

**Report to Woodmansey Parish Council
18th April 2016**

Playground Inspection Requirements

1. Introduction

- 1.1 The Council is required to perform regularly documented inspections of its playground to comply with its insurance requirements and best practice. The council has previously agreed that these should be performed monthly.

2. Maintenance & Annual Inspections

- 2.1 Quarterly maintenance inspection have been ordered from Wicksteed and will be performed in May, August, November & February. Typically an Annual Inspection by RoSpa is performed in September. This means that regular inspections only need to be performed in the intervening months.

3. Person Requirements for the Routine Playground Inspector

- 3.1 The person performing the inspections will need to be:-
- a trained playground inspector
 - hold a valid driving licences
 - have access to their own transport to travel between the two playgrounds
 - they do NOT need to be CRB checked

4. Duties & Responsibilities of the Routine Playground Inspector

- 4.1 On the months when other inspections are not being performed.
- Visit the playground and check equipment using checklist provided.
 - Report any damaged or dangerous equipment to the clerk immediately
 - Remove any fouling on equipment/surfaces caused by birds, rabbits etc
 - Remove any litter including emptying the rubbish bins
 - Submit completed checklists to the clerk
- 4.2 On the months where other inspection being performed.
- Report any damaged or dangerous equipment to the clerk immediately
 - Remove any fouling on equipment/surfaces caused by birds, rabbits etc
 - Remove any litter including emptying the rubbish bins

5. Training

- 5.1 RoSpa provide one day training costs at £255. There are courses held in York on 12/7/16 & 20/10/16.

6. **Decision Required**

- 6.1 To decide on a strategy for finding an appropriate person to perform the routine inspections and appoint as soon as possible.
- 6.2 To agree the person requirements for the Routine Playground Inspector
- 6.3 To agree the duties & responsibilities of the Routine Playground Inspector

Judith Roberts
Clerk to the Council
18th April 201