

RISK ASSESSMENT FORM

RISK ASSESSMENT TITLE: Assets – Playground

APPROVED BY: THE COUNCIL

DATE APPROVED: July 25 council meeting. (Scheduled)

NEXT REVIEW DATE: July 26

LOCATION / SERVICE: PLAYGROUND

DATES PREVIOUS REVIEWS CARRIED OUT: July 24

MANAGER RESPONSIBLE FOR THIS ASSESSMENT: Cllr Nicholson & handyman. Hugh Davies, Handyman, carried out the assessment.

HAZARD Look only for hazards which you could reasonably expect to result in significant harm under the conditions in your workplace. Use the following examples as a guide: <ul style="list-style-type: none">• Slipping / tripping hazards• Working at any height• Machinery• Vehicular movement• Flammable materials / sources of origin• Manual handling• Chemicals• Aggressive people / challenging behaviour• Electricity• Noise / vibration / dust / noise• Workplace stressors• Lay-out of workplace• Other things that could cause significant harm	WHO MIGHT BE HARMED? There is no need to list individuals by name – just think about groups of people doing similar work or who may be affected. Some examples are: <ul style="list-style-type: none">• Office Staff / depot staff / reception staff• Peripatetic workers• Machine operators• Contractors• Cleaners• Members of the public• People sharing your workplace Pay particular attention to: <ul style="list-style-type: none">• People with disabilities• New or expectant mothers• Young or inexperienced staff• Lone workers• Visitors / children	IS THE RISK ADEQUATELY CONTROLLED? Have you already taken precautions against the risks from the hazards you listed? For example, have you provided: <ul style="list-style-type: none">• Adequate information, instruction, training and supervision?• Adequate systems or procedures? Do the precautions: <ul style="list-style-type: none">• Meet the standards set by a legal requirement?• Comply with a recognised industry standard?• Represent good practice?• Reduce risk as far as reasonably practical? If so, then the risks are adequately controlled, but you need to indicate the precautions you have in place. You may refer to procedures, manuals, other council documents giving the information.	WHAT FURTHER ACTION IS NECESSARY TO CONTROL THE RISK? What more could you reasonably do for those risks which you found were not adequately controlled? You will need to give priority to those risks which affect large numbers of people and/or could result in serious harm. Apply the principles below when taking further action, if possible in the following order: <ul style="list-style-type: none">• Remove the hazard completely• Substitute a safer alternative• Provide a safe system of work• Prevent access or exposure to the hazard• Organise work to reduce the frequency of exposure to the hazard• Issue personal protective equipment• Provide welfare and first aid facilities
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List hazards here:	List <u>specific</u> groups of staff/other people that are at risk: <u>RISK</u> <u>PEOPLE</u>				List existing control measures/systems.	For risks that are not adequately controlled, note the actions you will take and who is responsible for ensuring that the action is taken. The timescale for action should be commensurate to the level of risk: <u>ACTION</u> <u>BY WHEN</u> <u>ACTIONED BY</u>		
Defective equipment: damage, physical injury	Impact 5	Likelihood 4	Score 20	Public The Council	<ul style="list-style-type: none">• Purchased from approved supplier in March 08 with 1 year guarantee for moving parts, 10 year guarantee for timber.• 2019 new risk - Guarantee expired, therefore increase in risk of costs to Council.• Inspection by PC representative at least once per month, items for repair/upkeep noted and cleared with the Clerk. ROSPA inspection annually, results seen by the PC representative and the Clerk.• Liability insurance	Money has been put aside for replacement of hanging rings, swing set and basket swing at necessary time. Monthly written inspection report to be submitted to Clerk to be filed in the record.	Budget setting 2023/24. From April 2019	Finance Committee Cllr.Nicholson

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	<u>RISK</u>		<u>PEOPLE</u>			<u>ACTION</u>	<u>BY WHEN</u>	<u>ACTIONED BY</u>
					<ul style="list-style-type: none"> Money in reserves for playground repairs 	Ensure that tasks identified in ROSPA report are actioned within six months of report. No changes July 25.		Cllr. Nicholson & Clerk.

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	<u>RISK</u>		<u>PEOPLE</u>			<u>ACTION</u>	<u>BY WHEN</u>	<u>ACTIONED BY (NAME)</u>
	Impact	Likelihood	Score					
Playground deterioration	5	4	20	The public The Council	Routine maintenance conducted on at least a monthly basis ground cover (bark) raked, rubbish removed, grassed areas cut. Bark topped-up every 1-2 years.	No changes July 25		
Vandalism / theft	5	4	20	The Public The Council	Playground enclosed by fence with access gate. Little/no history of vandalism to playground or equipment. Insurance	Ensure that the Council has adequate insurance cover. Insurance checked when renewed in 2025. Cover is adequate. No changes July 25	Insurance renewal.	The Council

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	<u>RISK</u>			<u>PEOPLE</u>		<u>ACTION</u>	<u>BY WHEN</u>	<u>ACTIONED BY (NAME)</u>
Monthly Inspection reports. The monthly inspection report is carried out by someone without appropriate knowledge or training. This may occur with change of playground manager.	5	2	10	The Public The Council	None – risk not adequately controlled, however there has been no change in management in the last ten years.	At the Annual Meeting of the Parish Council ensure that playground manager is suitably knowledgeable and provide training where appropriate. Playground manager should also take responsibility for their own training during their tenure and identify any gaps in their knowledge and request training. No changes July 25	Annual Meeting of the Parish Council Ongoing.	The Council Playground Manager