

# Risk Assessment Form

**Activity: Play Areas - General**


**Assessment Date: 6<sup>th</sup> July 2021**


**Review Date: July 2022**

<b>Hazard and Risk</b>	<b>People at risk</b>	<b>Optional Controls</b>	<b>Our Controls</b>	<b>Our Future Controls</b>	<b>Risk Level</b>	<b>Target date &amp; by whom</b>
<b>Play Equipment</b> - various	Public	Regular inspections by competent person. Annual engineering inspections. Repairs done asap by competent person. Hazardous equipment removed from use/fenced off/signs erected/taped off etc.	Children's play equipment area separately fenced off & all under the aegis of Cardiff Council who deal with the points raised under optional controls.	Phone number for public to report defects.	Low	Details reported to Cardiff Council asap.
<b>Outdoor Exercise Equipment</b>	Public	Regular inspections by competent person. Annual engineering inspections. Repairs done asap by competent person. Hazardous equipment removed from use/fenced off/signs erected/taped off etc.	As under Optional Controls except for annual engineering inspections.	Annual engineering inspections & faults/damage recorded. Phone number for public to report defects/damage	Medium	Councillor/s to arrange for remedial work asap.
<b>Tennis Courts</b> Damage to court/equipment	Public	Regular inspections by competent person. Faults/damage recorded. Any repair work carried out ASAP	As under Optional Controls.	Phone number for public to report defects/damage	Medium	Tennis Club Members/ Councillors asap
<b>Pavilion</b>	Councillors/Public	Regular inspection by competent person. Annual electrical inspections. Regular safety inspections. Regular maintenance inspections. Repairs carried out asap by competent person. Hazards removed or fenced off.	As under Optional Controls	Removal of existing pavilion. Replace with new purpose built pavilion.	Medium	As soon as funds become available.

<b>Boule Courts</b> Damage to court	Public	Regular inspections by competent person & recorded.. Any repair work carried out ASAP	As under Optional Controls bar inspections being recorded.	Inspections to be recorded.	Low	OSMCC Playing Field Working Party/Councillors/OSMCC contractor ASAP.
<b>Defective Surfaces</b> – Paths <b>Safety surfaces in children’s playground &amp; around outdoor exercise equipment, Boule Pitch &amp; Tennis Court</b>	Employees/public	Regular inspections for safety defects e.g., potholes, glass etc. (recorded). Rapid response to defect repairs. Warning signs erected, as necessary. Mossy areas cleared regularly Grass cutting swept up from walkways. Any unauthorised vehicular use monitored e.g., off road motor bikes etc., Police notified.	As under Optional Controls bar grass cuttings being swept from walkways.	Regular inspections for safety defects recorded. Grass cuttings to be swept from walkways.	Low	Cardiff Council Parks Department/or OSMCC contractor minor repairs.
<b>Mowing and strimming</b> - Various	Employees/public	Optional Controls - Public liability & personal injury insurance cover.	OSMCC employ contractors to complete required work. Clerk and/or RFO to OSMCC ensure that contractors’ public liability insurance cover is in place & up to date.		Low	Annually or when new contractor engaged /Clerk or RFO
<b>Trees</b> Tree/branch damage:	Employees/public	Regular inspections by competent person & recorded. Annual tree survey. Arboriculture work carried out ASAP & waste removed from site. Phone number for people to report tree damage.	As under Optional Controls bar phone number from reporting tree damage.	Phone number for reporting tree damage	Medium	OSMCC contractor asap

<b>Seating</b> - Injury	Employees/public	Facilities regularly inspected (recorded). Defects repaired asap. Defective seating removed from use. Seating constructed of durable materials. Seating secured to ground to minimise vandalism.	As under Optional Controls.		Low	Remedial work by OSMCC contractor/s. Decision on replacement seating determined by OSMCC
<b>Bins</b> - Cuts <b>Seagull/wild &amp; domestic animal access &amp; spread of litter'</b>	Employees/public	Inspected regularly and repairs carried out as needed. Dangerous bins removed from use, including base to prevent trip hazard. Bin constructed of toughened material. Bins emptied regularly.	As under Optional Controls.	Replace existing bins with bins with a lid that closes automatically	Medium	As soon as practicable/ OSMCC Playing Fields Working Party / clerk
<b>Fencing</b> - Cuts	Employees/public	Fences regularly inspected & recorded. Rapid response to defect reports. Fence removed if in dangerous condition and temporary one erected. Security Camera monitoring'	As under Optional Controls bar security camera monitoring.	Security camera monitoring	High	As soon as practicable / OSMCC Playing Fields Working Party/OSMCC contractor.
<b>Gates</b> Malfunction/ Lock malfunction	Employees/public	Gates/Locks inspected regularly. Rapid response to defect reports.	As under Optional Controls.		Low	Councillors asap
<b>Vegetation</b> - Poisoning - cuts	Employees/public	Non-hazardous plants in/or direct vicinity of play areas. Hazardous vegetation removed and/or cut well back in all areas of park and playing field	As under Optional Controls.		low	OSMCC Playing Fields Working Party/ Councillors/ OSMCC contractor

<p><b>Dog Fouling</b> Infection/ill health</p>  <p>Dog fouling causes blindness</p>	<p>Employees/public</p>	<p>'NO Dogs' signs erected.</p>	<p>OSMCC adopts a 'no dogs' allowed policy for OSMCC park/playing field. 'No dogs' signs on park entrance gates. Children's playground is under the aegis of Cardiff Council which operates a 'no dogs' allowed code for its children's playgrounds supported by legal action.</p>	<p>Additional 'no dogs' signage placed within the park</p>	<p>Medium</p>	<p>ASAP OSMCC/ Playing Fields Working Party.</p>
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<p><b>Assessor's signature:</b></p> <p>Cllr Dennis Matthews</p> <p><b>Date: 16<sup>th</sup> July 2021</b></p>	<p><b>Clerk's signature</b></p>  <p><b>Date: 16<sup>th</sup> July 2021</b></p>
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