

Draycott and Church Wilne Parish Council Playing Fields and Millennium Green - Risk Assessment

Activity	Potential Hazards	Risks posed	Control Measures	Risk Level High (H), Medium (M), Low (L)	Additional measures
Driving – Lawn mowers, mechanised diggers, Contractors vehicles	Accidents from moving vehicles	Injury to operatives or members of the public		L	Contractors will be responsible for their own risk assessment to protect their employees and members of the public
Operating equipment i.e. Grass and hedge cutting and mechanised diggers	Fire or operating accidents	Injury from burns/cuts/foreign bodies in eyes/smoke inhalation or ingestion/cuts and scratches	The Parish Council employs reliable and competent contractors	L	Contractors will be responsible for their own risk assessment to protect their employees and members of the public

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Weed killing	Chemical burns/breathing problems	Injury to members of the public, contractors and employees	The Parish Council ensures that this function is carried out professionally by competent contractors	L	Parish Council to delegate this to appointed grass cutting contractors
Village Seats	Wooden seats are subject to weather deterioration and damage by visitors	Injury to members of the public, contractors and employees	Seats are regularly inspected, and any remedial action undertaken to ensure the seats are maintained in a sound condition	L	Any new seats will be made of recycled plastic material
Waste Bins / Dog Waste Bins / Fouling /Hazardous Waste	Waste bins are subject to weather deterioration and damage by visitors	Injury to members of the public, contractors and employees	Waste bins are regularly inspected, and any remedial action undertaken to ensure the bins are maintained in a sound condition. Sharps bins are provided to the Contractor. Weekly inspections of dog fouling is undertaken by the contractor.	L	Bins are emptied by a qualified contractor to remove hazardous waste provided by Erewash Borough Council. Any faeces can be disposed in the correct manner by using the Dog Waste Bins provided in the area.

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Trip or injury on paths	Visitors may be injured if they trip over objects	Injury to members of the public, contractors and employees	We carry out regular working parties to ensure paths are maintained in a safe manner	L	
Boundary Fences Damage	Wooden / metal fences are subject to weather deterioration and damage by visitors.	Injury to members of the public, contractors and employees	Fences are regularly inspected, and any remedial action undertaken to ensure the fences are maintained in a sound condition	L	
Falling tree branches	Visitors may be injured by falling branches	Injury to members of the public, contractors and employees	Regular inspections of the trees are carried out by an approved arboreal specialist and committee members	L	Annual inspections by Arboreal expert. Visual checks each visit by Committee Members and Dirty Wellies Contractor
Children's play area ground surface	Visitors may be injured by moss and or leaves or damage to the surface	Injury to members of the public, contractors and employees	Regular inspections of the Children's Play Area are carried out by a qualified ROSPA safety inspector	L	Visual checks each visit by the contractor and any issues are reported to the clerk for action

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Children's play area equipment	Visitors may be injured by damaged / worn play equipment	Injury to members of the public, contractors and employees	Regular inspections of the Children's Play Area are carried out by a qualified ROSPA safety inspector	L	Weekly visual checks, monthly full inspection and a full annual inspection as per ROSPA guidelines by qualified contractor
Outdoor Gym equipment	Visitors may be injured by damaged / worn outdoor gym equipment	Injury to members of the public	Regular inspections of the outdoor gym equipment are carried out by a qualified ROSPA safety inspector	L	Weekly visual checks, monthly full inspection and a full annual inspection as per ROSPA guidelines by qualified contractor
Picnic Tables	Picnic tables are subject to weather deterioration and damage by visitors	Injury to members of the public, contractors and employees	Picnic tables are regularly inspected, and any remedial action undertaken to ensure the tables are maintained in a sound condition	L	Visual checks each visit by the contractor and any issues are reported to the clerk for action
Youth Shelter	Visitors may be injured by incorrect use of the Youth Shelter	Injury to members of the public	Regular inspections of the youth shelter are carried out by a qualified ROSPA safety inspector	M	Visual checks each visit by the contractor and any issues are reported to the clerk for action

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Goal Posts and supports	Visitors may be injured by damaged goal posts	Injury to members of the public	Regular inspections of the football posts are carried out by the football teams	L	
Wooden Structures at the Hopwell Road entrance to the Playing Fields	Wooden structures are subject to weather deterioration and damage by visitors	Injury to members of the public	The Wooden structures are regularly inspected, and any remedial action undertaken to ensure that the structures are maintained in a sound condition	L	Visual checks each visit by the contractors and any issues are reported to the clerk for action
Barriers at the entrances to the Playing Fields / Millennium Green	Low level barriers could not be seen at dusk / night	Injury to members of the public	All metal barriers to be painted in Hi Vis paint to make them more visible to the public	L	
Signs	The metal structure is subject to deterioration from the weather	Injury to members of the public	Regular inspection for signs of damage and any remedial action undertaken to ensure that the signs are	L	

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			maintained in a good condition		
Cycle Track	Injury whilst using the cycle track equipment	Injury to members of the public	Signs stating that safety equipment must be worn when using the equipment, regular inspection by ROSPA qualified contractor	H	Weekly visual checks, monthly full inspection and a full annual inspection as per ROSPA guidelines by qualified contractor
Pavilion	Access to and from the building	Injury to members of the public	Doorways are clearly positioned and lighting (including emergency lighting) is provided. Obstructions are not allowed to block access routes. Access ramps are in place for users with limited mobility as is the disabled toilet	L	

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Fire in the Pavilion	Smoking / fires	Injury to members of the public	The pavilion is a no smoking area and appropriately signed. Emergency exits are clearly marked and should not be obstructed at any time. Fire extinguishers are provided and inspected annually. Fire action notices are displayed. Users should have their own emergency action protocol	L	
First Aid	Incorrect application of first aid / no first aid materials	Injury to members of the public	An appropriate first aid kit is located in the kitchen, together with an accident reporting book. All incidents / copy of the accident report should be provided to the Parish office.	M	

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Consumption of food at the Pavilion	Safety and hygiene	Injury to food preparers, injury to people consuming food	The premises include a kitchen for use by the hirers. Users are responsible for ensuring that food is prepared safely and hygienically and that the kitchen is left in a clean and tidy condition	L	
Use of hazardous substances	Cleaning materials	Injury to members of the public, contractors	All cleaning materials are stored in a locked cupboard, including any substances subject to CoSHH regulations. Normal use of cleaning materials is solely by Parish Council contractors	L	
Slipping, Tripping, Falling in the Pavilion	Changing rooms / showers having wet floors	Injury to members of the public	The changing rooms are available for users for changing and showering after matches. Care should be taken on wet floors in the shower area. The changing rooms	L	

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Adopted November 2018. Last review and adoption May 2022. Next Review May 2023

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			should be left in a reasonable condition after use		
Use of water in the Pavilion	Legionella disease	Injury to members of the public	The parish Council employs a contractor who performs weekly 5 minutes running of all water outlets. A volunteer (qualified) tests on a monthly / quarterly and annual basis to reduce the risk of Legionella Disease	L	
Using the Water Bottle Refill Station	Legionella disease, dirty water fountain spout	Injury to members of the public	The parish Council employs a contractor who performs weekly 5 minutes running of all water outlets. A volunteer (qualified) tests on a monthly / quarterly and annual basis to reduce the risk of Legionella Disease	L	Twice weekly clean of the water fountain spout with anti-bacterial spray

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Use of electrical equipment	Electric shock / fire from faulty electrical equipment	Injury to members of the public, employees, councillors	Annual PAT testing of all electrical items	L	
COVID	Pavilion use	Transmission of COVID-19	The council will follow all current government guidelines with regards to social distancing and use of council premises and will re-act accordingly as rules are relaxed or tightened	M	Use of Antibacterial hand gel Gloves and antibacterial spray for cleaning surfaces / door handles etc will be used as will any track and trace procedures as per guidelines. Football clubs will be responsible for producing their own Covid risk assessment (copied to the council) and will also follow any government guidelines and adjust use of the pavilion and football pitch accordingly