

	Risk Assessment Oliver's Battery Parish Council			29/02/2020	V9		2020			
	Venue	Postcode								
	Oliver's Battery Recreation Ground	SO22 4HT								
Item No	Hazard	Risk	Level	Control in place	Modified level of risk	How often	Who	How managed	Urgent action - if notified by public or found issue in checking process	Due dates
1	Play equipment loose screws, bolts and nuts	Falls causing injuries	High	Tighten loose screws, bolts and nuts	Low	Every 4 weeks	Handyperson Working Group (reserve Cllr Collin)	If loose tighten. Report at each Council meeting	If notified by public Clerk to notify Handyperson Working Group (or Cllr Collin) to rectify asap	Every 4 weeks
2	Irresponsible use of play equipment	Falls, injuries	Medium/High	Check notices informing care of use are still up to date.	Low	Annually	Clerk	Clerk to review	If missing Clerk to ensure they are replaced asap	April
3	Lack of correct signage for users to inform authorities	Delay in response to an injury .	Medium/High	Ensure emergency Parish Council number and postcode of recreation ground (for ambulance if required) is available	Low	Every 4 weeks	Cllr Kirkby	Report at each Council meeting	If missing Clerk to ensure they are replaced asap	Every 4 weeks
4	Rough surfaces on wood play and fitness equipment.	Splinters	Medium	Regular visual inspection of wooden equipment.	Low	Quarterly	Handyperson Working Group (reserve Cllr Kirkby)	If surface rough sand down. Report at relevant Council meeting	If notified by public Clerk to notify Handyperson Working Group (or Cllr Kirkby) to rectify asap	January, April, July, October
5	Dry swing bearings	Failure causing injuries	High	Grease bearings	Low	Every 4 weeks	Handyperson Working Group (reserve Cllr Collin)	If dry, grease bearings. Report at each Council meeting	If notified by public Clerk to notify Handyperson Working Group (or Cllr Collin) to rectify asap	Every 4 weeks
6	Rotten trees/dead trees	Risk of branches or whole trees falling	Medium/High	Checking of large trees around boundary and request to landowners, if in adjoining land, to cut back/down. Get expert in as soon as issues found.	Low	Annually	Cllr Hare	Report at relevant Council meeting	If notified by public Clerk to notify either landowner or contractor to rectify asap	May
7	Slip hazard on timber equipment	Falls, and injuries	Medium/High	Anti-slip strips in areas of higher hazard supplemented by anti-slip stain treatment of relevant surfaces and slippery when wet signs near relevant surfaces.	Low	Six monthly	Handyperson Working Group (reserve Cllr Mitchener)	Report at relevant Council meeting.	If notified by public Clerk to notify Handyperson Working Group (or Cllr Mitchener) to cordon off until repairs can take place and rectify asap	March and September

8	Glass and needles	Cuts, infection. Needle risk from drug use,	Medium/High	Regular checking for such material and clearance of it, taking care to use gloves and pickers. If issues inform Clerk.	Low	Weekly	Groundsman	On groundsman's weekly sheet. Report at each Council meeting	For glass, Clerk to notify Cllrs Mitchener and Kirkby to clear area asap. For syringes and hypodermic needles, Clerk to contact Winchester City Council (WCC) on 0300 300 0013 and trained WCC Health and Safety officers will remove the items.	Weekly
9	Vandalism of equipment, trees and benches	Causing accident potential	Medium/High	Regular checking for any issues and, if so, inform Clerk	Low	Weekly	Groundsman	On groundsman's weekly sheet. Report at each Council meeting	Clerk to notify Cllr Kirkby to cordon off until repairs can take place and contractor to rectify asap	Weekly
10	Worn or not fully secured ropes	Falls causing injuries	High	Regular visual inspection of all ropes for any issues and, if so, inform Clerk.	Low	Weekly	Groundsman	On groundsman's weekly sheet. and Report at each Council meeting	Clerk to notify Cllr Kirkby to cordon off until repairs can take place and contractor to rectify asap	Weekly
11	Low hanging tree branches	Head or eye injuries	Medium/High	Regular checking for any issues and, if so, inform Clerk.	Low	Weekly	Groundsman	On groundsman's weekly sheet. Report at each Council meeting	Clerk to notify Cllr Kirkby to cordon off until repairs can take place and rectify asap	Weekly

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Venue	Postcode									
Oliver's Battery The Battery	SO22 4EZ									
Hazard	Risk	Level	Control in place	Modified level of risk	How often	Who	How managed	Urgent action - if notified by public or found issue in checking process	Due date	
1 Rotten/dead trees	Risk of branches or whole trees falling	Medium/High	Checking of large trees around boundary. Get expert in as soon as issues found.	Low	Annually	Cllr Hare	Report at relevant Council meeting.	Clerk to notify contractor to rectify asap	May	
2 Glass	Cuts, infection	Medium/High	Regular checking of any issues and, if so inform Clerk.	Low	Weekly	Groundsman	On groundsman's weekly sheet. Report at each Council meeting	Clerk to notify Cllrs Mitchener and Kirkby to clear area asap	Weekly	
3 Vandalism of trees and benches	Causing accident potential	Medium/High	Regular checking of Battery for such events and, if so, inform Clerk	Low	Weekly	Groundsman	On groundsman's weekly sheet. Report at each Council meeting	Clerk to notify Cllr Kirkby to cordon off until repairs can take place and contractor to rectify asap	Weekly	
4 Low hanging tree branches	Head or eye injuries	Medium/High	Regular checking for any issues and, if so, inform Clerk	Low	Weekly	Groundsman	On groundsman's weekly sheet. Report at each Council meeting	Clerk to notify Cllr Kirkby to cordon off until repairs can take place and rectify asap	Weekly	