

PLAY AND GYM EQUIPMENT MAINTENANCE AND REPAIR

Running Briefing Paper

Cllr Paul Campbell

24 May 2020

Historically, SPC has been reactive in terms of maintenance and repair to its play equipment.

The current council has been trying to put in place a planned preventative maintenance regime.

The play equipment is inspected monthly by HDC. Historically councillors have not seen these reports.

The play equipment is also inspected annually by Wicksteed and historically this has resulted in reactive maintenance then being carried out.

The matter is made more complicated as the outgoing council installed play equipment, currently still under warranty, which Wicksteed will not maintain because it is from a different manufacturer.

The adult gym equipment which was provided by the Wilson Memorial Trust also poses maintenance issues and responsibilities which need to be clarified.

It is important to distinguish on the agenda between preventative maintenance issues and reactive maintenance ones.

Preventative – we have been wanting a schedule of work since the September 2019 resolution. We also want to see if HDC's contractors will undertake this work, or if not to contract elsewhere if it is outside the caretakers' competence (25 February discussion).

Reactive – we are wanting those as a routine monthly agenda item supported by the monthly inspection reports from HDC, plus the Wicksteed annual ones in order that there is speedy implementation of any necessary reactive repairs.

25 June 2019 Minutes

Grand Tour' of Playground facilities –Update from Cllr Goldsmith that following the report committee consider when looking at the next grass cutting contract that Abbey road be cut once a week instead of once a fortnight.

Letter from disappointed resident relating to playground equipment Cllr S. Sullivan proposed, seconded by Cllr Campbell that a letter is written back to the resident by the Clerk and that further investigations occur through Cllr Taylor with assistance from Cllr Bissett-Powell and that there is a report back next meeting. Agreed

23 July 2019 Minutes

Clerk to send off reply to resident regarding complaint to Fletchers croft Play area -Actioned

A/19/21.1 Cllr Taylor to further investigate reasons for complaint -Report from Cllr Young (see paper 5.31 uploaded re 23 July 2019 meeting) included pictures illustrating her conclusions including feedback from some mothers who were using the facility at the time of her investigations. Cllr Young questioned certain safety aspects. Cllr Goldsmith pointed out Parents and Guardians must supervise play. The Clerk further pointed out the use of the equipment was in many ways meant to be self-regulating. Cllr Goldsmith proposed, seconded by Cllr Campbell that we ask the HDC playground safety officer to come to the park and check the equipment at Fletchers Croft. Agreed

24 September 2019 minutes

Maintenance arrangements for playgrounds—Following concern from Councillors regarding Safety of new Playground installation. Clerk sent around supporting papers showing the post installation inspection report from an independent company regarding the Fletchers Croft playground. The issues highlighted were then attended to and the Clerk inspected subsequent to the remedial work being carried out, which was a prerequisite for opening the park. See supporting paper 8.7 to this meeting.

Clerk was asked to see if HDC or our other regular inspectors (Wicksteed) could give us a price on Playpark inspections and informed re the price he obtained from both parties.

It was agreed that the Clerk would ask Wicksteed for the ‘Accompanied’ inspection to also include at least one Councillor.

Clerk explained that certain maintenance items had been undertaken and that others were awaiting a returning quote before instruction given.

Cllr Campbell proposed, seconded by Cllr S. Sullivan that the Clerk produce a preventative maintenance schedule to be discussed at next meeting. Agreed

29 October 2019 Minutes

Maintenance arrangements for the SPC playgrounds, outstanding urgent items to be attended to by Clerk –Actioned

A/19/47.5.2 Clerk to ask Wicksteed for ‘Accompanied’ inspection to be undertaken-Actioned

A/19/47.5.3Clerk to produce a maintenance schedule for the SPC playgrounds -Ongoing

28 January 2020 Minutes

Cllr Goldsmith suggested regular HDC reports on Play park inspections could be circulated – Clerk to action

/19/47.5.3 Clerk to produce a maintenance schedule for the SPC playgrounds –The Clerk with Cllr Young had completed the Wicksteed ‘accompanied’ inspection on the 11th

December. They have sent through the inspection report and this will be discussed at the next Amenities meeting. In terms of progress on this item-The Wicksteed report then becomes the basis of the framework for the preventative maintenance programme. *Wicksteed report not on website*

25 February 2020 Minutes

A/19/47.5.3 Clerk to produce a maintenance schedule for the SPC playgrounds –Ongoing
Playground maintenance to go on next Agenda to include exploring what HDC could provide.

Play park inspections to be circulated - Actioned *NB Not on website*

28 April 2020 Minutes (draft)

Planned Preventative Maintenance Schedule for playgrounds and adult gym equipment. – Clerk will prepare in readiness for next meeting and will continue to enquire of HDC what maintenance its team could provide, having had no response to his enquiry.

No monthly inspections have been completed by HDC since the last meeting due to Covid-19 lockdown. The inspection reports since December to be produced as supporting papers for the next Amenities meeting.

The Committee was concerned at the lack of correlation between the work intended to be carried out in accordance with supporting paper 6.7.2 and the work listed as “medium risk” needing to be done in a December 2019 report prepared by Cllr Young and brought to the February 2020 meeting (see Appendix 1 to this running paper). The Clerk said he had gone for the “medium high” and the “easy wins” in the medium risk category. The Committee felt that going for easy wins was not appropriate and all medium risk work should be given equal priority.

The Committee resolved that Cllr Young be delegated to work with the Clerk to, as expeditiously as possible, put in hand all repairs that are needed to be completed above the level of low risk items. Unanimous

26 May 2020 Agenda

7.4 Playground planned preventative Maintenance (PPM) schedules –to discuss and agree actions

Playground PPM–Clerk to provide schedule for 26 May meeting and to chase HDC for what maintenance they can provide –See item 7.49.

10 A/19/117.10 Clerk to put in hand in liaison with Cllr Young, all Playground repairs above low risk level –See item 7.4 *NB Item 7.4 is preventative maintenance. This item is reactive maintenance which is intended to be done by reference to the papers referred to in the 28*

*April minutes, the first of which is on the website for April and the second of which is below.
We also need the Wicksteed report to be uploaded to the website.*

For future meetings I suggest we need an item every time

“ Play and adult gym equipment; reactive repairs and maintenance to discuss any actions required - inspection reports provided as supporting papers”

We also need a briefing paper from the Clerk re the arrangements for maintaining the adult gym equipment so generously funded by the Wilson Memorial Trust

Summary of Assessment of SPC Play Areas at December 2019

- **ABBEY ROAD PLAY AREA**

5 Medium Risk items

1. Multiplay Unit – repair top of timbers where decayed (NB manufacturers of unit no longer trading)
2. General cracking in tarmac pathways
3. Adjustment of gap between pedestrian gate and post and also closing speed of gate
4. Replace spring cover on gate, which has become loose and slipped down.
5. Litter bins tops of timber slats decayed

2 Low Risk Items

1. Start of slide fails lateral protection – monitoring recommended
2. Insufficient free space at bottom of ladder – monitoring recommended

4 Satisfactory Items

- **SOUTH ASH PLAY AREA**

1 Medium High Risk - Swing bushes and housings on swings worn – need replacing.

1 Medium Risk - Fence leaning into area and some timber slats damaged – need repair

1 Low risk – Monitor damage to swing seat edges and chain wear

5 Satisfactory Items

- **FLETCHERS CROFT PLAY AREA**

4 Medium Risk Items

1. Main stauntion on roundabout loose – resetting recommended
2. Seesaw fails ground clearance – giving rise to possible pinch/crush hazard and damage to safety surface with repeated hitting of seasaw seats
3. Both pedestrian gates need adjusting to prevent pinch/crush hazard when opening/closing
4. Mud from grass areas being carried onto equipment could cause slip fall hazard – pathways linking equipment recommended

3 Low Risk items

1. Tractor unit roof bowing – monitor suggested
2. Gap appearing in surface of slide run out on multiplay unit – monitoring recommended
3. Equipment lacks manufacturer identification labels – needed for future reference and spare parts

10 Satisfactory items

- **MEMORIAL PLAYING FIELD PLAY AREA 1 ENCLOSED**

13 Medium Risk Items

1. Timber frame swing with 2 flat seats – safety grass mats sinking
2. Timber frame swing with basket seat – safety grass mats sinking (basket seat and chains removed at present)
3. Boulders on Grass Mound – pot hole giving trip/fall hazard – repair recommended
4. “ “ “ - boulders are loose and can be moved
5. Litter bins have ground fixing damage – repair recommended

5 Low Risk Items

1. Fence has damaged sections – repair recommended
2. Tower slide has scramble net wear – monitor
3. Rock & Cross safety area failed (gaps previously repaired) – monitoring recommended
4. Rota-web safety surface failed (gaps previously repaired) - monitoring recommended
5. Flymobile safety surface failed (gaps previously repaired) - monitoring recommended

- **MEMORIAL PLAYING FIELD PLAY AREA 2 OPEN (Adjacent to Community Orchard)**

3 Medium Risk Items

1. Balance Beam has a pothole underneath – creates trip/fall hazard
2. Parallel bars has ground erosion underneath – creates trip/fall hazard
3. The area has access to dogs and should be regularly monitored and faeces removed

1 Low Risk Item – Chin Up bars – damage/decay at ground level – monitor corrosion

4 Satisfactory Items

- **MEMORIAL PLAYING FIELD PLAY AREA 3 OPEN (Adjacent to tennis courts)**

4 Medium Risk items

1. Excess links passed through Key Link at top of swing – should be only 2 links - to reduce entrapment risk removal recommended
2. Old roundabout spindle cut off at ground level creates a trip/fall hazard- recommend cut off below ground
3. No “Operators” sign with general information and emergency telephone number
4. No seating in area
5. The area has access to dogs and should be regularly monitored and faeces removed

2 Low Risk Items

1. Insufficient clearance between swing seat positions and frame – monitor recommended
2. Damage to surface area - ? by mowers – monitor recommended

0 Satisfactory items

- **CHANDLERS WAY PLAY AREA**

1 Medium High Risk Item: Corrosion in slide chute ground fixing (currently propped up on bricks not recommended) – repair or remove from service recommended

7 Medium Risk items

1. Excess links passed through Key Link at top of swing – should be only 2 links - to reduce entrapment risk removal recommended
2. Moss/algae growth on surface area giving slip/trip hazard – recommend power wash with mild detergent solution in warm water
3. Cut back shrub growth around edge
4. Some fence slats angled – refit recommended
5. Pedestrian gate damage/decayed – suggest repair / upgrade
6. Pedestrian gate – adjust space between gate and posts and closing speed to reduce entrapment
7. Access to dogs is not physically prevented and should be regularly monitored and faeces removed

3 Low Risk items

1. Freestanding slide fails step criteria at access stairs - monitor

2. Slide fails lateral protection for head and torso – monitor
3. Fence mesh sections damaged – recommend monitor

1 Satisfactory Item

Summarised from original Inspection Report received in December 2019 following accompanied inspection (JF and CY) of Play Areas on 11.12.2019.

Cllr Chrs Young