

Head Grounds Persons Report: James Dennis

For the Committee's consideration – you will doubtless notice this report is rather more substantial than usual. Rest assured, this is not a sudden outbreak of verbosity on my part; it simply reflects the August recess. The work, alas, proved entirely unaware that meetings were paused, and with the season now gently slipping in the autumnal direction, this document faithfully captures all activity across our parks, cemeteries and open spaces during that extended interval.

Executive Summary

- Delivered planned maintenance across all parks, cemeteries and open spaces in accordance with my weekly Programme of Work, shared with the Town Clerk and the team; schedules adjusted to accommodate events using the grounds.
- Maintained partnership with North Walsham in Bloom — delivering additional watering duties during this extended dry, hot spell, collecting their waste, and assisting with moving planters utilising the resources of our valued subcontractor.
- Completed the yearly visit from Croners Health and Safety Executive; we are now working through the findings of the report to ensure we remain at the forefront of health and safety compliance.
- Annual ROSPA inspection completed; findings are being actioned to maintain the highest standards of public safety
 - Bleed kits installed in three defibrillator cabinets at Black Swan Loke, Poppies at Memorial Park, and Trackside Skatepark, with all cabinets clearly marked with identification decals for public awareness.
 - Deployed SAM2+3 signs effectively across the town to collect and share road use and speed data
- Defibrillator and housing box at Coral Bookmakers, Black Swan Loke upgraded; previous equipment was obsolete and at end of service life

Grass & Vegetation

- Completed 6 scheduled verge cuts across the town, delivered in full in line with our formal contractual agreement with Norfolk Highways.

Parks and Assets

- Grass mown and strimmed carefully around all obstacles, herbicide applied in line with best practice, consistently maintaining our high operational standards across all sites.
- New tennis nets installed – replaced to keep courts in good order and fully usable for residents and visitors, bringing equipment up to standard for safe, enjoyable play.
- Routine inspections completed weekly (in accordance with our insurers and guidelines) on all play equipment and outdoor gym stations by a team member trained in playground inspection by Community Action Norfolk (CAN)
- Defibrillator and its housing box at Coral Bookmakers, Black Swan Loke have been upgraded, as the previous unit was outdated and at the end of its operational life
- Bleed kits have been installed in three defibrillator cabinets, clearly marked with identification decals for public awareness. Locations: Black Swan Loke, Poppies at Memorial Park, and Trackside Skatepark.
- Lion rocker removed in line with Council decision due to being beyond economical repair; works completed by subcontractor, area topped with topsoil and barriered off. This area has now been grass-seeded following the return of milder, moist weather conditions.

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- 2 accessible benches installed at Memorial Park and 1 at Trackside Skatepark – this initiative has attracted attention from regional newspapers
- Community Payback team – visiting on a continuing fortnightly basis – washed the infants' play area at Memorial Park, spread bark chippings along the pathway adjacent to Farman Avenue and alongside the memorial garden, pruned excessive growth from cemetery trees, strimmed outer and inner perimeter embankments at North and South Side Cemeteries and collected all debris, strimmed the overgrown banks around Memorial Park and gathered the waste for bio-recycling, and undertook numerous other valuable tasks that have enabled the grounds team to focus on core responsibilities. This work represents excellent coordination between the Council and The Norfolk Probation Service.

Cemeteries (Chapel Side and North & South Side Cemeteries)

Grounds Maintenance

- Mown plots, paths, boundary verges and burial areas; strimmed carefully around memorials; hedges trimmed aesthetically following checks to ensure no nesting birds were present
- Our arboricultural contractor has reduced the 10 beech/sycamore trees by 30% of internal branch and leaf foliage, and removed all dead material, in accordance with the decision made at the D&A Committee meeting and subsequently ratified at Full Council
- Further to this, I have instructed our external tree inspector to provide a full health summary report on these trees, establishing a baseline from which to operate a forward monitoring programme

Safety & Compliance

- Working through the RoSPA inspection report across all our parks, systematically reviewing and rectifying all issues raised to ensure full compliance and ongoing public safety standards.
- Fitted a trellis facade around the welfare unit to screen its appearance, demonstrating consideration for our neighbours and the surrounding community. Fast-growing climbing plants will be planted in due course to further enhance the visual appeal.

Fleet, Tools, Compliance & Training

Equipment & Servicing

- Tractor and Wessex cutting deck serviced, ensuring reliable operation and consistent cutting performance across parks and cemeteries. All filters, fluids and moving parts inspected and replaced as needed to prevent downtime during peak periods.
- The 2 small John Deere tractor ride-ons and the John Deere outfront serviced via an alternative contractor, delivering an improved turnaround at a reduced budget rate with no compromise to quality
- The battery-driven pneumatic breaker purchased earlier this year has proved highly effective in breaking out dry, compacted topsoil to enable slab-laying for new benches at Memorial Park

Training Milestones

- Completed all 6 ILM Level 3 sessions at Jarrolds Training; the final session included a presentation before my cohort and senior attendees, witnessed by Town Clerk Wendy Murphy and Mayor Helen Richardson. I'm currently progressing through the 4 accreditation essays

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- The 3 grounds staff completed formal mower safety training to LANTRA specifications; I completed this training myself during the previous year
- Colleague GM successfully completed PA1 and PA6 pesticide application training, also to LANTRA specifications, enhancing team competence
- Undertaken SAM2+3 signs data analysis training alongside office staff, enabling us to deliver clear and transparent details regarding speed and road use to the public
- Grounds team undertaking refresher training via the "High Speed Training" online portal: covering manual handling, workplace health & safety, working at heights, plus role-specific modules – the majority of which is now complete

Admin

- COSHH registers and staff training records reviewed and updated, ensuring all safety documentation is current, accurate and readily accessible.
- Updating our full suite of risk assessments remains an ongoing project, with reviews across all operational areas to reflect new tasks, equipment and site conditions.

💡 Head Grounds Person Recommendations

- The defibrillator at Orchard Gardens Public House is currently offline due to being an obsolete model; this requires upgrading to a current specification unit, with a new housing box also likely needed to ensure full compatibility and weather protection.
- Consider the installation of additional accessible seating and waste bins at strategic points within all parks, to improve visitor experience and encourage responsible litter disposal.
- Review and update the Council's equipment replacement plan, to budget for the phased replacement of older machinery before reliability issues impact service delivery, and to obtain new equipment so we are less reliant upon subcontractors.
- Arrange a meeting between myself, the Town Clerk and the Community Payback liaison officer to explore new areas of work, build on our excellent relationship with The Norfolk Probation Service, and identify further opportunities for the team to enhance our green spaces.

North Walsham Town Council

Tree Condition Report

Report prepared by

14 September 2026

James Dennis, Head Groundsman for North Walsham Town Council asked me to carry out an assessment of the health condition of the following trees. This report is a ground-based tree survey based on a visual and professional view of the trees.

Woodville Park: - Trees 1 – 5. 5 veteran Hawthorns in a rough row – originally, probably a hedge. The trees are all in varying stages of age related decay. The southernmost tree has maybe 25% of the expected foliage but structurally is OK at his time. The next tree has heavy and dense Ivy on the stem. When probing the tree, it appears to have cavity or decay in the stem at about 1.5 m. James agreed to remove the ivy from the bottom 2 m of the tree before the annual inspection when the tree can be properly assessed. Tree 3 also needs the Ivy removed but appears to be in better condition. Tree 5 has a large dead branch on the NW side at about 2.5m which James will arrange to cut it off – not urgent. All 5 trees will be reassessed at the annual Tree Safety Inspection.

Memorial Park: - Tree 6 - Horse Chestnut. This over mature tree is moribund. It is in an area with a high public activity and particularly by small children. The tree has large, now dead, heavy branches which could collapse at any time. At my last annual inspection, it was noted that the bark on the lower 2 m was becoming detached from the stem. This has continued and is another indicator of the moribund state of the tree. Unfortunately, the tree will not recover from this condition. Due to the state of the tree, its location and the frequency of usage by the public, I recommend this tree is felled, ideally within the next two months.

Chapel Cemetery: - Tree 7 - Oak. Generally, a healthy tree, but there are complaints about bird droppings falling on a particular gravestone. It was agreed with James that several branches could be pruned back by 3m to alleviate the problem.

Yew trees – we discussed crown reducing several yews at the western end of the cemetery to create an area where cremation ashes can be scattered. The first tree we looked at will be the slowest to respond as it has the least foliage of the trees. The other Yews will respond well to having the branches reduced in length by several metres as evidenced by the amount of epicormic growths along the branches. There are currently no safety issues with any of these Yews.

Phillip Scott. Tree and Woodland Consultant



Wendy Murphy
Town Clerk
North Walsham Council
Office 4, The Cedars
3 New Road
North Walsham
NR28 9DE

Our ref: scr/CGL926893

Dear Wendy

Re: SafeCheck Review

Address Visited: Office 4 The Cedars 3 New Road, North Walsham, NR28 9DE

Appointment Date: 25 June 2026

Accompanied By: Glen Morgan

Executive Summary:

This letter follows my recent visit to your business premises in relation to health and safety compliance and best practice for your business.

The visit was conducted by reviewing key areas in relation to the requirements of Croner's SafeCheck Review.

North Walsham Town Council (NWTC) is responsible for management and upkeep of various facilities in the town, including a Nursery, various parks and open spaces, playgrounds, cemeteries, allotments, street furniture and lights, bus shelters, CCTV and bins. The also manage events such as markets, car boots and parades in the town. The Council employ 4 groundspeople and 4 office staff.

Based on the findings of this review, the table below sets out the status of health and safety management within the organisation:

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

At the time of the visit the standard of health and safety management appeared to be generally satisfactory although it was identified that some action is necessary to improve safety management. By implementing the recommendations contained within the Action Plan, your present standards of health and safety will be enhanced.

The attached Action Plan has been prepared to identify the areas for improvement within your business' health and safety management systems. Please bear in mind that this action plan only comments on the documentation observed and impressions formulated during the visit.

As discussed. I would really appreciate a few minutes of your time to please rate your experience with myself using the link below:
<https://uk.trustpilot.com/review/croner.co.uk>

The following documents, available in the Documents section of you online BrightSafe account, will be useful:
- Health Surveillance - Skin Condition Inspections (HS-SK)- Initial Health Questionnaire Occupational Dermatitis (HS-DI)- Hand Arm Vibration Health Surveillance Self-assessment (HS-HAV)

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 ring our SafeCheck team on 0844 892 2486.

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

Yours sincerely,

Jonathan Edwards
Health & Safety Consultant

jonathan.edwards@croner.co.uk

Send to: Wendy Murphy <townclerk@nwtc.org.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, Croner 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.

Action Plan

Main person seen:	Wendy Murphy
Person seen:	Glen Morgan
Appointment date:	25 June 2026
Areas visited:	Office, Nursery, Chapel, Cemetery, Workshop, Vehicle Storage Unit, Welfare Unit
Areas not visited:	N/A
Address:	Office 4 The Cedars 3 New Road, North Walsham, NR28 9DE

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
3.1	Electrical extension leads. The Electrical Cabinet adjacent to the Nursery and which was supplying electricity to the Fairground was found open at the time of the visit. Please refer to image(s) under item 3.1 in the Photographs section.	This was reported to a Fairground employee and was immediately closed. This cabinet needs to remain closed at all times unless it is accessed by a qualified electrician.	4-1	Immediate action required		Wendy Murphy	
2.3	Workplace stress. There is no formal assessment or workplace stress risk and no arrangements have been made for its management.	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. 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. 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.	5-18	Urgent action required		Wendy Murphy	

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
6.19	Standard of building repair. The wall around the churchyard was observed to be in very poor condition. Water and earth was gradually pressing against the wall which could collapse at any moment. Please refer to image(s) under item 6.19 in the Photographs section.	Without delay make arrangements with a competent person to conduct repairs to the wall. Arranged for the area to be cordoned off in the meantime.	3-15	Urgent action required		Wendy Murphy	
7.6	Risk assessment - occupational driving. There is no occupational driving risk assessment in place.	Conduct an occupational driving risk assessment to identify hazards associated with driving for work. Control measures should include: a driving policy, licence checks, mobile phone policy, business insurance, suitability of vehicle for the task, vehicle checks, etc. The assessment should be reviewed at least annually or after change to driving operations.	1-10 Risk Assessment. 4-31 Occupational road safety.	Urgent action required		Wendy Murphy	
1.1	Health and safety policy. While a suitable health and safety policy is in place, this has not been subject to regular annual review or signed by the person with overall responsibility. Please refer to image(s) under item 1.1 in the Photographs section.	The health and safety policy should be reviewed annually and updated. The policy 'Statement of Intent' should also be signed and dated by the overall responsible person.	1-1 The management of health and safety at work.	Six weeks		Wendy Murphy	
1.3	Statutory Health and Safety poster. A copy of the Health and Safety 'What You Need To Know' poster is displayed however the responsible persons names have not been added. Please refer to image(s) under item 1.3 in the Photographs section.	Arrange for the names of the responsible persons to be added to the information boxes on the Health and Safety 'What You Need To Know' poster.	1-23 H&S Information for Employees.	Six weeks		Wendy Murphy	
1.5	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.	Information, in a suitable format, should be provided to employees in regard to health, safety and welfare at work to include their responsibilities and relevant safety rules. This would normally be an Employee Safety Handbook or other similar document. Employees should confirm receipt and understanding of the content.	1-23 Health & Safety Information for Employees.	Six weeks		Wendy Murphy	

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
1.7	Hazard reporting. There is some evidence that a hazard reporting system is in place but it is not being followed by all employees.	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 hazards are reported verbally, the manager should record the information on behalf of the employee.	1-6 Hazard reporting.	Six weeks		Wendy Murphy	
1.8	Contractor competence and monitoring. Limited evidence was available to indicate that the contractors employed by the business have been assessed.	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.	7-2 Contractor control and management.	Six weeks		Wendy Murphy	
1.9	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 on file. Taxation and vehicle examination detail checks can be checked online via www.vehicleenquiry.service.gov.uk , with the employees permission.	1-7	Six weeks		Wendy Murphy	
1.10	Accident recording, reporting and investigation. Completed accident forms have been left in the accident book detailing personal information for others to see.	Make sure all completed accident forms are removed from the accident book and filed securely to comply with Data Protection legislation.	1-3 Accident Incident and Ill Health Reporting, 1-4 Accident Investigation.	Six weeks		Wendy Murphy	

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
2.1	Health surveillance. Health surveillance has been undertaken in the past however not within the last 12 months.	Because your employees are exposed to physical and chemical hazards that create significant health risks an ongoing programme of occupational health surveillance is required. Surveillance should take place annually or at more frequent intervals as appropriate to the specific hazard or as advised by your occupational health provider. Please see Guidance Note 1-7 Occupational Health at https://app.brightsafe.com/#/documents .	1-7	Six weeks		Wendy Murphy	
2.6	Mental health and social wellbeing. Not all staff have received mental health and social wellbeing training.	Management and all employees should receive mental health and social wellbeing refresher training. This could be by toolbox talks, webinars, E-Learning or information sharing sessions. Records of this training should be kept. Mental health awareness training courses can be arranged by Croner. Please call the 24 Hour Advice Service for further information.	5-18	Six weeks		Wendy Murphy	
2.7	Mental health at work. There are some procedures in place however they have not been documented.	Your procedures should be available in hard copy or electronically and made available to your employees. The procedures should be reviewed periodically.	5-18	Six weeks		Wendy Murphy	
2.9	Dermatitis. Routine health surveillance for occupation dermatitis is not carried out.	Introduce regular checks for the early signs of itchy, dry or red skin. This will allow treatment at the earliest opportunity making it likely that a sufferer will make a full recovery. Please see Guidance Note 1-7 Occupational Health at https://app.brightsafe.com/#/documents .	1-7 and 5-26, which contain forms suitable for basic in-house occupational health surveillance.	Six weeks		Wendy Murphy	
3.5	Periodic checks of work vehicles. Vehicle checks are not recorded on the Digger and truck.	Make sure that vehicle defect checks are completed on a weekly basis and that any identified faults are corrected as required. Records of these checks should be kept.	4-28	Six weeks		Wendy Murphy	

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
3.7	Work at height equipment. No evidence was available to indicate that the access equipment is subject to an inspection regime. Please refer to image(s) under item 3.7 in the Photographs section.	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. Make sure 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. Form 'LIMR - Ladder Inspection and Maintenance Register' in your online system may be of assistance.	4-21	Six weeks		Wendy Murphy	
4.3	Fire detection and alarm system testing. There are no records to confirm that the fire alarm system is being tested.	Fire alarm systems must be tested weekly by a nominated member of staff from a scheduled rotation of call points. The tests should be formally recorded.	2-1	Six weeks		Wendy Murphy	
4.5	Emergency lighting. There are no records to confirm that emergency lighting has been maintained in the last 12 months. The emergency lighting in the Vehicle shed did not appear to be functional. Please refer to image(s) under item 4.5 in the Photographs section.	Make sure that the emergency lighting is subject to an annual servicing and maintenance regime. Keep service records on file.	2-1	Six weeks		Wendy Murphy	
4.6	Testing of emergency lighting. I was told that emergency lighting checks were undertaken on a monthly basis, however, there were no records in place.	Emergency lighting should be subject to frequent, monthly, visual and activation checks performed by a nominated staff member. Tests should be recorded and details kept on file.	2-1	Six weeks		Wendy Murphy	
4.7	Fire evacuation drills. Fire drills are conducted however, it has been over six months since the last drill.	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		Wendy Murphy	
4.12	Fire risk assessment. The fire risk assessment completed by SAF in May 2024 has not been reviewed in the last 12 months. This is the responsibility of the Landlord.	The fire risk assessment must be reviewed at least annually. It should include identifying potential fire hazards, fuel, ignition sources and people at significant risk. Please see Guidance Note 2-1 at https://app.brightsafes.com/#!/documents .	2-1	Six weeks		Wendy Murphy	

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
4.20	Fire doors. Fire door checks are not recorded at set intervals. In addition a couple of fire doors were wedged/held open. Please refer to image(s) under item 4.20 in the Photographs section.	Make formal arrangements for fire doors to be checked daily and for monthly recorded detailed checks. Ensure that fire doors are not wedged/held open unless held by an automatic releasing mechanism such as a Dorgard.	2-1 Fire risk assessment and fire safety management.	Six weeks		Wendy Murphy	
5.3	Health and safety induction training. Induction training has not been carried out for all your employees.	Make sure that all your employees receive induction training. A copy of the induction training record can be found in your online system.	1-14	Six weeks		Wendy Murphy	
5.9	Substance and alcohol abuse. There are informal arrangements to manage substance or alcohol abuse.	Create a policy that describes how your business will manage substance or alcohol abuse. It should include that you encourage employees to seek help from their GP or a specialist. It should also explain what work activities you will not allow them to do because it exposes them or others to unacceptable risk. It should also consider disciplinary action as a last resort. This is because a court may find a dismissal unfair if an employer has made no attempt to help an employee whose work problems are related to drugs or alcohol. Share the policy with all staff.	1-8	Six weeks		Wendy Murphy	
6.4	Asbestos notification. It isn't clear if emergency services were notified about the presence of asbestos containing materials at the premises.	Liase with Landlord to ensure that the Fire Brigade have been notified.		Six weeks		Wendy Murphy	
6.6	Periodic inspection of fixed hard-wired electric circuits. The maintenance of the electrical installation is the responsibility of your Landlord. The Electrical Installation Condition Report was not available for review.	Contact your Landlord and request a copy of the current Electrical Installation Condition Report. This report is to be checked and filed in your safety records.	4-1 Electrical safety.	Six weeks		Wendy Murphy	
7.4	Risk assessment. The manual handling assessments have not been reviewed in more than 12 months.	Manual handling risk assessments should be reviewed at least annually or when any new practices are introduced.	1-10 Risk Assessment. 5-9 Manual Handling.	Six weeks		Wendy Murphy	
7.5	Lone working. The risk assessment for working alone has not been reviewed in more than 12 months.	The assessment should be reviewed at least annually or after change to lone working operations.	1-13	Six weeks		Wendy Murphy	

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
7.7	Risk assessment - work at height. The risk assessment does not consider the following (delete those not applicable) - 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 and any necessary warnings / signage required and the need for relevant instruction or training.	Review the risk assessments for work at height tasks ensuring that they consider the following (delete those not applicable)- 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 and any necessary warnings / signage required and the need for relevant instruction or training. Each work activity should be planned separately.	4-20 Work at height. 1-10 Risk Assessment.	Six weeks		Wendy Murphy	
7.9	Legionella. The water systems are the Landlord's responsibility and you do not have access to them.	Liase with your landlord for a copy of the risk assessment of the water system.	5-12 Legionella control.	Six weeks		Wendy Murphy	
1.11	Health and safety consultation. Limited evidence is available to indicate that consultation with employees 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		Wendy Murphy	
1.12	Driving licence checks. Employees driving licences have been checked in the past, however it has been over a year since the last checks took place.	To help effectively manage your road risk, make sure that the validity of employee's driving licences are checked on at least an annual basis. With your employees' cooperation this can be done by visiting either the DVLA website - www.gov.uk/view-driving-licence or the DVA website https://www.nidirect.gov.uk/services/view-or-share-your-driving-licence-information . You will need them to obtain a 21 day access code which will allow you to see their personal data. It is an offence to obtain this personal information without their permission.	1-7	Three months		Wendy Murphy	

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
2.4	Wellbeing. Wellbeing assessments have not been completed or considered.	As discussed, I consider that a wellbeing assessment would be beneficial for your business and as agreed I am arranging for Wisdom Wellbeing (a sister business) to offer you a free wellbeing assessment.		Three months		Wendy Murphy	
4.4	Fire detection and alarm system maintenance. The fire detection and alarm system is serviced, however, there are no records in place.	Six monthly servicing and preventive maintenance should be carried out by a competent person with specialist knowledge of fire-warning and automatic detection systems. This task is normally fulfilled by entering into a service contract with a specialist fire alarm company. Keep service records on file.	2-1	Three months		Wendy Murphy	
4.13	Significant findings from the premises fire risk assessment. There are actions outstanding from the identified significant findings in the fire risk assessment.	Make sure that you resolve any outstanding actions required by your fire risk assessment.	2-1	Three months		Wendy Murphy	
4.26	Fire safety policy. The business has a fire policy in place, however, the policy has not been reviewed within the last 12 months.	The fire policy should be reviewed annually and updated as required, to make sure that it is still relevant to the organisation and premises. The policy should be communicated to all relevant persons.	2-1	Three months		Wendy Murphy	
5.8	Violence and aggression. You have not assessed the risks to your workforce from violent and aggressive behaviour by visitors and clients.	Formally assess and record the hazards and risks your workforce form violent and aggressive behaviour by visitors and clients. 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		Wendy Murphy	
5.11	Provision of personal protective equipment. There were no records of training and or receipt of PPE by employees.	Make sure that there is adequate storage of PPE and training is carried out for its correct use, maintenance and storage. Records of issue and receipt should be maintained.	1-17	Three months		Wendy Murphy	

Ref.	Non-conformity and evidence	Action required	GN No	Agreed Timescale	Status	Allocated to	Completion Date (Initials)
6.3	Asbestos management. I was told that your landlord is responsible for the maintenance of the building fabric and for the asbestos management plan. You did not have a copy of the plan.	Ask your landlord for a copy of the asbestos management plan. Familiarise yourself and your employees with the plan and its contents. Make sure ACMs and any presumed ACMs are appropriately marked. Keep the plan in your safety records and make it available to contractors intending to carry out any work that might disturb the ACMs.		Three months		Wendy Murphy	
7.3	Risk assessment of hazardous substances. Assessments have been carried out but it is not known if all hazardous substances have been included. Please refer to image(s) under item 7.3 in the Photographs section.	Develop an inventory of the hazardous substances used by the business operation. Request any additional Safety Data Sheets from the manufacturer and carry out risk assessments for the hazardous substances used in business processes / tasks. Make sure that these are documented and any further control measures are implemented. Risk assessments should be reviewed annually.	5-14	Three months		Wendy Murphy	

Site Compliance Review

Details

Main Person seen:	Wendy Murphy
Person seen:	Glen Morgan
Appointment date:	25 June 2026
Areas visited:	Office, Nursery, Chapel, Cemetery, Workshop, Vehicle Storage Unit, Welfare Unit
Areas not visited:	N/A
Address:	Office 4 The Cedars 3 New Road, North Walsham, NR28 9DE

Summary of Findings

4		Immediate and urgent action required. Detailed plan on the Action Plan.
37		Further action is required to improve safety management. Detailed on the Action Plan.
38		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 a current copy of the Employers' Liability Insurance Certificate available to employees or displayed in a suitable location?		The Employers' Liability Insurance Certificate is in date and prominently displayed within the premises.
1.4	Is there a suitable system to monitor the actions of employees with assigned health and safety responsibilities?		A paper-based management monitoring system to ensure ongoing health and safety compliance across all areas of the business is in place and operating successfully.
1.6	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.

Overview Of Areas Relating To Occupational Health

Ref.	Occupational Health	Status	Supporting evidence - Action required
2.8	Is suitable ventilation provided to ensure that fresh air is available to reduce risks of transmission of societal illnesses such as winter flu virus and similar?		At these small premises natural ventilation is sufficient for the number of people present.

Overview Of Areas Relating To Equipment

Ref.	Equipment	Status	Supporting evidence - Action required
3.2	Is all work equipment fit for purpose and maintenance records available?		From a visual observation only, work equipment appeared to be suitable by design and in a reasonably well-maintained condition.
3.4	Are adequate arrangements in place to service and maintain company vehicles?		Works vehicles are suitably maintained in accordance with the manufacturer's recommendations.
3.6	Has portable electrical equipment been subject to a periodic inspection and testing?		Portable electrical appliances are tested for electrical safety within suitable timescales.
3.8	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.

Overview Of Areas Relating To Fire

Ref.	Fire	Status	Supporting evidence - Action required
4.8	Are fire assembly point(s) clearly indicated and in suitable locations?		The fire assembly point is clearly identified via an assembly point sign or fire action notices within the premises.
4.9	Are adequate arrangements in place to store and handle flammables?		Flammable substances are stored in a dedicated secure location away from direct sunlight and sources of ignition.
4.10	Are all the fire alarm operating points easily accessible?		Automatic fire alarm operating points are all easily accessible throughout the building.
4.14	Are emergency evacuation routes and doors out of the building suitable, clear of obstructions at all times, maintained and checked periodically?		All fire exit points and routes are readily accessible.
4.15	Has suitable fire fighting equipment been provided and is it serviced annually? Are fire extinguisher identification signs adjacent to extinguishers?		Fire fighting equipment is subject to periodic checks and annual maintenance by a recognised fire safety contractor. Suitable fire extinguisher identification signs are displayed adjacent to the extinguishers.
4.18	Are suitable fire exit signs and evacuation instructions displayed appropriately on fire exit routes?		Suitable fire exit signs are in place.
4.21	Is there a fire safety training programme for employees?		All employees have been trained in fire awareness and there is an adequate number of designated fire wardens with a rolling training programme in place.
4.24	Is there a fire and emergency evacuation procedure which includes a fire safety layout plan?		There is an up to date written fire and emergency evacuation procedure in place along with a plan identifying final exits escape route and equipment.

Overview Of Areas Relating To People

Ref.	People	Status	Supporting evidence - Action required
5.1	Are there sufficient trained first aiders and an adequate supply of first aid materials?		First aid arrangements are adequate.
5.2	Did the first aid assessment consider the need for first aiders to deal with mental health issues?		All trained and appointed first aiders receive training to identify and understand mental ill health symptoms and support colleagues experiencing a mental health issue.
5.4	Are arrangements for first aid displayed in the premises and understood by all employees?		The arrangements for first aid are displayed within the premises and have been explained to employees as part of their induction.
5.5	Do you provide suitable health and safety training for your employees who are not fluent with reading, writing or speaking in English?		Health and safety information is adequately translated for these employees to make sure that they understand and records are kept.
5.6	Are arrangements for persons with disabilities adequate?		Arrangements for persons with disabilities are adequate.
5.10	Are employees trained in general and job specific health and safety with suitable records maintained?		All employees undergo training and instruction which includes job specific health and safety and emergency evacuation.

Overview Of Areas Relating To Premises

Ref.	Premises	Status	Supporting evidence - Action required
6.1	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%) area.
6.2	Has the presence or absence of asbestos containing materials (ACMs) in the fabric of the premises been identified?		The asbestos survey dated 22/9/20 by Anglian Demolition and Asbestos Ltd identified asbestos containing materials in outbuildings and low risk items in communal areas of the building.
6.9	Are adequate safety signs in place and clearly displayed?		Suitable safety signs (consultant to add details of example safety signage displayed) are in place and clearly displayed.
6.12	Is housekeeping in all work areas to a good standard?		Housekeeping was to an acceptable standard.
6.13	Are suitable spillage procedures in place?		Spillage procedures are in place.
6.14	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.
6.15	Are adequate welfare facilities, including toilet and washing facilities that include warm water and hand drying facilities provided and maintained in a clean condition?		The welfare, washing and toilet facilities observed were adequate and well maintained in clean condition at the time of the visit.
6.16	Are external areas well maintained and suitable for the work activities taking place?		External areas were observed to be suitably maintained at the time of the visit.
6.20	Is there adequate workspace for the work activities taking place?		Workspace was observed to be adequate at the time of the visit.
6.21	Are air temperatures kept at reasonable levels?		Air temperatures were judged to be reasonable at the time of the visit.
6.22	Is there adequate access to and from the workplace?		Adequate access routes to and from the workplace were available and appeared to be in reasonable condition at the time of the visit.
6.23	Are arrangements in place to undertake planned testing and treatment of water tanks and descaling and disinfection of shower units to minimise risks from legionellosis and are suitable records retained?		Adequate arrangements are in place which include the use of legionella monitoring devices.

Overview Of Areas Relating To Risk Assessments

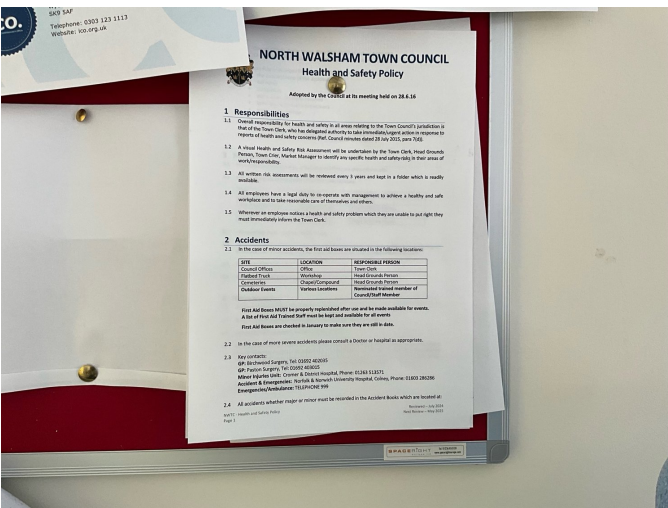
Ref.	Risk Assessments	Status	Supporting evidence - Action required
7.1	Have risk assessments been carried out for general tasks with suitable control measures implemented and reviewed within the last 12 months?		General task based risk assessments have been conducted for the business. The assessments contained a reasonable amount of detail with regard to the hazards involved and of the control measures implemented. Additional assessments have been conducted for the business, however, not all assessments were seen during the visit.
7.2	Have risk assessments been carried out for display screen equipment with suitable control measures implemented?		Display screen equipment risk assessments have been completed for the use of workstations based on the outcomes of completed self-assessment questionnaires. The questionnaires have been reviewed and any issues identified have been addressed. Following a significant change to a user's workstation the assessments are reviewed.
7.12	Have the findings of risk assessments been explained to relevant individuals e.g. employees, with suitable records retained?		Risk assessment findings are explained to employees.

Overview Of Areas Relating To Safety Arrangements

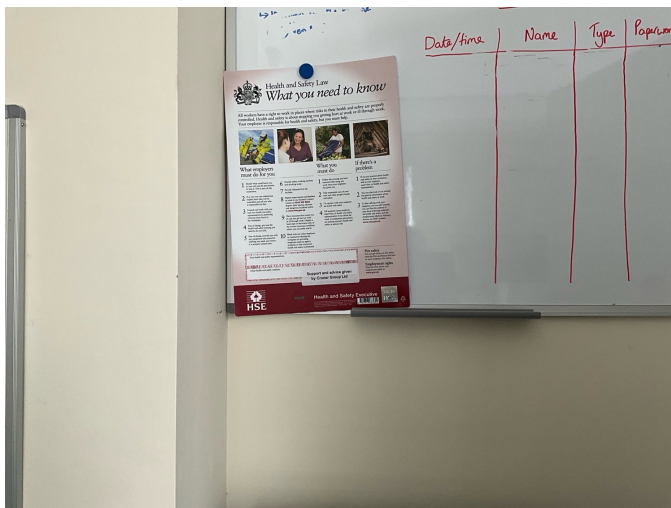
Ref.	Safety Arrangements	Status	Supporting evidence - Action required
8.1	Are there suitable arrangements to deal with the storage and disposal of hazardous and non hazardous waste?		Adequate arrangements regarding hazardous and non hazardous waste are in place.

Photographs

1.1



1.3



3.1



3.7



3.7



4.20



4.5



4.20



6.19



6.19



7.3





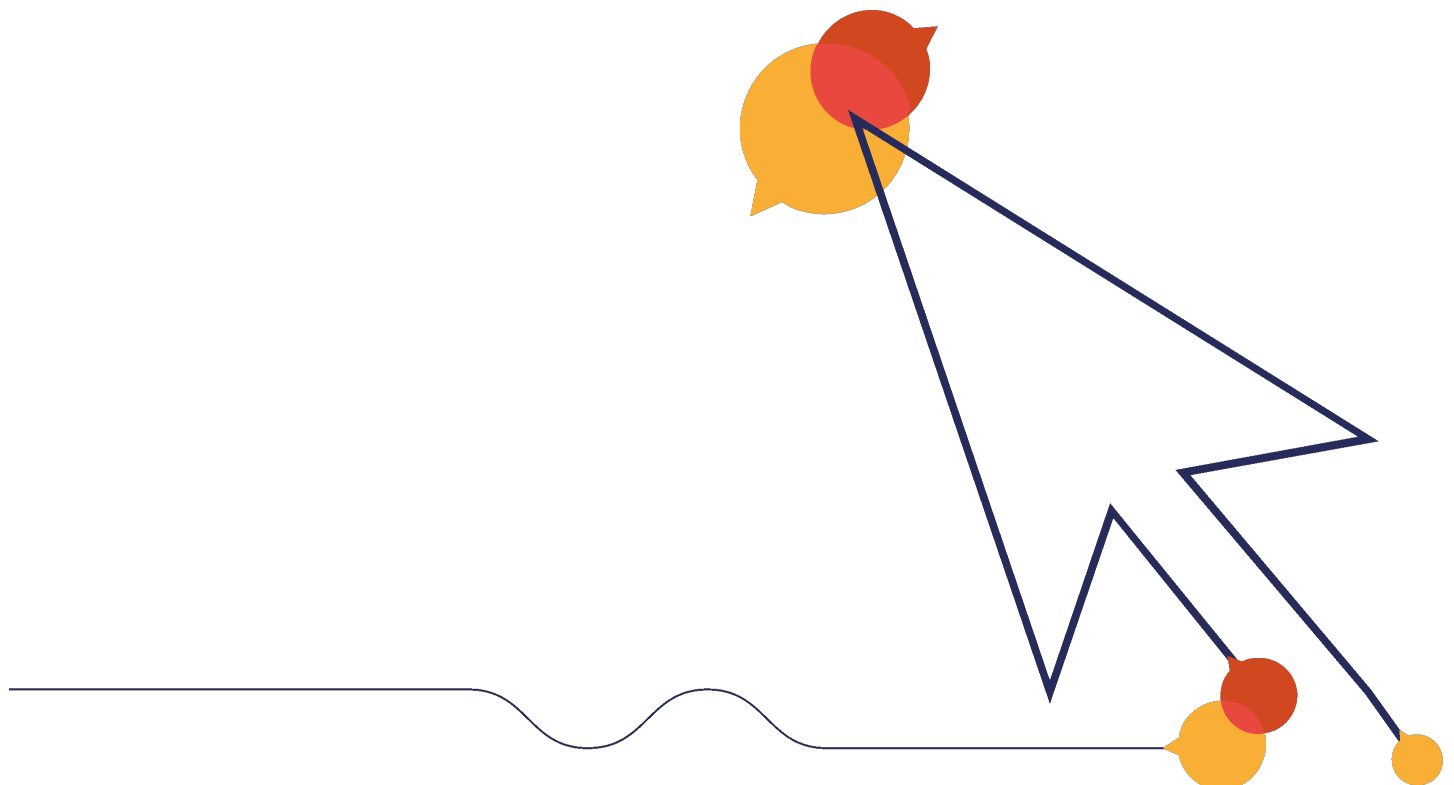
Safety Inspection Report

Annual Inspection

Trackside Skate Park

North Walsham Town Council

29 June 2026



Safety Inspection Report

Annual Inspection

Site name: **Trackside Skate Park**
Date of inspection: **29 June 2026**
Inspector: **Dan Clifft**



Seating

Innate risk score:
 3

Description	Tasks	Risk score
Bolt(s) loose.	Tighten.	 4

Seating - Picnic Tables

Innate risk score:
 3

Description	Tasks	Risk score
No Findings		

Signage - Skate

Innate risk score:
 2

Description	Tasks	Risk score
Item is damaged.	Read the notes for further action.	 3

Litter Bin

Innate risk score:
 2

Description	Tasks	Risk score
No Findings		

Wheeled Sport - Street Course

Innate risk score:

 15

Description	Tasks	Risk score
Item edges are worn.	Read the notes for further action.	 8
The surface is cracking.	Repair.	 6

Wheeled Sport - Double Bowl

Innate risk score:

 13

Description	Tasks	Risk score
The surface is damaged.	Repair.	 12
The surface is cracking.	Read the notes for further action.	 8

Wheeled Sport - Flat Bank

Innate risk score:

 13

Description	Tasks	Risk score
Surface needs repair.	Repair.	 12
The surface is cracking.	Read the notes for further action.	 4

How to read your report

The assets on site are categorised as **Ancillary Items** or **Play Items**, and listed under those headings.

Each item is listed in the style shown in the image below, which contains labels to aid interpretation as follows:

- 1) The name of the asset
- 2) The manufacturer of the asset, if known,
- 3) The innate or default risk score of the asset, assuming it has no faults and complies with standards,
- 4) The actual risk score of the asset at the time of inspection, being the highest of the finding risks or the innate risk,
- 5) A statement about whether the item complies with the appropriate standards, including the names of those standards,
- 6) Details about findings, if any, including what is wrong (Description), what to do about it (Tasks), notes to aid understanding (Notes), and photograph(s) of the issue.

Primary Items

Sample Asset Name

Manufactured by Manufacturer Name

asset image here

Risk level:
Low
Potential risk score reduction: 1
Remedial tasks: 1

Standards:
EN 1176-1:2017, EN 1176-2:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Finding

Description
Item is rusting in places.

Tasks
Replace.

Note
Two of the frame washers are rusting.

Finding Photos

asset image here asset image here

Surface: Grass

Inspection SI0000142594. Report produced on 16/12/2019 at 12:11:07

Litter Bin



Innate risk level

Actual risk level

2

2

Risk level:

Very low

✓

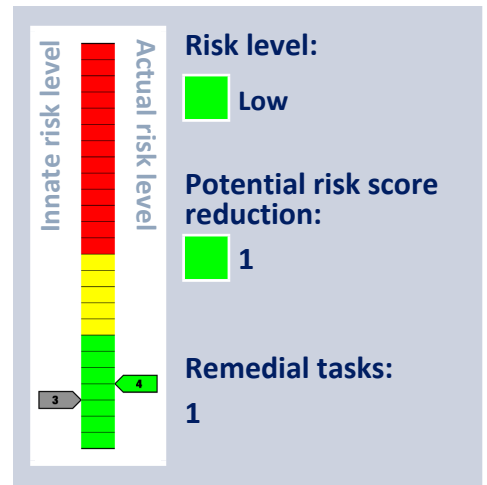
Risk score as low as possible

✓

No remedial tasks

Inspection SI0000320273. Report produced on 01/07/2026 at 15:18:12

A1



Seating - Picnic Tables



Innate risk level

Actual risk level

3

3

Risk level:

Very low

✓

Risk score as low as possible

✓

No remedial tasks

Inspection SI0000320273. Report produced on 01/07/2026 at 15:18:12

A3

Signage - Skate



Innate risk level

Actual risk level

2

3

Risk level:

Very low

Potential risk score reduction:

1

Remedial tasks:

1

Maintenance Finding

Description

Item is damaged.

Tasks

Read the notes for further action.

Note

Monitor for any further damage.

Risk level:

Very low

Risk score:

3

Finding Photos



Wheeled Sport - Double Bowl

Manufactured by (Unknown)



Risk level:
High

Risk score as low as possible

Remedial tasks:
2



Standards:

EN 14974:2019
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

The surface is damaged.

Tasks

Repair.

Note

Concrete surface damaged in a number of areas.

Risk level:
Medium

Risk score:
12

Finding Photos





Maintenance Finding

Description

The surface is cracking.

Tasks

Read the notes for further action.

Note

There are a number of hairline cracks that are starting to open up and crumble. Monitor and repair if required.

Risk level:

 Medium

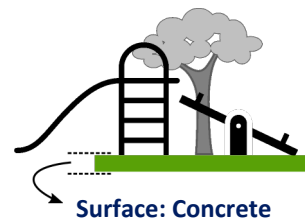
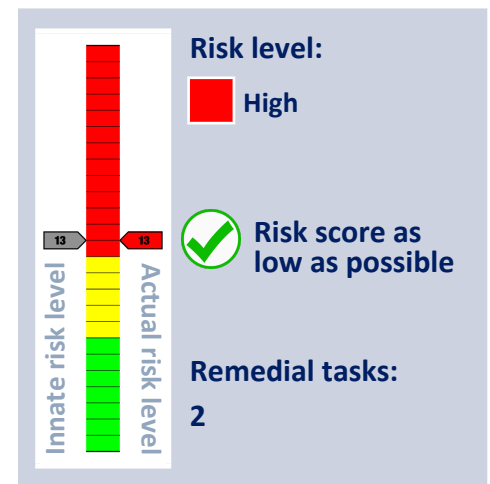
Risk score:

 8

Finding Photos



A photograph of a concrete skatepark ramp and stairs. The ramp is a quarter-pipe style, and the stairs are to its left. The area is surrounded by green grass and trees in the background.



The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Surface needs repair.

Repair.

Surface damaged at the transition point.



Finding Photos



Maintenance Finding

Description

The surface is cracking.

Tasks

Read the notes for further action.

Risk level:

Low

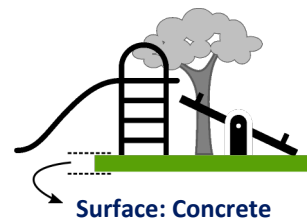
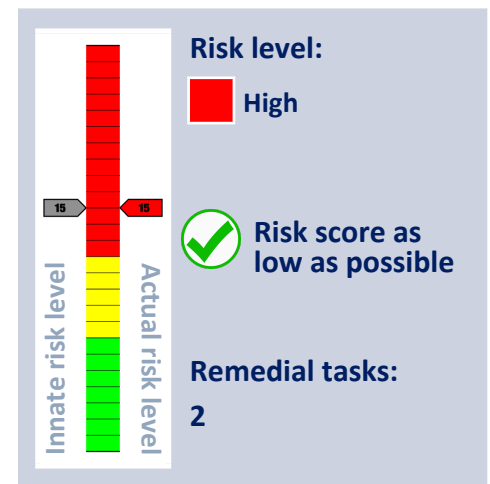
Risk score:

4

Finding Photos



A wide-angle photograph of a modern, multi-level concrete skatepark. The park features various ramps, rails, and ledges. In the background, there are green trees, a grassy area, and a few people sitting on a bench. The sky is clear and blue.



The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Item edges are worn.

Read the notes for further action.

The concrete grind bar is wearing on the edges. Monitor wear.

Finding Photos



8

Maintenance Finding

Description

The surface is cracking.

Tasks

Repair.

Note

Hairline cracks forming. Monitor and repair as required.

Risk level:

Low

Risk score:

6

Finding Photos



General Notes

The risk scores are calculated by plotting the likelihood of harm against the severity of the injury sustained. The likelihood is given a score of 1 to 5, and the severity is given a score of 1 to 5. In doing this a matrix is produced which gives a numerical assessment of the risk on a score of 1 to 25, and a judgement is made as to which risks are low, which are medium and which are high. Risk scores may be adjusted in the light of experience and therefore may not be exactly as per the table. For example, a score of 7 may be noted.

Risks are calculated in this way:

1. An assessment of the likelihood of harm taking place is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Rare
 - b. 2 = Unlikely
 - c. 3 = Moderate
 - d. 4 = Likely
 - e. 5 = Certain
2. An assessment of the severity of the injury sustained is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Insignificant
 - b. 2 = Minor
 - c. 3 = Moderate
 - d. 4 = Major
 - e. 5 = Catastrophic
3. The two numbers are multiplied to give a risk score on a scale of 1 to 25.
4. Scores of 1 to 7 inclusive are considered to be low risk and are considered to be tolerable where this is the innate risk of the item, but where remedial works are identified these should be undertaken,
5. Scores of 8 to 12 are considered to be medium risk and some control measures may be identified to reduce the risks to low, tolerable levels,
6. Score of 13 and above are considered to be high risk and urgent action is considered to be necessary to reduce the risks to tolerable levels.

General Notes

It is important to note that where an outcome is catastrophic, but for which the likelihood is rare this will present a score of $1 \times 5 = 5$ = low risk. Similarly, a certain event for which the consequence is insignificant will present a score of $5 \times 1 = 5$ = low risk. It is important to consider likelihood and consequence, and not just one of the factors in isolation.

The multiplication of the factors into a risk matrix is given here in Table 1, with a judgement made as to risk scoring indicated by colour.

Green = LOW risk, Amber = MEDIUM risk, Red = HIGH risk.

Table 1 – Risk Score Matrix

L i k e l i h o o d	Severity					
		1 Insignifi- cant	2 Minor	3 Moderate	4 Major	5 Catastro- phic
	1 = Rare	1 LOW	2 LOW	3 LOW	4 LOW	5 LOW
	2 = Unlikely	2 LOW	4 LOW	6 LOW	8 MEDIUM	10 MEDIUM
	3 = Moderate	3 LOW	6 LOW	9 MEDIUM	12 MEDIUM	15 HIGH
	4 = Likely	4 LOW	8 MEDIUM	12 MEDIUM	16 HIGH	20 HIGH
	5 = Certain	5 LOW	10 MEDIUM	15 HIGH	20 HIGH	25 HIGH

General Notes

Inspection Scope

The inspections are undertaken using the RPII's inspection scope.

Compliance with Standards

Inspections are undertaken with reference to the appropriate standards, which are listed next to each item. Compliance with these standards is not mandatory in law, but it is useful to know whether items comply or not. If we think a change is needed, then this is noted in our report. Non-compliance does not necessarily mean that a change is needed. Where a standard is undated the current version is applied, unless overlap periods are allowed by the standards committee at the time of update. The information provided herein is to assist the owner/operator to fulfil its responsibilities as detailed in the relevant standards. Other standards referenced within the listed standards do not form part of this inspection, unless they are also explicitly listed here.

The listed standards are relevant to all installations of equipment which are publicly accessible, including public parks, pay to play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks and the like. All equipment used in publicly accessible areas should meet with the requirements of the relevant listed standard.

Additionally, EN 1176-7 provides guidance on installation, inspection, maintenance and operation to owners/operators of equipment and ancillary items. In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in EN 1176-7. 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 the EN 1176-7 contains no requirement in the UK and needs to be read and implemented as guidance, with the use of the terms 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic equipment falls outside the scope of standards for publicly accessible spaces. Domestic play equipment has its own standard (BS EN 71 – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report, but compliance may be assessed to the applicable standard relating to publicly accessible equipment.

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

Compliance with standards is not always a clear-cut thing. Some interpretation can be needed, and our interpretation may differ from the interpretation of others. In some cases, we may decide not to note non-compliance in cases where we think it may mislead or be unhelpful so to do.



General Notes

What We Inspect

Annual and Post Installation inspections will take into consideration compliance with 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 3.0 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 (if undertaken) relate only to the most obvious defects such as broken or missing parts, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

The inspection is non-dismantling, non-destructive and does 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 to ensure as far as is reasonably practicable the continued safe use of the items concerned. The owner/operator is responsible for the overall safety of the equipment and area. Inspectors who are trained to use ladders may use them where it is safe to do so, but if members of the public are present on site ladders may not be used to access the equipment.

What We Don't Inspect

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 impact absorbing properties of any surfaces. The identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection or the inspection of any equipment (or part thereof) that is underground or beneath the playing surface. 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).



General Notes

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.

We have inspected without dismantling or destruction and so some aspects of the relevant standards may not be testable on site.

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 and this inspection shall be considered as contributing to the operator's discharge of this responsibility.

Exposure to Risk

Exposure to acceptable levels of risk and challenge is essential to children's development and allows them to exercise their right to play. Therefore, it can be judged that levels of risk above low risk can be acceptable. The risk scores shown allow the operator to make a judgement after first considering the benefit of the activity to which the risk score relates.

Ownership

There may be cases where we report issues that are not the site owner's responsibility. It is not necessarily possible for us to determine who owns what, and in any case we need to bring all risks to your attention if they can affect the safety of the site's users.

Contemporaneous Findings

Our report shows the findings at the time of inspection. Subsequent events may affect the condition of the site. Suggested remedial actions are based upon our knowledge and experience. The owner/operator should seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

Timber

Where timbers are set into the ground it is not always possible to determine levels of decay. The owner/operator should ensure it conducts appropriate inspections to identify decay before it becomes a problem.

We can undertake more in-depth testing of your playground timbers using resistance penetration.

Timber is known to decay from the inside out. This makes it very important that you ensure proper testing and inspection is undertaken of your playground timbers, especially where defects may be hidden inside the structures. Testing using resistance penetration can help to identify defects before they become outwardly apparent, but can also confirm the condition of good timbers to prevent premature replacement with its associated costs. The testing is undertaken using a specialist machine, which uses electronically controlled drill resistance measurement. The drill is fine enough that it does not cause permanent damage to reduce the lifespan of the equipment.

Please contact us for pricing and further information.

Planting and Trees

Where planting or trees are mentioned in our report, please be advised that we do not undertake any arboricultural, horticultural or toxicological assessment of suitability or condition. You must ensure you undertake suitable inspections from an appropriate expert.



General Notes

How This Inspection Contributes to Your Annual Main Inspection

The owner/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 facility. The inspection guidance is listed in Table 1, with an indication of which parts will be included in your RoSPA inspection [the items in the first column are the items which comprise an “Annual Main Inspection”, the second column shows which elements form part of a RoSPA inspection, items with a cross are not included, some items may have limitations as shown in the notes to the Table 1). The standards also contain additional parts which the owner/operator should follow.

Table 1

Inspection Recommendations of relevant standards These form the Annual Main Inspection	Included in RoSPA 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]
6.2 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	✓
6.2 c) Presence of rot or corrosion (see note 2)	✓ [2]
6.2 c) Assessment of repairs made/added or replaced components (see note 5)	✗
N.B. The clause numbers above are taken from BS EN 1176-7:2020. The content is equally applicable to all other relevant standards. Playgrounds contains 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 details in the relevant standard. Notes [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 for with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment. We therefore cannot be held responsible for the presence of such decay. [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 annual inspections. We can conduct impact testing for additional fees. [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.	

EN 14974 Notes – Summary of Requirements

General

No substances hazardous to health shall be present. Timber to be protected against rotting. Metals to be weather resistant. Skateparks to be separated from playgrounds. All external accessible edges rounded off (min. 3mm radius) No gaps exceeding 5 mm between ramps and the ground. Structures shall be firmly fixed to prevent displacement. All tube ends shall be blanked off.

There shall be no stairs or ladders to platforms. Free fall height shall not exceed 1500 mm, except where otherwise allowed. The ground shall be correctly level.

Rolling Surfaces

Rolling surfaces shall be even and closed. Mounting parts shall not project. Differences in height (e.g. due to misalignment of edges) shall not exceed the thickness of the material and shall not exceed 3 mm. Laminate materials shall not delaminate. Width of joints shall not exceed 5 mm. Surfaces shall be free draining.

Grinding surfaces

Shall be wear resistant.

Barriers

Shall be at least 1200 mm high. No horizontal openings greater than 89 mm. Shall not induce anyone to climb. The distance between the underside of the barrier and the top of the platform shall not exceed 60 mm. Barrier ends must be rounded off or chamfered.

Copings

Minimum diameter of 40 mm. Ends shall be sealed. Multiple piece construction – there shall be no gaps or change of levels. Pool copings can have gaps up to 5 mm wide, but they must be level. Copings in parallel must not have a gap between them > 8 mm. Coping projection shall be between 5 mm and 20 mm (upwards and forwards), except pool copings which can differ.

Kerbs & Ledges

Adjacent rolling surfaces shall be at least 1200 mm wide. The side faces and structure below the grinding surface shall be closed. Safety zone is at least 2000mm.

Rails

Height maximum 1000 mm. Square or rectangular rails width and height minimum is 40 mm. Square rail free ends width minimum is 60 mm. Rectangular rail free end minimum is 50 mm wide and 60 mm high. Circular rail diameter minimum is 40 mm. Circular rail free ends diameter minimum is 60 mm. All rail ends shall be sealed. End edges shall be rounded 3 mm minimum. Ground plates shall not stick out more than 100 mm.

Jump Ramps

Maximum height 1000 mm. Minimum width 1200 mm. Minimum radius (if applicable) 1800 mm. Maximum bank inclination (if applicable) 40 degrees. Safety zone is at least 2000mm to sides and front, and at least 5000mm beyond the jump.



Platform Bank (Flat Bank)

Where height is ≤ 1000 mm no barrier is needed. See table for dimensions:

A bank higher than 1000 mm without a platform shall have a barrier. Safety zone is at least 2000mm.

Height (mm)	Width (mm)	Platform depth (mm)
≤ 1000	Min. 1200	Min. 1200
> 1000 to 1500	Min 2400	
> 1500 to 3000	Min 3600	

Platform Transition (Quarter Pipe)

Where height is ≤ 1000 mm no barrier is needed. See table for dimensions:

Copings must meet the requirements for copings. Safety zone is at least 2000mm.

Height (mm)	Width (mm)	Platform depth (mm)	Radius (mm)
≤ 1000	Min. 1200	Min. 1200	Min 1800
> 1000 to 1500	Min 2400		
> 1500 to 3000	Min 3600		

Spine Ramp

See table for dimensions:

Ridge shall be minimum of 40 mm and maximum of 140 mm wide (except for spines consisting of two flat banks) Copings must meet the requirements for copings. Safety zone is at least 2000mm.

Height (mm)	Width (mm)	Radius of transitions	Angle of bank
≤ 1000	Min. 1200	Min. 1800	Max 40 degrees
> 1000 to 1250	Min 2400		
> 1250 to 1500	Min 3600		

Wall Ramp

See table for dimensions:

Safety zone is at least 2000mm.

Structure	Radius (r) mm	Width mm	Height (wall) mm	Height (ramp) mm
Wall ramp with transition	Min 1000 Max 2000	Min 2400	Min 2000	R $\pm$ 5%
	> 2000 to 3000	Min 3600	$\geq$ radius	
Wall ramp with bank	-	Min 2400	Min 1500	Max 1500
		Min 3600		Min 1500 Max 2500

Pyramid Bank

Height shall not exceed 1500mm. Length of upper quadrilateral edge shall be at least 100mm. Fully sided pyramids do not have height limitations. All surfaces must be closed. Safety zone is at least 2000mm.

EN 14974 Notes – Summary of Requirements

Stair

Vertical sections must be closed. Grind rails and kerbs shall not be installed over stairs higher than 1000mm. Safety zone is at least 2000mm.

Pipe

Has a platform at each end. Platforms shall only be accessible via the rolling surface (i.e. no steps or climbing holds) Platforms shall have barriers. Copings must be fitted. Safety zone is at least 2000mm

Fun Box

Where the fun box is fully sided with rolling surfaces there are no height restrictions. If the fun box is accessible from at least three sides any rails shall project no more than 300mm into the table. Distance between the ends of the rail and the opposite table edge shall be at least 1200mm. Distance between rails/kerbs/ledges etc. shall be at least 1500mm. Any vertical surfaces of open corners shall be closed. Safety zone is at least 2000mm.

Safety Zones

Shall be clear of obstacles.

Marking

Structure should be marked with (at least):

- Name of manufacturer
- Year of manufacture
- Number and date of the standard (EN 14974:2019)







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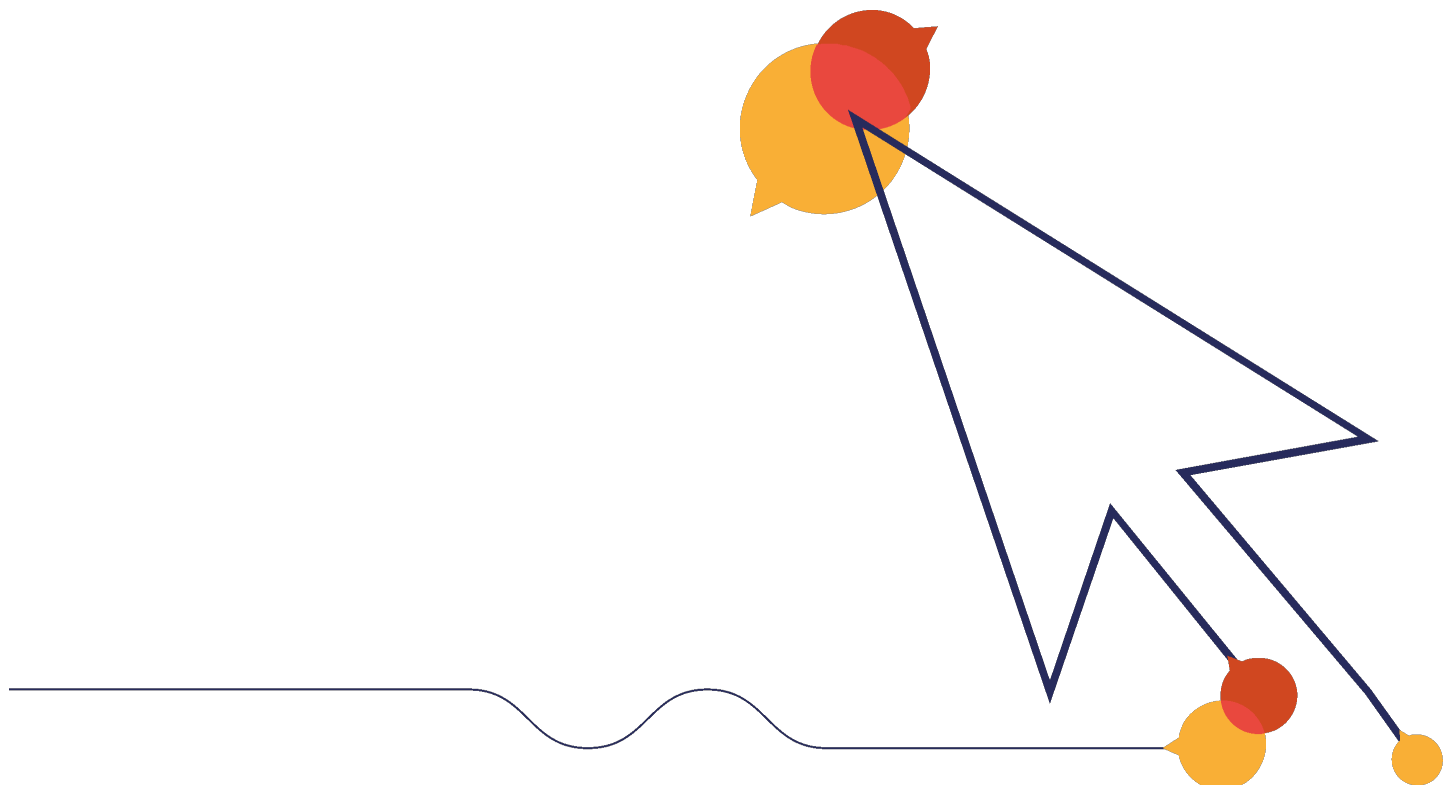
Safety Inspection Report

Annual Inspection

Trackside Children's Play Area

North Walsham Town Council

29 June 2026



Safety Inspection Report

Annual Inspection

Site name: **Trackside Children's Play Area**
Date of inspection: **29 June 2026**
Inspector: **Dan Clifft**



Graffiti Walls

Innate risk score:

 4

Description	Tasks	Risk score
Fixtures loose or missing.	Tighten/replace.	 8
There are splinters or the potential for splinters.	Sand the timber down to remove the splinters and/or the places liable to give splinters.	 6

Litter Bin

Innate risk score:

 2

Description	Tasks	Risk score
RoSPA recommends that litter bins should not be closer than 2 m from seats and gates (max of 3 m recommended). If they are too far away they may not be used. If they are too close this may cause nuisance from wasps.	Move the bin or seat as appropriate.	 6

Seating

Innate risk score:

 3

Description	Tasks	Risk score
Trip points on the surface.	Build up surface level to remove trip points.	 6

Climber - Traverse Wall

Innate risk score:

 5

Description	Tasks	Risk score
Additional comments are noted below.	Read the notes for further action.	 8
Loose fill surfacing less than either: a) 100 mm more than determined by testing to EN 1177 to achieve the critical fall height, b) 300 mm when the fall height is up to 2 m, or c) 400 mm when the fall height is between 2 m and 3 m.	Top up.	 6

Agility Trail

Innate risk score:

 6

Description	Tasks	Risk score
Overhead ladders and rings provide significant play value and benefits to children, and with it the risk of falling. Ensuring the surface remains in good condition will help to keep the correct balance between benefits and risk.	The protective surface under all bars and rings must be kept in good condition.	 8

Swing - Junior - 2 Bay 3 Seat

Innate risk score:

 8

Description	Tasks	Risk score
No Findings		

Multiplay - Slide Climber - Large

Innate risk score:

 6

Description	Tasks	Risk score
A guard rail is required for equipment not easily accessible by younger children when the free height of fall is between 1000 and 2000 mm. Such a rail should be at 600 mm to 850 mm above the platform, (or stairs or ramp).	Refer to manufacturer for comment.	 8

Talk Tubes

Innate risk score:

 3

Description	Tasks	Risk score
Worn ground areas.	Read the notes for further action.	 6

Multiplay - Slide Climber - Small

Innate risk score:
 6

Description	Tasks	Risk score
No Findings		

Rocker - Seesaw

Innate risk score:
 6

Description	Tasks	Risk score
Additional comments are noted below.	Read the notes for further action.	 6
Cap missing.	Replace.	 3

Play Panels

Innate risk score:
 3

Description	Tasks	Risk score
No Findings		

Rocker - Elephant

Innate risk score:
 3

Description	Tasks	Risk score
No Findings		

How to read your report

The assets on site are categorised as **Ancillary Items** or **Play Items**, and listed under those headings.

Each item is listed in the style shown in the image below, which contains labels to aid interpretation as follows:

- 1) The name of the asset
- 2) The manufacturer of the asset, if known,
- 3) The innate or default risk score of the asset, assuming it has no faults and complies with standards,
- 4) The actual risk score of the asset at the time of inspection, being the highest of the finding risks or the innate risk,
- 5) A statement about whether the item complies with the appropriate standards, including the names of those standards,
- 6) Details about findings, if any, including what is wrong (Description), what to do about it (Tasks), notes to aid understanding (Notes), and photograph(s) of the issue.

Primary Items

Sample Asset Name

Manufactured by Manufacturer Name

asset image here

Innate risk level

Actual risk level

Risk level:
Low

Potential risk score reduction:
1

Remedial tasks:
1

Surface: Grass

Standards:

EN 1176-1:2017, EN 1176-2:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Finding

Description

Item is rusting in places.

Tasks

Replace.

Note

Two of the frame washers are rusting.

Finding Photos

asset image here

asset image here

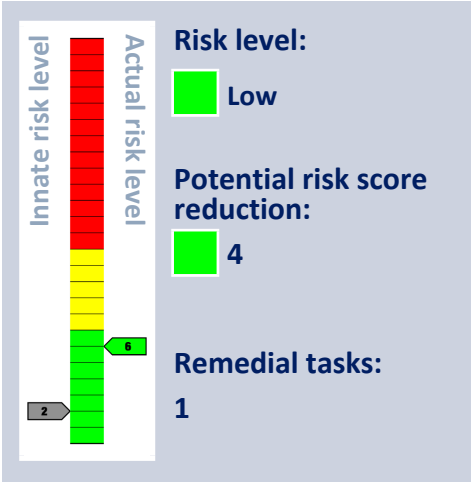
Risk level:
Low

Risk score:
7

Inspection SI0000142594. Report produced on 16/12/2019 at 12:11:07

4

Litter Bin



Maintenance Finding

Description

RoSPA recommends that litter bins should not be closer than 2 m from seats and gates (max of 3 m recommended). If they are too far away they may not be used. If they are too close this may cause nuisance from wasps.

Tasks

Move the bin or seat as appropriate.



Finding Photos



Seating



Innate risk level

Actual risk level

3

6

Risk level:

Low

Potential risk score reduction:

3

Remedial tasks:

1

Maintenance Finding

Description

Trip points on the surface.

Tasks

Build up surface level to remove trip points.

Risk level:

Low

Risk score:

6

Finding Photos



Graffiti Walls



Innate risk level

Actual risk level

4

8

Risk level:

Medium

Potential risk score reduction:

4

Remedial tasks:

2

Maintenance Finding

Description

Fixtures loose or missing.

Tasks

Tighten/replace.

Risk level:

Medium

Risk score:

8

Finding Photos





Maintenance Finding

Description

There are splinters or the potential for splinters.

Tasks

Sand the timber down to remove the splinters and/or the places liable to give splinters.

Risk level:

 Low

Risk score:

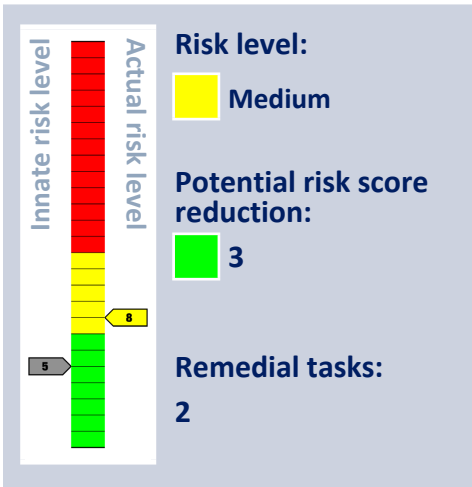
 6

Finding Photos



Climber - Traverse Wall

Manufactured by (Unknown)



Standards:

EN 1176-1:2017+A1:2023

The item complies with the requirements of the relevant standards. The surface does not comply with the requirements of the relevant standards for the following reasons:

Surfacing Standard Compliance Findings

1. Loose fill surfacing less than either: a) 100 mm more than determined by testing to EN 1177 to achieve the critical fall height, b) 300 mm when the fall height is up to 2 m, or c) 400 mm when the fall height is between 2 m and 3 m.

The item has the following maintenance findings:

1. Additional comments are noted below.

Standard Compliance Finding

Description

Loose fill surfacing less than either: a) 100 mm more than determined by testing to EN 1177 to achieve the critical fall height, b) 300 mm when the fall height is up to 2 m, or c) 400 mm when the fall height is between 2 m and 3 m.

Tasks

Top up.

Note

Surface has dispersed exposing hard protrusions. Top up.

Risk level:

 Low

Risk score:

 6

Finding Photos



Maintenance Finding

Description

Additional comments are noted below.

Tasks

Read the notes for further action.

Note

The user can climb to the top of the wall as there is not a defined gap between the hand/foot holds. Surfacing has only been provided to the front of the unit. The inspector recommends installing surfacing to the rear and sides of the wall.

Risk level:

 Medium

Risk score:

 8

Finding Photos



Agility Trail

Manufactured by Wicksteed Leisure Ltd



Innate risk level

Actual risk level

6

8

Risk level:

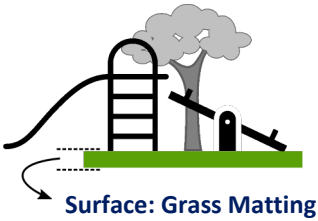
Medium

Potential risk score reduction:

2

Remedial tasks:

1



Standards:

EN 1176-1:2017+A1:2023
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Overhead ladders and rings provide significant play value and benefits to children, and with it the risk of falling. Ensuring the surface remains in good condition will help to keep the correct balance between benefits and risk.

Tasks

The protective surface under all bars and rings must be kept in good condition.

Risk level:

Medium

Risk score:

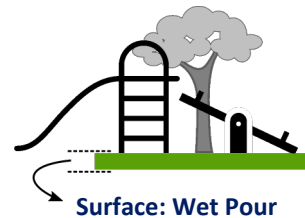
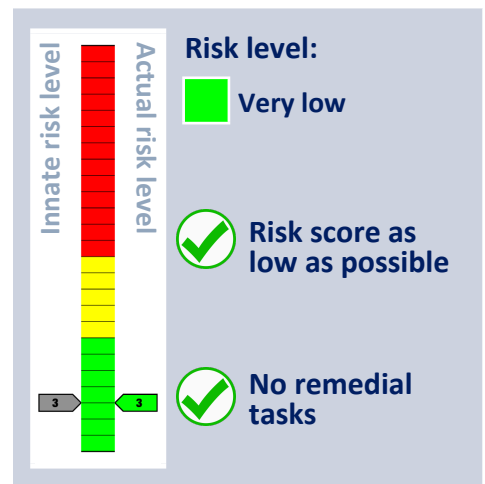
8

Finding Photos



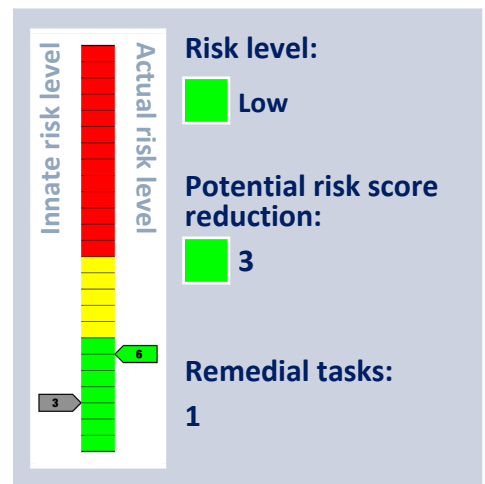
A blue play structure with geometric shapes and text on a black rubber mat. The structure consists of two panels. The left panel features a large circular logo with a stylized 'S' and the words 'SUNSHINE' and 'SMILES' below it. The right panel is decorated with various geometric shapes like triangles, squares, and circles, along with the words 'SUNSHINE' and 'SMILES'. The structure is set on a black rubber mat in a grassy area with trees in the background.

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.



Talk Tubes

Manufactured by Wicksteed Leisure Ltd



Standards:



EN 1176-1:2017+A1:2023

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Worn ground areas.

Tasks

Read the notes for further action.

Note

Make good and consider installing a harder wearing surface to help with erosion.

Finding Photos



Risk level:

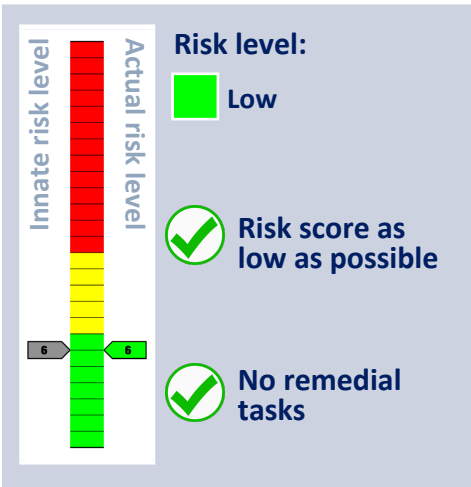
Low

Risk score:

6

Multiplay - Slide Climber - Small

Manufactured by Wicksteed Leisure Ltd



Standards: ✓

EN 1176-1:2017+A1:2023, EN 1176-3:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Rocker - Seesaw

Manufactured by Wicksteed Leisure Ltd



Innate risk level

Actual risk level

6

6

Risk level:

Low

✓

Risk score as low as possible

Remedial tasks:

2



Standards:

✓

EN 1176-1:2017+A1:2023, EN 1176-6:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Additional comments are noted below.

Tasks

Read the notes for further action.

Note

The framework is holding water. Refer to the manufacturer for comment.

Risk level:

Low

Risk score:

6

Finding Photos



Maintenance Finding

Description

Cap missing.

Tasks

Replace.

Risk level:

Very low

Risk score:

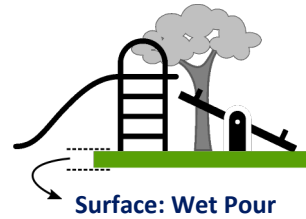
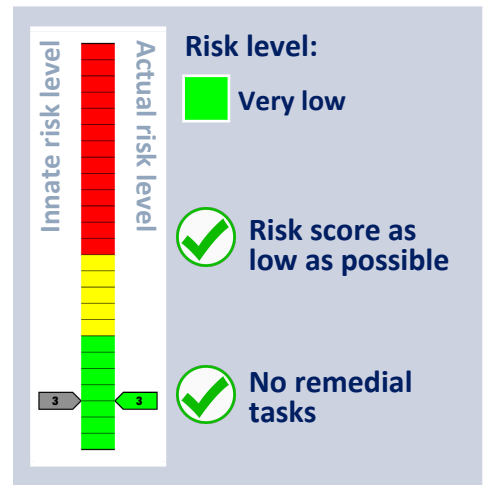
3

Finding Photos



Rocker - Elephant

Manufactured by Wicksteed Leisure Ltd



Standards:



EN 1176-1:2017+A1:2023, EN 1176-6:2017

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Manufactured by Wicksteed Leisure Ltd

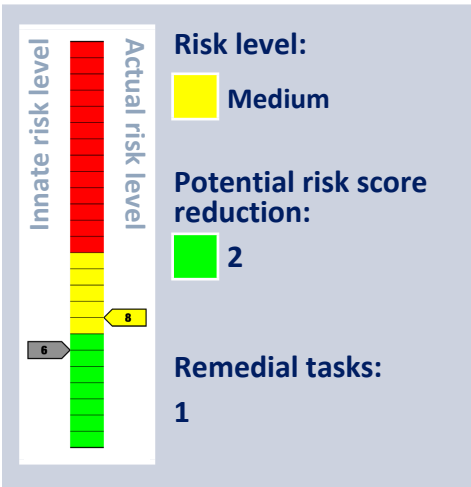


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Multiplay - Slide Climber - Large

Manufactured by Wicksteed Leisure Ltd



Standards:



EN 1176-1:2017+A1:2023, EN 1176-3:2017

The surfacing meets with the requirements of the relevant standards. The item is not compliant with the requirements of the relevant standards for the following reasons:

Equipment Standard Compliance Findings

1. A guard rail is required for equipment not easily accessible by younger children when the free height of fall is between 1000 and 2000 mm. Such a rail should be at 600 mm to 850 mm above the platform, (or stairs or ramp).

There are no maintenance findings for this item.

Standard Compliance Finding

Description

A guard rail is required for equipment not easily accessible by younger children when the free height of fall is between 1000 and 2000 mm. Such a rail should be at 600 mm to 850 mm above the platform, (or stairs or ramp).

Tasks

Refer to manufacturer for comment.

Note

There is a gap in the barrier where there are no additional play items attached with a fall height of 1.9 m.

Finding Photos



Risk level:

 Medium

Risk score:

 8

General Notes

The risk scores are calculated by plotting the likelihood of harm against the severity of the injury sustained. The likelihood is given a score of 1 to 5, and the severity is given a score of 1 to 5. In doing this a matrix is produced which gives a numerical assessment of the risk on a score of 1 to 25, and a judgement is made as to which risks are low, which are medium and which are high. Risk scores may be adjusted in the light of experience and therefore may not be exactly as per the table. For example, a score of 7 may be noted.

Risks are calculated in this way:

1. An assessment of the likelihood of harm taking place is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Rare
 - b. 2 = Unlikely
 - c. 3 = Moderate
 - d. 4 = Likely
 - e. 5 = Certain
2. An assessment of the severity of the injury sustained is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Insignificant
 - b. 2 = Minor
 - c. 3 = Moderate
 - d. 4 = Major
 - e. 5 = Catastrophic
3. The two numbers are multiplied to give a risk score on a scale of 1 to 25.
4. Scores of 1 to 7 inclusive are considered to be low risk and are considered to be tolerable where this is the innate risk of the item, but where remedial works are identified these should be undertaken,
5. Scores of 8 to 12 are considered to be medium risk and some control measures may be identified to reduce the risks to low, tolerable levels,
6. Score of 13 and above are considered to be high risk and urgent action is considered to be necessary to reduce the risks to tolerable levels.

General Notes

It is important to note that where an outcome is catastrophic, but for which the likelihood is rare this will present a score of $1 \times 5 = 5$ = low risk. Similarly, a certain event for which the consequence is insignificant will present a score of $5 \times 1 = 5$ = low risk. It is important to consider likelihood and consequence, and not just one of the factors in isolation.

The multiplication of the factors into a risk matrix is given here in Table 1, with a judgement made as to risk scoring indicated by colour.

Green = LOW risk, Amber = MEDIUM risk, Red = HIGH risk.

Table 1 – Risk Score Matrix

L i k e l i h o o d	Severity					
		1 Insignifi- cant	2 Minor	3 Moderate	4 Major	5 Catastro- phic
	1 = Rare	1 LOW	2 LOW	3 LOW	4 LOW	5 LOW
	2 = Unlikely	2 LOW	4 LOW	6 LOW	8 MEDIUM	10 MEDIUM
	3 = Moderate	3 LOW	6 LOW	9 MEDIUM	12 MEDIUM	15 HIGH
	4 = Likely	4 LOW	8 MEDIUM	12 MEDIUM	16 HIGH	20 HIGH
	5 = Certain	5 LOW	10 MEDIUM	15 HIGH	20 HIGH	25 HIGH

General Notes

Inspection Scope

The inspections are undertaken using the RPII's inspection scope.

Compliance with Standards

Inspections are undertaken with reference to the appropriate standards, which are listed next to each item. Compliance with these standards is not mandatory in law, but it is useful to know whether items comply or not. If we think a change is needed, then this is noted in our report. Non-compliance does not necessarily mean that a change is needed. Where a standard is undated the current version is applied, unless overlap periods are allowed by the standards committee at the time of update. The information provided herein is to assist the owner/operator to fulfil its responsibilities as detailed in the relevant standards. Other standards referenced within the listed standards do not form part of this inspection, unless they are also explicitly listed here.

The listed standards are relevant to all installations of equipment which are publicly accessible, including public parks, pay to play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks and the like. All equipment used in publicly accessible areas should meet with the requirements of the relevant listed standard.

Additionally, EN 1176-7 provides guidance on installation, inspection, maintenance and operation to owners/operators of equipment and ancillary items. In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in EN 1176-7. 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 the EN 1176-7 contains no requirement in the UK and needs to be read and implemented as guidance, with the use of the terms 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic equipment falls outside the scope of standards for publicly accessible spaces. Domestic play equipment has its own standard (BS EN 71 – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report, but compliance may be assessed to the applicable standard relating to publicly accessible equipment.

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

Compliance with standards is not always a clear-cut thing. Some interpretation can be needed, and our interpretation may differ from the interpretation of others. In some cases, we may decide not to note non-compliance in cases where we think it may mislead or be unhelpful so to do.



General Notes

What We Inspect

Annual and Post Installation inspections will take into consideration compliance with 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 3.0 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 (if undertaken) relate only to the most obvious defects such as broken or missing parts, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

The inspection is non-dismantling, non-destructive and does 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 to ensure as far as is reasonably practicable the continued safe use of the items concerned. The owner/operator is responsible for the overall safety of the equipment and area. Inspectors who are trained to use ladders may use them where it is safe to do so, but if members of the public are present on site ladders may not be used to access the equipment.

What We Don't Inspect

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 impact absorbing properties of any surfaces. The identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection or the inspection of any equipment (or part thereof) that is underground or beneath the playing surface. 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).



General Notes

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.

We have inspected without dismantling or destruction and so some aspects of the relevant standards may not be testable on site.

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 and this inspection shall be considered as contributing to the operator's discharge of this responsibility.

Exposure to Risk

Exposure to acceptable levels of risk and challenge is essential to children's development and allows them to exercise their right to play. Therefore, it can be judged that levels of risk above low risk can be acceptable. The risk scores shown allow the operator to make a judgement after first considering the benefit of the activity to which the risk score relates.

Ownership

There may be cases where we report issues that are not the site owner's responsibility. It is not necessarily possible for us to determine who owns what, and in any case we need to bring all risks to your attention if they can affect the safety of the site's users.

Contemporaneous Findings

Our report shows the findings at the time of inspection. Subsequent events may affect the condition of the site. Suggested remedial actions are based upon our knowledge and experience. The owner/operator should seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

Timber

Where timbers are set into the ground it is not always possible to determine levels of decay. The owner/operator should ensure it conducts appropriate inspections to identify decay before it becomes a problem.

We can undertake more in-depth testing of your playground timbers using resistance penetration.

Timber is known to decay from the inside out. This makes it very important that you ensure proper testing and inspection is undertaken of your playground timbers, especially where defects may be hidden inside the structures. Testing using resistance penetration can help to identify defects before they become outwardly apparent, but can also confirm the condition of good timbers to prevent premature replacement with its associated costs. The testing is undertaken using a specialist machine, which uses electronically controlled drill resistance measurement. The drill is fine enough that it does not cause permanent damage to reduce the lifespan of the equipment.

Please contact us for pricing and further information.

Planting and Trees

Where planting or trees are mentioned in our report, please be advised that we do not undertake any arboricultural, horticultural or toxicological assessment of suitability or condition. You must ensure you undertake suitable inspections from an appropriate expert.



General Notes

How This Inspection Contributes to Your Annual Main Inspection

The owner/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 facility. The inspection guidance is listed in Table 1, with an indication of which parts will be included in your RoSPA inspection [the items in the first column are the items which comprise an “Annual Main Inspection”, the second column shows which elements form part of a RoSPA inspection, items with a cross are not included, some items may have limitations as shown in the notes to the Table 1). The standards also contain additional parts which the owner/operator should follow.

Table 1

Inspection Recommendations of relevant standards These form the Annual Main Inspection	Included in RoSPA 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]
6.2 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	✓
6.2 c) Presence of rot or corrosion (see note 2)	✓ [2]
6.2 c) Assessment of repairs made/added or replaced components (see note 5)	✗
N.B. The clause numbers above are taken from BS EN 1176-7:2020. The content is equally applicable to all other relevant standards. Playgrounds contains 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 details in the relevant standard. Notes [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 for with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment. We therefore cannot be held responsible for the presence of such decay. [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 annual inspections. We can conduct impact testing for additional fees. [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.	

EN 1176 Notes – Summary of Requirements

PROTECTION AGAINST INJURIES IN THE FREE SPACE

- * No obstacles in the minimum space (other than structures to assist or safeguard the user)
- * Traffic flows should not go through the minimum space

PROTECTION AGAINST INJURIES IN THE FALLING SPACE

- * Free height of fall should not exceed 3m
- * No obstacles in the falling space
- * Platforms with fall heights of more than 1m between them require surfacing

PROTECTION AGAINST INJURIES DUE TO OTHER TYPES OF MOVEMENT

- * No unexpected obstacles

SURFACING SAFETY REQUIREMENTS

- * Surfacing should have no sharp edges or protrusions
- * Loose fills should be 100mm more than the depth required to meet the HIC reading (usually total 300mm up to 2m, and 400mm up to 3m)
- * Hard surfaces should only be used outside where children fall
- * Testable Impact absorbing surfaces if falls over 600mm are possible. Good turf may be used up to 1.5m

DESIGN AND MANUFACTURE

- * The equipment must be suitable for the user and risks should be identifiable by the child
- * Accessibility: adults must be able to gain access to help children
- * Grip requirements: permitted diameter 16 - 45mm (e.g. overhead bars)
- * Grasp requirements: maximum diameter 60mm (e.g. handrails on steps)
- * Requirements for easily accessible equipment

FINISHING

- * Timber species and synthetics should be splinter resistant
- * No protrusions or sharp-edged components
- * Bolts should not protrude by more than 8mm
- * Corners, edges or projecting parts over 8mm should have a 3mm radius.
- * No hard and sharp-edged parts (e.g. razor blade effect caused by sheet steel)
- * No crushing or shearing points
- * Connections should not come loose by themselves and should resist removal.
- * Timber connections should not rely solely on screws or nails.
- * Leaking lubricants should not stain or impair the safety of the equipment

FIBRE ROPES

- * Conform to EN 701 or 919 or have a material and load certificate
- * Ropes used by hands shall have a soft, non-slip covering

WIRE ROPES

- * Non-rotating and corrosion resistant with no splayed wires outside the ferrule
- * Wire connector clip threads should protrude less than 8mm
- * Turnbuckles should be enclosed, have a loop at each end and be secured

CHAINS

- * Maximum opening of individual links: 8.6mm in any one direction.
- * Connecting links between chains must be less than 8.6mm or over 12mm

SWINGING SUSPENDED ROPES

- * Not combined with swings in the same bay
- * Less than 2m long: over 600mm from static parts; over 900mm from swinging parts
- * 2m - 4m long: over 1000mm from anything
- * Diameter: 25 - 45mm

CLIMBING ROPES

- * Anchored at both ends and movement less than 20% of rope length
- * Single climbing rope diameter: 18 - 45mm (nets comply with Grip requirements)

ENTRAPMENTS

- * Entrapment: a place from which children cannot extricate themselves unaided
- There are six probes: the Torso Probe, the Large Head Probe, The Small Head probe, the Wedge Probe and the two Finger Rods. There is a toggle test to reduce the dangers of clothing toggles being caught on slides, fireman's poles and roofs, and a ring gauge to test for rocker hand/foot rest protrusions.

BRIDGES

- * The space between the flexible bridge and rigid sides should be not less than 230mm

ENTRAPMENT OF FEET AND LEGS

- * Inclined planes (not suspension bridges) less than 38° should have no gaps over 30mm
- * There are no requirements for suspension bridge gaps other than the main entrapment requirements

FINGER ENTRAPMENTS

- These occur in: 1. gaps where child's movement may cause a finger to become stuck; 2. open-ended tubes; 3. moving gaps
- * Tube ends should be securely enclosed and removable only with tools
 - * Moving gaps should not close to less than 12mm

BARRIERS AND GUARD-RAILS

- * Handrail: a rail to help the child balance
- * Guard-rail: a rail to prevent children falling
- * Barrier: a guard-rail with non-climbable in-fill

HAND-RAILS

- * Where required they should be between 600 and 850mm above the standing surface

EASILY ACCESSIBLE EQUIPMENT

- * Platforms over 600mm require a barrier with a minimum height of 700mm high + impact absorbing surfacing

NOT EASILY ACCESSIBLE EQUIPMENT

- * Platforms up to 1000mm: No barriers or guard-rails required + impact absorbing surface over
- * Platforms 1000-2000mm: 600 - 850mm high guard-rail + impact absorbing surfacing
- * Platforms 2000-3000mm: 700mm high barrier + impact absorbing surfacing
- * No bars, infills or steps which can be used as steps. Tops should discourage standing or sitting

MEANS OF ACCESS

- All means of access should have no entrapments; be securely fixed; be level to $\pm 3^\circ$ (ramps across width) and have a constant angle. It does not refer to agility equipment used as an access i.e. arched climbers, scramble nets. There are specific measurements for ladders, stairs and ramps.

EN 1176 Notes – Summary of Requirements

SWINGS

REQUIREMENTS

* No all-rigid suspension members (i.e. solid bar top to bottom) * Design should be principally for use by seated children (RoSPA interpretation) * Two seats per bay maximum. * Some types of swings have slightly different requirements. Information should be obtained from the supplier * Single points swing chains should not twist round each other * Single point swings require a secondary bearing support mechanism * Group seats must have their own bay.

DIMENSIONS

* Minimum ground clearance at rest: 350mm (400mm for group seats) * No maximum seat surface height but RoSPA recommends a max. height of 635mm for cradles and flat seats * Distance between seat and frame: 20% of swing suspension + 200mm * Distance between seats: 20% of the swing suspension + 300mm * Pivot splay (separation distance) at crossbar: width between seat fixings plus 5% of swing suspension length (+30% for group and Type 4 seats)

SITING

* Swing sets for young children should be separated from those for older children and sited to avoid cross traffic

SURFACING REQUIREMENTS

Forward and Back

* Different areas for synthetic and loose-fill surfaces in a box or pit. Measurements each way are: 1. synthetic: $0.867 \times \text{length of suspension member} + 1.75\text{m} + 0.5\text{m}$ of obstacle-clear space 2. loose-fill: $0.867 \times \text{length of suspension member} + 2.25\text{m}$

Side width

* Seat width no greater than 500mm: 1.75m minimum (i.e. .875m each way from seat centre)

* Areas for two seats in one bay may overlap providing the distance between seats is correct

Single point swings

* Circular area with a radius equal to the Forward and Backward figure for other swings

SLIDES

SAFETY REQUIREMENTS

* Free-standing slides: the max. vertical height which a stairway can reach without a change of direction is 2.5m. * Starting section at the top of each chute: length 350mm minimum, zero to 5° downwards at the centre line.

N.B. This can be the platform if the slide is attached to it * If the starting section is over 400mm long, platform requirements apply * From a platform, the gap to the slide is the same width as the slide * Attachment slides over 1m free fall height should have starting section barriers 500mm min. high at one point * Attachment slides over 1m FFH should have a guard-rail across the entrance at a ht. of between 700-900mm

Sliding sections

* Maximum angle: 60° at any one point and an average of 40° * The width of open and straight slides over 1500mm long should be less than 700mm or greater than 950mm * Spiral or curved slides should have a width less than 700mm

RUN -OUTS

* Run-outs of at least 300mm are required if the sliding section is under 1.5m long. * Additional requirements are required for different types of slides * Average angle of run-outs: type 1 = 10°, type 2 = 5° (both downwards) * Height of run-out: Less than 1.5m sliding length: max. 200mm. Greater than 1.5m sliding length: max. 350mm * Users should come to a stop on the run-out section (type 2 only)

* Chutes should have a side height related to the fall height: 1.2m: 100mm minimum : 1.2m - 2.5m: 150mm minimum : Over 2.5m: 500mm minimum

* Maximum side angle from slide bed: 30° * Tops of sides should be rounded or radiused to at least 3mm * Tunnel slides should be a minimum 750mm high and 750mm wide * Tunnels should start on or at the end of the starting section and be continuous over the sliding section only

SURFACING REQUIREMENTS

Normal distances except for the run-out which should be: * type 1: 1m each side and 2m beyond (or just 1.5m beyond for short slides) * type 2: 1m each side and 1m beyond

CABLE RUNWAYS

SAFETY REQUIREMENTS

* Stop at end should progressively slow down the traveller * Traveller should not be removable except with tools * No access to internal mechanism * Suspension mechanism: flexible, exclude risk of strangulation or be at least 2m above the ground in the middle * Where children hang by the hands, the grip should not be enclosed (i.e. a loop)

* Climbing should be discouraged onto the grip * Children should be able to get off the seat at any time (i.e. no loops or straps) *

Maximum loaded (69.5kg) speed is 7m per second * If two cables are placed parallel the min. distance between them is 2m

IMPACT AREAS

* 2m either side of main cable

ROTATING ITEMS

NOTE: Rotating items under 500mm diameter are excluded from these requirements

SAFETY REQUIREMENTS

* Maximum free height of fall: 1000mm (For overhead items: 1500 - 3000mm) * Max. speed at periphery under reasonable use: 5m per second. As no method is given, this cannot be tested * Hand grips should be between 16 - 45mm

SPECIFIC REQUIREMENTS

There are specific requirements for different types of roundabout. The two most common ones are:

Platform roundabouts:

* Platforms should be circular and enclosed * All parts should revolve in the same direction * No super-structure over the edge of the platform * Mechanism should be enclosed * Height between underside and ground 60 – 110mm for 300mm inwards

EN 1176 Notes – Summary of Requirements

Giant revolving discs

- * Clearance of underside at lowest point: 300mm in loose-fill, 400 mm for synthetic
- * Max. platform height: 1m
- * Free space: 3m
- * Upper surface should be continuous, smooth and with no handles or grips
- * Underside should be continuous, smooth and without any radial variations (i.e. spokes) or indentations

MINIMUM SPACE

- * Free space: Horizontal: 2m all round
- * Vertical head clearance from platform: sitting 1.5m ; standing 1.8m
- * Small rotating items under 500mm diameter are excluded,

SURFACING REQUIREMENTS

- * There are no special extra requirements for surfacing areas
- * Surfaces should be continuous underneath and level

ROCKING ITEMS

DEFINITIONS

- * Rocking equipment which can be moved by the user and is supported from below
- * Damping: any movement restricting device. (N.B. Springs are treated as self-damping)

SAFETY REQUIREMENTS

- * Throughout the range of movement gaps in all accessible joints should be under 12mm
- * Progressive restraint at extremity of movement is required
- * Foot rests should be provided where the ground clearance is less than 230mm
- * Hand grips should be provided for each seat or standing position
- * Foot rests and hand grips should be firmly fixed and non-rotating
- * Hand grip diameter: 16 - 45mm (for toddler items: 30mm maximum)
- * Right -angled corners on moving equipment should be 20mm radius min. (e.g. a bird's beak)

MINIMUM SPACE

- * 1000mm between items at maximum movement.

SURFACING REQUIREMENTS

- * Minimum 1000 mm for springers, except if standing is allowed in which case 1500 mm
- * 1500 mm minimum for type 1.

INSTALLATION, INSPECTION, MAINTENANCE AND OPERATION

SAFETY

- * Appropriate safety systems must be established by the operator
- * No access should be allowed to unsafe equipment or areas
- * Records should be kept by the playground operator
- * Effectiveness of safety measures should be assessed annually
- * Signs should be provided giving owner details and emergency service contact points
- * Entrances for emergency services should be freely accessible
- * Information on accidents should be kept
- * Staff and users should be safe during maintenance operations

INSPECTION

- * Manufacturers will recommend the inspection frequency although some sites may need a daily check

Frequency
Routine visual inspections: identification of hazards from vandalism, use or weather conditions (RoSPA recommends a recorded daily or weekly inspection) Operational inspection: every 1 -3 months or as recommended. Checks operation, stability, wear etc. Annual main inspection: checks long-term levels of safety

- * An inspection schedule should be prepared for each playground, listing components and methods
- * Appropriate action should be taken if defects are noted

ROUTINE MAINTENANCE

- * Basic routine maintenance details should be supplied by the manufacturer

CORRECTIVE MAINTENANCE

- * This covers remedial work and repairs as required
- * Alterations should only be carried out after consultation & agreement with the supplier or a competent person



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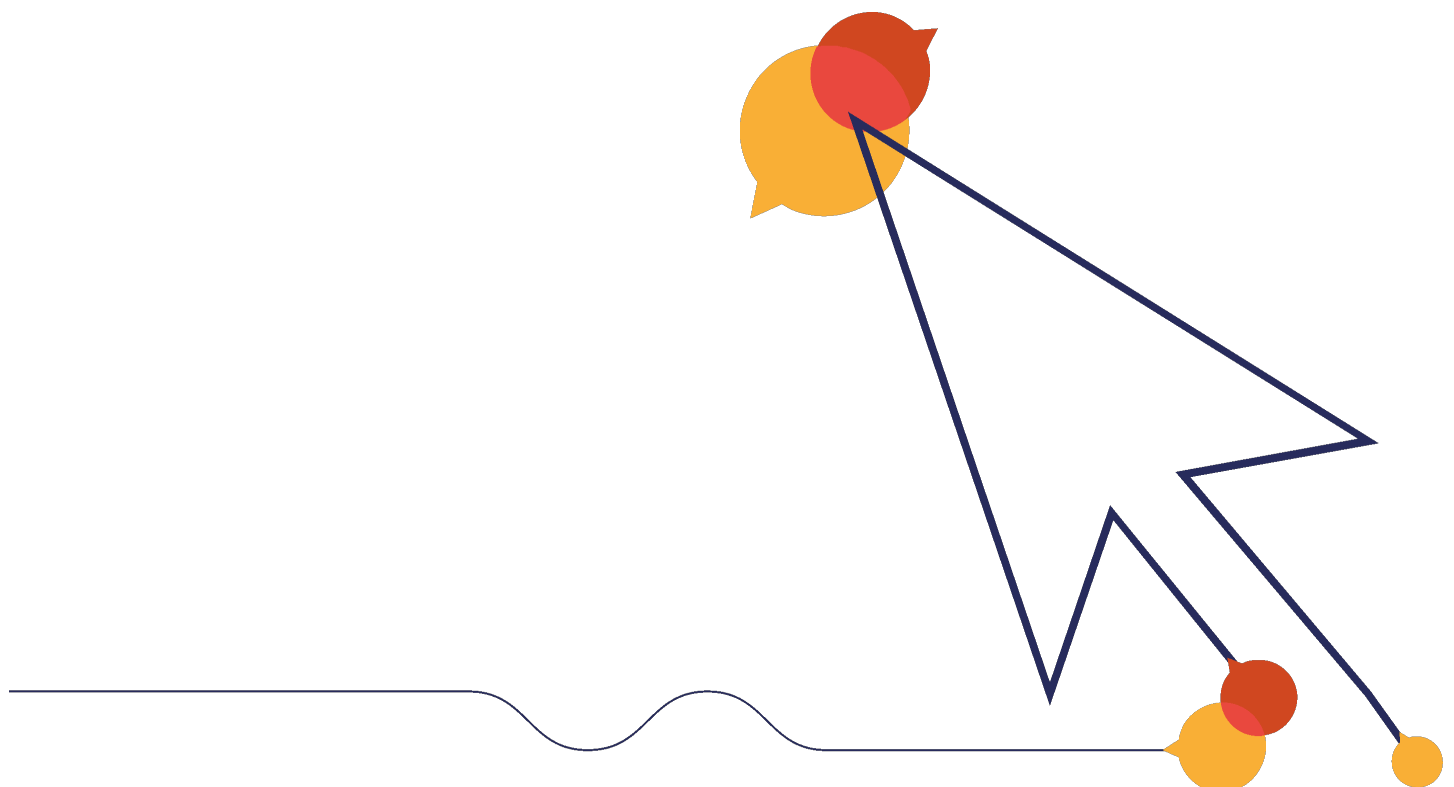
Safety Inspection Report

Annual Inspection

War Memorial Park, Older Children Play Area

North Walsham Town Council

29 June 2026



Safety Inspection Report

Annual Inspection

Site name: **War Memorial Park, Older Children Play Area**
Date of inspection: **29 June 2026**
Inspector: **Dan Clifft**



Youth Shelter

Innate risk score:

 5

Description	Tasks	Risk score
Fixtures loose or missing.	Tighten/replace.	 6
Worn ground areas.	Make good.	 5
Finger entrapment.	Read the notes for further action.	 5
There is graffiti on the unit.	Remove.	

General Surface - Wet Pour

Innate risk score:

 3

Description	Tasks	Risk score
Trip points on the surface.	Build up surface level to remove trip points.	 6
The surface is crumbling.	Read the notes for further action.	 4

Seating - Benches

Innate risk score:

 3

Description	Tasks	Risk score
Worn ground areas.	Make good.	 5

Litter Bin

Innate risk score:

 3

Description	Tasks	Risk score
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No Findings

Signage - Fitness

Innate risk score:

 2

Description	Tasks	Risk score
-------------	-------	------------

No Findings

Adult Fitness - Chinning Bars

Innate risk score:

 6

Description	Tasks	Risk score
The safer surface has hard edging / foundation within the impact area.	Read the notes for further action.	 9
Loose in ground.	Read the notes for further action.	 4

Rocker - Rocking Horse

Innate risk score:

 4

Description	Tasks	Risk score
There are sharp edges or projections.	Remove the sharp/projecting parts.	 9

Climber - Senior - Large

Innate risk score:

 7

Description	Tasks	Risk score
Overhead ladders and rings provide significant play value and benefits to children, and with it the risk of falling. Ensuring the surface remains in good condition will help to keep the correct balance between benefits and risk.	The protective surface under all bars and rings must be kept in good condition.	 8
Surface needs repair.	Read the notes for further action., Repair.	 8
Fixtures loose or missing.	Read the notes for further action.	 6
Item has some parts missing.	Read the notes for further action.	 6

Climber - Jungle Gym

Innate risk score:

 6

Description	Tasks	Risk score
Insufficient protective surfacing extent has been provided.	Modify to meet the standard.	 8
Projecting bolt thread.	Cut off and file down to remove sharp edges or use the correct length of bolt.	 7
The supports are within the falling or free space area.	The unit was installed prior to the publication of the current standards. There is no requirement to make retrospective changes.	 6
Loose fill surfacing less than either: a) 100 mm more than determined by testing to EN 1177 to achieve the critical fall height, b) 300 mm when the fall height is up to 2 m, or c) 400 mm when the fall height is between 2 m and 3 m.	Top up.	 6

Primary Items Summary – FULL DETAILS BELOW with Photographs

The space in, on, or around the equipment that can be occupied by the user should not contain any obstacles that the user is not likely to expect and which could cause injuries if hit by the user.

Read the notes for further action.

 6

Item is bent.

No reasonably practicable action is identified.

 5

Swing - Mixed - 1 Bay 1 Accessible 1 Junior Seat

Innate risk score:

 6

Description	Tasks	Risk score
Surface needs repair.	Repair.	 8
Seat(s) set at incorrect height.	Adjust to give a minimum of 350 mm clearance for standard seats, and 400 mm for tyres, baskets and other groups seats.	 6

Adult Fitness - Exercise Bike

Innate risk score:

 8

Description	Tasks	Risk score
Item is not working.	Read the notes for further action.	 2

Adult Fitness - Exercise Bike - Recumbent

Innate risk score:

 8

Description	Tasks	Risk score
No Findings		

Adult Fitness - Cross Trainer

Innate risk score:

 8

Description	Tasks	Risk score
Moving parts require greasing.	Apply lubricant according to the manufacturer's instructions.	 4

Adult Fitness - Hand Cycle

Innate risk score:

 8

Description	Tasks	Risk score
The paint is chipped.	Touch up the paint.	 2

Adult Fitness - Parallel Bars

Innate risk score:

 7

Description	Tasks	Risk score
Surface is wearing.	Monitor for significant deterioration and rectify when necessary.	 6
Cap missing.	Replace.	 3

Adult Fitness - Dip Station

Innate risk score:

 7

Description	Tasks	Risk score
No Findings		

Slide - Embankment - Tube Slide

Innate risk score:

 5

Description	Tasks	Risk score
There is wear on the platform.	Repair.	 6
Loose in ground.	Read the notes for further action.	 6
Monitor.	Read the notes for further action.	 6
Item is cracked.	Monitor and plan for replacement.	 5

Swing - Surfer

Innate risk score:

 6

Description	Tasks	Risk score
Some chain wear.	Monitor for further deterioration and replace before 40% wear.	 5

Adult Fitness - Step Jumper

Innate risk score:

 6

Description	Tasks	Risk score
Fixtures loose or missing.	Tighten.	 6

Adult Fitness - Sit-Ups

Innate risk score:

 6

Description	Tasks	Risk score
The paint is chipped.	Touch up the paint.	 3

Tumbling Bar

Innate risk score:
 5

Description	Tasks	Risk score
Worn ground areas.	Make good., Read the notes for further action.	 5
The paint is chipped.	Touch up the paint.	 4

Slide - Large (2300 mm)

Innate risk score:
 5

Description	Tasks	Risk score
Loose in ground.	Monitor.	 5

Rocker - Seesaw

Innate risk score:
 4

Description	Tasks	Risk score
Trip points on the surface.	Build up surface level to remove trip points.	 5
Item was not inspected on this occasion.	Ensure a proper inspection is conducted at the appropriate time.	

Slide - Small (1500 mm)

Innate risk score:
 4

Description	Tasks	Risk score
No Findings		

How to read your report

The assets on site are categorised as **Ancillary Items** or **Play Items**, and listed under those headings.

Each item is listed in the style shown in the image below, which contains labels to aid interpretation as follows:

- 1) The name of the asset
- 2) The manufacturer of the asset, if known,
- 3) The innate or default risk score of the asset, assuming it has no faults and complies with standards,
- 4) The actual risk score of the asset at the time of inspection, being the highest of the finding risks or the innate risk,
- 5) A statement about whether the item complies with the appropriate standards, including the names of those standards,
- 6) Details about findings, if any, including what is wrong (Description), what to do about it (Tasks), notes to aid understanding (Notes), and photograph(s) of the issue.

Primary Items

Sample Asset Name

Manufactured by Manufacturer Name

asset image here

Innate risk level

Actual risk level

Risk level:
Low

Potential risk score reduction:
1

Remedial tasks:
1

Surface: Grass

Standards:

EN 1176-1:2017, EN 1176-2:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Finding

Description

Item is rusting in places.

Tasks

Replace.

Note

Two of the frame washers are rusting.

Finding Photos

asset image here

asset image here

Risk level:
Low

Risk score:
7

Inspection SI0000142594. Report produced on 16/12/2019 at 12:11:07

4

Seating - Benches



Innate risk level

Actual risk level

3

5

Risk level:

Low

Potential risk score reduction:

2

Remedial tasks:

1

Maintenance Finding

Description
Worn ground areas.
Tasks
Make good.
Note
Consider installing a harder wearing surface.

Risk level:

Low

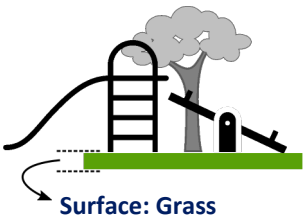
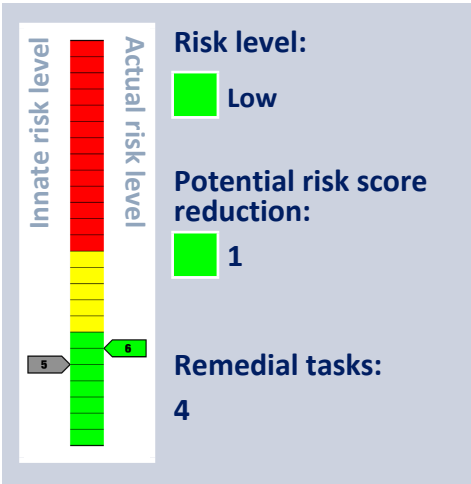
Risk score:

5

Finding Photos



Youth Shelter



Standard Compliance Finding

Description
Finger entrapment.
Tasks
Read the notes for further action.
Note
Replace infill caps.



Finding Photos



Maintenance Finding

Description

Fixtures loose or missing.

Tasks

Tighten/replace.

Note

Roof bolts loose and spacers missing.

Risk level:



Low

Risk score:



6

Finding Photos



Maintenance Finding

Description

Worn ground areas.

Tasks

Make good.

Note

Consider installing grass mats or harder wearing surface.

Risk level:



Low

Risk score:



5

Finding Photos



Maintenance Finding

Description

There is graffiti on the unit.

Tasks

Remove.

Risk level:

See finding details

Finding Photos



Signage - Fitness



Innate risk level

Actual risk level

2

2

Risk level:

Very low

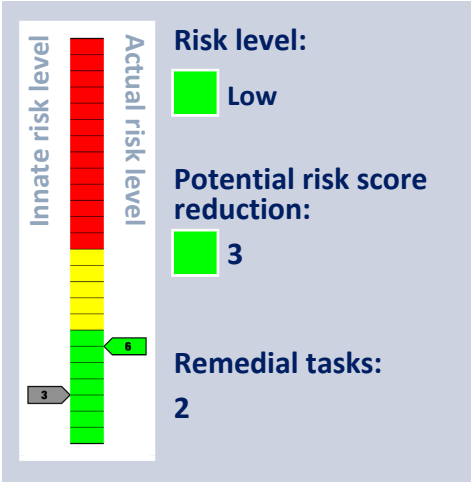
✓

Risk score as low as possible

✓

No remedial tasks

General Surface - Wet Pour



Maintenance Finding

Description

Trip points on the surface.

Tasks

Build up surface level to remove trip points.



Finding Photos



Maintenance Finding

Description

The surface is crumbling.

Tasks

Read the notes for further action.

Note

Wet pour surface crumbling. Continue to monitor.

Risk level:

Low

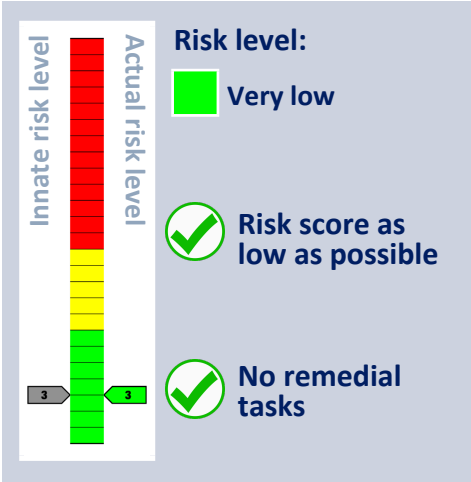
Risk score:

4

Finding Photos



Litter Bin



Climber - Senior - Large

Manufactured by HAGS SMP



Innate risk level

Actual risk level

7

8

Risk level:

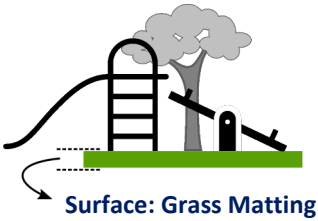
Medium

Potential risk score reduction:

1

Remedial tasks:

5



Standards:

EN 1176-1:2017+A1:2023
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Overhead ladders and rings provide significant play value and benefits to children, and with it the risk of falling. Ensuring the surface remains in good condition will help to keep the correct balance between benefits and risk.

Tasks

The protective surface under all bars and rings must be kept in good condition.

Risk level:

Medium

Risk score:

8

Finding Photos



Maintenance Finding

Description

Surface needs repair.

Tasks

Read the notes for further action., Repair.

Note

The grass mats damaged, wearing and separating around the base of the spinner.

Risk level:

 Medium

Risk score:

 8

Finding Photos



Maintenance Finding

Description

Fixtures loose or missing.

Tasks

Read the notes for further action.

Note

Foot plates x 3 and seat fixing x 1 missing. Replace.

Risk level:

 Low

Risk score:

 6

Finding Photos



Maintenance Finding

Description

Item has some parts missing.

Tasks

Read the notes for further action.

Note

The ropes have been removed leaving potential finger entrapments. Replace ropes or remove entrapments.

Risk level:

Low

Risk score:

6

Finding Photos



Tumbling Bar

Manufactured by (Unknown)



Innate risk level

Actual risk level

5

5

Risk level:

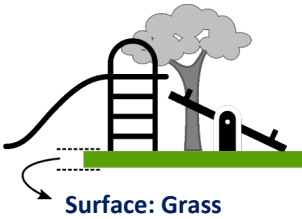
Low

✓

Risk score as low as possible

Remedial tasks:

3



Standards:

✓

EN 1176-1:2017+A1:2023
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Worn ground areas.

Tasks

Make good., Read the notes for further action.

Note

Consider installing grass mats to help with wear.

Risk level:

Low

Risk score:

5

Finding Photos



Maintenance Finding

Description

The paint is chipped.

Tasks

Touch up the paint.

Risk level:

Low

Risk score:

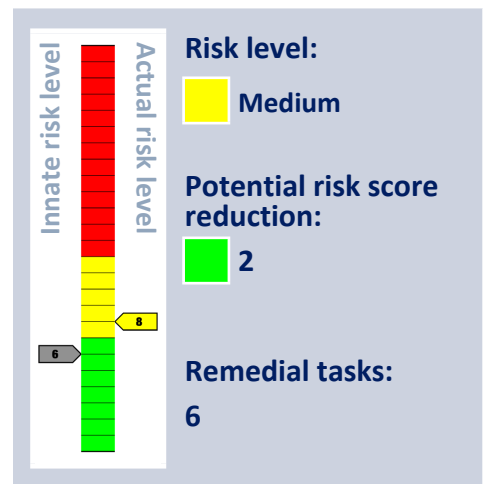
4

Finding Photos



Climber - Jungle Gym

Manufactured by (Unknown)



Standards:



EN 1176-1:2017+A1:2023

Neither the equipment nor the surfacing are compliant with the requirements of the relevant standards for the following reasons:

Equipment Standard Compliance Findings

1. The supports are within the falling or free space area.
2. The space in, on, or around the equipment that can be occupied by the user should not contain any obstacles that the user is not likely to expect and which could cause injuries if hit by the user.

Surfacing Standard Compliance Findings

1. Insufficient protective surfacing extent has been provided.
2. Loose fill surfacing less than either: a) 100 mm more than determined by testing to EN 1177 to achieve the critical fall height, b) 300 mm when the fall height is up to 2 m, or c) 400 mm when the fall height is between 2 m and 3 m.

The item has the following maintenance findings:

1. Projecting bolt thread.
2. Item is bent.

Standard Compliance Finding

Description

Insufficient protective surfacing extent has been provided.

Tasks

Modify to meet the standard.

Note

Falls of up to 2.2 m on to grass surface.

Risk level:

 Medium

Risk score:

 8

Finding Photos



Standard Compliance Finding

Description

The supports are within the falling or free space area.

Tasks

The unit was installed prior to the publication of the current standards. There is no requirement to make retrospective changes.

Risk level:

 Low

Risk score:

 6

Finding Photos



Standard Compliance Finding

Description

Loose fill surfacing less than either: a) 100 mm more than determined by testing to EN 1177 to achieve the critical fall height, b) 300 mm when the fall height is up to 2 m, or c) 400 mm when the fall height is between 2 m and 3 m.

Tasks

Top up.

Risk level:

 Low

Risk score:

 6

Finding Photos



Standard Compliance Finding

Description

The space in, on, or around the equipment that can be occupied by the user should not contain any obstacles that the user is not likely to expect and which could cause injuries if hit by the user.

Tasks

Read the notes for further action.

Note

Consider painting the entrance bars so they are clearly visible.

Risk level:

 Low

Risk score:

 6

Finding Photos



Maintenance Finding

Description

Projecting bolt thread.

Tasks

Cut off and file down to remove sharp edges or use the correct length of bolt.

Risk level:

 Low

Risk score:

 7

Finding Photos



Maintenance Finding

Description

Item is bent.

Tasks

No reasonably practicable action is identified.

Risk level:

 Low

Risk score:

 5

Finding Photos



Slide - Large (2300 mm)

Manufactured by (Unknown)



Innate risk level

Actual risk level

5

5

Risk level:

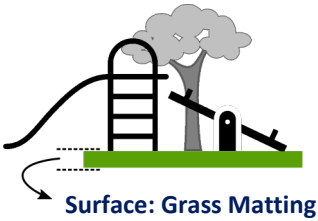
Low

✓

Risk score as low as possible

Remedial tasks:

1



Standards:

✓

EN 1176-1:2017+A1:2023, EN 1176-3:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Loose in ground.

Tasks

Monitor.

Note

Ground movement on posts x 3.

Finding Photos



Risk level:

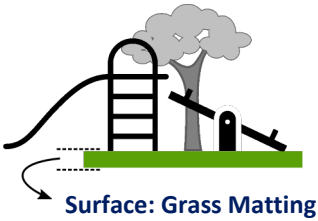
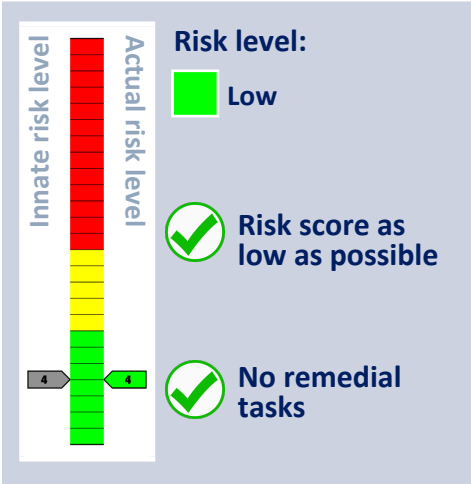
Low

Risk score:

5

Slide - Small (1500 mm)

Manufactured by (Unknown)



Standards: ✓

EN 1176-1:2017+A1:2023, EN 1176-3:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Slide - Embankment - Tube Slide

Manufactured by (Unknown)



Innate risk level

Actual risk level

5

6

Risk level:

Low

Potential risk score reduction:

1

Remedial tasks:

4



Standards:

EN 1176-1:2017+A1:2023, EN 1176-3:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

There is wear on the platform.

Tasks

Repair.

Risk level:

Low

Risk score:

6

Finding Photos



Maintenance Finding

Description

Loose in ground.

Tasks

Read the notes for further action.

Note

Lower supports loose and support x 1 making cracking sound when load tested.
Excavate to examine.

Risk level:

Low

Risk score:

6

Finding Photos



Maintenance Finding

Description

Monitor.

Tasks

Read the notes for further action.

Note

Top tube section has slightly dropped. Monitor.

Risk level:

Low

Risk score:

6

Finding Photos



Maintenance Finding

Description

Item is cracked.

Tasks

Monitor and plan for replacement.

Risk level:

 Low

Risk score:

 5

Finding Photos



Rocker - Seesaw

Manufactured by (Unknown)



Innate risk level

Actual risk level

4

5

Risk level:

Low

Potential risk score reduction:

1

Remedial tasks:

2



Standards:

✓

EN 1176-1:2017+A1:2023, EN 1176-6:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Trip points on the surface.

Tasks

Build up surface level to remove trip points.

Risk level:

Low

Risk score:

5

Finding Photos



Maintenance Finding

Description

Item was not inspected on this occasion.

Tasks

Ensure a proper inspection is conducted at the appropriate time.

Note

Item fenced off at the time of inspection.

Risk level:

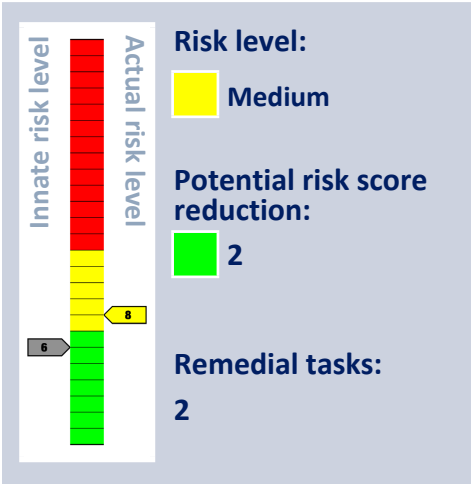
See finding details

Finding Photos



Swing - Mixed - 1 Bay 1 Accessible 1 Junior Seat

Manufactured by (Unknown)



Standards:

EN 1176-1:2017+A1:2023, EN 1176-2:2017
The surfacing meets with the requirements of the relevant standards. The item is not compliant with the requirements of the relevant standards for the following reasons:

- Equipment Standard Compliance Findings
1. Seat(s) set at incorrect height.

- The item has the following maintenance findings:
1. Surface needs repair.

Standard Compliance Finding

Description

Seat(s) set at incorrect height.

Tasks

Adjust to give a minimum of 350 mm clearance for standard seats, and 400 mm for tyres, baskets and other groups seats.

Risk level:

Low

Risk score:

6

Finding Photos



Maintenance Finding

Description

Surface needs repair.

Tasks

Repair.

Note

Uneven and holes forming underneath the seats. Repair and consider raising the seat to reduce foot drag.

Risk level:

Medium

Risk score:

8

Finding Photos



Swing - Surfer

Manufactured by (Unknown)



Innate risk level

Actual risk level

6

6

Risk level:

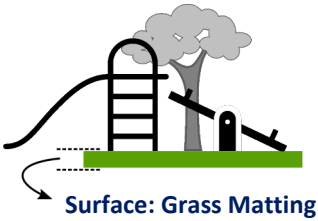
Low

✓

Risk score as low as possible

Remedial tasks:

1



Standards: ✓

EN 1176-1:2017+A1:2023, EN 1176-2:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Some chain wear.

Tasks

Monitor for further deterioration and replace before 40% wear.

Note

Top eyelet ring and seat lugs wearing. Monitor.

Risk level:

Low

Risk score:

5

Finding Photos



Adult Fitness - Step Jumper

Manufactured by The Great Outdoor Gym Company Ltd



Innate risk level

Actual risk level

6

6

Risk level:

Low

✓

Risk score as low as possible

Remedial tasks:

1



Standards:

✓

EN 16630:2015
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Fixtures loose or missing.

Tasks

Tighten.

Note

Item loose. Secure.

Risk level:

Low

Risk score:

6

Finding Photos



Adult Fitness - Sit-Ups

Manufactured by The Great Outdoor Gym Company Ltd



Innate risk level

Actual risk level

6

6

Risk level:

Low

✓

Risk score as low as possible

Remedial tasks:

1



Standards:

✓

EN 16630:2015
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

The paint is chipped.

Tasks

Touch up the paint.

Risk level:

Very low

Risk score:

3

Finding Photos



Adult Fitness - Parallel Bars

Manufactured by The Great Outdoor Gym Company Ltd



Innate risk level

Actual risk level

7

7

Risk level:

Low

✓

Risk score as low as possible

Remedial tasks:

2



Standards:

✓

EN 16630:2015
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Surface is wearing.

Tasks

Monitor for significant deterioration and rectify when necessary.

Risk level:

Low

Risk score:

6

Finding Photos



Maintenance Finding

Description

Cap missing.

Tasks

Replace.

Risk level:

Very low

Risk score:

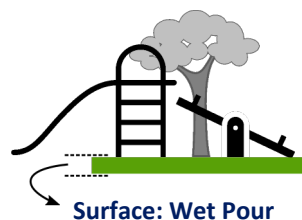
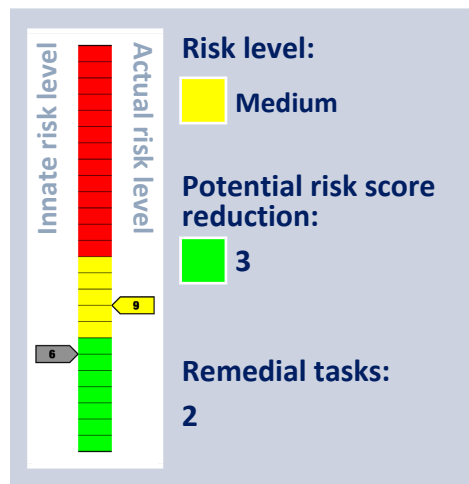
3

Finding Photos



Adult Fitness - Chinning Bars

Manufactured by The Great Outdoor Gym Company Ltd



Standards:



EN 16630:2015

The item complies with the requirements of the relevant standards. The surface does not comply with the requirements of the relevant standards for the following reasons:

Surfacing Standard Compliance Findings

1. The safer surface has hard edging / foundation within the impact area.

The item has the following maintenance findings:

1. Loose in ground.

Standard Compliance Finding

Description

The safer surface has hard edging / foundation within the impact area.

Tasks

Read the notes for further action.

Note

Edgings forming a hard object. Build up ground level with the top of the concrete edgings.

Risk level:

Medium

Risk score:

9

Finding Photos



Maintenance Finding

Description

Loose in ground.

Tasks

Read the notes for further action.

Note

All supports. Monitor for any further deterioration and reset when necessary.

Risk level:

Low

Risk score:

4

Finding Photos



Adult Fitness - Dip Station

Manufactured by The Great Outdoor Gym Company Ltd



Standards: 

EN 16630:2015
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Innate risk level

Actual risk level

7

7

Risk level:

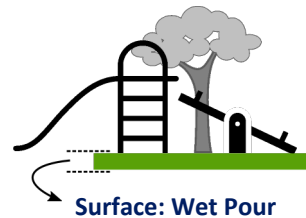
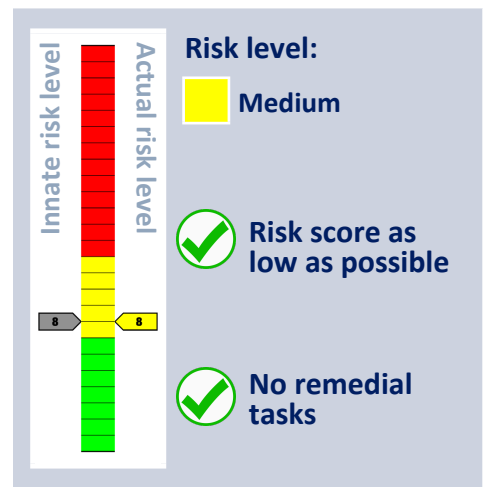
Low

 Risk score as low as possible

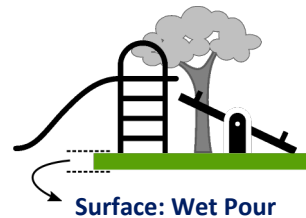
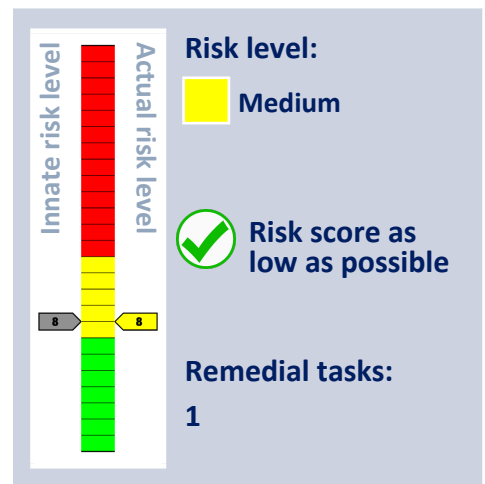
 No remedial tasks



A yellow and black outdoor exercise machine, possibly a leg press or similar, is positioned on a black rubber mat. The machine has a yellow frame and a black seat. It is situated on a black rubber mat, and a shadow is cast to its left. The background shows a grassy area and a wooden fence.



The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

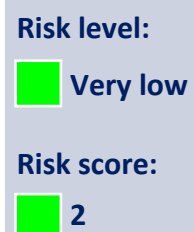


The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

The paint is chipped.

Touch up the paint.



Finding Photos



Rocker - Rocking Horse

Manufactured by Wicksteed Leisure Ltd



Innate risk level

Actual risk level

9

4

Risk level:

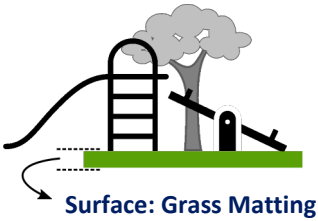
Medium

Potential risk score reduction:

5

Remedial tasks:

1



Standards:

EN 1176-1:2017+A1:2023, EN 1176-6:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

There are sharp edges or projections.

Tasks

Remove the sharp/projecting parts.

Risk level:

Medium

Risk score:

9

Finding Photos



General Notes

The risk scores are calculated by plotting the likelihood of harm against the severity of the injury sustained. The likelihood is given a score of 1 to 5, and the severity is given a score of 1 to 5. In doing this a matrix is produced which gives a numerical assessment of the risk on a score of 1 to 25, and a judgement is made as to which risks are low, which are medium and which are high. Risk scores may be adjusted in the light of experience and therefore may not be exactly as per the table. For example, a score of 7 may be noted.

Risks are calculated in this way:

1. An assessment of the likelihood of harm taking place is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Rare
 - b. 2 = Unlikely
 - c. 3 = Moderate
 - d. 4 = Likely
 - e. 5 = Certain
2. An assessment of the severity of the injury sustained is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Insignificant
 - b. 2 = Minor
 - c. 3 = Moderate
 - d. 4 = Major
 - e. 5 = Catastrophic
3. The two numbers are multiplied to give a risk score on a scale of 1 to 25.
4. Scores of 1 to 7 inclusive are considered to be low risk and are considered to be tolerable where this is the innate risk of the item, but where remedial works are identified these should be undertaken,
5. Scores of 8 to 12 are considered to be medium risk and some control measures may be identified to reduce the risks to low, tolerable levels,
6. Score of 13 and above are considered to be high risk and urgent action is considered to be necessary to reduce the risks to tolerable levels.

General Notes

It is important to note that where an outcome is catastrophic, but for which the likelihood is rare this will present a score of $1 \times 5 = 5$ = low risk. Similarly, a certain event for which the consequence is insignificant will present a score of $5 \times 1 = 5$ = low risk. It is important to consider likelihood and consequence, and not just one of the factors in isolation.

The multiplication of the factors into a risk matrix is given here in Table 1, with a judgement made as to risk scoring indicated by colour.

Green = LOW risk, Amber = MEDIUM risk, Red = HIGH risk.

Table 1 – Risk Score Matrix

L i k e l i h o o d	Severity					
		1 Insignifi- cant	2 Minor	3 Moderate	4 Major	5 Catastro- phic
	1 = Rare	1 LOW	2 LOW	3 LOW	4 LOW	5 LOW
	2 = Unlikely	2 LOW	4 LOW	6 LOW	8 MEDIUM	10 MEDIUM
	3 = Moderate	3 LOW	6 LOW	9 MEDIUM	12 MEDIUM	15 HIGH
	4 = Likely	4 LOW	8 MEDIUM	12 MEDIUM	16 HIGH	20 HIGH
	5 = Certain	5 LOW	10 MEDIUM	15 HIGH	20 HIGH	25 HIGH

General Notes

Inspection Scope

The inspections are undertaken using the RPII's inspection scope.

Compliance with Standards

Inspections are undertaken with reference to the appropriate standards, which are listed next to each item. Compliance with these standards is not mandatory in law, but it is useful to know whether items comply or not. If we think a change is needed, then this is noted in our report. Non-compliance does not necessarily mean that a change is needed. Where a standard is undated the current version is applied, unless overlap periods are allowed by the standards committee at the time of update. The information provided herein is to assist the owner/operator to fulfil its responsibilities as detailed in the relevant standards. Other standards referenced within the listed standards do not form part of this inspection, unless they are also explicitly listed here.

The listed standards are relevant to all installations of equipment which are publicly accessible, including public parks, pay to play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks and the like. All equipment used in publicly accessible areas should meet with the requirements of the relevant listed standard.

Additionally, EN 1176-7 provides guidance on installation, inspection, maintenance and operation to owners/operators of equipment and ancillary items. In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in EN 1176-7. 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 the EN 1176-7 contains no requirement in the UK and needs to be read and implemented as guidance, with the use of the terms 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic equipment falls outside the scope of standards for publicly accessible spaces. Domestic play equipment has its own standard (BS EN 71 – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report, but compliance may be assessed to the applicable standard relating to publicly accessible equipment.

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

Compliance with standards is not always a clear-cut thing. Some interpretation can be needed, and our interpretation may differ from the interpretation of others. In some cases, we may decide not to note non-compliance in cases where we think it may mislead or be unhelpful so to do.



General Notes

What We Inspect

Annual and Post Installation inspections will take into consideration compliance with 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 3.0 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 (if undertaken) relate only to the most obvious defects such as broken or missing parts, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

The inspection is non-dismantling, non-destructive and does 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 to ensure as far as is reasonably practicable the continued safe use of the items concerned. The owner/operator is responsible for the overall safety of the equipment and area. Inspectors who are trained to use ladders may use them where it is safe to do so, but if members of the public are present on site ladders may not be used to access the equipment.

What We Don't Inspect

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 impact absorbing properties of any surfaces. The identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection or the inspection of any equipment (or part thereof) that is underground or beneath the playing surface. 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).



General Notes

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.

We have inspected without dismantling or destruction and so some aspects of the relevant standards may not be testable on site.

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 and this inspection shall be considered as contributing to the operator's discharge of this responsibility.

Exposure to Risk

Exposure to acceptable levels of risk and challenge is essential to children's development and allows them to exercise their right to play. Therefore, it can be judged that levels of risk above low risk can be acceptable. The risk scores shown allow the operator to make a judgement after first considering the benefit of the activity to which the risk score relates.

Ownership

There may be cases where we report issues that are not the site owner's responsibility. It is not necessarily possible for us to determine who owns what, and in any case we need to bring all risks to your attention if they can affect the safety of the site's users.

Contemporaneous Findings

Our report shows the findings at the time of inspection. Subsequent events may affect the condition of the site. Suggested remedial actions are based upon our knowledge and experience. The owner/operator should seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

Timber

Where timbers are set into the ground it is not always possible to determine levels of decay. The owner/operator should ensure it conducts appropriate inspections to identify decay before it becomes a problem.

We can undertake more in-depth testing of your playground timbers using resistance penetration.

Timber is known to decay from the inside out. This makes it very important that you ensure proper testing and inspection is undertaken of your playground timbers, especially where defects may be hidden inside the structures. Testing using resistance penetration can help to identify defects before they become outwardly apparent, but can also confirm the condition of good timbers to prevent premature replacement with its associated costs. The testing is undertaken using a specialist machine, which uses electronically controlled drill resistance measurement. The drill is fine enough that it does not cause permanent damage to reduce the lifespan of the equipment.

Please contact us for pricing and further information.

Planting and Trees

Where planting or trees are mentioned in our report, please be advised that we do not undertake any arboricultural, horticultural or toxicological assessment of suitability or condition. You must ensure you undertake suitable inspections from an appropriate expert.



General Notes

How This Inspection Contributes to Your Annual Main Inspection

The owner/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 facility. The inspection guidance is listed in Table 1, with an indication of which parts will be included in your RoSPA inspection [the items in the first column are the items which comprise an “Annual Main Inspection”, the second column shows which elements form part of a RoSPA inspection, items with a cross are not included, some items may have limitations as shown in the notes to the Table 1). The standards also contain additional parts which the owner/operator should follow.

Table 1

Inspection Recommendations of relevant standards These form the Annual Main Inspection	Included in RoSPA 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]
6.2 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	✓
6.2 c) Presence of rot or corrosion (see note 2)	✓ [2]
6.2 c) Assessment of repairs made/added or replaced components (see note 5)	✗
N.B. The clause numbers above are taken from BS EN 1176-7:2020. The content is equally applicable to all other relevant standards. Playgrounds contains 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 details in the relevant standard. Notes [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 for with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment. We therefore cannot be held responsible for the presence of such decay. [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 annual inspections. We can conduct impact testing for additional fees. [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.	

EN 1176 Notes – Summary of Requirements

PROTECTION AGAINST INJURIES IN THE FREE SPACE

- * No obstacles in the minimum space (other than structures to assist or safeguard the user)
- * Traffic flows should not go through the minimum space

PROTECTION AGAINST INJURIES IN THE FALLING SPACE

- * Free height of fall should not exceed 3m
- * No obstacles in the falling space
- * Platforms with fall heights of more than 1m between them require surfacing

PROTECTION AGAINST INJURIES DUE TO OTHER TYPES OF MOVEMENT

- * No unexpected obstacles

SURFACING SAFETY REQUIREMENTS

- * Surfacing should have no sharp edges or protrusions
- * Loose fills should be 100mm more than the depth required to meet the HIC reading (usually total 300mm up to 2m, and 400mm up to 3m)
- * Hard surfaces should only be used outside where children fall
- * Testable Impact absorbing surfaces if falls over 600mm are possible. Good turf may be used up to 1.5m

DESIGN AND MANUFACTURE

- * The equipment must be suitable for the user and risks should be identifiable by the child
- * Accessibility: adults must be able to gain access to help children
- * Grip requirements: permitted diameter 16 - 45mm (e.g. overhead bars)
- * Grasp requirements: maximum diameter 60mm (e.g. handrails on steps)
- * Requirements for easily accessible equipment

FINISHING

- * Timber species and synthetics should be splinter resistant
- * No protrusions or sharp-edged components
- * Bolts should not protrude by more than 8mm
- * Corners, edges or projecting parts over 8mm should have a 3mm radius.
- * No hard and sharp-edged parts (e.g. razor blade effect caused by sheet steel)
- * No crushing or shearing points
- * Connections should not come loose by themselves and should resist removal.
- * Timber connections should not rely solely on screws or nails.
- * Leaking lubricants should not stain or impair the safety of the equipment

FIBRE ROPES

- * Conform to EN 701 or 919 or have a material and load certificate
- * Ropes used by hands shall have a soft, non-slip covering

WIRE ROPES

- * Non-rotating and corrosion resistant with no splayed wires outside the ferrule
- * Wire connector clip threads should protrude less than 8mm
- * Turnbuckles should be enclosed, have a loop at each end and be secured

CHAINS

- * Maximum opening of individual links: 8.6mm in any one direction.
- * Connecting links between chains must be less than 8.6mm or over 12mm

SWINGING SUSPENDED ROPES

- * Not combined with swings in the same bay
- * Less than 2m long: over 600mm from static parts; over 900mm from swinging parts
- * 2m - 4m long: over 1000mm from anything
- * Diameter: 25 - 45mm

CLIMBING ROPES

- * Anchored at both ends and movement less than 20% of rope length
- * Single climbing rope diameter: 18 - 45mm (nets comply with Grip requirements)

ENTRAPMENTS

- * Entrapment: a place from which children cannot extricate themselves unaided
- There are six probes: the Torso Probe, the Large Head Probe, The Small Head probe, the Wedge Probe and the two Finger Rods. There is a toggle test to reduce the dangers of clothing toggles being caught on slides, fireman's poles and roofs, and a ring gauge to test for rocker hand/foot rest protrusions.

BRIDGES

- * The space between the flexible bridge and rigid sides should be not less than 230mm

ENTRAPMENT OF FEET AND LEGS

- * Inclined planes (not suspension bridges) less than 38° should have no gaps over 30mm
- * There are no requirements for suspension bridge gaps other than the main entrapment requirements

FINGER ENTRAPMENTS

- These occur in: 1. gaps where child's movement may cause a finger to become stuck; 2. open-ended tubes; 3. moving gaps
- * Tube ends should be securely enclosed and removable only with tools
 - * Moving gaps should not close to less than 12mm

BARRIERS AND GUARD-RAILS

- * Handrail: a rail to help the child balance
- * Guard-rail: a rail to prevent children falling
- * Barrier: a guard-rail with non-climbable in-fill

HAND-RAILS

- * Where required they should be between 600 and 850mm above the standing surface

EASILY ACCESSIBLE EQUIPMENT

- * Platforms over 600mm require a barrier with a minimum height of 700mm high + impact absorbing surfacing

NOT EASILY ACCESSIBLE EQUIPMENT

- * Platforms up to 1000mm: No barriers or guard-rails required + impact absorbing surface over
- * Platforms 1000-2000mm: 600 - 850mm high guard-rail + impact absorbing surfacing
- * Platforms 2000-3000mm: 700mm high barrier + impact absorbing surfacing
- * No bars, infills or steps which can be used as steps. Tops should discourage standing or sitting

MEANS OF ACCESS

- All means of access should have no entrapments; be securely fixed; be level to $\pm 3^\circ$ (ramps across width) and have a constant angle. It does not refer to agility equipment used as an access i.e. arched climbers, scramble nets. There are specific measurements for ladders, stairs and ramps.

EN 1176 Notes – Summary of Requirements

SWINGS

REQUIREMENTS

* No all-rigid suspension members (i.e. solid bar top to bottom) * Design should be principally for use by seated children (RoSPA interpretation) * Two seats per bay maximum. * Some types of swings have slightly different requirements. Information should be obtained from the supplier * Single points swing chains should not twist round each other * Single point swings require a secondary bearing support mechanism * Group seats must have their own bay.

DIMENSIONS

* Minimum ground clearance at rest: 350mm (400mm for group seats) * No maximum seat surface height but RoSPA recommends a max. height of 635mm for cradles and flat seats * Distance between seat and frame: 20% of swing suspension + 200mm * Distance between seats: 20% of the swing suspension + 300mm * Pivot splay (separation distance) at crossbar: width between seat fixings plus 5% of swing suspension length (+30% for group and Type 4 seats)

SITING

* Swing sets for young children should be separated from those for older children and sited to avoid cross traffic

SURFACING REQUIREMENTS

Forward and Back

* Different areas for synthetic and loose-fill surfaces in a box or pit. Measurements each way are: 1. synthetic: $0.867 \times \text{length of suspension member} + 1.75\text{m} + 0.5\text{m}$ of obstacle-clear space 2. loose-fill: $0.867 \times \text{length of suspension member} + 2.25\text{m}$

Side width

* Seat width no greater than 500mm: 1.75m minimum (i.e. .875m each way from seat centre)

* Areas for two seats in one bay may overlap providing the distance between seats is correct

Single point swings

* Circular area with a radius equal to the Forward and Backward figure for other swings

SLIDES

SAFETY REQUIREMENTS

* Free-standing slides: the max. vertical height which a stairway can reach without a change of direction is 2.5m. * Starting section at the top of each chute: length 350mm minimum, zero to 5° downwards at the centre line.

N.B. This can be the platform if the slide is attached to it * If the starting section is over 400mm long, platform requirements apply *

From a platform, the gap to the slide is the same width as the slide * Attachment slides over 1m free fall height should have starting section barriers 500mm min. high at one point * Attachment slides over 1m FFH should have a guard-rail across the entrance at a ht. of between 700-900mm

Sliding sections

* Maximum angle: 60° at any one point and an average of 40° * The width of open and straight slides over 1500mm long should be less than 700mm or greater than 950mm * Spiral or curved slides should have a width less than 700mm

RUN -OUTS

* Run-outs of at least 300mm are required if the sliding section is under 1.5m long. * Additional requirements are required for different types of slides * Average angle of run-outs: type 1 = 10°, type 2 = 5° (both downwards) * Height of run-out: Less than 1.5m sliding length: max. 200mm. Greater than 1.5m sliding length: max. 350mm * Users should come to a stop on the run-out section (type 2 only)

* Chutes should have a side height related to the fall height: 1.2m: 100mm minimum : 1.2m - 2.5m: 150mm minimum : Over 2.5m: 500mm minimum

* Maximum side angle from slide bed: 30° * Tops of sides should be rounded or radiused to at least 3mm * Tunnel slides should be a minimum 750mm high and 750mm wide * Tunnels should start on or at the end of the starting section and be continuous over the sliding section only

SURFACING REQUIREMENTS

Normal distances except for the run-out which should be: * type 1: 1m each side and 2m beyond (or just 1.5m beyond for short slides) * type 2: 1m each side and 1m beyond

CABLE RUNWAYS

SAFETY REQUIREMENTS

* Stop at end should progressively slow down the traveller * Traveller should not be removable except with tools * No access to internal mechanism * Suspension mechanism: flexible, exclude risk of strangulation or be at least 2m above the ground in the middle * Where children hang by the hands, the grip should not be enclosed (i.e. a loop)

* Climbing should be discouraged onto the grip * Children should be able to get off the seat at any time (i.e. no loops or straps) *

Maximum loaded (69.5kg) speed is 7m per second * If two cables are placed parallel the min. distance between them is 2m

IMPACT AREAS

* 2m either side of main cable

ROTATING ITEMS

NOTE: Rotating items under 500mm diameter are excluded from these requirements

SAFETY REQUIREMENTS

* Maximum free height of fall: 1000mm (For overhead items: 1500 - 3000mm) * Max. speed at periphery under reasonable use: 5m per second. As no method is given, this cannot be tested * Hand grips should be between 16 - 45mm

SPECIFIC REQUIREMENTS

There are specific requirements for different types of roundabout. The two most common ones are:

Platform roundabouts:

* Platforms should be circular and enclosed * All parts should revolve in the same direction * No super-structure over the edge of the platform * Mechanism should be enclosed * Height between underside and ground 60 – 110mm for 300mm inwards

EN 1176 Notes – Summary of Requirements

Giant revolving discs

* Clearance of underside at lowest point: 300mm in loose-fill, 400 mm for synthetic * Max. platform height: 1m * Free space: 3m * Upper surface should be continuous, smooth and with no handles or grips * Underside should be continuous, smooth and without any radial variations (i.e. spokes) or indentations

MINIMUM SPACE

* Free space: Horizontal: 2m all round * Vertical head clearance from platform: sitting 1.5m ; standing 1.8m * Small rotating items under 500mm diameter are excluded,

SURFACING REQUIREMENTS

* There are no special extra requirements for surfacing areas * Surfaces should be continuous underneath and level

ROCKING ITEMS

DEFINITIONS

* Rocking equipment which can be moved by the user and is supported from below
* Damping: any movement restricting device. (N.B. Springs are treated as self-damping)

SAFETY REQUIREMENTS

* Throughout the range of movement gaps in all accessible joints should be under 12mm * Progressive restraint at extremity of movement is required * Foot rests should be provided where the ground clearance is less than 230mm * Hand grips should be provided for each seat or standing position

* Foot rests and hand grips should be firmly fixed and non-rotating * Hand grip diameter: 16 - 45mm (for toddler items: 30mm maximum) * Right -angled corners on moving equipment should be 20mm radius min. (e.g. a bird's beak)

MINIMUM SPACE

* 1000mm between items at maximum movement.

SURFACING REQUIREMENTS

* Minimum 1000 mm for springers, except if standing is allowed in which case 1500 mm * 1500 mm minimum for type 1.

INSTALLATION, INSPECTION, MAINTENANCE AND OPERATION

SAFETY

* Appropriate safety systems must be established by the operator * No access should be allowed to unsafe equipment or areas * Records should be kept by the playground operator * Effectiveness of safety measures should be assessed annually * Signs should be provided giving owner details and emergency service contact points * Entrances for emergency services should be freely accessible
* Information on accidents should be kept
* Staff and users should be safe during maintenance operations

INSPECTION

* Manufacturers will recommend the inspection frequency although some sites may need a daily check
Frequency

Routine visual inspections: identification of hazards from vandalism, use or weather conditions (RoSPA recommends a recorded daily or weekly inspection) Operational inspection: every 1 -3 months or as recommended. Checks operation, stability, wear etc. Annual main inspection: checks long-term levels of safety

* An inspection schedule should be prepared for each playground, listing components and methods
* Appropriate action should be taken if defects are noted

ROUTINE MAINTENANCE

* Basic routine maintenance details should be supplied by the manufacturer

CORRECTIVE MAINTENANCE

* This covers remedial work and repairs as required * Alterations should only be carried out after consultation & agreement with the supplier or a competent person



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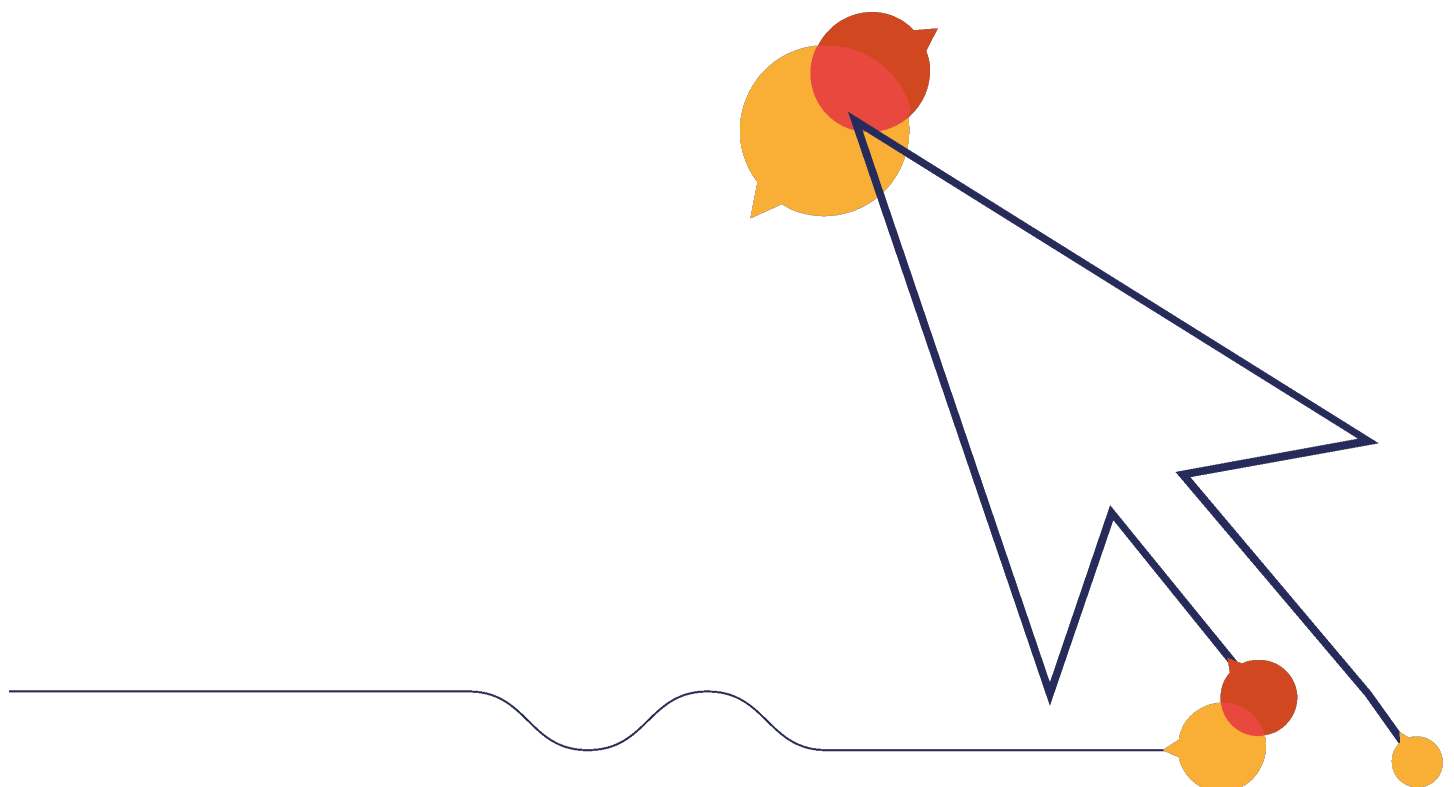
Safety Inspection Report

Annual Inspection

War Memorial Park, Toddler Play Area

North Walsham Town Council

11 June 2025



Safety Inspection Report

Annual Inspection

Site name: **War Memorial Park, Toddler Play Area**
Date of inspection: **11 June 2025**
Inspector: **Dan Clifft**



Gate

Innate risk score:

 4

Description	Tasks	Risk score
RoSPA recommend the provision of a minimum of two pedestrian gates to reduce the risk of intimidation and bullying.	Monitor.	 6
Trip points on the surface.	Make level.	 6

Signage - Ownership

Innate risk score:

 2

Description	Tasks	Risk score
Projecting bolt thread.	Cut off and file down to remove sharp edges or use the correct length of bolt.	 5

Boundary

Innate risk score:

 3

Description	Tasks	Risk score
Loose in ground.	Read the notes for further action.	 4

Seating - Benches & Table

Innate risk score:

 3

Description	Tasks	Risk score
The gaps between the slats exceed 30 mm and are known to cause entrapments.	No reasonably practicable action is identified.	 4

Litter Bin

Innate risk score:

 2

Description	Tasks	Risk score
-------------	-------	------------

No Findings

Swing - Basket

Innate risk score:

 8

Description	Tasks	Risk score
Surface is uneven.	Make good.	 9
The swing seat has been damaged, but does not require immediate replacement.	Read the notes for further action.	 6
Loose in ground.	Read the notes for further action.	 5

Climber - Mast

Innate risk score:

 6

Description	Tasks	Risk score
Finger entrapment.	Eliminate the entrapment.	 7
Chain covers prevent a thorough inspection of all chain links.	No reasonably practicable action is identified.	 6
Cap missing.	Replace.	 3

Swing - Mixed - 1 Bay 1 Junior 1 Tango Seat

Innate risk score:

 6

Description	Tasks	Risk score
The swing seat has been damaged, but does not require immediate replacement.	Monitor and replace when hard material is exposed.	 6
There is wear to the surfacing due to foot drag.	Read the notes for further action.	 5

Talk Tubes

Innate risk score:

 3

Description	Tasks	Risk score
Surface is uneven.	Read the notes for further action.	 6

Multiplay - Junior

Innate risk score:

 6

Description	Tasks	Risk score
Chain covers prevent a thorough inspection of all chain links.	No reasonably practicable action is identified.	 6
There is wear on the platform.	Repair.	 6
Fixtures loose or missing.	Read the notes for further action.	 5

Carousel - Flush

Innate risk score:

 6

Description	Tasks	Risk score
No Findings		

Swing - Toddler - 1 Bay 1 Seat

Innate risk score:

 4

Description	Tasks	Risk score
Chain covers prevent a thorough inspection of all chain links.	No reasonably practicable action is identified.	 6
Some chain wear.	Read the notes for further action.	 5
The swing seat has been damaged, but does not require immediate replacement.	Monitor and replace when hard material is exposed.	 4

Multiplay - Toddler - Castle

Innate risk score:

 5

Description	Tasks	Risk score
Chain covers prevent a thorough inspection of all chain links.	No reasonably practicable action is identified.	 6
Item is damaged.	Monitor.	 4
Fixtures loose or missing.	Read the notes for further action.	 4

Rocker - Seesaw

Innate risk score:

 4

Description	Tasks	Risk score
Loose in ground.	Monitor.	 5

Play Feature - Binoculars

Innate risk score:

 4

Description	Tasks	Risk score
Paintwork is in poor condition.	De-scale back to good base material and coat with lead free paint, using appropriate precautions. Repairs may be necessary where corrosion is severe.	 5

Agility - Balance Trail

Innate risk score:

 4

Description	Tasks	Risk score
Edges are worn.	Read the notes for further action.	 3

Play Panels - 3 Sets

Innate risk score:
 3

Description	Tasks	Risk score
No Findings		

Play Panels - Castle x 4

Innate risk score:
 3

Description	Tasks	Risk score
No Findings		

How to read your report

The assets on site are categorised as **Ancillary Items** or **Play Items**, and listed under those headings.

Each item is listed in the style shown in the image below, which contains labels to aid interpretation as follows:

- 1) The name of the asset
- 2) The manufacturer of the asset, if known,
- 3) The innate or default risk score of the asset, assuming it has no faults and complies with standards,
- 4) The actual risk score of the asset at the time of inspection, being the highest of the finding risks or the innate risk,
- 5) A statement about whether the item complies with the appropriate standards, including the names of those standards,
- 6) Details about findings, if any, including what is wrong (Description), what to do about it (Tasks), notes to aid understanding (Notes), and photograph(s) of the issue.

Primary Items

Sample Asset Name

Manufactured by Manufacturer Name

asset image here

Risk level:
Low
Potential risk score reduction: 1
Remedial tasks: 1

Standards:
EN 1176-1:2017, EN 1176-2:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Finding

Description
Item is rusting in places.

Tasks
Replace.

Note
Two of the frame washers are rusting.

Finding Photos

asset image here asset image here

Surface: Grass

Inspection SI0000142594. Report produced on 16/12/2019 at 12:11:07

Boundary



Innate risk level

Actual risk level

3

4

Risk level:

Low

Potential risk score reduction:

1

Remedial tasks:

1

Maintenance Finding

Description
Loose in ground.
Tasks
Read the notes for further action.
Note
Monitor for any further deterioration and reset when necessary.

Risk level:

Low

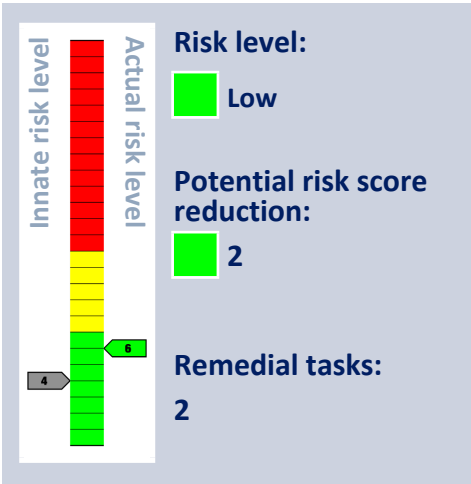
Risk score:

4

Finding Photos



Gate



Maintenance Finding

Description

RoSPA recommend the provision of a minimum of two pedestrian gates to reduce the risk of intimidation and bullying.

Tasks

Monitor.

Photo not possible



Maintenance Finding

Description

Trip points on the surface.

Tasks

Make level.

Risk level:

Low

Risk score:

6

Finding Photos



Litter Bin



Innate risk level

Actual risk level

2

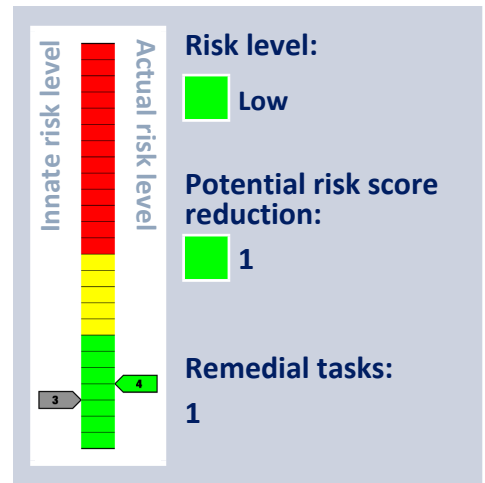
2

Risk level:

Very low

✓ Risk score as low as possible

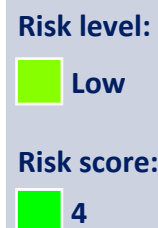
✓ No remedial tasks



Maintenance Finding

The gaps between the slats exceed 30 mm and are known to cause entrapments.

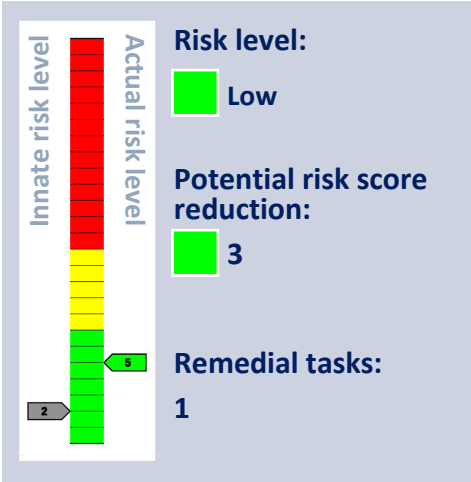
No reasonably practicable action is identified.



Finding Photos



Signage - Ownership



Maintenance Finding

Description

Projecting bolt thread.

Tasks

Cut off and file down to remove sharp edges or use the correct length of bolt.

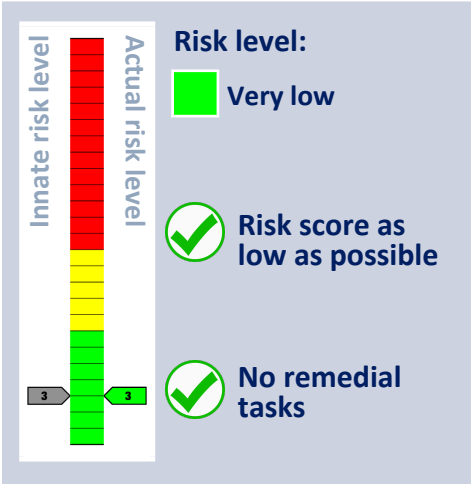
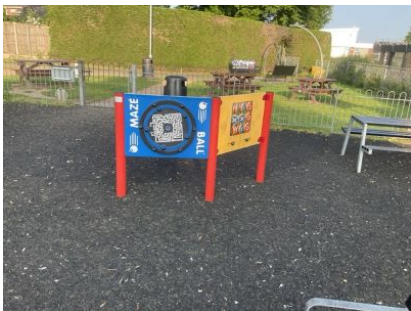


Finding Photos



Play Panels - 3 Sets

Manufactured by HAGS Play Ltd



Standards:

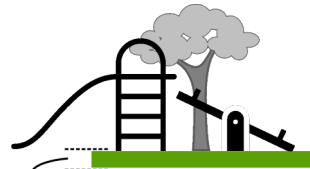
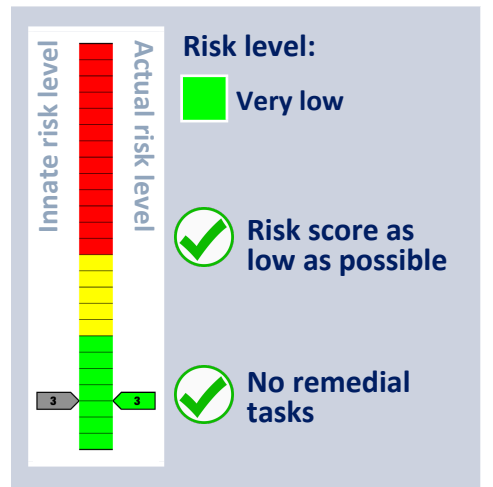
EN 1176-1:2017+A1:2023

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

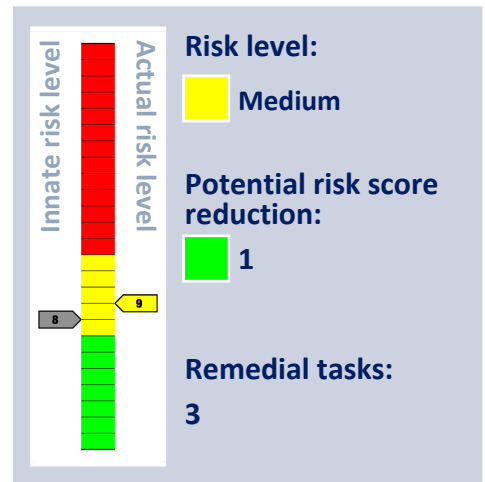


Surface: Rubber - Mulch - Bonded

Manufactured by HAGS SMP



A photograph of a playground area. In the foreground, there is a swing set with a yellow horizontal beam and silver legs. A tire swing hangs from the beam. To the left of the swing set, there is a colorful play structure with blue and red panels. The ground is covered in black rubber mulch. In the background, there are green trees and a brick building.



The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Surface is uneven.

Make good.

There are two large areas of subsidence. Repair affected areas.

Finding Photos



Medium

9

Maintenance Finding

Description

The swing seat has been damaged, but does not require immediate replacement.

Tasks

Read the notes for further action.

Note

The seat has been taped. Monitor and repair/replace tape when necessary ensuring there are no loose stands of rope.

Risk level:

Low

Risk score:

6

Finding Photos



Maintenance Finding

Description

Loose in ground.

Tasks

Read the notes for further action.

Note

Supports slightly loose. Monitor and rest if required.

Risk level:

Low

Risk score:

5

Finding Photos



Swing - Mixed - 1 Bay 1 Junior 1 Tango Seat

Manufactured by HAGS SMP



Innate risk level

Actual risk level

6

6

Risk level:

Low

✓

Risk score as low as possible

Remedial tasks:

2



Standards:

EN 1176-1:2017+A1:2023, EN 1176-2:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

The swing seat has been damaged, but does not require immediate replacement.

Tasks

Monitor and replace when hard material is exposed.

Note

Damaged to the flat seat.

Risk level:

Low

Risk score:

6

Finding Photos



Maintenance Finding

Description

There is wear to the surfacing due to foot drag.

Tasks

Read the notes for further action.

Note

Monitor and repair as required.

Risk level:

Low

Risk score:

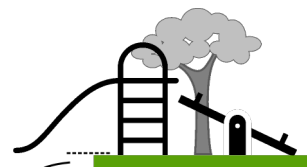
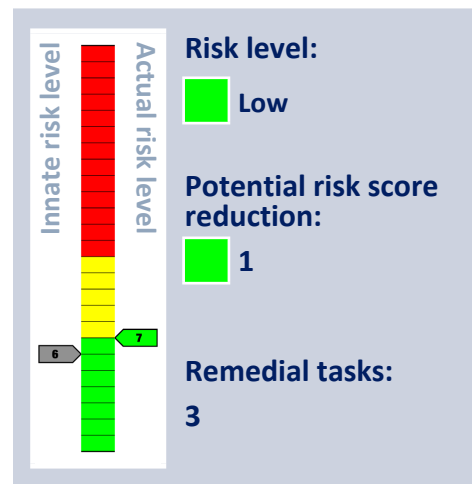
5

Finding Photos



Climber - Mast

Manufactured by HAGS SMP



Surface: Rubber - Mulch - Bonded

Standards:



EN 1176-1:2017+A1:2023

The surfacing meets with the requirements of the relevant standards. The item is not compliant with the requirements of the relevant standards for the following reasons:

Equipment Standard Compliance Findings

1. Finger entrapment.

The item has the following maintenance findings:

1. Chain covers prevent a thorough inspection of all chain links.
2. Cap missing.

Standard Compliance Finding

Description

Finger entrapment.

Tasks

Eliminate the entrapment.

Risk level:



Low

Risk score:



7

Finding Photos



Maintenance Finding

Description

Chain covers prevent a thorough inspection of all chain links.

Tasks

No reasonably practicable action is identified.

Risk level:



Low

Risk score:



6

Finding Photos



Maintenance Finding

Description

Cap missing.

Tasks

Replace.

Risk level:
 Very low

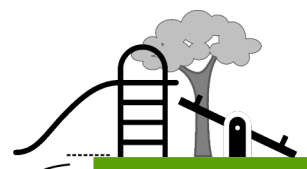
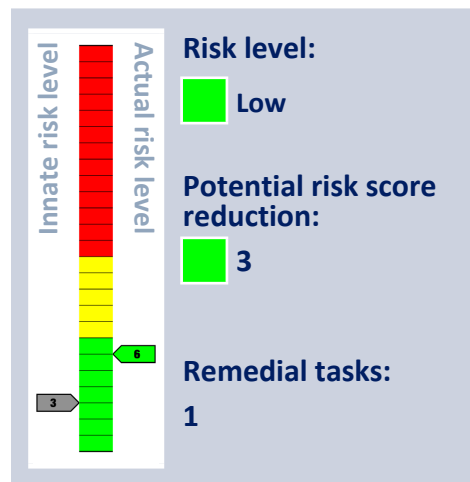
Risk score:
 3

Finding Photos



Talk Tubes

Manufactured by HAGS SMP



Surface: Rubber - Mulch - Bonded

Standards:



EN 1176-1:2017+A1:2023

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Surface is uneven.

Tasks

Read the notes for further action.

Note

There is some subsidence around the base of the unit. Monitor and repair as required.

Finding Photos



Low

Risk score:

6

Multiplay - Junior

Manufactured by HAGS SMP



Innate risk level

Actual risk level

6

6

Risk level:

Low

✓

Risk score as low as possible

Remedial tasks:

3



Surface: Rubber - Mulch - Bonded

Standards:

EN 1176-1:2017+A1:2023
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Chain covers prevent a thorough inspection of all chain links.

Tasks

No reasonably practicable action is identified.

Risk level:

Low

Risk score:

6

Finding Photos



Maintenance Finding

Description

There is wear on the platform.

Tasks

Repair.

Note

Sand back splintered edges and monitor.

Risk level:
 Low

Risk score:
 6

Finding Photos



Maintenance Finding

Description

Fixtures loose or missing.

Tasks

Read the notes for further action.

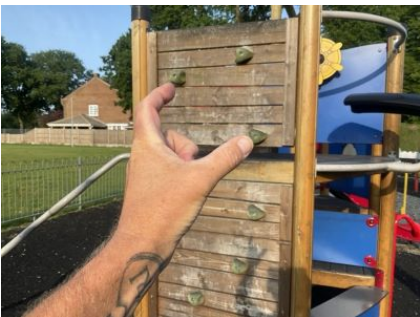
Note

Climbing wall hand grip loose. Secure.

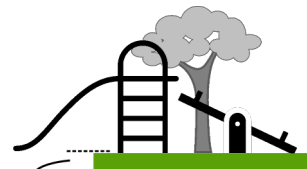
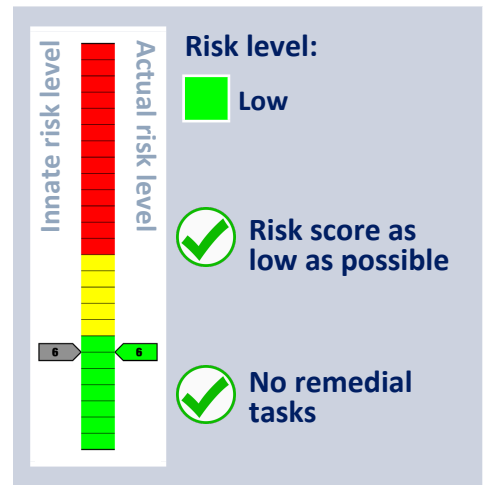
Risk level:
 Low

Risk score:
 5

Finding Photos



The item and its surfacing (where applicable) meet with the requirements of the relevant standards.



Surface: Rubber - Mulch - Bonded

Agility - Balance Trail

Manufactured by HAGS SMP



Innate risk level

Actual risk level

4

4

Risk level:

Low

✓

Risk score as low as possible

Remedial tasks:

1



Standards:

✓

EN 1176-1:2017+A1:2023
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Edges are worn.

Tasks

Read the notes for further action.

Note

Stepping pod edges wearing. Monitor.

Risk level:

Very low

Risk score:

3

Finding Photos



Rocker - Seesaw

Manufactured by HAGS SMP



Innate risk level

Actual risk level

4

5

Risk level:

Low

Potential risk score reduction:

1

Remedial tasks:

1



Standards:

EN 1176-1:2017+A1:2023, EN 1176-6:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Loose in ground.

Tasks

Monitor.

Note

Central support slightly loose.

Risk level:

Low

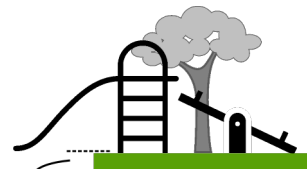
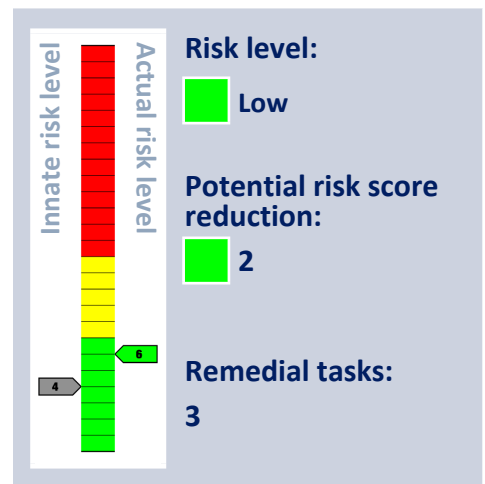
Risk score:

5

Finding Photos



A photograph of a playground area. In the foreground, there is a swing set with two bright orange support poles and a white plastic seat. The ground is covered with black rubber safety matting. To the left of the swing set, there is a white plastic fence. In the background, there is a slide and a building with a brown roof. The sky is blue and clear.



Surface: Rubber - Mulch - Bonded

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Chain covers prevent a thorough inspection of all chain links.

No reasonably practicable action is identified.



Finding Photos



Maintenance Finding

Description

Some chain wear.

Tasks

Read the notes for further action.

Note

Some slight wear in the connecting links. Monitor.

Risk level:

Low

Risk score:

5

Finding Photos



Maintenance Finding

Description

The swing seat has been damaged, but does not require immediate replacement.

Tasks

Monitor and replace when hard material is exposed.

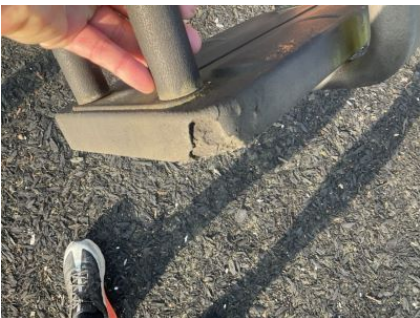
Risk level:

Low

Risk score:

4

Finding Photos



Play Feature - Binoculars

Manufactured by HAGS Play Ltd



Innate risk level

Actual risk level

4

5

Risk level:

Low

Potential risk score reduction:

1

Remedial tasks:

1



Standards:

EN 1176-1:2017+A1:2023
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Paintwork is in poor condition.

Tasks

De-scale back to good base material and coat with lead free paint, using appropriate precautions. Repairs may be necessary where corrosion is severe.

Risk level:

Low

Risk score:

5

Finding Photos



Multiplay - Toddler - Castle

Manufactured by HAGS SMP



Innate risk level

Actual risk level

5

6

Risk level:

Low

Potential risk score reduction:

1

Remedial tasks:

3



Standards:

EN 1176-1:2017+A1:2023
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Chain covers prevent a thorough inspection of all chain links.

Tasks

No reasonably practicable action is identified.

Risk level:

Low

Risk score:

6

Finding Photos



Maintenance Finding

Description

Item is damaged.

Tasks

Monitor.

Note

Minor damage to the end of the slide panel.

Risk level:

Low

Risk score:

4

Finding Photos



Maintenance Finding

Description

Fixtures loose or missing.

Tasks

Read the notes for further action.

Note

The support post is loose. Secure.

Risk level:

Low

Risk score:

4

Finding Photos



General Notes

The risk scores are calculated by plotting the likelihood of harm against the severity of the injury sustained. The likelihood is given a score of 1 to 5, and the severity is given a score of 1 to 5. In doing this a matrix is produced which gives a numerical assessment of the risk on a score of 1 to 25, and a judgement is made as to which risks are low, which are medium and which are high. Risk scores may be adjusted in the light of experience and therefore may not be exactly as per the table. For example, a score of 7 may be noted.

Risks are calculated in this way:

1. An assessment of the likelihood of harm taking place is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Rare
 - b. 2 = Unlikely
 - c. 3 = Moderate
 - d. 4 = Likely
 - e. 5 = Certain
2. An assessment of the severity of the injury sustained is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Insignificant
 - b. 2 = Minor
 - c. 3 = Moderate
 - d. 4 = Major
 - e. 5 = Catastrophic
3. The two numbers are multiplied to give a risk score on a scale of 1 to 25.
4. Scores of 1 to 7 inclusive are considered to be low risk and are considered to be tolerable where this is the innate risk of the item, but where remedial works are identified these should be undertaken,
5. Scores of 8 to 12 are considered to be medium risk and some control measures may be identified to reduce the risks to low, tolerable levels,
6. Score of 13 and above are considered to be high risk and urgent action is considered to be necessary to reduce the risks to tolerable levels.

General Notes

It is important to note that where an outcome is catastrophic, but for which the likelihood is rare this will present a score of $1 \times 5 = 5$ = low risk. Similarly, a certain event for which the consequence is insignificant will present a score of $5 \times 1 = 5$ = low risk. It is important to consider likelihood and consequence, and not just one of the factors in isolation.

The multiplication of the factors into a risk matrix is given here in Table 1, with a judgement made as to risk scoring indicated by colour.

Green = LOW risk, Amber = MEDIUM risk, Red = HIGH risk.

Table 1 – Risk Score Matrix

L i k e l i h o o d	Severity					
		1 Insignifi- cant	2 Minor	3 Moderate	4 Major	5 Catastro- phic
	1 = Rare	1 LOW	2 LOW	3 LOW	4 LOW	5 LOW
	2 = Unlikely	2 LOW	4 LOW	6 LOW	8 MEDIUM	10 MEDIUM
	3 = Moderate	3 LOW	6 LOW	9 MEDIUM	12 MEDIUM	15 HIGH
	4 = Likely	4 LOW	8 MEDIUM	12 MEDIUM	16 HIGH	20 HIGH
	5 = Certain	5 LOW	10 MEDIUM	15 HIGH	20 HIGH	25 HIGH

General Notes

Inspection Scope

The inspections are undertaken using the RPII's inspection scope.

Compliance with Standards

Inspections are undertaken with reference to the appropriate standards, which are listed next to each item. Compliance with these standards is not mandatory in law, but it is useful to know whether items comply or not. If we think a change is needed, then this is noted in our report. Non-compliance does not necessarily mean that a change is needed. Where a standard is undated the current version is applied, unless overlap periods are allowed by the standards committee at the time of update. The information provided herein is to assist the owner/operator to fulfil its responsibilities as detailed in the relevant standards. Other standards referenced within the listed standards do not form part of this inspection, unless they are also explicitly listed here.

The listed standards are relevant to all installations of equipment which are publicly accessible, including public parks, pay to play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks and the like. All equipment used in publicly accessible areas should meet with the requirements of the relevant listed standard.

Additionally, EN 1176-7 provides guidance on installation, inspection, maintenance and operation to owners/operators of equipment and ancillary items. In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in EN 1176-7. 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 the EN 1176-7 contains no requirement in the UK and needs to be read and implemented as guidance, with the use of the terms 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic equipment falls outside the scope of standards for publicly accessible spaces. Domestic play equipment has its own standard (BS EN 71 – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report, but compliance may be assessed to the applicable standard relating to publicly accessible equipment.

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

Compliance with standards is not always a clear-cut thing. Some interpretation can be needed, and our interpretation may differ from the interpretation of others. In some cases, we may decide not to note non-compliance in cases where we think it may mislead or be unhelpful so to do.



General Notes

What We Inspect

Annual and Post Installation inspections will take into consideration compliance with 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 3.0 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 (if undertaken) relate only to the most obvious defects such as broken or missing parts, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

The inspection is non-dismantling, non-destructive and does 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 to ensure as far as is reasonably practicable the continued safe use of the items concerned. The owner/operator is responsible for the overall safety of the equipment and area. Inspectors who are trained to use ladders may use them where it is safe to do so, but if members of the public are present on site ladders may not be used to access the equipment.

What We Don't Inspect

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 impact absorbing properties of any surfaces. The identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection or the inspection of any equipment (or part thereof) that is underground or beneath the playing surface. 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).



General Notes

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.

We have inspected without dismantling or destruction and so some aspects of the relevant standards may not be testable on site.

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 and this inspection shall be considered as contributing to the operator's discharge of this responsibility.

Exposure to Risk

Exposure to acceptable levels of risk and challenge is essential to children's development and allows them to exercise their right to play. Therefore, it can be judged that levels of risk above low risk can be acceptable. The risk scores shown allow the operator to make a judgement after first considering the benefit of the activity to which the risk score relates.

Ownership

There may be cases where we report issues that are not the site owner's responsibility. It is not necessarily possible for us to determine who owns what, and in any case we need to bring all risks to your attention if they can affect the safety of the site's users.

Contemporaneous Findings

Our report shows the findings at the time of inspection. Subsequent events may affect the condition of the site. Suggested remedial actions are based upon our knowledge and experience. The owner/operator should seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

Timber

Where timbers are set into the ground it is not always possible to determine levels of decay. The owner/operator should ensure it conducts appropriate inspections to identify decay before it becomes a problem.

We can undertake more in-depth testing of your playground timbers using resistance penetration.

Timber is known to decay from the inside out. This makes it very important that you ensure proper testing and inspection is undertaken of your playground timbers, especially where defects may be hidden inside the structures. Testing using resistance penetration can help to identify defects before they become outwardly apparent, but can also confirm the condition of good timbers to prevent premature replacement with its associated costs. The testing is undertaken using a specialist machine, which uses electronically controlled drill resistance measurement. The drill is fine enough that it does not cause permanent damage to reduce the lifespan of the equipment.

Please contact us for pricing and further information.

Planting and Trees

Where planting or trees are mentioned in our report, please be advised that we do not undertake any arboricultural, horticultural or toxicological assessment of suitability or condition. You must ensure you undertake suitable inspections from an appropriate expert.



General Notes

How This Inspection Contributes to Your Annual Main Inspection

The owner/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 facility. The inspection guidance is listed in Table 1, with an indication of which parts will be included in your RoSPA inspection [the items in the first column are the items which comprise an “Annual Main Inspection”, the second column shows which elements form part of a RoSPA inspection, items with a cross are not included, some items may have limitations as shown in the notes to the Table 1). The standards also contain additional parts which the owner/operator should follow.

Table 1

Inspection Recommendations of relevant standards These form the Annual Main Inspection	Included in RoSPA 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]
6.2 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	✓
6.2 c) Presence of rot or corrosion (see note 2)	✓ [2]
6.2 c) Assessment of repairs made/added or replaced components (see note 5)	✗
N.B. The clause numbers above are taken from BS EN 1176-7:2020. The content is equally applicable to all other relevant standards. Playgrounds contains 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 details in the relevant standard. Notes [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 for with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment. We therefore cannot be held responsible for the presence of such decay. [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 annual inspections. We can conduct impact testing for additional fees. [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.	

EN 1176 Notes – Summary of Requirements

PROTECTION AGAINST INJURIES IN THE FREE SPACE

- * No obstacles in the minimum space (other than structures to assist or safeguard the user)
- * Traffic flows should not go through the minimum space

PROTECTION AGAINST INJURIES IN THE FALLING SPACE

- * Free height of fall should not exceed 3m
- * No obstacles in the falling space
- * Platforms with fall heights of more than 1m between them require surfacing

PROTECTION AGAINST INJURIES DUE TO OTHER TYPES OF MOVEMENT

- * No unexpected obstacles

SURFACING SAFETY REQUIREMENTS

- * Surfacing should have no sharp edges or protrusions
- * Loose fills should be 100mm more than the depth required to meet the HIC reading (usually 200mm)
- * Hard surfaces should only be used outside where children fall
- * Testable Impact absorbing surfaces if falls over 600mm are possible. Topsoil or turf may be used up to 1m

DESIGN AND MANUFACTURE

- * The equipment must be suitable for the user and risks should be identifiable by the child
- * Accessibility: adults must be able to gain access to help children
- * Grip requirements: permitted diameter 16 - 45mm (i.e. overhead bars)
- * Grasp requirements: maximum diameter 60mm (e.g. handrails on steps)
- * Requirements for easily accessible equipment

FINISHING

- * Timber species and synthetics should be splinter resistant
- * No protrusions or sharp-edged components
- * Bolts should not protrude by more than 8mm
- * Corners, edges or projecting parts over 8mm should have a 3mm radius.
- * No hard and sharp-edged parts (e.g. razor blade effect caused by sheet steel)
- * No crushing or shearing points
- * Connections should not come loose by themselves and should resist removal.
- * Timber connections should not rely solely on screws or nails.
- * Leaking lubricants should not stain or impair the safety of the equipment

FIBRE ROPES

- * Conform to EN 701 or 919 or have a material and load certificate
- * Ropes used by hands shall have a soft, non-slip covering

WIRE ROPES

- * Non-rotating and corrosion resistant with no splayed wires outside the ferrule
- * Wire connector clip threads should protrude less than 8mm
- * Turnbuckles should be enclosed, have a loop at each end and be secured

CHAINS

- * Maximum opening of individual links: 8.6mm in any one direction.
- * Connecting links between chains must be less than 8.6mm or over 12mm

SWINGING SUSPENDED ROPES

- * Not combined with swings in the same bay
- * Less than 2m long: over 600mm from static parts; over 900mm from swinging parts
- * 2m - 4m long: over 1000mm from anything
- * Diameter: 25 - 45mm

CLIMBING ROPES

- * Anchored at both ends and movement less than 20% of rope length
- * Single climbing rope diameter: 18 - 45mm (nets comply with Grip requirements)

ENTRAPMENTS

- * Entrapment: a place from which children cannot extricate themselves unaided
- There are six probes: the Torso Probe, the Large Head Probe, The Small Head probe, the Wedge Probe and the two Finger Rods. There is a toggle test to reduce the dangers of clothing toggles being caught on slides, fireman's poles and roofs, and a ring gauge to test for rocker hand/foot rest protrusions.

BRIDGES

- * The space between the flexible bridge and rigid sides should be not less than 230mm

ENTRAPMENT OF FEET AND LEGS

- * Inclined planes (not suspension bridges) less than 38° should have no gaps over 30mm
- * There are no requirements for suspension bridge gaps other than the main entrapment requirements

FINGER ENTRAPMENTS

- These occur in: 1. gaps where child's movement may cause a finger to become stuck; 2. open-ended tubes; 3. moving gaps
- * Tube ends should be securely enclosed and removable only with tools
 - * Moving gaps should not close to less than 12mm

BARRIERS AND GUARD-RAILS

- * Hand-rail: a rail to help the child balance
- * Guard-rail: a rail to prevent children falling
- * Barrier: a guard-rail with non-climbable in-fill

HAND-RAILS

- * Where required they should be between 600 and 850mm above the standing surface

EQUIPMENT FOR UNDER 3'S

- * Platforms over 600mm require a barrier with a minimum height of 700mm high + impact absorbing surfacing

EQUIPMENT FOR OVER 3'S

- * Platforms up to 1000mm: No barriers or guard-rails required + impact absorbing surface over
- * Platforms 1000-2000mm: 600 - 850mm high guard-rail + impact absorbing surfacing
- * Platforms 2000-3000mm: 700mm high barrier + impact absorbing surfacing
- * No bars, infills or steps which can be used as steps. Tops should discourage standing or sitting

MEANS OF ACCESS

- The main change in this area is that the probes should now be applied to accesses. All means of access should have no entrapments; be securely fixed; be level to $\pm 3^\circ$ (ramps across width) and have a constant angle. It does not refer to agility equipment used as an access i.e. arched climbers, scramble nets. There are specific measurements for ladders, stairs and ramps.

EN 1176 Notes – Summary of Requirements

SWINGS

The main changes relate to requirements for new types of swings, dimensions and surfacing areas.

REQUIREMENTS

* No all rigid suspension members (i.e. solid bar top to bottom) * Design should be principally for use by seated children (RoSPA interpretation) * Two seats per bay maximum. Do not mix cradle and flat seats in same bay * Some types of swings have slightly different requirements. Information should be obtained from the supplier * Single point swing chains should not twist round each other * Single point swings require a secondary bearing support mechanism

DIMENSIONS

* Minimum ground clearance at rest: 350mm (400mm for single point swings and tyres) * No maximum seat surface height but RoSPA recommends a max. height of 635mm for cradles and flat seats * Distance between seat and frame: 20% of swing suspension + 200mm * Distance between seats: 20% of the swing suspension + 300mm * Pivot splay (separation distance) at crossbar: width between seat fixings plus 5% of swing suspension length

SITING

* Swing sets for young children should be separated from those for older children and sited to avoid cross traffic

SURFACING REQUIREMENTS

Forward and Back

* Different areas for synthetic and loose-fill surfaces in a box or pit. Measurements each way are: 1. synthetic: 0.867 x length of suspension member + 1.75m 2. loose-fill: 0.867 x length of suspension member + 2.25m

Side width

* Seat width no greater than 500mm: 1.75m minimum (i.e. .875m each way from seat centre)

* Areas for two seats in one bay may overlap providing the distance between seats is correct

Single point swings

* Circular area with a radius equal to the Forward and Backward figure for other swings

SLIDES

SAFETY REQUIREMENTS

* Free-standing slides: the max. vertical height which a stairway can reach without a change of direction is 2.5m. * Starting section at the top of each chute: length 350mm minimum, zero to 5° downwards at the centre line.

N.B. This can be the platform if the slide is attached to it * If the starting section is over 400mm long, platform requirements apply *

From a platform, the gap to the slide is the same width as the slide * Attachment slides over 1m free fall height should have starting section barriers 500mm min. high at one point * Attachment slides over 1m FFH should have a guard-rail across the entrance at a ht. of between 700-900mm

Sliding sections

* Maximum angle: 60° at any one point and an average of 40° * The width of open and straight slides over 1500mm long should be less than 700mm or greater than 950mm * Spiral or curved slides should have a width less than 700mm

RUN -OUTS

* Run-outs of at least 300mm are required if the sliding section is under 1.5m long. * Additional requirements are required for different types of slides * Average angle of run-outs: DIN type 10° (BS type) 5° (both downwards) * Height of run-out: Less than 1.5m sliding length: max. 200mm. Greater than 1.5m sliding length: max. 350mm * Users should come to a stop on the run-out section (BS type only)

* Chutes should have a side height related to the fall height: 1.2m: 100mm minimum : 1.2m - 2.5m: 150mm minimum : Over 2.5m: 500mm minimum

* Maximum side angle from slide bed: 30° * Tops of sides should be rounded or radiused to at least 3mm * Tunnel slides should be a minimum 750mm high and 750mm wide * Tunnels should start on or at the end of the starting section and be continuous over the sliding section only

SURFACING REQUIREMENTS

Normal distances except for the run-out which should be: * DIN type: 1m each side and 2m beyond (or just 1.5m beyond for short slides) * BS type: 1m each side and 1m beyond

CABLE RUNWAYS

SAFETY REQUIREMENTS

* Stop at end should progressively slow down the traveller * Traveller should not be removable except with tools * No access to internal mechanism * Suspension mechanism: flexible, exclude risk of strangulation or be at least 2m above the ground in the middle * Where children hang by the hands, the grip should not be enclosed (i.e. a loop)

* Climbing should be discouraged onto the grip * Children should be able to get off the seat at any time (i.e. no loops or straps) *

Maximum loaded (69.5kg) speed is 7m per second * If two cables are placed parallel the min. distance between them is 2m

IMPACT AREAS

* 2m either side of main cable

ROTATING ITEMS

The main changes are in clearer separation into different types. A change in the clearance between the underside and the ground will affect older items. The change should provide greater safety. NOTE: Rotating items under 500mm diameter are excluded from these requirements

SAFETY REQUIREMENTS

* Maximum free height of fall: 1000mm (For overhead items: 1500 - 3000mm) * Max. speed at periphery under reasonable use: 5m per second. As no method is given, this cannot be tested * Hand grips should be between 16 - 45mm

SPECIFIC REQUIREMENTS

There are specific requirements for different types of roundabout. The two most common ones are:

Platform roundabouts:

EN 1176 Notes – Summary of Requirements

* Platforms should be circular and enclosed * All parts should revolve in the same direction * No super-structure over the edge of the platform * Mechanism should be enclosed * Height between underside and ground 60 – 110mm for 300mm in * Protective skirts should be of rigid material and have no burrs or other defects * The bottom edge should be flared towards the inside or protected

Giant revolving discs

* Clearance of underside at lowest point: 300mm * Max. platform height: 1m * Free space: 3m * Upper surface should be continuous, smooth and with no handles or grips * Underside should be continuous, smooth and without any radial variations (i.e. spokes) or indentations

MINIMUM SPACE

* Free space: Horizontal: 2m all round * Vertical head clearance from platform: sitting 1.5m ; standing 1.8m * Small rotating items under 500mm diameter are excluded but RoSPA suggests as for rocking items

SURFACING REQUIREMENTS

* There are no special extra requirements for surfacing areas * Surfaces should be continuous underneath and level

ROCKING ITEMS

DEFINITIONS

* Rocking equipment which can be moved by the user and is supported from below

* Damping: any movement restricting device. (N.B. Springs are treated as self-damping)

SAFETY REQUIREMENTS

* Throughout the range of movement gaps in all accessible joints should be under 12mm * Progressive restraint at extremity of movement is required * Foot rests should be provided where the ground clearance is less than 230mm * Hand grips should be provided for each seat or standing position

* Foot rests and hand grips should be firmly fixed and non-rotating * Hand grip diameter: 16 - 45mm (for toddler items: 30mm maximum) * Right -angled corners on moving equipment should be 20mm radius min. (e.g. a bird's beak)

MINIMUM SPACE

* 1000mm between items at maximum movement.

SURFACING REQUIREMENTS

There are no special extra requirements for surfacing areas

INSTALLATION, INSPECTION, MAINTENANCE AND OPERATION

SAFETY

* Appropriate safety systems must be established by the operator * No access should be allowed to unsafe equipment or areas * Records should be kept by the playground operator * Effectiveness of safety measures should be assessed annually * Signs should be provided giving owner details and emergency service contact points * Entrances for emergency services should be freely accessible * Information on accidents should be kept (RoSPA has a suitable form)

* Staff and users should be safe during maintenance operations

INSPECTION

* Manufacturers will recommend the inspection frequency although some sites may need a daily check

Frequency

Routine visual inspections: identification of hazards from vandalism, use or weather conditions (RoSPA recommends a recorded daily or weekly inspection) Operational inspection: every 1 -3 months or as recommended. Checks operation, stability, wear etc. Annual main inspection: checks long-term levels of safety

* An inspection schedule should be prepared for each playground, listing components and methods

* Appropriate action should be taken if defects are noted

ROUTINE MAINTENANCE

* Basic routine maintenance details should be supplied by the manufacturer

CORRECTIVE MAINTENANCE

* This covers remedial work and repairs as required * Alterations should only be carried out after consultation & agreement with the supplier or a competent person





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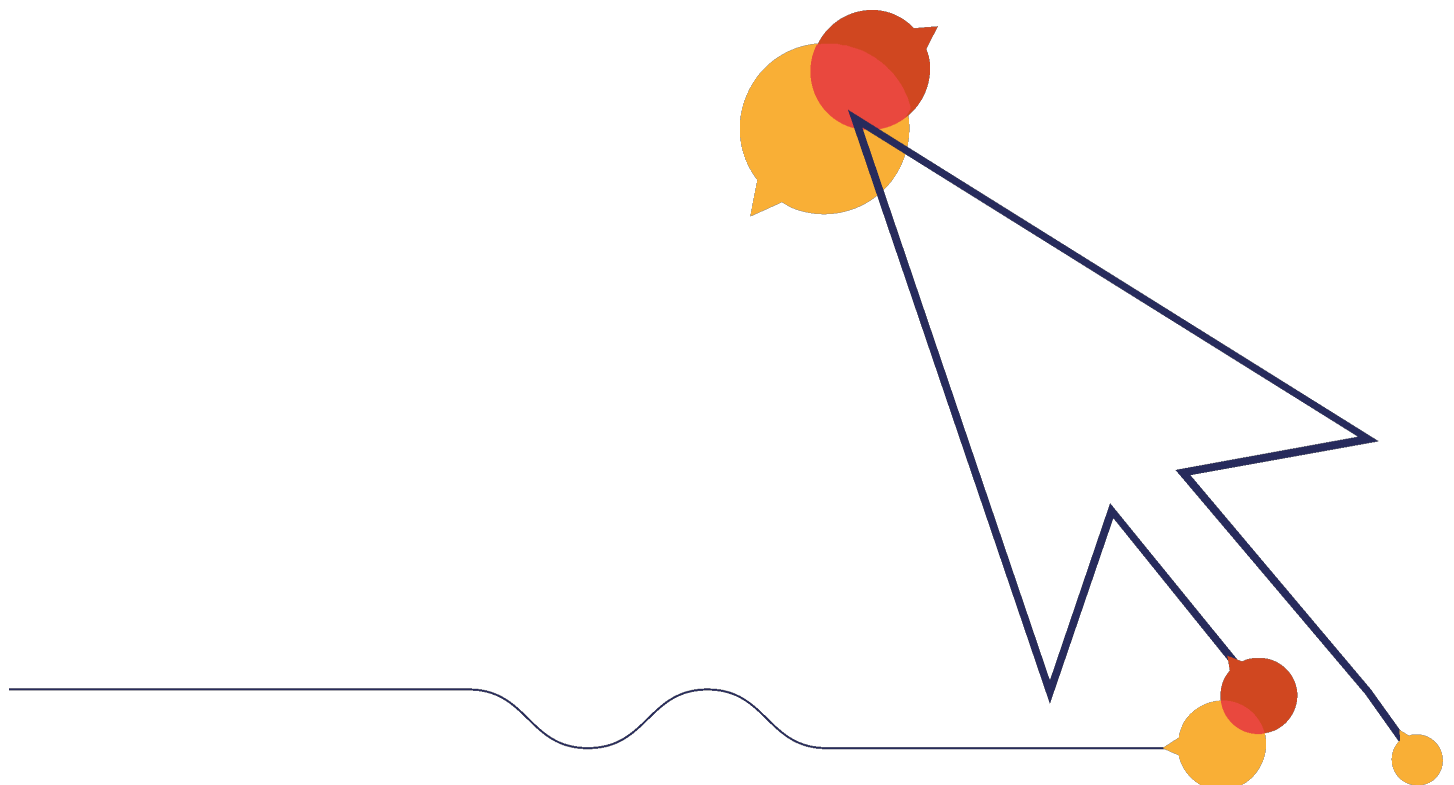
Safety Inspection Report

Annual Inspection

Woodville Park

North Walsham Town Council

29 June 2026



Safety Inspection Report

Annual Inspection

Site name: **Woodville Park**
Date of inspection: **29 June 2026**
Inspector: **Dan Clifft**



Seating

Innate risk score:
 3

Description	Tasks	Risk score
Timber is decayed.	Check on a routine basis.	 4

Litter Bin

Innate risk score:
 3

Description	Tasks	Risk score
No Findings		

Dog Waste Bin

Innate risk score:
 3

Description	Tasks	Risk score
No Findings		

Signage - Info

Innate risk score:
 2

Description	Tasks	Risk score
No Findings		

Swing - Junior - 2 Bay 3 Seat

Innate risk score:

 8

Description	Tasks	Risk score
Suitably well maintained grass and topsoil with at least 150 mm of soil beneath is acceptable to EN 1176 for items with a fall height of up to 1.5 metres, subject to a risk assessment.	Read the notes for further action., Install safer surface.	 12
Seat(s) set at incorrect height.	Adjust to give a minimum of 350 mm clearance for standard seats, and 400 mm for tyres, baskets and other groups seats.	 8
The swing seat has been damaged, but does not require immediate replacement.	Read the notes for further action.	 5

Basketball Post

Innate risk score:

 8

Description	Tasks	Risk score
Item is damaged.	Replace.	 4

Swing - Basket - Mini

Innate risk score:

 8

Description	Tasks	Risk score
The swing seat has been damaged, but does not require immediate replacement.	Read the notes for further action.	 5
There is wear in the bushes.	Remove shackle bolt and check bush and shackle pin wear, replacing as necessary.	 4

Agility - Balance Trail

Innate risk score:

 4

Description	Tasks	Risk score
Item is cracked.	Read the notes for further action.	 7
Item edges are worn.	Read the notes for further action.	 3

Carousel - Flush

Innate risk score:

 6

Description	Tasks	Risk score
Item is cracked.	Monitor and plan for replacement.	 6
The wet pour surface is separating at the joints.	Repair.	 6

Rocker - 4 Seat

Innate risk score:
 4

Description	Tasks	Risk score
The spring is rusty. These have been known to fail without warning, leading to a collapse of the unit.	De-scale back to good base material and coat with lead free paint, using appropriate precautions.	 5
Item is damaged.	No reasonably practicable action is identified.	 1

Play Panels x 5

Innate risk score:
 3

Description	Tasks	Risk score
Item is cracked.	Monitor and plan for replacement.	 3
Cap missing.	Replace.	 3

How to read your report

The assets on site are categorised as **Ancillary Items** or **Play Items**, and listed under those headings.

Each item is listed in the style shown in the image below, which contains labels to aid interpretation as follows:

- 1) The name of the asset
- 2) The manufacturer of the asset, if known,
- 3) The innate or default risk score of the asset, assuming it has no faults and complies with standards,
- 4) The actual risk score of the asset at the time of inspection, being the highest of the finding risks or the innate risk,
- 5) A statement about whether the item complies with the appropriate standards, including the names of those standards,
- 6) Details about findings, if any, including what is wrong (Description), what to do about it (Tasks), notes to aid understanding (Notes), and photograph(s) of the issue.

Primary Items

Sample Asset Name

Manufactured by Manufacturer Name

asset image here

Risk level:
Low
Potential risk score reduction: 1
Remedial tasks: 1

Standards:
EN 1176-1:2017, EN 1176-2:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Finding

Description
Item is rusting in places.

Tasks
Replace.

Note
Two of the frame washers are rusting.

Finding Photos

asset image here asset image here

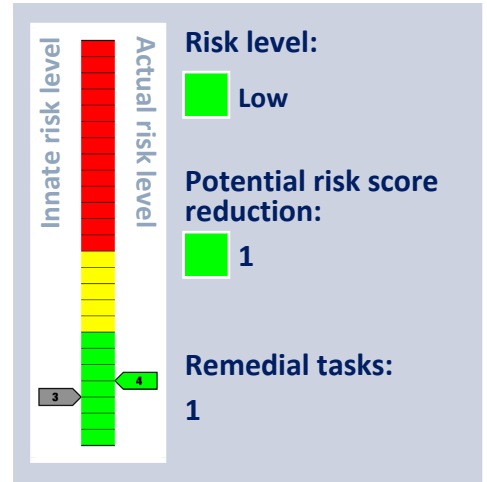
Surface: Grass

Inspection SI0000142594. Report produced on 16/12/2019 at 12:11:07

Signage - Info



Seating



Maintenance Finding

Description

Timber is decayed.

Tasks

Check on a routine basis.

Risk level:

Low

Risk score:

4

Finding Photos



Litter Bin



Innate risk level

Actual risk level

3

3

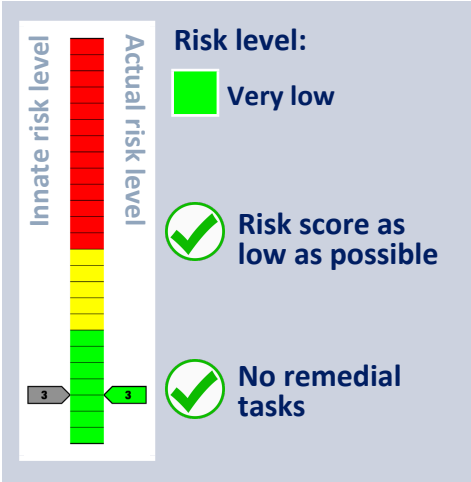
Risk level:

Very low

✓ Risk score as low as possible

✓ No remedial tasks

Dog Waste Bin



Basketball Post

Manufactured by (Unknown)



Innate risk level

Actual risk level

8

8

Risk level:

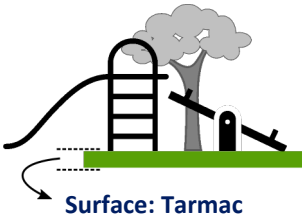
Medium

✓

Risk score as low as possible

Remedial tasks:

1



Standards:

EN 1270:2005, EN 15312:2007+A1:2010
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Item is damaged.

Tasks

Replace.

Note

Replace the damaged hoop net.

Risk level:

Low

Risk score:

4

Finding Photos



Rocker - 4 Seat

Manufactured by HAGS SMP



Innate risk level

Actual risk level

4

5

Risk level:

Low

Potential risk score reduction:

1

Remedial tasks:

2



Standards:

EN 1176-1:2017+A1:2023, EN 1176-6:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

The spring is rusty. These have been known to fail without warning, leading to a collapse of the unit.

Tasks

De-scale back to good base material and coat with lead free paint, using appropriate precautions.

Risk level:

Low

Risk score:

5

Finding Photos



Maintenance Finding

Description

Item is damaged.

Tasks

No reasonably practicable action is identified.

Risk level:

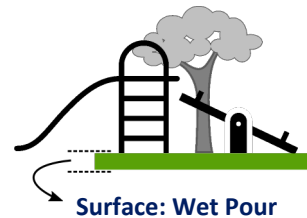
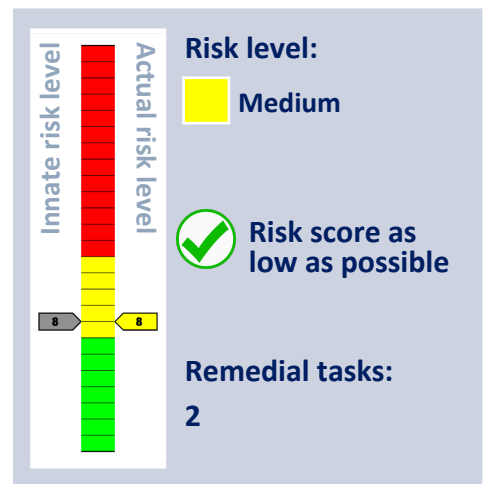
Very low

Risk score:

1

Finding Photos





The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

The swing seat has been damaged, but does not require immediate replacement.

Read the notes for further action.

The seat has been damaged and repaired with tape. Monitor and replace tape as required.

A close-up photograph of a black and white woven basket. A black strap is wrapped around the rim of the basket. The basket is made of a dark material with a white woven pattern. The background is a plain, light-colored surface.



5

Maintenance Finding

Description

There is wear in the bushes.

Tasks

Remove shackle bolt and check bush and shackle pin wear, replacing as necessary.

Risk level:

Low

Risk score:

4

Finding Photos



Carousel - Flush

Manufactured by HAGS SMP



Innate risk level

Actual risk level

6

6

Risk level:

Low

✓

Risk score as low as possible

Remedial tasks:

2



Standards:

✓

EN 1176-1:2017+A1:2023, EN 1176-5:2019
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Item is cracked.

Tasks

Monitor and plan for replacement.

Note

Seat cracked.

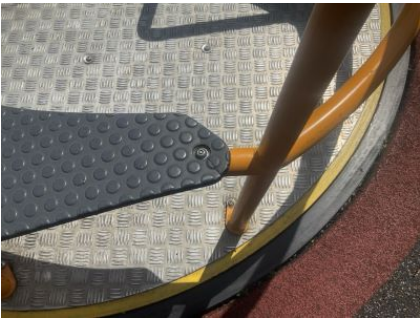
Risk level:

Low

Risk score:

6

Finding Photos



Maintenance Finding

Description

The wet pour surface is separating at the joints.

Tasks

Repair.

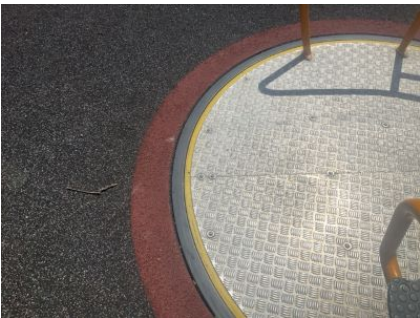
Risk level:

Low

Risk score:

6

Finding Photos



Play Panels x 5

Manufactured by HAGS SMP



Innate risk level

Actual risk level

3

3

Risk level:

Very low

✓

Risk score as low as possible

Remedial tasks:

2



Standards:

✓

EN 1176-1:2017+A1:2023
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Item is cracked.

Tasks

Monitor and plan for replacement.

Risk level:

Very low

Risk score:

3

Finding Photos



Maintenance Finding

Description

Cap missing.

Tasks

Replace.

Note

Caps x 6 missing from the maze panel.

Risk level:

Very low

Risk score:

3

Finding Photos



Agility - Balance Trail

Manufactured by HAGS SMP



Innate risk level

Actual risk level

4

7

Risk level:

Low

Potential risk score reduction:

3

Remedial tasks:

2



Standards:

EN 1176-1:2017+A1:2023
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Item is cracked.

Tasks

Read the notes for further action.

Note

There are a number of cracked rope connectors. Monitor closely for any further deterioration and repair/replace when necessary.

Risk level:

Low

Risk score:

7

Finding Photos



Maintenance Finding

Description

Item edges are worn.

Tasks

Read the notes for further action.

Note

Monitor wear on stepping pod.

Risk level:

Very low

Risk score:

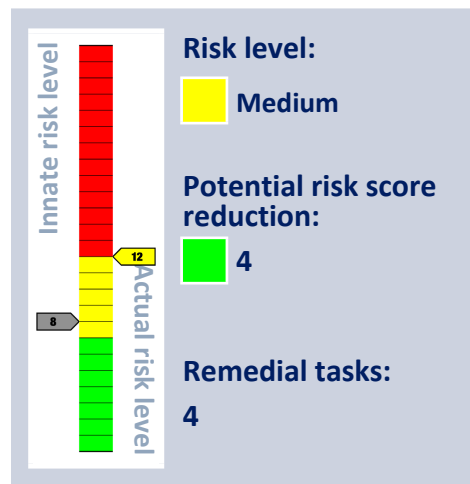
3

Finding Photos



Swing - Junior - 2 Bay 3 Seat

Manufactured by HAGS SMP



Standards:



EN 1176-1:2017+A1:2023, EN 1176-2:2017

The surfacing meets with the requirements of the relevant standards. The item is not compliant with the requirements of the relevant standards for the following reasons:

Equipment Standard Compliance Findings

1. Seat(s) set at incorrect height.

The item has the following maintenance findings:

1. Suitably well maintained grass and topsoil with at least 150 mm of soil beneath is acceptable to EN 1176 for items with a fall height of up to 1.5 metres, subject to a risk assessment.
2. The swing seat has been damaged, but does not require immediate replacement.

Standard Compliance Finding

Description

Seat(s) set at incorrect height.

Tasks

Adjust to give a minimum of 350 mm clearance for standard seats, and 400 mm for tyres, baskets and other groups seats.

Note

Basket seat set at 380 mm when in motion, 300 mm once surface is repaired.
Adjust to correct clearance.

Risk level:

Medium

Risk score:

8

Finding Photos



Maintenance Finding

Description

Suitably well maintained grass and topsoil with at least 150 mm of soil beneath is acceptable to EN 1176 for items with a fall height of up to 1.5 metres, subject to a risk assessment.

Tasks

Read the notes for further action., Install safer surface.

Note

Worn rutted ground areas exposing sharp rocks. Repair and install a suitable safer surface.

Risk level:

Medium

Risk score:

12

Finding Photos



Maintenance Finding

Description

The swing seat has been damaged, but does not require immediate replacement.

Tasks

Read the notes for further action.

Note

Monitor the damage to the side of the basket seat and replace tape as required.

Risk level:

Low

Risk score:

5

Finding Photos



General Notes

The risk scores are calculated by plotting the likelihood of harm against the severity of the injury sustained. The likelihood is given a score of 1 to 5, and the severity is given a score of 1 to 5. In doing this a matrix is produced which gives a numerical assessment of the risk on a score of 1 to 25, and a judgement is made as to which risks are low, which are medium and which are high. Risk scores may be adjusted in the light of experience and therefore may not be exactly as per the table. For example, a score of 7 may be noted.

Risks are calculated in this way:

1. An assessment of the likelihood of harm taking place is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Rare
 - b. 2 = Unlikely
 - c. 3 = Moderate
 - d. 4 = Likely
 - e. 5 = Certain
2. An assessment of the severity of the injury sustained is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Insignificant
 - b. 2 = Minor
 - c. 3 = Moderate
 - d. 4 = Major
 - e. 5 = Catastrophic
3. The two numbers are multiplied to give a risk score on a scale of 1 to 25.
4. Scores of 1 to 7 inclusive are considered to be low risk and are considered to be tolerable where this is the innate risk of the item, but where remedial works are identified these should be undertaken,
5. Scores of 8 to 12 are considered to be medium risk and some control measures may be identified to reduce the risks to low, tolerable levels,
6. Score of 13 and above are considered to be high risk and urgent action is considered to be necessary to reduce the risks to tolerable levels.

General Notes

It is important to note that where an outcome is catastrophic, but for which the likelihood is rare this will present a score of $1 \times 5 = 5$ = low risk. Similarly, a certain event for which the consequence is insignificant will present a score of $5 \times 1 = 5$ = low risk. It is important to consider likelihood and consequence, and not just one of the factors in isolation.

The multiplication of the factors into a risk matrix is given here in Table 1, with a judgement made as to risk scoring indicated by colour.

Green = LOW risk, Amber = MEDIUM risk, Red = HIGH risk.

Table 1 – Risk Score Matrix

L i k e l i h o o d	Severity					
		1 Insignifi- cant	2 Minor	3 Moderate	4 Major	5 Catastro- phic
	1 = Rare	1 LOW	2 LOW	3 LOW	4 LOW	5 LOW
	2 = Unlikely	2 LOW	4 LOW	6 LOW	8 MEDIUM	10 MEDIUM
	3 = Moderate	3 LOW	6 LOW	9 MEDIUM	12 MEDIUM	15 HIGH
	4 = Likely	4 LOW	8 MEDIUM	12 MEDIUM	16 HIGH	20 HIGH
	5 = Certain	5 LOW	10 MEDIUM	15 HIGH	20 HIGH	25 HIGH

General Notes

Inspection Scope

The inspections are undertaken using the RPII's inspection scope.

Compliance with Standards

Inspections are undertaken with reference to the appropriate standards, which are listed next to each item. Compliance with these standards is not mandatory in law, but it is useful to know whether items comply or not. If we think a change is needed, then this is noted in our report. Non-compliance does not necessarily mean that a change is needed. Where a standard is undated the current version is applied, unless overlap periods are allowed by the standards committee at the time of update. The information provided herein is to assist the owner/operator to fulfil its responsibilities as detailed in the relevant standards. Other standards referenced within the listed standards do not form part of this inspection, unless they are also explicitly listed here.

The listed standards are relevant to all installations of equipment which are publicly accessible, including public parks, pay to play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks and the like. All equipment used in publicly accessible areas should meet with the requirements of the relevant listed standard.

Additionally, EN 1176-7 provides guidance on installation, inspection, maintenance and operation to owners/operators of equipment and ancillary items. In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in EN 1176-7. 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 the EN 1176-7 contains no requirement in the UK and needs to be read and implemented as guidance, with the use of the terms 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic equipment falls outside the scope of standards for publicly accessible spaces. Domestic play equipment has its own standard (BS EN 71 – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report, but compliance may be assessed to the applicable standard relating to publicly accessible equipment.

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

Compliance with standards is not always a clear-cut thing. Some interpretation can be needed, and our interpretation may differ from the interpretation of others. In some cases, we may decide not to note non-compliance in cases where we think it may mislead or be unhelpful so to do.



General Notes

What We Inspect

Annual and Post Installation inspections will take into consideration compliance with 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 3.0 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 (if undertaken) relate only to the most obvious defects such as broken or missing parts, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

The inspection is non-dismantling, non-destructive and does 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 to ensure as far as is reasonably practicable the continued safe use of the items concerned. The owner/operator is responsible for the overall safety of the equipment and area. Inspectors who are trained to use ladders may use them where it is safe to do so, but if members of the public are present on site ladders may not be used to access the equipment.

What We Don't Inspect

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 impact absorbing properties of any surfaces. The identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection or the inspection of any equipment (or part thereof) that is underground or beneath the playing surface. 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).



General Notes

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.

We have inspected without dismantling or destruction and so some aspects of the relevant standards may not be testable on site.

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 and this inspection shall be considered as contributing to the operator's discharge of this responsibility.

Exposure to Risk

Exposure to acceptable levels of risk and challenge is essential to children's development and allows them to exercise their right to play. Therefore, it can be judged that levels of risk above low risk can be acceptable. The risk scores shown allow the operator to make a judgement after first considering the benefit of the activity to which the risk score relates.

Ownership

There may be cases where we report issues that are not the site owner's responsibility. It is not necessarily possible for us to determine who owns what, and in any case we need to bring all risks to your attention if they can affect the safety of the site's users.

Contemporaneous Findings

Our report shows the findings at the time of inspection. Subsequent events may affect the condition of the site. Suggested remedial actions are based upon our knowledge and experience. The owner/operator should seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

Timber

Where timbers are set into the ground it is not always possible to determine levels of decay. The owner/operator should ensure it conducts appropriate inspections to identify decay before it becomes a problem.

We can undertake more in-depth testing of your playground timbers using resistance penetration.

Timber is known to decay from the inside out. This makes it very important that you ensure proper testing and inspection is undertaken of your playground timbers, especially where defects may be hidden inside the structures. Testing using resistance penetration can help to identify defects before they become outwardly apparent, but can also confirm the condition of good timbers to prevent premature replacement with its associated costs. The testing is undertaken using a specialist machine, which uses electronically controlled drill resistance measurement. The drill is fine enough that it does not cause permanent damage to reduce the lifespan of the equipment.

Please contact us for pricing and further information.

Planting and Trees

Where planting or trees are mentioned in our report, please be advised that we do not undertake any arboricultural, horticultural or toxicological assessment of suitability or condition. You must ensure you undertake suitable inspections from an appropriate expert.



General Notes

How This Inspection Contributes to Your Annual Main Inspection

The owner/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 facility. The inspection guidance is listed in Table 1, with an indication of which parts will be included in your RoSPA inspection [the items in the first column are the items which comprise an “Annual Main Inspection”, the second column shows which elements form part of a RoSPA inspection, items with a cross are not included, some items may have limitations as shown in the notes to the Table 1). The standards also contain additional parts which the owner/operator should follow.

Table 1

Inspection Recommendations of relevant standards These form the Annual Main Inspection	Included in RoSPA 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]
6.2 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	✓
6.2 c) Presence of rot or corrosion (see note 2)	✓ [2]
6.2 c) Assessment of repairs made/added or replaced components (see note 5)	✗
N.B. The clause numbers above are taken from BS EN 1176-7:2020. The content is equally applicable to all other relevant standards. Playgrounds contains 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 details in the relevant standard. Notes [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 for with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment. We therefore cannot be held responsible for the presence of such decay. [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 annual inspections. We can conduct impact testing for additional fees. [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.	

EN 1176 Notes – Summary of Requirements

PROTECTION AGAINST INJURIES IN THE FREE SPACE

- * No obstacles in the minimum space (other than structures to assist or safeguard the user)
- * Traffic flows should not go through the minimum space

PROTECTION AGAINST INJURIES IN THE FALLING SPACE

- * Free height of fall should not exceed 3m
- * No obstacles in the falling space
- * Platforms with fall heights of more than 1m between them require surfacing

PROTECTION AGAINST INJURIES DUE TO OTHER TYPES OF MOVEMENT

- * No unexpected obstacles

SURFACING SAFETY REQUIREMENTS

- * Surfacing should have no sharp edges or protrusions
- * Loose fills should be 100mm more than the depth required to meet the HIC reading (usually total 300mm up to 2m, and 400mm up to 3m)
- * Hard surfaces should only be used outside where children fall
- * Testable Impact absorbing surfaces if falls over 600mm are possible. Good turf may be used up to 1.5m

DESIGN AND MANUFACTURE

- * The equipment must be suitable for the user and risks should be identifiable by the child
- * Accessibility: adults must be able to gain access to help children
- * Grip requirements: permitted diameter 16 - 45mm (e.g. overhead bars)
- * Grasp requirements: maximum diameter 60mm (e.g. handrails on steps)
- * Requirements for easily accessible equipment

FINISHING

- * Timber species and synthetics should be splinter resistant
- * No protrusions or sharp-edged components
- * Bolts should not protrude by more than 8mm
- * Corners, edges or projecting parts over 8mm should have a 3mm radius.
- * No hard and sharp-edged parts (e.g. razor blade effect caused by sheet steel)
- * No crushing or shearing points
- * Connections should not come loose by themselves and should resist removal.
- * Timber connections should not rely solely on screws or nails.
- * Leaking lubricants should not stain or impair the safety of the equipment

FIBRE ROPES

- * Conform to EN 701 or 919 or have a material and load certificate
- * Ropes used by hands shall have a soft, non-slip covering

WIRE ROPES

- * Non-rotating and corrosion resistant with no splayed wires outside the ferrule
- * Wire connector clip threads should protrude less than 8mm
- * Turnbuckles should be enclosed, have a loop at each end and be secured

CHAINS

- * Maximum opening of individual links: 8.6mm in any one direction.
- * Connecting links between chains must be less than 8.6mm or over 12mm

SWINGING SUSPENDED ROPES

- * Not combined with swings in the same bay
- * Less than 2m long: over 600mm from static parts; over 900mm from swinging parts
- * 2m - 4m long: over 1000mm from anything
- * Diameter: 25 - 45mm

CLIMBING ROPES

- * Anchored at both ends and movement less than 20% of rope length
- * Single climbing rope diameter: 18 - 45mm (nets comply with Grip requirements)

ENTRAPMENTS

- * Entrapment: a place from which children cannot extricate themselves unaided
- There are six probes: the Torso Probe, the Large Head Probe, The Small Head probe, the Wedge Probe and the two Finger Rods. There is a toggle test to reduce the dangers of clothing toggles being caught on slides, fireman's poles and roofs, and a ring gauge to test for rocker hand/foot rest protrusions.

BRIDGES

- * The space between the flexible bridge and rigid sides should be not less than 230mm

ENTRAPMENT OF FEET AND LEGS

- * Inclined planes (not suspension bridges) less than 38° should have no gaps over 30mm
- * There are no requirements for suspension bridge gaps other than the main entrapment requirements

FINGER ENTRAPMENTS

- These occur in: 1. gaps where child's movement may cause a finger to become stuck; 2. open-ended tubes; 3. moving gaps
- * Tube ends should be securely enclosed and removable only with tools
 - * Moving gaps should not close to less than 12mm

BARRIERS AND GUARD-RAILS

- * Handrail: a rail to help the child balance
- * Guard-rail: a rail to prevent children falling
- * Barrier: a guard-rail with non-climbable in-fill

HAND-RAILS

- * Where required they should be between 600 and 850mm above the standing surface

EASILY ACCESSIBLE EQUIPMENT

- * Platforms over 600mm require a barrier with a minimum height of 700mm high + impact absorbing surfacing

NOT EASILY ACCESSIBLE EQUIPMENT

- * Platforms up to 1000mm: No barriers or guard-rails required + impact absorbing surface over
- * Platforms 1000-2000mm: 600 - 850mm high guard-rail + impact absorbing surfacing
- * Platforms 2000-3000mm: 700mm high barrier + impact absorbing surfacing
- * No bars, infills or steps which can be used as steps. Tops should discourage standing or sitting

MEANS OF ACCESS

- All means of access should have no entrapments; be securely fixed; be level to $\pm 3^\circ$ (ramps across width) and have a constant angle. It does not refer to agility equipment used as an access i.e. arched climbers, scramble nets. There are specific measurements for ladders, stairs and ramps.

EN 1176 Notes – Summary of Requirements

SWINGS

REQUIREMENTS

* No all-rigid suspension members (i.e. solid bar top to bottom) * Design should be principally for use by seated children (RoSPA interpretation) * Two seats per bay maximum. * Some types of swings have slightly different requirements. Information should be obtained from the supplier * Single points swing chains should not twist round each other * Single point swings require a secondary bearing support mechanism * Group seats must have their own bay.

DIMENSIONS

* Minimum ground clearance at rest: 350mm (400mm for group seats) * No maximum seat surface height but RoSPA recommends a max. height of 635mm for cradles and flat seats * Distance between seat and frame: 20% of swing suspension + 200mm * Distance between seats: 20% of the swing suspension + 300mm * Pivot splay (separation distance) at crossbar: width between seat fixings plus 5% of swing suspension length (+30% for group and Type 4 seats)

SITING

* Swing sets for young children should be separated from those for older children and sited to avoid cross traffic

SURFACING REQUIREMENTS

Forward and Back

* Different areas for synthetic and loose-fill surfaces in a box or pit. Measurements each way are: 1. synthetic: $0.867 \times \text{length of suspension member} + 1.75\text{m} + 0.5\text{m}$ of obstacle-clear space 2. loose-fill: $0.867 \times \text{length of suspension member} + 2.25\text{m}$

Side width

* Seat width no greater than 500mm: 1.75m minimum (i.e. .875m each way from seat centre)

* Areas for two seats in one bay may overlap providing the distance between seats is correct

Single point swings

* Circular area with a radius equal to the Forward and Backward figure for other swings

SLIDES

SAFETY REQUIREMENTS

* Free-standing slides: the max. vertical height which a stairway can reach without a change of direction is 2.5m. * Starting section at the top of each chute: length 350mm minimum, zero to 5° downwards at the centre line.

N.B. This can be the platform if the slide is attached to it * If the starting section is over 400mm long, platform requirements apply * From a platform, the gap to the slide is the same width as the slide * Attachment slides over 1m free fall height should have starting section barriers 500mm min. high at one point * Attachment slides over 1m FFH should have a guard-rail across the entrance at a ht. of between 700-900mm

Sliding sections

* Maximum angle: 60° at any one point and an average of 40° * The width of open and straight slides over 1500mm long should be less than 700mm or greater than 950mm * Spiral or curved slides should have a width less than 700mm

RUN -OUTS

* Run-outs of at least 300mm are required if the sliding section is under 1.5m long. * Additional requirements are required for different types of slides * Average angle of run-outs: type 1 = 10° , type 2 = 5° (both downwards) * Height of run-out: Less than 1.5m sliding length: max. 200mm. Greater than 1.5m sliding length: max. 350mm * Users should come to a stop on the run-out section (type 2 only)

* Chutes should have a side height related to the fall height: 1.2m: 100mm minimum : 1.2m - 2.5m: 150mm minimum : Over 2.5m: 500mm minimum

* Maximum side angle from slide bed: 30° * Tops of sides should be rounded or radiused to at least 3mm * Tunnel slides should be a minimum 750mm high and 750mm wide * Tunnels should start on or at the end of the starting section and be continuous over the sliding section only

SURFACING REQUIREMENTS

Normal distances except for the run-out which should be: * type 1: 1m each side and 2m beyond (or just 1.5m beyond for short slides) * type 2: 1m each side and 1m beyond

CABLE RUNWAYS

SAFETY REQUIREMENTS

* Stop at end should progressively slow down the traveller * Traveller should not be removable except with tools * No access to internal mechanism * Suspension mechanism: flexible, exclude risk of strangulation or be at least 2m above the ground in the middle * Where children hang by the hands, the grip should not be enclosed (i.e. a loop)

* Climbing should be discouraged onto the grip * Children should be able to get off the seat at any time (i.e. no loops or straps) *

Maximum loaded (69.5kg) speed is 7m per second * If two cables are placed parallel the min. distance between them is 2m

IMPACT AREAS

* 2m either side of main cable

ROTATING ITEMS

NOTE: Rotating items under 500mm diameter are excluded from these requirements

SAFETY REQUIREMENTS

* Maximum free height of fall: 1000mm (For overhead items: 1500 - 3000mm) * Max. speed at periphery under reasonable use: 5m per second. As no method is given, this cannot be tested * Hand grips should be between 16 - 45mm

SPECIFIC REQUIREMENTS

There are specific requirements for different types of roundabout. The two most common ones are:

Platform roundabouts:

* Platforms should be circular and enclosed * All parts should revolve in the same direction * No super-structure over the edge of the platform * Mechanism should be enclosed * Height between underside and ground 60 – 110mm for 300mm inwards

EN 1176 Notes – Summary of Requirements

Giant revolving discs

* Clearance of underside at lowest point: 300mm in loose-fill, 400 mm for synthetic * Max. platform height: 1m * Free space: 3m * Upper surface should be continuous, smooth and with no handles or grips * Underside should be continuous, smooth and without any radial variations (i.e. spokes) or indentations

MINIMUM SPACE

* Free space: Horizontal: 2m all round * Vertical head clearance from platform: sitting 1.5m ; standing 1.8m * Small rotating items under 500mm diameter are excluded,

SURFACING REQUIREMENTS

* There are no special extra requirements for surfacing areas * Surfaces should be continuous underneath and level

ROCKING ITEMS

DEFINITIONS

* Rocking equipment which can be moved by the user and is supported from below
* Damping: any movement restricting device. (N.B. Springs are treated as self-damping)

SAFETY REQUIREMENTS

* Throughout the range of movement gaps in all accessible joints should be under 12mm * Progressive restraint at extremity of movement is required * Foot rests should be provided where the ground clearance is less than 230mm * Hand grips should be provided for each seat or standing position

* Foot rests and hand grips should be firmly fixed and non-rotating * Hand grip diameter: 16 - 45mm (for toddler items: 30mm maximum) * Right -angled corners on moving equipment should be 20mm radius min. (e.g. a bird's beak)

MINIMUM SPACE

* 1000mm between items at maximum movement.

SURFACING REQUIREMENTS

* Minimum 1000 mm for springers, except if standing is allowed in which case 1500 mm * 1500 mm minimum for type 1.

INSTALLATION, INSPECTION, MAINTENANCE AND OPERATION

SAFETY

* Appropriate safety systems must be established by the operator * No access should be allowed to unsafe equipment or areas * Records should be kept by the playground operator * Effectiveness of safety measures should be assessed annually * Signs should be provided giving owner details and emergency service contact points * Entrances for emergency services should be freely accessible
* Information on accidents should be kept
* Staff and users should be safe during maintenance operations

INSPECTION

* Manufacturers will recommend the inspection frequency although some sites may need a daily check
Frequency

Routine visual inspections: identification of hazards from vandalism, use or weather conditions (RoSPA recommends a recorded daily or weekly inspection) Operational inspection: every 1 -3 months or as recommended. Checks operation, stability, wear etc. Annual main inspection: checks long-term levels of safety

* An inspection schedule should be prepared for each playground, listing components and methods
* Appropriate action should be taken if defects are noted

ROUTINE MAINTENANCE

* Basic routine maintenance details should be supplied by the manufacturer

CORRECTIVE MAINTENANCE

* This covers remedial work and repairs as required * Alterations should only be carried out after consultation & agreement with the supplier or a competent person





Playsafety Ltd
78 Shrivenham Hundred Business Park
Watchfield
SWINDON
SN6 8TY
+44 (0)1793 317470

Playsafety Ltd is licensed by RoSPA to trade as RoSPA Play Safety
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NORTH WALSHAM TOWN COUNCIL

Cemetery Rules and Regulations

In accordance with - The Local Authorities' Cemeteries Order 1977

<https://www.legislation.gov.uk/cy/uksi/1977/204>

Adopted by the Council at its meeting held on 19.12.17

For further information or any issues not mentioned in these **Rules & Regulations** please contact the Town Council at the Council Offices, Cedar House, New Road, North Walsham NR28 9DE or on 01692 404114

These Rules and Regulations apply to:-

The Chapel Cemetery - Mundesley Road

The North / South Cemetery & Garden of Remembrance - Bacton Road

1. **General Cemetery Regulations** *(These regulations are intended to keep the burial grounds in clean and well-ordered condition – the best mark of respect).*
 - 1.1 The Cemeteries will be open: **April – September 7:00 – 20:00, October – March 8:00 – 16:00**
The Council may temporarily close the Cemeteries at any time should they consider it necessary for special reasons or in connection with the maintenance of the Cemeteries.
 - 1.2 The Council is responsible for the upkeep of all grassed and planted areas, walls, paths, fences and buildings.
 - 1.3 It is the responsibility of the next of kin to ensure that memorials are kept in good order and that mowers and other machinery are not obstructed by incorrectly positioned tributes.
 - 1.4 Children under twelve years will not be admitted, except under the care of a responsible person.
 - 1.5 Anyone caught damaging a building, wall, fence or seat belonging to the Cemetery, or damaging or removing any tree, plant, tribute, tablet, or headstone, shall be liable for prosecution.
 - 1.6 Anyone caught playing games or sport, or discharging firearms, (save at a military funeral, in the Cemetery) or causing disruption to any person or committing any nuisance within the Cemetery, shall be liable for prosecution.
 - 1.7 The consumption of alcohol within the Cemetery is strictly prohibited.
 - 1.8 Dogs are permitted but must be on a short lead and fully under control at all times.
 - 1.9 The riding of bicycles, scooters, skateboards etc. across the grassed areas of the Cemetery is strictly forbidden.
 - 1.10 A Register of all Burials is kept at the Town Council Office and searches may be made by appointment, between **9.30 a.m. and 1.00 p.m. Monday to Friday**.
 - 1.11 A plan of the Cemeteries, showing locations of graves and interments is kept at the Town Council Office and may be seen by appointment, between **9.30 a.m. and 1.00 p.m. Monday to Friday** and on our Website.

- 1.12 Annual Cemetery inspections will take place to ensure rules and regulations are being adhered to.

2 Interments

- 2.1 Interments may take place at the Cemetery
- **1st April - 30th September between 10.00 a.m. and 2.00 p.m. Monday to Fridays**
 - **1st October - 31st March between 10.00 a.m. and 12.30 p.m. Monday to Fridays**
- 2.2 All fees and charges must be paid, and notices given to the Town Council before the grave is dug or before the memorial/headstone is erected.
- 2.3 Double fees are payable for Saturday, Sunday and statutory holiday interments. No interment will take place on these days after 12 noon, except with notification of the certificate of a Coroner or Registered Medical Practitioner that immediate interment is necessary.
- 2.4 At least three clear working days' notice is to be given between **9.30 a.m. and 1.00 p.m. Monday to Friday** to the Town Council Office, North Walsham previous to any earthen grave interment, and four clear working days' notice if a vault or brick grave is required.
- This rule will not apply to any religion that requires immediate burial or, in the case of death from epidemic or endemic disease upon medical certification.
- 2.5 The time fixed for the funeral refers to that at which the procession is at the Cemetery.
- 2.6 All graves are to be dug and excavated by the person appointed by the Town Council or under its supervision and, except in the case of children's graves and graves for the interment of cremated remains, are to be dug at least 6 feet deep.
- 2.7 The brickwork of every brick grave must be carried up to, within twelve inches of the surface and may be executed by persons appointed by the purchaser subject to the Regulations of the Council.
- 2.8 Cremated remains may be interred:-
- In a plot 2' x 2' in the space set aside for the purpose and two interments will be permitted.
 - In a plot 3' x 3' in the space set aside for the purpose and up to six interments will be permitted.
 - In a grave in which burials have already taken place and where exclusive rights of burial have been granted
- 2.9 All caskets must be bio degradable
- 2.10 Before any interments can proceed, the correct certification must be presented to the Town Council for **standard graves. The Town Council is to be contacted for any other types of graves.**

3 Memorials and Monuments

- 3.1 No brick grave or vault may be constructed, no monument/memorial, including a headstone, tablet, or tribute of any description erected or placed on a grave or plot, unless the exclusive right of burial has been purchased. The plot letter and grave number shall be inscribed thereon.
- 3.2 No bodies shall be buried in any vault or walled grave unless the coffin is separately entombed in an airtight manner; that is, by properly cemented stone or brickwork.

- 3.3 Wooden markers will be removed after six months.
- 3.4 All foundations of monuments/memorials, the removal of or re-fixing of monuments/memorials and other work connected therewith must be done under the supervision of the Town Council. Upon completion of the work, materials not used, or deposited on the site must be cleared away to the satisfaction of the Town Council. Any damage done in carrying out and completing any of the above works shall be the responsibility of those undertaking the work.
- 3.5 All monuments/memorials (including wooden crosses) and inscriptions are to be subject to the approval of the Council and a drawing, showing the form and dimensions of every monument/memorial to be erected including the inscription or additional inscription to be placed on the monument/memorial, must be submitted to the Town Council for approval. All fees must be paid in advance.
- 3.6 Only headstones not exceeding 2'6 height will be allowed.
- Dowling pins on monuments/memorials should be stainless steel and not copper. Ground anchors must be fitted.
 - Book memorials must be pinned to the supports.
 - Wooden crosses should be 2½" wide by 1"-2" thick and no more than 2'6" high and secured in the ground by a mettapost, with any void to be filled in.
- 3.7 All erected monuments/memorials should, be kept in good repair by the owner, if this is not done the Council reserves the right to have them repaired or removed at the owner's expense.
- 3.8 If any monument/memorial is erected in violation of the Regulations of the Council, it may be removed by the Council without prior notice, but we will endeavour to give one months notice.
- 3.9 The Council reserves the right to lay down any monument/memorial found to be unsafe, without prior notice.
- 3.10 Approved monuments/memorials must be placed at the head of the grave to facilitate ground maintenance
- No kerb or other form of enclosure (including digging out of gullies and fencing of any sort) of the grave will be permitted.
 - Up to two items of tribute may be incorporated at the foot of the headstone
 - No additional tributes will be permitted.
 - The letter/number of the grave space, corresponding with the register must be placed on the headstone/tablet.
- 3.11 Up to two items of tribute may be placed on the tablet/memorial marking the burial of ashes
- 3.12 The Town Council shall not be held responsible for any theft or damage.

4 Tributes

- 4.1 Only **two** items of tribute are allowed per grave space, provided they are incorporated within or on the memorial base. If the memorial is not yet in situ, the items may rest at the foot of the temporary cross.
- 4.2 Only **two** items of tribute are allowed per ashes plot, provided they are placed on the memorial base.

- 4.3 Funeral flowers will be removed automatically after one month.
- 4.4 Extra flowers and wreaths will be permitted on anniversary dates and at Christmas and will be automatically removed within one month.
- 4.5 Any tribute deemed inappropriate, will receive written notice asking that the tribute be removed within 30 days, or it will be removed by our Groundsmen.
- 4.6 No shrubs, plants or flowers may be planted within the Cemetery or on any grave therein. The Council reserves the right to cut down or dig up and remove any shrub, plant or flower planted without authorisation.
- 4.7 No plastic or breakable items such as glass or ceramics are permitted for health and safety reasons. No LED, solar lights, artificial coverings or animated tributes of any sort are permitted within the Cemetery. All these will be removed immediately and stored in a secure place.
- 4.8 Any tribute deemed hazardous, detrimental or causing obstruction, will be removed immediately.
- 4.9 In all cases of immediate removal, tributes will be securely stored and notification will be sent to the relevant Grave Rights owner. Items not collected within 90 days will be disposed of.

5 Additional Regulations relating to Children's Area (under 5's)

- 5.1 A soft toy can be secured at the head of the grave space, at the parents own risk.
- 5.2 Memorials may contain a photograph (not glass/ceramic) of the child or an engraving of the child's favourite toy/character.

6 Exclusive Rights of Burial

- 6.1 Exclusive Rights of Burial are purchased for a period of 75 years, in accordance with the council's scale of charges. This entitles the purchaser to determine who else shall be interred in the grave up to a maximum of two bodies (buried or cremated) and permits the holder of the rights to erect a memorial.
- 6.2 It should be noted that the grant of 'Exclusive Rights of Burial' does not confer on the owner any right of title to the land, the grave itself remaining at all times the property of the council.
- 6.3 A Deed of Exclusive Rights will be sent to the purchaser of the grave or Ashes Plot.
- 6.4 Change of contact details - it is the responsibility of the Exclusive Rights holder to notify the Town Council to ensure the Deeds are kept up-to-date.

Disclaimer.

The Council reserves the right to make alterations or additions to the foregoing Rules and Regulations consistent with the Burial Acts. The Regulations of Her Majesty's Secretary of State, under the Burial Acts 1977, and applicable to the Cemetery must be considered as incorporated herewith.

Report Recommending Amendments to Cemetery Rules & Regulations regarding ‘Tributes’:

With recent issues being highlighted in the news of how other Councils are dealing with Cemeteries, this report lays out how the Town Council can clarify the Rules & Regulations on the aspect of ‘Tributes’.

Looking at the feedback in the news and conversations with local residents, the changes to the policy suggested here are meant to allow families more freedom with floral tributes, whilst the Town Council still controls safety, location, deterioration and inappropriate items.

The recommendations simplify the older rules, making them more user friendly for local residents to read and understand, whilst also allowing more freedom for families to express themselves through floral tributes.

Recommended Amendments to Section 4. Cemetery Rules & Regulations:

Please note that each point has been re-written in accordance with the old rules. The Town Council may consider removing some points and/or re-ordering them.

Existing 4.1: Only two items of tribute are allowed per grave space, provided they are incorporated within or on the memorial base. If the memorial is not yet in situ, the items may rest at the foot of the temporary cross.

Proposed 4.1:

Burial Plot Tributes: No limit on the number of fresh floral tributes, provided they are placed within the grave plot and within 1 foot of the base of the headstone or temporary cross. In addition, up to two ‘solid’ tribute items may be placed within the permitted area, such as an inscribed vase or stone. (See 4.7 for more details.) If the plot holds more than one person’s remains and you wish for more ‘solid’ tribute items, please contact the Office.

This gives clarity on the number of items and specifically where they can be placed for burial plots. This is aimed at allowing families more freedom as the older regulations were restrictive with only two items. For example, if a father dies that has three adult children, then there may be at least three grieving families wishing to lay tributes. This way, they can all lay floral tributes within the permitted space. Ideally families are encouraged to come and remove dead floral tributes themselves, however the Grounds Team can remove them as per proposed 4.3.

Existing 4.2: Only two items of tribute are allowed per ashes plot, provided they are placed on the memorial base.

Proposed 4.2:

Ashes Plot Tributes: No limit on the number of fresh floral tributes, provided they are placed on top of the tablet, or for book/desktop within 3 inches (or a reasonable space & not interfering with a neighbouring plot) of base. In addition, up to two 'solid' tribute items may be placed within the permitted area, such as an inscribed vase or stone. (See 4.7 for more details.) If the plot holds more than one person's remains and you wish for more 'solid' tribute items, please contact the Office.

See explanation from 4.1. The main difficulty for ashes plots, is the limited room (a couple of inches) between each memorial, so the area for tributes would need to be reduced in relation to this. Emphasis is placed on 'reasonable space'.

Existing 4.3: Funeral flowers will be removed automatically after one month.

Proposed 4.3:

Funeral & Tribute Flowers: Families who lay fresh floral tributes are encouraged to re-visit to tend or remove them before they become deteriorated. Floral tributes may remain within the permitted area until the Town Council consider them degraded/deteriorated, then they will respectfully removed and disposed of. The Town Council reserves the right to remove floral tributes when they have deteriorated or are no longer considered appropriate for display.

This gives clarity on when floral tributes will be removed by the grounds team and gives more flexibility on when this can be done, rather than a specific time frame. It encourages families to come and tend to their plots which would avoid potential unnecessary conflict if dead flowers do need to be removed by the team.

Existing 4.4: Extra flowers and wreaths will be permitted on anniversary dates and at Christmas and will be automatically removed within one month.

Proposed 4.4:

Anniversary & Christmas flowers/wreaths: Families who lay these additional tributes are encouraged to re-visit to tend or remove them before they become deteriorated. These additional floral tributes and wreaths can remain within the permitted area while appropriate, but the Town Council reserve the right to remove floral tributes when they have deteriorated or are no longer considered appropriate for display, eg, when the

season has passed. The Town Council will advertise these timing on the noticeboards before Christmas.

This gives clarity on when additional tributes will be removed by the grounds team and gives more flexibility on when this can be done, rather than a specific time frame.

Traditionally NWTC has advertised for people to lay additional Christmas Wreaths in December with the Grounds Team collecting and disposing of them in February. Again, this is encouraging families to tend their plots to avoid potential upset.

Existing 4.5: Any tribute deemed inappropriate will receive written notice asking that the tribute be removed within 30 days, or it will be removed by Groundsmen.

Proposed 4.5:

‘Solid’ Tribute Suitability: The Town Council reserves the right to determine whether a tribute is inappropriate, dangerous, a nuisance or otherwise unsuitable. Please refer to 4.7 for prohibited items.

Where there is no immediate health and safety concern, the Grave/Exclusive Rights owner will be notified in writing and given 30 days to collect/remove their property before the team remove it.

This gives clarity on the process if the tributes are found to be unsuitable and how this will be communicated to grave owners.

Existing 4.6: No shrubs, plants or flowers may be planted within the Cemetery or on any grave. The Council reserves the right to remove unauthorised planting.

Proposed 4.6:

Planted Tributes: Fresh floral tributes may be placed within the permitted area, however no flowers or plants are authorised to be planted within the Cemetery. The Town Council reserves the right to remove any such unauthorised plantings.

This gives clarity that no unauthorised planting may take place. This is to make sure that maintenance activities can be carried out efficiently & cost-effectively. Although some graves do look beautiful when they are planted and well-tended, if these then go untended, they make the Cemetery look untidy and disrespectful. This type of maintaining planted flowers on individual graves has not been budgeted or scheduled into Cemetery Maintenance currently.

Existing 4.7: No plastic or breakable items such as glass or ceramics are permitted. No LED, solar lights, artificial coverings or animated tributes of any sort are permitted. These will be removed immediately and stored securely.

Proposed 4.7:

Unsuitable ‘Solid’ Tributes: Items which are not permitted for health & safety reasons are: glass, breakable, ceramic, terracotta or other fragile items, windmills, lights, LED/solar lights or similar ornaments. Plus, anything else that the Town Council determines is inappropriate, dangerous, a nuisance or otherwise unsuitable. If you are unsure, please contact the Office for guidance.

Where there is no immediate health and safety concern, the Grave/Exclusive Rights owner will be notified in writing and given 30 days to collect/remove their property before the team remove it. However, items that pose an immediate risk may be removed without prior notice, with the owner being written to subsequently.

This gives clarity on what is not suitable and the procedure that NWTC will follow. For example, there are obvious health and safety issues with brittle materials breaking and creating shards in the grass, along with the ecological impact of lights on nocturnal wildlife within the Cemetery. This policy is not looking to restrict people having items, but simply making sure those items are safe and appropriate. The emphasis is to encourage fresh floral tributes which are universally safe and easily disposed of in an ecologically friendly way.

Existing 4.8: Any tribute deemed hazardous, detrimental or causing obstruction will be removed immediately.

Proposed 4.8:

Removing ‘Solid’ Tributes: The Town Council reserves the right to remove anything it considers dangerous, hazardous, a nuisance, inappropriate, obstructive or detrimental to the cemetery, other visitors, staff or neighbouring graves. Immediate removal will be limited to situations where necessary, particularly for health and safety reasons.

The Town Council will follow the following procedure: Where there is no immediate health and safety concern, the Grave/Exclusive Rights owner will be notified in writing and given 30 days to collect/remove their property before the team remove it. However, items that pose an immediate risk may be removed without prior notice, with the owner being written to subsequently. Items not collected within 30 days of the date of the letter will be disposed of.

This could easily be removed and incorporated into either point 4.5 or 4.7

Existing 4.9: In all cases of immediate removal, tributes will be securely stored and notification sent to the Grave Rights owner. Items not collected within 90 days will be disposed of.

Proposed 4.9: *This line can be removed as it is now covered in 4.8.*

Additional proposed point A for Tributes Section:

Children's graves (under 18): The Council recognises that families may wish to place additional personal tributes on children's graves. Families should contact the Town Council to discuss their individual circumstances. The Council may, at its discretion, allow additional items such as a teddy bear or other appropriate personal tribute, taking account of the circumstances and the need to maintain a safe and respectful cemetery environment.

This gives families who have lost children more freedom to grieve and have additional items for children. There is a specific Children's Area within the Cemetery which currently has the following regulations which could be removed if this is accepted here within the 'Tributes' Section:

Existing 5. Additional Regulations relating to Children's Area (under 5s)

5.1 A soft toy can be secured at the head of the grave space, at the parents own risk.

5.2 Memorials may contain a photograph (not glass/ceramic) of the child or an engraving of the child's favourite toy/character.

Recommendation to either remove section 5 of Rules & Regulations as it is covered in the proposed point above, or to replace 5.1 & 5.2 with it.

Additional proposed point B for Tributes Section:

At Owners Own Risk: All tributes and personal items are placed at the owner's risk. The Town Council accepts no responsibility for loss or damage to tributes caused by weather, natural deterioration, maintenance activities, animals, third parties or any other cause.

This concludes that the TC is not held responsible for any damage, lose etc for tributes.

Considerations have been made within the above suggested amendments including budget and grounds maintenance, how families use the Cemetery space and how any changes will be received by them.

Some plots already breach the existing Rules & Regulations, and the recommendation is that they are allowed to continue until such a time as the Town Council feel they are not maintaining the planting/tributes that they already have. With a view to move towards encouraging everyone to adhere to the rules in the future.



NORTH WALSHAM TOWN COUNCIL

Office 4, Cedar House, 3 New Road, North Walsham NR28 9DE

Tel: 01692 404114

Application for Erection of Memorial

Made by (Stonemason): WICK HIDDLE STONEMASON Date: 21.9.2026

Re: BARRY BROOM deceased

Application is made for permission to: (please circle and provide sketch/wording on rear of document)

- | | | |
|--------------------------------------|-------------|--|
| a) Erect a Headstone | <u>£127</u> | Double rates are charged for Out of Area |
| b) Fixed Vase / Tablet | £81 | (Non NR28 postcode) |
| c) Desktop / Book Memorial | £108 | |
| e) Provide an Additional Inscription | £62 | |

Cheques payable to : North Walsham Town Council Bac's: Account No: 20510567 Sort Code: 60-83-01

Material: MARBLE Colour: WHITE

Height: _____ Width: _____ Depth: _____ Length: _____

Removal Date: _____ Installation Date: _____

Application made by: [Signature]

On behalf of: (if applicable) _____

Signed: _____ Date: 21.9.26

Address: [Signature] NORTH WALSHAM NR28 9DE

For Office Use:

Owner of Exclusive Rights:

Name: _____ Number: _____

Position of Grave/Plot: _____

Authorised on behalf of NWTC: _____

Approval Date: _____

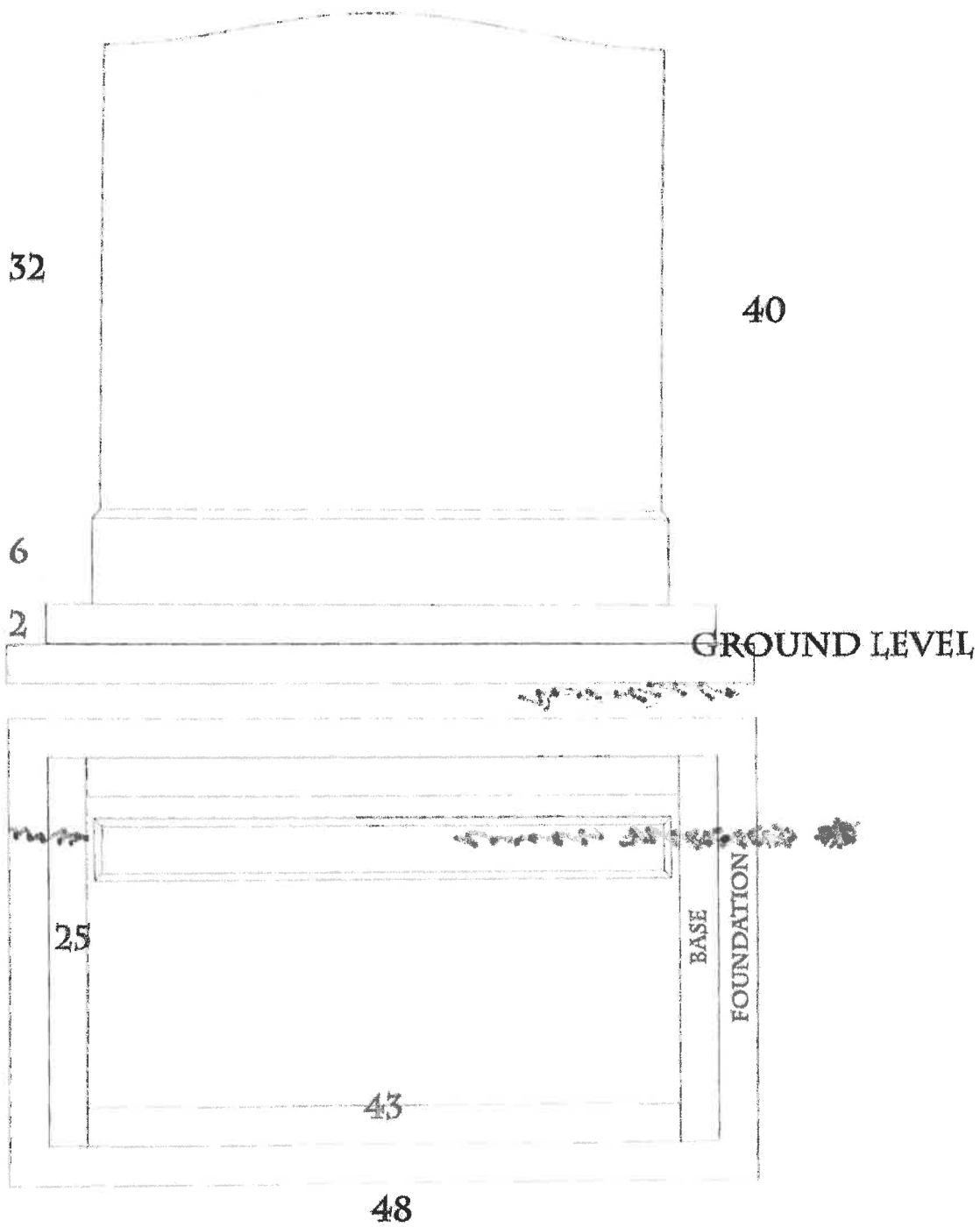
Our **General Privacy Statement** explains how we use your personal data, keep it stored securely and how you can exercise your rights. All data will be destroyed securely in line with our **Retention & Disposal Policy**

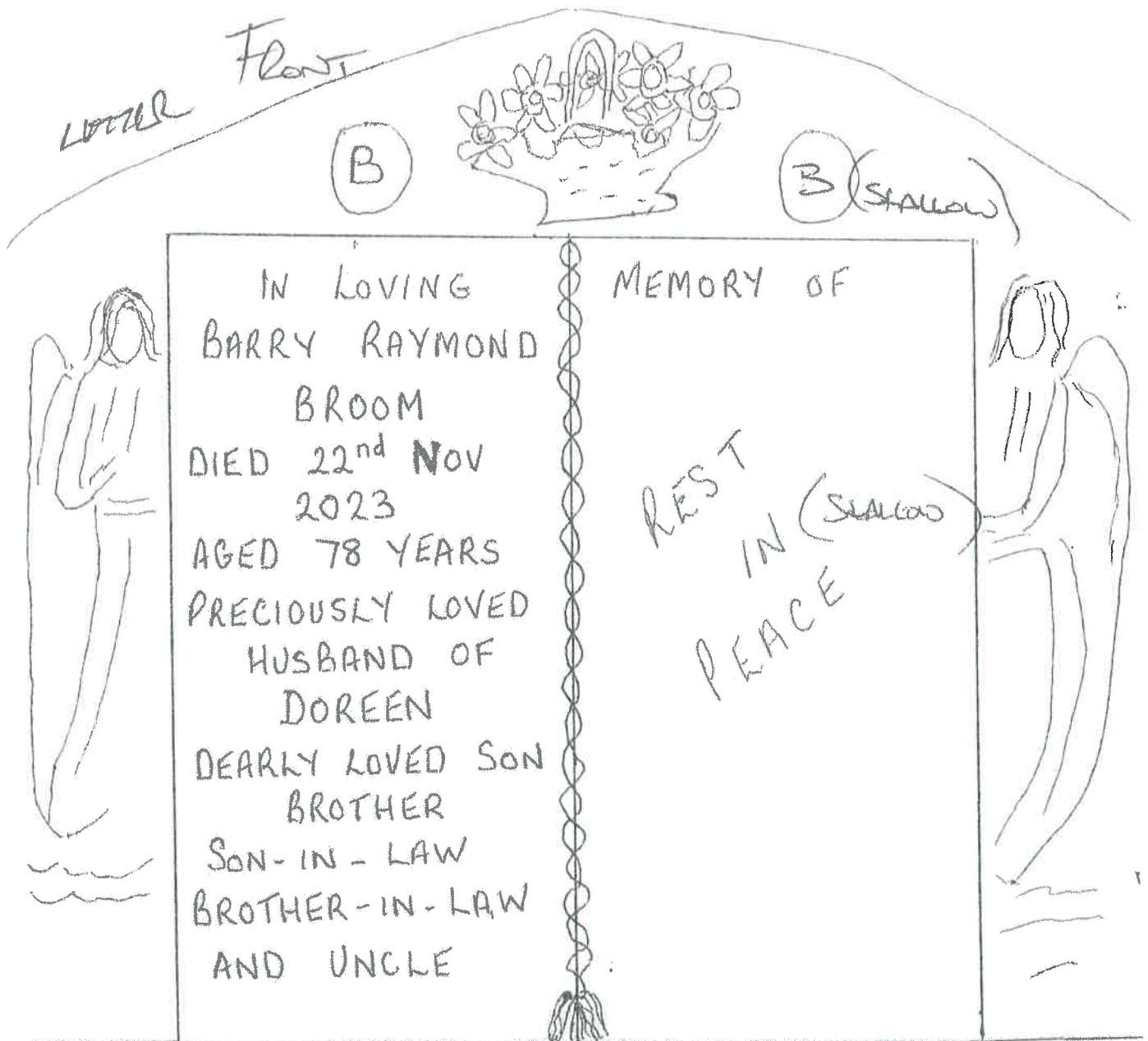
Email: info@northwalsham-tc.gov.uk

Website: www.nwtc.org.uk

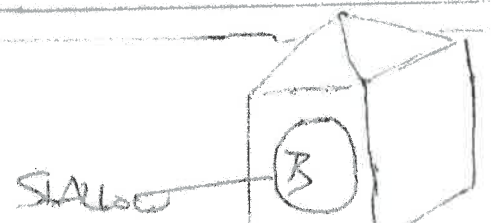
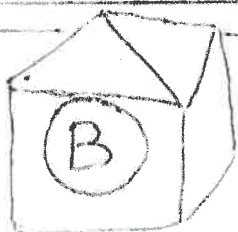
BARRY BROOM MEMORIAL

36





A WONDERFUL HUSBAND ONE IN A MILLION. LOVING KIND
AND TRUE. A HELPING HAND FOR EVERYONE. HIS HEART
WAS MADE OF GOLD. ONE OF THE BEST THIS WORLD COULD
HOLD. YOU'LL NEVER BE FORGOTTEN WE THOUGHT THE
WORLD OF YOU. LOVED AND MISSED EVERY DAY.





In Loving
Memory of
BERT LAMB

Well known scrap
and antique dealer
DIED 29th OCT
1986

AGED 79 YEARS

dearly loved husband of

LILY.

much loved father
and grandad.

Memory of
LILY LAMB

Well loved local
traditional gypsy lady
DIED 19th JULY
2002

AGED 81 YEARS

preciously loved wife of

BERT.

deeply loved mother
grandmother and
great grandmother

A loving dad with a heart of gold, no better dad this world could hold
his life he led in heaven he rests, and bless you dad you were the best.

A wonderful mum, kind, loving and true, the mother that life should be, no matter what we do
A special place with us all, heart and soul, in your heart, bless you mum.
(B) Dad and mum rest in peace in this garden of love. (S)

ER - valid until 2086 (Nov)



NORTH WALSHAM TOWN COUNCIL

By Virtue of the powers conferred by The Local Government Act, 1972 and by Orders made by the Secretary of State under Section 214 thereof, and by the Local Authorities Cemeteries Orders of 1974 and 1977, to Grant Exclusive Rights of Burial, WE, the TOWN COUNCIL for the Town of NORTH WALSHAM, in the County of NORFOLK, in consideration of the sum of

..... TWENTY Pounds,
to us paid by

of NORTH WALSHAM, NORFOLK

DO HEREBY GRANT unto the said..... DOREEN BROOM

her.....heirs and successors, the exclusive Right of Burial in the Grave Space numbered10..... Section...ZZ..... in the Burial Ground, situate at North Walsham aforesaid, being part of the Burial Ground provided by the said Town Council,

TO HOLD the same to the said..... DOREEN BROOM

for the purpose of Burial only for the period of one hundred years from the date hereof, subject to any Regulations or Bye-laws now in force.

IT IS HEREBY CERTIFIED that the transaction hereby effected does not form part of a larger transaction or of a series of transactions in respect of which the amount or value, or the aggregate amount or value, of the consideration exceeds

810

Received from

~~.....~~

Twenty Pounds

Purchase Exit Rights 229

Clerk to The North Walsham Town Council

as the duly appointed Officer of

ay of..... NOVEMBEROne
EIGHTYSIX

.....
Clerk.

NOTE; This Grant is subject to the provisions of any Order made under Section 214 of the Local Government Act, 1972. A copy of any such Order currently in force may be inspected at all reasonable times at the Office of the Officer of the Council who signed the Grant.

1871

1872

1873

Agenda Item: Dogs to Be Kept on Leads

Report to: Full Council

Prepared by: Wendy Murphy

Date: 21st September 2026

Ward/Area: Council-managed open spaces

Purpose

To consider a resolution that dogs must be kept on leads in council-managed areas, following complaints from residents and concerns about nuisance and public reassurance.

Background

The council has received complaints regarding dogs being allowed off lead in council-managed areas. The issues reported include dogs approaching members of the public, anxiety for children and vulnerable users, and concerns about owners not maintaining proper control. The council has a duty to manage its land in a way that supports safe and respectful public use.

Recommendation

It is recommended that council resolves:

1. That dogs must be kept on leads at all times in council-managed areas, unless otherwise signed.
2. That appropriate signage be installed at site entrances and key points.
3. That the public be informed of the requirement through council communication channels.
4. That persistent non-compliance be reported to the appropriate authority if necessary.

Reasons for Recommendation

- Responds to resident complaints and improves public confidence.
- Helps protect children, older people, and those who are nervous around dogs.
- Reduces the risk of dog-related nuisance and conflict between users.
- Supports responsible use of council land and clearer expectations for all visitors.

Financial Implications

Signage costs are expected to be modest and can be met from the relevant budget heading, subject to quotation.

Legal/Practical Note

If members wish the requirement to be enforceable as a formal rule, the council should first check the status of any existing byelaws, site rules, or land-specific restrictions before implementation.