





<b>Certified Inspection Report for:</b> <b>Barby &amp; Onley Parish Council</b> <b>Hopthorne Farm, 18 Kilsby Road, Barby</b> <b>Rugby, Warwickshire CV23 8TT</b>		<b>Contact:</b> <b>Catherine Camp</b> <b>Tel: 01788 891 184</b> <b>Email: clerk@barbyandonleyparishcouncil.co.uk</b>	<b>Order No: 321487</b> <b>Site Address:</b> <b>Barby Village Hall</b> <b>Daventry Road, Barby CV23 8TT</b>	<b>SHEET</b> <b>1</b> <b>of</b> <b>5</b>
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DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL		
<b>Multiplay Unit on Bark</b>	<b>Playdale</b>	<b>M</b>	Recommend missing barrier log at top of ramp is replaced to reduce entrapment hazards.	1	Playdale	WT61B2 550mm Formed Timber Cladding (to be cut to shape on site)	£9.64	<b>£9.64</b>		
				2	Playdale	F111 M10 Washer 26mm O/D	£0.09	<b>£0.18</b>		
				2	Playdale	F114 M10 Spring Washer	£0.06	<b>£0.12</b>		
				2	Playdale	F430 M10 X 50mm Security Bolt	£1.51	<b>£3.02</b>		
				2	Playdale	F441 M10 Short Spring Nut	£1.28	<b>£2.56</b>		
				<b>M</b>	Wood rot evident in Access Chain Net ground fixing log. Recommend this is replaced.	1	Playdale	WT23 Horizontal Log 1100mm x 100mm	£53.43	<b>£53.43</b>
						2	Playdale	WT24 Vertical Log 700mm x 100mm	£34.45	<b>£68.90</b>
						2	Playdale	F049 M12 x 250mm HT Hex Head Bolt	£5.58	<b>£11.16</b>
				<b>L</b>	Recommend missing plastic dome caps on access ramp are replaced with coach bolts to reduce abrasion hazards.	4	Playdale	F137 M10 Nylock Nut BZP	£0.19	<b>£0.76</b>
						2	Playdale	F138 M12 Nylock Nut BZP	£0.26	<b>£0.52</b>
		<b>L</b>	Non-manufacturer's panel has been fitted at platform. Recommend genuine Playdale deck is fitted. Fails BS EN 1176:2008 design recommendations at the following areas:-	8	Playdale	F600A Plastic Counterbore Washer	£0.60	<b>£4.80</b>		
				8	Playdale	F600B Plastic Counterbore Plug	£0.26	<b>£2.08</b>		
				1	Playdale	WT224 Square Floor Panel	£158.56	<b>£158.56</b>		
				8	Playdale	F019 M10 X 70mm Coach Bolt	£1.58	<b>£12.64</b>		
				8	Playdale	F137 M10 Nylock Nut BZP	£0.19	<b>£1.52</b>		
		<b>L</b>	Access net ground fixing bar creates a potential trip and impact hazard within the falling space (ref: BS EN 1176:2008, Part 1 Sections 4.2.8.6 & 4.2.8.4 respectively. No remedial action is possible with the unit design.	8	Playdale	F601A Plastic Dome Cap Washer	£0.36	<b>£2.88</b>		
				8	Playdale	F601B Plastic Dome Cap	£0.34	<b>£2.72</b>		
				Delivery from Playdale (Includes parts for Onley Park site)	£35.00	<b>£35.00</b>				
						<b>Labour to fit all parts*</b>	<b>£480.00</b>			
<b>2.7m 1 Bay Timber Swing 2 x Flat Seats on Bark with Inlaid Tiles</b>	<b>Playdale</b>	<b>MH</b>	Bark level is low. Exposed tile edges and concrete foundations create trip / impact hazards. Recommend bark is added as soon as possible.							
				<b>M</b>	Wood rot evident in base of 1 support post. Minor splits in other posts. Swing frame is in generally poor condition. Replacement of individual posts may not be satisfactory. Recommend swing is replaced or removed within approximately 12 months.					
Continues on next sheet...										

 	<b>Wicksteed Leisure Ltd</b> <b>Digby St., Kettering</b> <b>Northants, NN16 8YJ</b> <b>Tel: 01536 517 028</b>	<b>H/MH</b> <b>M</b> <b>VL/L</b>	<b>INDICATION OF RISK RATING ASSESSMENT</b> <b>HIGH &amp; MEDIUM HIGH RISK - See Introductory Notes</b>	<b>INSPECTED BY :-</b> <b>A J Hayes</b>	<b>PARTS SUB TOTAL</b>	<b>£370.49</b>
			<b>MEDIUM RISK - See Introductory Notes</b>	<b>DATE :-</b> <b>19. 12. 2014</b>	<b>BALANCE C / FORWARD</b>	<b>£0.00</b>
			<b>VERY LOW &amp; LOW RISK - See Introductory Notes</b>	<b>ESTIMATE TO FIT PARTS * Based on all works ordered</b>	<b>PARTS TOTAL EXC. CARRIAGE &amp; VAT. (E&amp;O.E.)</b>	<b>£370.49</b>
						<b>See sheet 5</b>



<b>Certified Inspection Report for:</b> <b>Barby &amp; Onley Parish Council</b> <b>Hopthorne Farm, 18 Kilsby Road, Barby</b> <b>Rugby, Warwickshire CV23 8TT</b>		<b>Contact:</b> <b>Catherine Camp</b> <b>Tel: 01788 891 184</b> <b>Email: clerk@barbyandonleyparishcouncil.co.uk</b>	<b>Order No: 321487</b> <b>Site Address:</b> <b>Barby Village Hall</b> <b>Daventry Road, Barby CV23 8TT</b>	<b>SHEET</b> <b>2</b> <b>of</b> <b>5</b>
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DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
<b>Bark Surface</b>		<b>M</b>	Monitor and maintain the bark depth at a minimum 300mm. Remove any weed growth and deep rake regularly to ensure even distribution and the removal of foreign objects including animal faeces. Displacement of Bark under areas of movement may reduce impact attenuation properties. (ref BS EN 1176:2008 Part 1 Section 4.2.8.5.1.)					
<b>Rolling Barrel on Grass</b>	<b>unknown</b>		Satisfactory condition.					
<b>Trim Trail on Grass</b>	<b>Playdale?</b>		Items are installed as a cluster (ref BS EN 1176:2008 Part 1 Section 3.19 and Section 4.2.8.3; note 1) and consist of the following:-					
<b>Swinging Steps</b>			Satisfactory condition.					
<b>Crossed Chain Walk</b>			Satisfactory condition.					
<b>5 x Timber Step Posts</b>		<b>M</b>	1 post broke off due to wood rot. Customer was advised in person, and post was removed at time of inspection.					
		<b>L</b>	Another post is missing. Customer will arrange for holes in grass to be filled to reduce trip hazards.					
<b>Burma Chain Bridge</b>			Satisfactory condition.					
<b>4 x Timber Step Posts</b>			Satisfactory condition.					
<b>Spring Wobble Board</b>			Satisfactory condition.					
<b>4 x Timber Step Posts</b>			Satisfactory condition.					
<b>Inclined Balance Beam</b>			Satisfactory condition.					
<b>Tightrope Chains</b>			Satisfactory condition.					
<b>Inclined Balance Beam</b>		<b>M</b>	Wood rot evident in top of beam. Beam is 3m long x 140mm diameter. We are unable to obtain beams of this size. Recommend monitoring at present.					
<b>General (Trim Trail)</b>			Most items are in generally poor condition. Repairs are unlikely to be feasible. Recommend regular monitoring, and consider replacing within approximately 12 months.					
						Continues on next sheet...		

 	<b>Wicksteed Leisure Ltd</b> <b>Digby St., Kettering</b> <b>Northants, NN16 8YJ</b> <b>Tel: 01536 517 028</b>	<b>H/MH</b> <b>M</b> <b>VL/L</b>	<b>INDICATION OF RISK RATING ASSESSMENT</b> <b>HIGH &amp; MEDIUM HIGH RISK - See Introductory Notes</b>	<b>INSPECTED BY : -</b> <b>A J Hayes</b>	<b>PARTS SUB TOTAL</b>	<b>£0.00</b>
			<b>MEDIUM RISK - See Introductory Notes</b>	<b>DATE : -</b> <b>19. 12. 2014</b>	<b>BALANCE C / FORWARD</b> <b>£370.49</b>	
			<b>VERY LOW &amp; LOW RISK - See Introductory Notes</b>	<b>ESTIMATE TO FIT PARTS * Based on all works ordered</b>	<b>ESTIMATE TO FIT PARTS * Based on all works ordered</b> <b>£370.49</b> <b>(E&amp;O.E.)</b>	<b>See sheet 4</b>

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DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
<b>Roundabout on Safety Grass</b>	<b>unknown</b>	<b>M</b>	Vertical movement of platform deck may indicate either bearings are worn, or spindle is loose in ground fixing. Fails BS EN 1176:2008 design recommendations at the following areas:-					
		<b>M</b>	Fails BS EN 1176 Ground Clearance (Ref BS EN 1176:2008 Part 5 Section 5.2.1) Ground clearance below deck should be between 60mm and 110mm, for a distance of 300mm towards centre of rotation. Clearance on this item is currently approx 120mm to 140mm, and varies due to undulations in safety grass surface.					
		<b>M</b>	Underside of platform is not smooth, which may cause injury in the event of a child becoming trapped below deck. (Ref BS EN 1176:2008 Part 5 Section 5.2.3) We cannot identify the manufacturer, and are unable to quote for repairs to this item.					
<b>Suspension Bridge with Slide on Bark</b>	<b>Playdale</b>	<b>M</b>	Platform decks are worn, and access ramp back board is wearing, which may create splinter hazards.					
		<b>L</b>	Bridge does not sit level, also potential pinch / crush hazards between bridge slats and at each end of bridge. This item is in generally poor condition, and repairs may not be feasible. Recommend complete item is removed or replaced within approximately 12 months.					
<b>Bike Spring Mobile on Bark</b>	<b>Wicksteed 2009/10</b>	<b>L</b>	Generally satisfactory, but foot rests fail BS EN 1176 Ring Gauge Test (Ref BS EN 1176:2008 Part 6 Section 4.7) No remedial action is recommended at present.					
<b>1.8m 1 Bay Timber Swing 2 x Cradle Seats on Bark</b>	<b>Playdale</b>	<b>L</b>	Monitor timber condition for wood rot and splinter hazards.					
		<b>L</b>	Monitor wear on bushes.					
						Continues on next sheet...		



 	<b>Wicksteed Leisure Ltd</b> <b>Digby St., Kettering</b> <b>Northants, NN16 8YJ</b> <b>Tel: 01536 517 028</b>		<b>INDICATION OF RISK RATING ASSESSMENT</b> <b>H/MH</b> HIGH & MEDIUM HIGH RISK - See Introductory Notes <b>M</b> MEDIUM RISK - See Introductory Notes <b>VL/L</b> VERY LOW & LOW RISK - See Introductory Notes	<b>INSPECTED BY : -</b> <b>A J Hayes</b> <b>DATE : -</b> <b>19. 12. 2014</b>	<b>PARTS SUB TOTAL</b> <b>BALANCE C / FORWARD</b> <b>PARTS TOTAL EXC. CARRIAGE &amp; VAT. (E&amp;O.E.)</b> <b>ESTIMATE TO FIT PARTS * Based on all works ordered</b>	<b>£0.00</b> <b>£370.49</b> <b>£370.49</b> <b>See sheet 5</b>

Certified Inspection Report for: Barby & Onley Parish Council Hopthorne Farm, 18 Kilsby Road, Barby Rugby, Warwickshire CV23 8TT			Contact: Catherine Camp Tel: 01788 891 184 Email: clerk@barbyandonleyparishcouncil.co.uk	Order No: 321487	Site Address: Barby Village Hall Daventry Road, Barby CV23 8TT			SHEET 4 of 5
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
Bark Surface		M	Monitor and maintain the bark depth at a minimum 300mm. Remove any weed growth and deep rake regularly to ensure even distribution and the removal of foreign objects including animal faeces. Displacement of Bark under areas of movement may reduce impact attenuation properties. (ref BS EN 1176:2008 Part 1 Section 4.2.8.5.1.)					
Memorial Seat on Concrete	unknown		Satisfactory condition.					
Litter Bin	unknown		Satisfactory condition.					
General		M	Access by dogs is not physically prevented and routine inspection should include monitoring and removal of animal faeces. (Litter (animal droppings) order 1991of The Environment Protection Act 1990 requires public walks and pleasure grounds to be free from animal faeces)					
		L	The provision of a sign (pictogram) is recommended giving the following information: a) General emergency telephone number (999 or 112) b) Telephone number to contact maintenance personnel c) Name of the playground d) Address of the playground e) Other relevant local information, if applicable (ref: BS EN 1176-7:2008 clause 8.2.4)			A variety of signs are available from Wicksteed sales Dept		
						Continues on next sheet...		
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028			<b>INDICATION OF RISK RATING ASSESSMENT</b> H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes VL/L VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY : - <b>A J Hayes</b> DATE : - <b>19. 12. 2014</b>	PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered	<b>£0.00</b> <b>£370.49</b> <b>£370.49</b> <b>See sheet 5</b>	

<b>Certified Inspection Report for:</b> <b>Barby &amp; Onley Parish Council</b> <b>Hopthorne Farm, 18 Kilsby Road, Barby</b> <b>Rugby, Warwickshire CV23 8TT</b>		<b>Contact:</b> <b>Catherine Camp</b> <b>Tel: 01788 891 184</b> <b>Email: clerk@barbyandonleyparishcouncil.co.uk</b>	<b>Order No: 321487</b> <b>Site Address:</b> <b>Barby Village Hall</b> <b>Daventry Road, Barby CV23 8TT</b>	<b>SHEET</b> <b>5</b> <b>of</b> <b>5</b>
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DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
<b>Multi Sports Goal on Tarmac</b>	<b>SMP</b>	L L	Monitor minor damage to 1 goal mesh panel. Recommend missing fixing at backboard, and 2 missing fixings on mesh panels are replaced.					
<b>Litter Bin</b>	<b>unknown</b>		Satisfactory condition.					
<b>Seat Rest</b>	<b>unknown</b>		Satisfactory condition.					
<b>Free Standing Basketball Goal on Tarmac</b>	<b>unknown</b>		Satisfactory condition, but ensure that this area is not used for play when it is in use as an overflow car park for Village Hall or church.					



  <b>Wicksteed Leisure Ltd</b> <b>Digby St., Kettering</b> <b>Northants, NN16 8YJ</b> <b>Tel: 01536 517 028</b> <a href="http://www.wicksteed.co.uk">www.wicksteed.co.uk</a>	<b>INDICATION OF RISK RATING ASSESSMENT</b> H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes VL/L VERY LOW & LOW RISK - See Introductory Notes	INSPECTED BY : - <b>A J Hayes</b>	PARTS SUB TOTAL	<b>£0.00</b>
		DATE : - <b>19. 12. 2014</b>	BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT	<b>£370.49</b> <b>£370.49</b> <b>£480.00</b> <b>£850.49</b>

# Risk Assessment



Pages 1, 2 & 3 are to be completed by the Operator of the site

Wicksteed Leisure Ltd, Digby Street, Kettering NN16 8YJ

Written Document checklist for : Barby & Onley Parish Council

Sheet

Site address: Barby Village Hall CV23 8TT

1 of 5

## 1 : MAINTENANCE POLICY (Interpreted from BS EN 1176 - 7 : 2008. Part 6)

**VISUAL PLAYGROUND SAFETY INSPECTION** - Designed to identify hazards such as broken parts, excessive or dangerous debris, vandalism, etc.

It should be carried out as often as possible by the playground operator, i.e. at daily to weekly intervals

Who carries out the visual inspection ? (Please state name and position)	
How often do they complete an inspection ? (Please state frequency)	
Does the frequency of the inspection vary ? (Please give reasons)	

**OPERATIONAL PLAYGROUND SAFETY INSPECTION** - Designed to assess the stability and effectiveness of all playground equipment, with special attention given to the sealed for life parts. It should be carried out at frequencies of 1 - 3 months or under guidance by the individual manufacturer and be conducted by a competent person in strict accordance with the manufacturer's instructions. The level of competence will vary with the task

Who carries out the operational inspection ? (Please state name and position)	
Are they competent to assess all manufacturers equipment on the play site ?	
How often do they complete an inspection ? (Please state frequency)	
Does the frequency of the inspection vary ? (Please give reasons)	

**ANNUAL MAIN PLAYGROUND SAFETY INSPECTION** - Designed to assess the overall level of safety of the equipment, foundations, surfacing and surroundings (i.e. environmental factors). It should be carried out at intervals not exceeding 12 months by a competent person (i.e. someone with sufficient skill, through experience, knowledge and training). During this inspection use should be made of the current head, neck, torso, finger and toggle probe tests.

Who carries out the annual inspection ? (Please state name and position)	
How often do they complete an inspection ? (Please state frequency)	
Does the frequency of the inspection vary ? (Please give reasons)	

## 2 : EQUIPMENT SUPERVISION

See attached continuation sheet(s) for details of Equipment & Site(s). Where possible details on the forms should be expanded upon by the site operator or a responsible member of staff - using local knowledge - to generate a comprehensive record of known problems - Both past & present - to assist in the correct formulation of Maintenance, Reaction & Development Policies for each Site(s). The information gathered should then be stored with the risk assessment sheet(s). NB - Should the information requested be unknown - Please state so within **the relevant areas of the attached continuation sheet(s).**

## 3 : REACTION POLICY (Interpreted from BS EN 1176 - 7 : 2008. Part 6)

Records of all actions taken concerning each playground site (including all of the above continuation sheet details) should be maintained. On a basic level a diary format may be acceptable. Any problems that occur on each site need to be noted (What, when, where, who and why, etc.), statements may be taken on site or later hospital reports may be noted. The subsequent action taken should be noted, including any manufacturers advice / requests. NB : Immediate action may need to be taken to prevent children using a piece of equipment that has become dangerous, e.g. Cordon off. Immobilize. Block access to, etc. Further monitoring records should be kept with responsibilities clearly outlined and checks made.

## 4 : DEVELOPMENT POLICY

Any plans for the longer term concerning the playground equipment or site in general should also be preserved as a record of intent. This could take the form of minutes of meetings, financial plans or references to playground monitoring or problem areas that have been resolved.

## 5 : RISK ASSESSMENT POLICY (as per BS EN 1176 Part 7; 8.1.2, 8.2.1, and 8.2.3.)

The operator should set up an appropriate system for the safety management of the playground and should at least once a year assess the effectiveness of the measures used. These are designed to improve site safety as a whole.

### FORMS UPDATED/COMPLETED FOR SITE OPERATOR BY : -

Name : - \_\_\_\_\_

Signed : - \_\_\_\_\_

Position : - \_\_\_\_\_

Date : - \_\_\_\_\_

# Risk Assessment – continuation sheet to be completed by the Operator of the site



<b>Operator:</b> Barby & Onley Parish Council Hopthorne Farm, 18 Kilsby Road, Barby Rugby, Warwickshire CV23 8TT	<b>Site Address:</b> Barby Village Hall CV23 8TT <b>Site usage:</b> unrestricted public access	<b>Sheet</b> 3 of 5
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## 2 : EQUIPMENT SUPERVISION - Continuation Sheet - Equipment and Site Details

Description of Item	Maker (if known)	Year of supply (if known)	Typical user age group	Daily users (approx no.)	Details of previous problems encountered



# Risk Assessment – continuation sheet



Detailed Risk Analysis for: Barby & Onley Parish Council Hopthorne Farm, 18 Kilsby Road, Barby Rugby, Warwickshire CV23 8TT			Prepared by: A J Hayes Date: 19. 12. 2014 Order Reference: 321487		Site Address: Barby Village Hall CV23 8TT		SHEET 4 of 5
Description of equipment & details of hazard	Level of risk 1 = Negligible 5 = Severe	Occurrence Probability 1 = Negligible 5 = Severe	Assessment of risk (level of risk x probability)	Assessed Risk Rating	Proposed Action and timescale for recommendations	Monitor & review of actions (months)	
<b>Multiplay Unit on Bark</b>							
Missing barrier log at top of ramp	3	3	9	Medium	Replace missing log	3	
Wood rot in Access Chain Net ground fixing log	3	3	9	Medium	Replace ground Logs	3	
Missing plastic dome caps on access ramp	2	2	4	Low	Replace with coach bolts	6	
Non-manufacturer's panel fitted at platform	3	2	6	Low	Replace with genuine parts	3	
Access net ground fixing bar - Trip/impact hazards	2	2	4	Low	Monitor	12	
<b>2.7m 1 Bay Timber Swing 2 x Flat Seats</b>							
Bark level low. Exposed tile edges and concrete	4	3	15	Medium/High	Top up & maintain bark levels as required	1	
Wood rot in base of 1 support post	5	2	10	Medium	Monitor - remove from service within approx 12 months	1	
<b>Rolling Barrel on Grass</b>							
Satisfactory condition.							
<b>Trim Trail on Grass</b>							
Wood rot in 1 post & 1 beam	3	3	9	Medium	Monitor - replace in longer term	3	
<b>Roundabout on Safety Grass</b>							
Vertical movement of platform deck	3	3	9	Medium	Replace bearings or reset spindle as required	1	
Fails BS EN 1176 Ground Clearance	3	3	9	Medium	Reset spindle to correct height	1	
Underside of platform is not smooth	3	3	9	Medium	Refer to manufacturer if known	1	
<b>Suspension Bridge with Slide</b>							
Platform decks are worn, ramp is wearing	3	3	9	Medium	Replace parts as required	1	
Bridge does not sit level, also pinch / crush hazards	3	2	6	Low	Monitor - replace in longer term	1	
<b>Bike Spring Mobile</b>							
Foot rests fail Ring Gauge Test	3	1	3	Low	Monitor	12	
<b>1.8m 1 Bay Timber Swing 2 x Cradle Seats</b>							
Timber condition	3	2	6	Low	Monitor - replace in longer term	1	
Wear on bushes	3	2	6	Low	Monitor - replace in longer term	1	

# Risk Assessment – continuation sheet





<b>Detailed Risk Analysis for:</b> Barby & Onley Parish Council Hophorne Farm, 18 Kilsby Road, Barby Rugby, Warwickshire CV23 8TT			<b>Prepared by:</b> A J Hayes <b>Date:</b> 19. 12. 2014 <b>Order Reference:</b> 321487	<b>Site Address:</b> Barby Village Hall CV23 8TT	<b>SHEET</b> 5 of 5
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Description of equipment & details of hazard	Level of risk 1 = Negligible 5 = Severe	Occurrence Probability 1 = Negligible 5 = Severe	Assessment of risk (level of risk x probability)	Assessed Risk Rating	Proposed Action and timescale for recommendations	Monitor & review of actions (months)
<b>Bark Surface</b> Maintain bark level	3	3	9	Medium	Top up and maintain adequate Bark levels	1
<b>Memorial Seat on Concrete</b>					Satisfactory condition.	
<b>Litter Bin</b>					Satisfactory condition.	
<b>General</b>						
Access by dogs - animal faeces	4	2	8	Medium	Monitor & remove faeces - daily / weekly	weekly
No Operator's sign	4	1	4	Low	Install Operator's Sign	12
<b>Multi Sports Goal</b>						
Minor damage to 1 goal mesh panel	4	1	4	Low	Monitor - replace as required	12
Missing fixing at backboard	4	1	4	Low	Replace missing fixing	12
<b>Litter Bin</b>					Satisfactory condition.	
<b>Seat Rest</b>					Satisfactory condition.	
<b>Free Standing Basketball Goal</b>					Satisfactory condition.	

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DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
Half Pipe Skate Ramp  General	unknown		<p>Inspected to the design recommendations of BS EN 14974:2006 &amp; A1:2010 for roller sports equipment, for use of in-line skates, roller skates, skateboards or similar sports equipment as well as BMX cycles. (it is recommended that replacement parts (where required) are sourced from the original manufacturer to ensure correct fitting and compatible materials, especially at curved / formed riding surfaces)</p> <p>Satisfactory condition.</p> <p><b>L</b> The provision of a clear and visible sign is recommended to indicate the following: (a) facility is for users of in-line skates, roller skates, skateboards and BMX cycles. (b) Use of appropriate protective equipment (e.g. helmet knee pads, elbow pads etc) is recommended. (c) administrator's identification. (Ref BS EN 14974:2006 Section 9)</p> <p><b>L</b> Recommend intrusive brambles etc at entry point from field gate are cut back as required to reduce hazards, in particular at eye level.</p>					



 		<b>Wicksteed Leisure Ltd</b> <b>Digby St., Kettering</b> <b>Northants, NN16 8YJ</b> <b>Tel: 01536 517 028</b>	<b>INDICATION OF RISK RATING ASSESSMENT</b> H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes VL/L VERY LOW & LOW RISK - See Introductory Notes	INSPECTED BY : - <b>A J Hayes</b> DATE : - <b>19. 12. 2014</b>	PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT. (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT	<b>£0.00</b> <b>£0.00</b> <b>£0.00</b> <b>£0.00</b>
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# Risk Assessment



Wicksteed Leisure Ltd, Digby Street, Kettering NN16 8YJ

Pages 1, 2 & 3 are to be completed by the Operator of the site

Written Document checklist for : Barby & Onley Parish Council

Sheet

Site address: Barby Sports Field CV23 8TE

1 of 4

## 1 : MAINTENANCE POLICY (Interpreted from BS EN 1176 - 7 : 2008. Part 6)

**VISUAL PLAYGROUND SAFETY INSPECTION** - Designed to identify hazards such as broken parts, excessive or dangerous debris, vandalism, etc.

It should be carried out as often as possible by the playground operator, i.e. at daily to weekly intervals

Who carries out the visual inspection ? (Please state name and position)	
How often do they complete an inspection ? (Please state frequency)	
Does the frequency of the inspection vary ? (Please give reasons)	

**OPERATIONAL PLAYGROUND SAFETY INSPECTION** - Designed to assess the stability and effectiveness of all playground equipment, with special attention given to the sealed for life parts. It should be carried out at frequencies of 1 - 3 months or under guidance by the individual manufacturer and be conducted by a competent person in strict accordance with the manufacturer's instructions. The level of competence will vary with the task

Who carries out the operational inspection ? (Please state name and position)	
Are they competent to assess all manufacturers equipment on the play site ?	
How often do they complete an inspection ? (Please state frequency)	
Does the frequency of the inspection vary ? (Please give reasons)	

**ANNUAL MAIN PLAYGROUND SAFETY INSPECTION** - Designed to assess the overall level of safety of the equipment, foundations, surfacing and surroundings (i.e. environmental factors). It should be carried out at intervals not exceeding 12 months by a competent person (i.e. someone with sufficient skill, through experience, knowledge and training). During this inspection use should be made of the current head, neck, torso, finger and toggle probe tests.

Who carries out the annual inspection ? (Please state name and position)	
How often do they complete an inspection ? (Please state frequency)	
Does the frequency of the inspection vary ? (Please give reasons)	

## 2 : EQUIPMENT SUPERVISION

See attached continuation sheet(s) for details of Equipment & Site(s). Where possible details on the forms should be expanded upon by the site operator or a responsible member of staff - using local knowledge - to generate a comprehensive record of known problems - Both past & present - to assist in the correct formulation of Maintenance, Reaction & Development Policies for each Site(s). The information gathered should then be stored with the risk assessment sheet(s). NB - Should the information requested be unknown - Please state so within **the relevant areas of the attached continuation sheet(s).**

## 3 : REACTION POLICY (Interpreted from BS EN 1176 - 7 : 2008. Part 6)

Records of all actions taken concerning each playground site (including all of the above continuation sheet details) should be maintained. On a basic level a diary format may be acceptable. Any problems that occur on each site need to be noted (What, when, where, who and why, etc.), statements may be taken on site or later hospital reports may be noted. The subsequent action taken should be noted, including any manufacturers advice / requests. NB : Immediate action may need to be taken to prevent children using a piece of equipment that has become dangerous, e.g. Cordon off. Immobilize. Block access to, etc. Further monitoring records should be kept with responsibilities clearly outlined and checks made.

## 4 : DEVELOPMENT POLICY

Any plans for the longer term concerning the playground equipment or site in general should also be preserved as a record of intent. This could take the form of minutes of meetings, financial plans or references to playground monitoring or problem areas that have been resolved.

## 5 : RISK ASSESSMENT POLICY (as per BS EN 1176 Part 7; 8.1.2, 8.2.1, and 8.2.3.)

The operator should set up an appropriate system for the safety management of the playground and should at least once a year assess the effectiveness of the measures used. These are designed to improve site safety as a whole.

### FORMS UPDATED/COMPLETED FOR SITE OPERATOR BY : -

Name : - \_\_\_\_\_

Signed : - \_\_\_\_\_

Position : - \_\_\_\_\_

Date : - \_\_\_\_\_

# Risk Assessment — continuation sheet to be completed by the Operator of the site



<b>Operator:</b> Barby & Onley Parish Council Hopthorne Farm, 18 Kilsby Road, Barby Rugby, Warwickshire CV23 8TT	<b>Site Address:</b> Barby Sports Field CV23 8TE <b>Site usage:</b> unrestricted public access	<b>Sheet</b> 3 of 4
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## 2 : EQUIPMENT SUPERVISION - Continuation Sheet - Equipment and Site Details

Description of Item	Maker (if known)	Year of supply (if known)	Typical user age group	Daily users (approx no.)	Details of previous problems encountered

# Risk Assessment – continuation sheet





<b>Detailed Risk Analysis for:</b> Barby & Onley Parish Council Hophorne Farm, 18 Kilsby Road, Barby Rugby, Warwickshire CV23 8TT			<b>Prepared by:</b> A J Hayes <b>Date:</b> 19. 12. 2014 <b>Order Reference:</b> 321487	<b>Site Address:</b> Barby Sports Field CV23 8TE	<b>SHEET</b> 4 of 4
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Description of equipment & details of hazard	Level of risk 1 = Negligible 5 = Severe	Occurrence Probability 1 = Negligible 5 = Severe	Assessment of risk (level of risk x probability)	Assessed Risk Rating	Proposed Action and timescale for recommendations	Monitor & review of actions (months)
<b>Half Pipe Skate Ramp</b>  <b>General</b> No Operator's sign Intrusive brambles etc	4  3	1  2	4  6	Low  Low	Satisfactory condition.  Install Operator's Sign Cut back as required	12  1

<b>Certified Inspection Report for:</b> <b>Barby &amp; Onley Parish Council</b> <b>Hopthorne Farm, 18 Kilsby Road, Barby</b> <b>Rugby, Warwickshire CV23 8TT</b>		<b>Contact:</b> <b>Catherine Camp</b> <b>Tel: 01788 891 184</b> <b>Email: clerk@barbyandonleyparishcouncil.co.uk</b>	<b>Order No: 321487</b> <b>Site Address:</b> <b>Onley Park, Onley, Willoughby CV23 8AN</b>	<b>SHEET</b> <b>1</b> <b>of</b> <b>2</b>
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DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
1.9m 1 Bay Timber Swing 1 x Cradle Seat on Safety Grass	Playdale	L	Generally satisfactory, but note minor surface corrosion on chains.					
		M	Recommend missing shackle nut is replaced.					
Multiplay Unit on Safety Grass	Playdale	MH	Wood rot evident on platform deck panel. Recommend this is replaced as soon as possible to prevent falling hazards.	1	Playdale	WT224 Square Floor Panel	£158.56	<b>£158.56</b>
				8	Playdale	F019 M10 X 70mm Coach Bolt	£1.58	<b>£12.64</b>
				8	Playdale	F137 M10 Nylock Nut BZP	£0.19	<b>£1.52</b>
				8	Playdale	F601A Plastic Dome Cap Washer	£0.36	<b>£2.88</b>
				8	Playdale	F601B Plastic Dome Cap	£0.34	<b>£2.72</b>
		L	Wear / damage to rope net climber may create hazards to users. Recommend this is replaced. Fails BS EN 1176:2008 design recommendations at the following areas:-	1	Playdale	SR61 Scramble Net W/dln Twr 1.5m	£422.56	<b>£422.56</b>
				4	Playdale	F600A Plastic Counterbore Washer	£0.60	<b>£2.40</b>
				4	Playdale	F600B Plastic Counterbore Plug	£0.26	<b>£1.04</b>
				4	Playdale	F137 M10 Nylock Nut BZP	0.19	<b>£0.76</b>
				4	Playdale	F601A Plastic Dome Cap Washer	£0.36	<b>£1.44</b>
L	Access net ground fixing bar creates a potential trip and impact hazard within the falling space (ref: BS EN 1176:2008, Part 1 Sections 4.2.8.6 & 4.2.8.4 respectively. No remedial action is possible with the unit design.	4	Playdale	F601B Plastic Dome Cap	£0.34	<b>£1.36</b>		
				Delivery from Playdale	see Village Hall site	<b>£240.00</b>		
						<b>Labour to fit all parts*</b>		
High Arch Climber on Safety Grass	Wicksteed 1993		Satisfactory condition.					
2.3m 1 Bay Swing 2 x Flat Seats on Safety Grass	Hags SMP 2013	M	Recommend missing safety grass mat is replaced as soon as possible. Refer to manufacturer / installers for advice.					
Rota Web Climber on Safety Grass	Tayplay 2001	L	Generally satisfactory but fails the design recommendations of BS EN 1176:2008 in the following areas; Fails BS EN 1176 Ground Clearance (Ref BS EN 1176:2008 Part 5 Section 5.) Ground clearance below outer ring should be 400mm (350mm actual in places) Recommend monitoring at present.					
						Continues on next sheet...		

 	<b>Wicksteed Leisure Ltd</b> <b>Digby St., Kettering</b> <b>Northants, NN16 8YJ</b> <b>Tel: 01536 517 028</b>		<b>INDICATION OF RISK RATING ASSESSMENT</b> <b>HIGH &amp; MEDIUM HIGH RISK - See Introductory Notes</b> <b>MEDIUM RISK - See Introductory Notes</b> <b>VERY LOW &amp; LOW RISK - See Introductory Notes</b>	<b>INSPECTED BY :-</b> <b>A J Hayes</b> <b>DATE :-</b> <b>19. 12. 2014</b>	<b>PARTS SUB TOTAL</b> <b>BALANCE C / FORWARD</b> <b>PARTS TOTAL EXC. CARRIAGE &amp; VAT (E&amp;O.E.)</b> <b>ESTIMATE TO FIT PARTS * Based on all works ordered</b>	<b>£607.88</b> <b>£0.00</b> <b>£607.88</b> <b>See sheet 2</b>
		H/MH				
		M				
		VL/L				



Certified Inspection Report for: Barby & Onley Parish Council Hopthorne Farm, 18 Kilsby Road, Barby Rugby, Warwickshire CV23 8TT			Contact: Catherine Camp Tel: 01788 891 184 Email: clerk@barbyandonleyparishcouncil.co.uk	Order No: 321487	Site Address: Onley Park, Onley, Willoughby CV23 8AN	SHEET 2 of 2		
DESCRIPTION OF PRODUCT(S) INSPECTED	MAKER & YEAR	RISK RATING	INSPECTION COMMENTS	QTY.	PRODUCT CODE	DESCRIPTION OF PART(S) REQUIRED	UNIT PRICE	TOTAL
Dog Spring Mobile (Green / Brown) on Safety Grass	Ausplay		Satisfactory condition.					
Butterfly Spring Mobile (Brown / Blue) on Safety Grass	Ausplay		Satisfactory condition.					
Animal Spring Mobile (Blue / Yellow) on Safety Grass	Ausplay	L	Generally satisfactory, but foot rests fail BS EN 1176 Ring Gauge Test (Ref BS EN 1176:2008 Part 6 Section 4.7) No remedial action is recommended at present.					
Seat	unknown	L	Recommend grounds maintenance as required to reduce slip / trip hazards at areas of mud and ground erosion. Not ground fixed.					
Timber Fence	unknown		Satisfactory condition.					
Gate	unknown	L	Generally satisfactory, but recommend protruding thread is cut down to reduce snag / abrasion hazards.					
Operator's Sign		L	Generally satisfactory, but note that the following information is recommended, in pictogram form: a) General emergency telephone number (999 or 112) b) Telephone number to contact maintenance personnel c) Name of the playground d) Address of the playground e) Other relevant local information, if applicable (ref: BS EN 1176-7:2008 clause 8.2.4)			A variety of signs are available from Wicksteed Sales Dept		
General		L	The area lacks litter facilities (recommended)					
  Wicksteed Leisure Ltd Digby St., Kettering Northants, NN16 8YJ Tel: 01536 517 028 <a href="http://www.wicksteed.co.uk">www.wicksteed.co.uk</a>			<b>INDICATION OF RISK RATING ASSESSMENT</b> H/MH HIGH & MEDIUM HIGH RISK - See Introductory Notes M MEDIUM RISK - See Introductory Notes VL/L VERY LOW & LOW RISK - See Introductory Notes		INSPECTED BY :- <b>A J Hayes</b> DATE :- <b>19. 12. 2014</b>	PARTS SUB TOTAL BALANCE C / FORWARD PARTS TOTAL EXC. CARRIAGE & VAT (E&O.E.) ESTIMATE TO FIT PARTS * Based on all works ordered TOTAL COST OF WORKS, EXC VAT	<b>£0.00</b> <b>£607.88</b> <b>£607.88</b> <b>£240.00</b> <b>£847.88</b>	

# Risk Assessment



Pages 1, 2 & 3 are to be completed by the Operator of the site

Wicksteed Leisure Ltd, Digby Street, Kettering NN16 8YJ

Written Document checklist for : Barby & Onley Parish Council

Sheet

Site address: Onley Park, Onley, Willoughby CV23 8AN

1 of 5

## 1 : MAINTENANCE POLICY (Interpreted from BS EN 1176 - 7 : 2008. Part 6)

**VISUAL PLAYGROUND SAFETY INSPECTION** - Designed to identify hazards such as broken parts, excessive or dangerous debris, vandalism, etc.

It should be carried out as often as possible by the playground operator, i.e. at daily to weekly intervals

Who carries out the visual inspection ? (Please state name and position)	
How often do they complete an inspection ? (Please state frequency)	
Does the frequency of the inspection vary ? (Please give reasons)	

**OPERATIONAL PLAYGROUND SAFETY INSPECTION** - Designed to assess the stability and effectiveness of all playground equipment, with special attention given to the sealed for life parts. It should be carried out at frequencies of 1 - 3 months or under guidance by the individual manufacturer and be conducted by a competent person in strict accordance with the manufacturer's instructions. The level of competence will vary with the task

Who carries out the operational inspection ? (Please state name and position)	
Are they competent to assess all manufacturers equipment on the play site ?	
How often do they complete an inspection ? (Please state frequency)	
Does the frequency of the inspection vary ? (Please give reasons)	

**ANNUAL MAIN PLAYGROUND SAFETY INSPECTION** - Designed to assess the overall level of safety of the equipment, foundations, surfacing and surroundings (i.e. environmental factors). It should be carried out at intervals not exceeding 12 months by a competent person (i.e. someone with sufficient skill, through experience, knowledge and training). During this inspection use should be made of the current head, neck, torso, finger and toggle probe tests.

Who carries out the annual inspection ? (Please state name and position)	
How often do they complete an inspection ? (Please state frequency)	
Does the frequency of the inspection vary ? (Please give reasons)	

## 2 : EQUIPMENT SUPERVISION

See attached continuation sheet(s) for details of Equipment & Site(s). Where possible details on the forms should be expanded upon by the site operator or a responsible member of staff - using local knowledge - to generate a comprehensive record of known problems - Both past & present - to assist in the correct formulation of Maintenance, Reaction & Development Policies for each Site(s). The information gathered should then be stored with the risk assessment sheet(s). NB - Should the information requested be unknown - Please state so within **the relevant areas of the attached continuation sheet(s).**

## 3 : REACTION POLICY (Interpreted from BS EN 1176 - 7 : 2008. Part 6)

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## 4 : DEVELOPMENT POLICY

Any plans for the longer term concerning the playground equipment or site in general should also be preserved as a record of intent. This could take the form of minutes of meetings, financial plans or references to playground monitoring or problem areas that have been resolved.

## 5 : RISK ASSESSMENT POLICY (as per BS EN 1176 Part 7; 8.1.2, 8.2.1, and 8.2.3.)

The operator should set up an appropriate system for the safety management of the playground and should at least once a year assess the effectiveness of the measures used. These are designed to improve site safety as a whole.

### FORMS UPDATED/COMPLETED FOR SITE OPERATOR BY : -

Name : - \_\_\_\_\_

Signed : - \_\_\_\_\_

Position : - \_\_\_\_\_

Date : - \_\_\_\_\_

# Risk Assessment – continuation sheet to be completed by the Operator of the site



<b>Operator:</b> Barby & Onley Parish Council Hopthorne Farm, 18 Kilsby Road, Barby Rugby, Warwickshire CV23 8TT	<b>Site Address:</b> Onley Park, Onley, Willoughby CV23 8AN <b>Site usage:</b> unrestricted public access	<b>Sheet</b> 3 of 5
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## 2 : EQUIPMENT SUPERVISION - Continuation Sheet - Equipment and Site Details

Description of Item	Maker (if known)	Year of supply (if known)	Typical user age group	Daily users (approx no.)	Details of previous problems encountered

# Risk Assessment – continuation sheet



Detailed Risk Analysis for: Barby & Onley Parish Council Hopthorne Farm, 18 Kilsby Road, Barby Rugby, Warwickshire CV23 8TT			Prepared by: A J Hayes Date: 19. 12. 2014 Order Reference: 321487		Site Address: Onley Park, Onley, Willoughby CV23 8AN		SHEET 4 of 5
Description of equipment & details of hazard	Level of risk 1 = Negligible 5 = Severe	Occurrence Probability 1 = Negligible 5 = Severe	Assessment of risk (level of risk x probability)	Assessed Risk Rating	Proposed Action and timescale for recommendations	Monitor & review of actions (months)	
<b>1.9m 1 Bay Timber Swing 1 x Cradle Seat</b>							
Minor surface corrosion on chains	3	2	6	Low	Monitor - replace chains as required	3	
Shackle nut missing	3	3	9	Medium	Replace nut	1	
<b>Multiplay Unit</b>							
Wood rot on platform deck panel	3	3	9	Medium	Replace deck panel	3	
Wear / damage to rope net climber	3	2	6	Low	Replace rope assembly	6	
Access net ground fixing bar - Trip/impact hazards	2	2	4	Low	Monitor	12	
<b>High Arch Climber</b>					Satisfactory condition.		
<b>2.7m 1 Bay Timber Swing 2 x Flat Seats</b>							
Missing safety grass mat	3	3	9	Medium	Replace missing mat	1	
<b>Rota Web Climber</b>							
Fails BS EN 1176 Ground Clearance	4	1	4	Low	Monitor	6	
<b>Dog Spring Mobile (Green / Brown)</b>					Satisfactory condition.		
<b>Butterfly Spring Mobile (Brown / Blue)</b>					Satisfactory condition.		
<b>Animal Spring Mobile (Blue / Yellow)</b>							
Foot rests fail Ring Gauge Test	3	1	3	Low	Monitor	12	
<b>Seat</b>							
Ground erosion	3	2	6	Low	Grounds maintenance as required	1	
<b>Timber Fence</b>					Satisfactory condition.		
<b>Gate</b>							
Protruding thread - snag / abrasion hazards	3	2	6	Low	Cut down thread	3	

# Risk Assessment – continuation sheet



<b>Detailed Risk Analysis for:</b> Barby & Onley Parish Council Hophorne Farm, 18 Kilsby Road, Barby Rugby, Warwickshire CV23 8TT			<b>Prepared by:</b> A J Hayes <b>Date:</b> 19. 12. 2014 <b>Order Reference:</b> 321487	<b>Site Address:</b> Onley Park, Onley, Willoughby CV23 8AN	<b>SHEET</b> 5 of 5
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Description of equipment & details of hazard	Level of risk 1 = Negligible 5 = Severe	Occurrence Probability 1 = Negligible 5 = Severe	Assessment of risk (level of risk x probability)	Assessed Risk Rating	Proposed Action and timescale for recommendations	Monitor & review of actions (months)
<b>Operator's Sign</b> Does not show all information recommended	4	1	4	Low	Monitor - replace as required	12
<b>General</b> No litter facilities	4	1	4	Low	Monitor - install litter bins as required	12