted in reports. The operator is responsible for repairs or replacement.



# Risk Assessment Matrix

			Scores in the report are multiplication factors of Likelihood x Severity					
			Severity>>					
<b>Likelihood</b>	Very High probability, if the situation is not addressed an accident is almost certain.	5	Very High	VL (5)	L (10)	M (15)	H (20)	VH (25)
	High probability an accident is probable without any added factor.	4	High	VL (4)	L (8)	M (12)	H (16)	H (20)
	Moderate probability an incident is foreseeable.	3	Moderate	VL (3)	L (6)	L (9)	M (12)	M (15)
	Some probability, requires a combination of factors to take place.	2	Low	VL (2)	VL (4)	L (6)	L (8)	L (10)
	No significant probability; lightning strike, freak accident.	1	Very Low	VL (1)	VL (2)	VL (3)	VL (4)	VL (5)
			Very Low	Low	Moderate	High	Very High	
			1	2	3	4	5	
			No injury likely e.g. damaged or soiled clothing, minor bruising, grazes	Minor injury, laceration or bruising requiring first aid only	Injury requiring medical intervention e.g. cuts requiring stitches	Serious injury including concussions or fracture of long bones	Severe injury involving a potential life changing injury or fatality	
			<b>Severity&gt;&gt;</b>					
<p>Note 1: The total risk scores included within our reports are a multiplication factor of the calculated Likelihood and Severity of each finding. Both Likelihood and Severity are given a number between 1 - 5 as shown on the matrix above and these two numbers are then multiplied together to give the total risk score that is shown against defects on the report. Total risk scores can be divided in both directions, i.e. a total risk score of 12 could be a Likelihood (3) x Severity (4) or Likelihood (4) x Severity (3).</p> <p>Note 2: When we inspect we only see a snapshot of the current condition of the equipment. It is the operators responsibility to ensure that there is a continuing level of maintenance to keep the equipment in good working order and the site fit for use.</p>								

**Equipment has been assessed to the following standards where relevant:**

- BS EN 1176 Parts 1-11 (Playground equipment and surfacing)
- BS EN 14974 (Facilities for users of roller sports equipment)
- BS EN 15312 (Free access multi-sports equipment)
- BS EN 16899 (Parkour Equipment)
- BS EN 16630 (Outdoor Fitness Equipment).



# Upcott Field

Inspection Ref: 2177340

Site Ref: 103394

Inspected: 21-September-2023 - 13:18 by Lyn Williams RPII Annual Inspector

Risk Assessment: 10 Low Risk



**Location:**

The site is located in an area of public open space and is not directly overlooked by any properties in the local community.

**Disabled Access:**

Some accessible features; an area that presents difficulties to the majority of people with disabilities but in favourable circumstances and certainly in partnership can be accessed.





**i** 9 - Low Risk

**Item:** Site General  
**Manufacturer:** Owner/Operator  
**Surface Type:** N/A  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A

**Total Findings:** 8



**Finding 1**

There are significant gaps (over 30mm) between the surface and the edging or between the joints in the surface; these are large enough for a small foot to enter - Repair surfacing

**Finding 3**

There is algae, silt or moss growth on the surface resulting in slippery conditions - Clean and treat appropriately

**Finding 5**

The grass is overgrown within the play area and may hide hazards - Reduce the length of grass to an acceptable height and maintain

**Finding 7**

There is a redundant concrete base within the play area - Consider removing the concrete base

**Finding 2**

There is weed / vegetation growth on, between, or around the edges of the surfacing - Remove weed / vegetation growth

**Finding 4**

The grass mats are silted up and the soil is compacted; this may have an effect on the impact absorbing properties of the surface - Consider HIC testing impact absorbing properties to ensure the correct surface qualities are maintained for the equipment and replace as required

**Finding 6**

There is some graffiti present - Remove the graffiti

**Finding 8**

There is a redundant wet pour base within the play area with a redundant springer base plate in situ - Replace the missing springer or remove the item completely

**i 6 - Low Risk**

**Item:** Sign  
**Manufacturer:** Owner/Operator  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A

**Total Findings:** 2



**Finding 1**

The paintwork on the extension sleeve has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

**Finding 2**

Holes have been drilled into the sleeve - Consider providing inserts

**i 8 - Low Risk**

**Item:** Gate - Pedestrian  
**Manufacturer:** Not Identified  
**Surface Type:** Tarmac  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A

**Total Findings:** 6



**Finding 1**

The timber has a number of splits/shakes or air cracks and this may affect the stability or allow water ingress which will accelerate the rotting process - Monitor to ensure the splits do not cross through fixing points of the structure and/or cause any instability

**Finding 2**

Fixings are misaligned - Monitor and reposition if required

**Finding 3**

The surface has eroded adjacent to the gate creating trip hazards and may become slippery in wet conditions - Reinstate the surface

**Finding 4**

There are openings that are less than 12mm that could trap or crush fingers - Provide a 12mm gap throughout full range of motion at both sides of gate

**Finding 5**

The gate stop has no post cap and has rubbish / debris pushed down the tube - Remove the rubbish and provide a post cap

**Finding 6**

Holes have been drilled into the tube to release captured water. The metal has started to corrode - Treat the corroded metal



**i** 8 - Low Risk

**Item:** Gate - Maintenance  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 5

**Finding 1**

There are post / end caps missing from the item - Replace missing post caps

**Finding 3**

A number of fixing(s) have worked loose - Secure all loose fixings

**Finding 5**

There are parts of the timber hanging post that have rotted - Replace all affected timbers

**Finding 2**

There is or are fixings missing on the item - Replace all missing fixings

**Finding 4**

A section of the gate has been cut exposing sharp projections - Remove the sharp projections



**i** 10 - Low Risk

**Item:** Fence - Timber & Mesh Infill  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 6

**Finding 1**

The fence mesh is severely damaged in places - Repair or replace all affected sections

**Finding 2**

The adjacent foliage is overhanging or growing through the fence - Cut back and maintain

**Finding 3**

There are loose rails along the fence line - Resecure the rails

**Finding 4**

An incorrect fixing or fixing method has been used - Replace with appropriate fixings to manufacturer specification

**Finding 5**

There is some strimmer / machinery damage apparent on the posts, this can penetrate the preservative applied to the timber and accelerate the rotting process - Monitor for any deterioration (rot) and replace as required

**Finding 6**

A number of posts have rotted at ground level and are unstable - Replace the affected posts

**i** 6 - Low Risk

**Item:** Bench  
**Manufacturer:** Not Identified  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

There is surface corrosion / rust present on the item - Consider treating the item

**i 4 - Very Low Risk**

**Item:** Litter Bin  
**Manufacturer:** Not Identified  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

This item is satisfactory - no work required -

**i 6 - Low Risk**

**Item:** Roundabout  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 3

**Finding 1**

The paint is flaking off the metalwork - Rub down and re-paint

**Finding 2**

The distance between the underside of the roundabout platform and the playing surface is in excess of 110mm and contravenes the requirements of BS EN 1176 Part 5 which requires that the distance be maintained between 60mm-110mm - for the entire circumference of the roundabout - Monitor - No remedial work recommended

**Finding 3**

The bearing is showing signs of wear - Monitor for any further deterioration and replace as required

**i** 8 - Low Risk

**Item:** Multi Play (Junior)  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Grass Matrix Tiles  
**Item Quantity:** 1  
**Equipment Compliance:** Yes  
**Surface Area Compliance:** Yes



**Total Findings:** 7

**Finding 1**

There is surface corrosion / rust present on the item - Consider treating the item

**Finding 2**

There is vandalism damage to the side panels - Remove the sharp protrusions

**Finding 3**

There is damage to the surface - Repair the damaged areas of surfacing

**Finding 4**

There is algae or moss on the surface of the equipment - Clean and treat appropriately

**Finding 5**

There is/are inserts missing - Replace missing inserts

**Finding 6**

There are a number of dents in the slide surface - Monitor for any further deterioration and repair as required

**Finding 7**

The bushes are worn or missing - Replace worn or missing bushes



**i** 8 - Low Risk

**Item:** 1 Bay 2 Seat (Flat)  
**Manufacturer:** SMP  
**Surface Type:** Wet Pour  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 6

**Finding 1**

There is damage to the surface - Repair the damaged areas of surfacing

**Finding 2**

The paint is flaking off the metalwork - Rub down and re-paint

**Finding 3**

The seat has minor damage or wear - Monitor for any further deterioration and replace as required

**Finding 4**

The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended

**Finding 5**

There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn

**Finding 6**

There is algae or moss on the surface of the equipment - Clean and treat appropriately

**i 6 - Low Risk**

**Item:** 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Rubber Tiles  
**Item Quantity:** 1  
**Equipment Compliance:** No  
**Surface Area Compliance:** Yes



**Total Findings:** 5

**Finding 1**

There are gaps opening in between the tiles - Monitor for any further deterioration and repair as required

**Finding 2**

The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 - Monitor - No remedial work recommended

**Finding 3**

There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn

**Finding 4**

There is some wear to the shackles. - Monitor for any further deterioration and replace when 40% worn

**Finding 5**

The paint is flaking off the metalwork - Rub down and re-paint

**i 8 - Low Risk**

**Item:** Ball Shoot  
**Manufacturer:** Wicksteed Playgrounds  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 1

**Finding 1**

The top section has been removed - Replace the missing components or remove the item completely

**i** 6 - Low Risk

**Item:** 5 a side Goals  
**Manufacturer:** Not Identified  
**Surface Type:** Grass  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 4

**Finding 1**

NB: We have undertaken a maintenance inspection only of the football goal(s); full load testing falls outside the scope of our inspection. - Implement load testing as required

**Finding 2**

There is surface corrosion / rust present on the item - Consider treating the item

**Finding 3**

The goal has been secured in position using chain concreted into the grassed area - Monitor for movement and stabilise if required

**Finding 4**

The surface has eroded in some areas and may be slippery in wet conditions - Reinstate the surface

**i** 6 - Low Risk

**Item:** Shelter  
**Manufacturer:** Record RSS  
**Surface Type:** Concrete  
**Item Quantity:** 1  
**Equipment Compliance:** N/A  
**Surface Area Compliance:** N/A



**Total Findings:** 3

**Finding 1**

There is/are inserts missing - Replace missing inserts

**Finding 2**

The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding - Treat affected areas and repaint

**Finding 3**

There are shear cracks in the concrete base - Monitor and repair if required



## Findings information

**i** 9 - Low Risk (Finding 1)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There are significant gaps (over 30mm) between the surface and the edging or between the joints in the surface; these are large enough for a small foot to enter

**Action:** Repair surfacing

**i** 6 - Low Risk (Finding 2)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There is weed / vegetation growth on, between, or around the edges of the surfacing  
**Action:** Remove weed / vegetation growth



**i** 8 - Low Risk (Finding 3)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There is algae, silt or moss growth on the surface resulting in slippery conditions

**Action:** Clean and treat appropriately

**i** 8 - Low Risk (Finding 4)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** The grass mats are silted up and the soil is compacted; this may have an effect on the impact absorbing properties of the surface

**Action:** Consider HIC testing impact absorbing properties to ensure the correct surface qualities are maintained for the equipment and replace as required





**i** 6 - Low Risk (Finding 5)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** The grass is overgrown within the play area and may hide hazards

**Action:** Reduce the length of grass to an acceptable height and maintain

**i** 2 - Very Low Risk (Finding 6)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** V - Very Low Risk  
**Surface:** N/A



**Finding:** There is some graffiti present

**Action:** Remove the graffiti



**i** 6 - Low Risk (Finding 7)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There is a redundant concrete base within the play area  
**Action:** Consider removing the concrete base

**i** 8 - Low Risk (Finding 8)

**Item:** Ancillary Items - Site General  
**Manufacturer:** Owner/Operator

**Risk Level:** L - Low Risk  
**Surface:** N/A



**Finding:** There is a redundant wet pour base within the play area with a redundant springer base plate in situ  
**Action:** Replace the missing springer or remove the item completely



**6 - Low Risk (Finding 1)**

**Item:** Ancillary Items - Sign  
**Risk Level:** L - Low Risk  
**Manufacturer:** Owner/Operator  
**Surface:** Grass



**Finding:** The paintwork on the extension sleeve has been damaged or worn exposing the metal underneath which is rusting / corroding

**Action:** Treat affected areas and repaint

**4 - Very Low Risk (Finding 2)**

**Item:** Ancillary Items - Sign  
**Risk Level:** V - Very Low Risk  
**Manufacturer:** Owner/Operator  
**Surface:** Grass



**Finding:** Holes have been drilled into the sleeve

**Action:** Consider providing inserts

**i** 6 - Low Risk (Finding 1)

**Item:** Gates - Gate - Pedestrian  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** The timber has a number of splits/shakes or air cracks and this may affect the stability or allow water ingress which will accelerate the rotting process  
**Action:** Monitor to ensure the splits do not cross through fixing points of the structure and/or cause any instability

**i** 6 - Low Risk (Finding 2)

**Item:** Gates - Gate - Pedestrian  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** Fixings are misaligned  
**Action:** Monitor and reposition if required



**i** 8 - Low Risk (Finding 3)

**Item:** Gates - Gate - Pedestrian  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** The surface has eroded adjacent to the gate creating trip hazards and may become slippery in wet conditions

**Action:** Reinststate the surface

**i** 8 - Low Risk (Finding 4)

**Item:** Gates - Gate - Pedestrian  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** There are openings that are less than 12mm that could trap or crush fingers

**Action:** Provide a 12mm gap throughout full range of motion at both sides of gate



**i** 6 - Low Risk (Finding 5)

**Item:** Gates - Gate - Pedestrian  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** The gate stop has no post cap and has rubbish / debris pushed down the tube

**Action:** Remove the rubbish and provide a post cap



**i** 6 - Low Risk (Finding 6)

**Item:** Gates - Gate - Pedestrian  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Tarmac



**Finding:** Holes have been drilled into the tube to release captured water. The metal has started to corrode

**Action:** Treat the corroded metal

**i** 6 - Low Risk (Finding 1)

**Item:** Gates - Gate - Maintenance  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There are post / end caps missing from the item

**Action:** Replace missing post caps



**i** 8 - Low Risk (Finding 2)

**Item:** Gates - Gate - Maintenance  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There is or are fixings missing on the item

**Action:** Replace all missing fixings

**i** 6 - Low Risk (Finding 3)

**Item:** Gates - Gate - Maintenance  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** A number of fixing(s) have worked loose

**Action:** Secure all loose fixings



**i** 6 - Low Risk (Finding 4)

**Item:** Gates - Gate - Maintenance  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** A section of the gate has been cut exposing sharp projections  
**Action:** Remove the sharp projections

**i** 8 - Low Risk (Finding 5)

**Item:** Gates - Gate - Maintenance  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There are parts of the timber hanging post that have rotted  
**Action:** Replace all affected timbers



**i** 8 - Low Risk (Finding 1)

**Item:** Fences - Fence - Timber & Mesh Infill  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** The fence mesh is severely damaged in places

**Action:** Repair or replace all affected sections

**i** 6 - Low Risk (Finding 2)

**Item:** Fences - Fence - Timber & Mesh Infill  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** The adjacent foliage is overhanging or growing through the fence

**Action:** Cut back and maintain



**i** 8 - Low Risk (Finding 3)

**Item:** Fences - Fence - Timber & Mesh Infill  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There are loose rails along the fence line

**Action:** Resecure the rails

**i** 8 - Low Risk (Finding 4)

**Item:** Fences - Fence - Timber & Mesh Infill  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** An incorrect fixing or fixing method has been used

**Action:** Replace with appropriate fixings to manufacturer specification



**6 - Low Risk (Finding 5)**

**Item:** Fences - Fence - Timber & Mesh Infill  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There is some strimmer / machinery damage apparent on the posts, this can penetrate the preservative applied to the timber and accelerate the rotting process

**Action:** Monitor for any deterioration (rot) and replace as required

**10 - Low Risk (Finding 6)**

**Item:** Fences - Fence - Timber & Mesh Infill  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** A number of posts have rotted at ground level and are unstable

**Action:** Replace the affected posts



**i** 6 - Low Risk (Finding 1)

**Item:** Ancillary Items - Bench  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is surface corrosion / rust present on the item

**Action:** Consider treating the item

**i** 6 - Low Risk (Finding 1)

**Item:** Rotor Play - Roundabout  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The paint is flaking off the metalwork

**Action:** Rub down and re-paint



**i** 6 - Low Risk (Finding 2)

**Item:** Rotor Play - Roundabout  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The distance between the underside of the roundabout platform and the playing surface is in excess of 110mm and contravenes the requirements of BS EN 1176 Part 5 which requires that the distance be maintained between 60mm-110mm - for the entire circumference of the roundabout

**Action:** Monitor - No remedial work recommended

**i** 6 - Low Risk (Finding 3)

**Item:** Rotor Play - Roundabout  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The bearing is showing signs of wear

**Action:** Monitor for any further deterioration and replace as required



**i** 6 - Low Risk (Finding 1)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Grass Matrix Tiles



**Finding:** There is surface corrosion / rust present on the item

**Action:** Consider treating the item

**i** 6 - Low Risk (Finding 2)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Grass Matrix Tiles



**Finding:** There is vandalism damage to the side panels

**Action:** Remove the sharp protrusions



**i** 8 - Low Risk (Finding 3)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Grass Matrix Tiles



**Finding:** There is damage to the surface

**Action:** Repair the damaged areas of surfacing

**i** 8 - Low Risk (Finding 4)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Grass Matrix Tiles



**Finding:** There is algae or moss on the surface of the equipment

**Action:** Clean and treat appropriately



**i** 4 - Very Low Risk (Finding 5)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** V - Very Low Risk  
**Surface:** Grass Matrix Tiles



**Finding:** There is/are inserts missing

**Action:** Replace missing inserts

**i** 4 - Very Low Risk (Finding 6)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** V - Very Low Risk  
**Surface:** Grass Matrix Tiles



**Finding:** There are a number of dents in the slide surface

**Action:** Monitor for any further deterioration and repair as required

**i** 8 - Low Risk (Finding 7)

**Item:** Activity Equipment - Multi Play (Junior)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Grass Matrix Tiles



**Finding:** The bushes are worn or missing

**Action:** Replace worn or missing bushes



**i** 8 - Low Risk (Finding 1)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** SMP

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is damage to the surface

**Action:** Repair the damaged areas of surfacing

**i** 6 - Low Risk (Finding 2)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** SMP

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The paint is flaking off the metalwork

**Action:** Rub down and re-paint

**i** 6 - Low Risk (Finding 3)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** SMP

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** The seat has minor damage or wear

**Action:** Monitor for any further deterioration and replace as required



**i** 5 - Very Low Risk (Finding 4)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** SMP

**Risk Level:** V - Very Low Risk  
**Surface:** Wet Pour

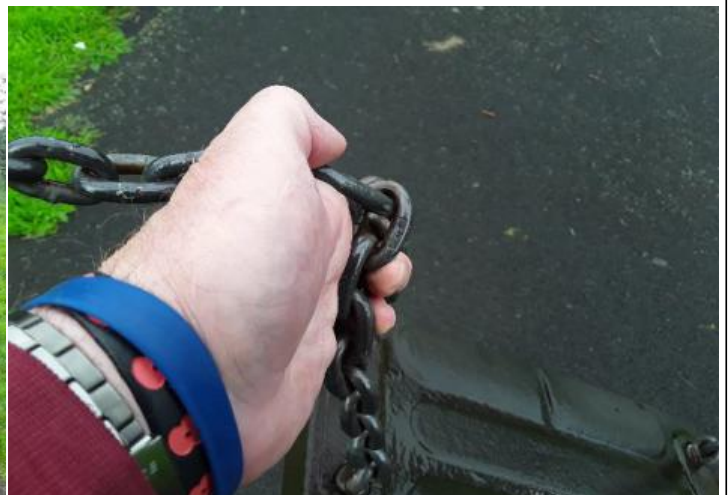


**Finding:** The chain openings are in excess of the 8.6mm as recommended by BS EN 1176  
**Action:** Monitor - No remedial work recommended

**i** 6 - Low Risk (Finding 5)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** SMP

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is some notable evidence of chain wear  
**Action:** Monitor for any further deterioration and replace when 40% worn

**i** 6 - Low Risk (Finding 6)

**Item:** Swings - 1 Bay 2 Seat (Flat)  
**Manufacturer:** SMP

**Risk Level:** L - Low Risk  
**Surface:** Wet Pour



**Finding:** There is algae or moss on the surface of the equipment

**Action:** Clean and treat appropriately

**i** 6 - Low Risk (Finding 1)

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Rubber Tiles



**Finding:** There are gaps opening in between the tiles

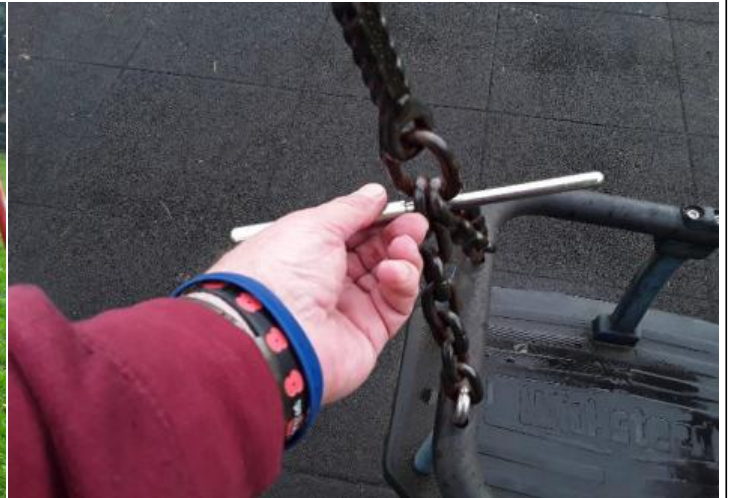
**Action:** Monitor for any further deterioration and repair as required



**i** 5 - Very Low Risk (Finding 2)

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** V - Very Low Risk  
**Surface:** Rubber Tiles

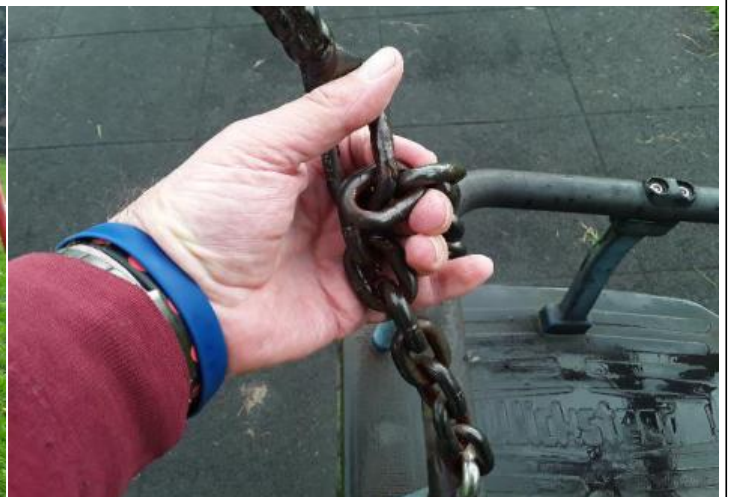


**Finding:** The chain openings are in excess of the 8.6mm as recommended by BS EN 1176 **Action:** Monitor - No remedial work recommended

**i** 6 - Low Risk (Finding 3)

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Rubber Tiles



**Finding:** There is some notable evidence of chain wear **Action:** Monitor for any further deterioration and replace when 40% worn

**i** 6 - Low Risk (Finding 4)

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Rubber Tiles



**Finding:** There is some wear to the shackles.

**Action:** Monitor for any further deterioration and replace when 40% worn

**i** 6 - Low Risk (Finding 5)

**Item:** Swings - 1 Bay 2 Seat (Cradle)  
**Manufacturer:** Wicksteed Playgrounds

**Risk Level:** L - Low Risk  
**Surface:** Rubber Tiles



**Finding:** The paint is flaking off the metalwork

**Action:** Rub down and re-paint



**i** 8 - Low Risk (Finding 1)

**Item:** Other - Ball Shoot  
**Manufacturer:** Wicksteed Playgrounds  
**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** The top section has been removed  
**Action:** Replace the missing components or remove the item completely

**i** 0 - Risk Assessment not Undertaken (Finding 1)

**Item:** Multi Use Games Area - 5 a side Goals  
**Manufacturer:** Not Identified  
**Risk Level:** N - Risk Assessment not Undertaken  
**Surface:** Grass



**Finding:** NB: We have undertaken a maintenance inspection only of the football goal(s); full load testing falls outside the scope of our inspection.  
**Action:** Implement load testing as required



**i** 6 - Low Risk (Finding 2)

**Item:** Multi Use Games Area - 5 a side Goals  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** There is surface corrosion / rust present on the item

**Action:** Consider treating the item

**i** 6 - Low Risk (Finding 3)

**Item:** Multi Use Games Area - 5 a side Goals  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** The goal has been secured in position using chain concreted into the grassed area

**Action:** Monitor for movement and stabilise if required



**i** 6 - Low Risk (Finding 4)

**Item:** Multi Use Games Area - 5 a side Goals  
**Manufacturer:** Not Identified

**Risk Level:** L - Low Risk  
**Surface:** Grass



**Finding:** The surface has eroded in some areas and may be slippery in wet conditions  
**Action:** Reinstate the surface

**i** 4 - Very Low Risk (Finding 1)

**Item:** Ancillary Items - Shelter  
**Manufacturer:** Record RSS

**Risk Level:** V - Very Low Risk  
**Surface:** Concrete



**Finding:** There is/are inserts missing  
**Action:** Replace missing inserts



**i** 6 - Low Risk (Finding 2)

**Item:** Ancillary Items - Shelter  
**Manufacturer:** Record RSS

**Risk Level:** L - Low Risk  
**Surface:** Concrete



**Finding:** The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding

**Action:** Treat affected areas and repaint

**i** 6 - Low Risk (Finding 3)

**Item:** Ancillary Items - Shelter  
**Manufacturer:** Record RSS

**Risk Level:** L - Low Risk  
**Surface:** Concrete



**Finding:** There are shear cracks in the concrete base

**Action:** Monitor and repair if required



# SERVICES, PROPERTY & OPEN SPACES

## FORWARD PLAN

This forward plan identifies reports and other agenda items for future meetings of the Services, Property & Open Spaces Committee. It is also intended to assist agenda management and act as a reminder of items to come forward to future meetings.

<b>Report title</b>	<b>Meeting date</b>
Cemetery Visit for all Council for Memorial Garden	November 2023
Headweir Road Oak Tree further information report	January 2023
Town Hall Window Replacement (Possible addition to Full Council agenda if received before)	January 2023
Stairlift Report	January 2023
Memorial Garden Report	January 2023
Playpark Required Repairs Quotes & Previously Deferred Items	January 2023
Cemetery Paths	January 2023
Storage of Materials	March 2023
Chapel and Mortuary Tender Results	March 2023