Skipton Town Council

Policy Name:	Play Area Inspection and Maintenance Policy
Date of Last Review:	14th May 2026
Version Number:	2
Responsible Officer:	Estate Supervisor
File Location:	Estate Team Procedures
Next Review Due:	May 2027
Added to Policy Register:	Yes

1.0 Introduction and Context

1.1 This Policy details Skipton Town Council's procedure(s) for inspecting and maintaining its playgrounds. The Council is responsible for managing and maintaining play equipment at 11 sites:

- Bold Venture
- Broughton Rd
- Burnside
- Lytham Close
- Middletown
- Millennium Green
- North Parade
- Pasture Close
- Raikes Rd
- Shortbank
- The Ginnel

1.2 Visual maintenance inspections are carried out weekly and an independent full inspection is conducted annually. All Estate staff have been trained to ensure they are competent in conducting inspections and maintenance to industry standards.

1.3 Reactive inspections based on complaints, requests and reports received by the Council are carried out as required all faults are ranked by priority. The Council endeavours to respond immediately to any work rated as high priority that carry risk of injury.

1.4 Inspection and maintenance activities are carried out weekly to ensure the highest levels of safety is delivered, play areas should be safe for all users. Timely maintenance also minimises major maintenance issues and reduces replacement costs for equipment saving the valuable funds for the Council.

2.0 Aims & Objectives

2.1 Skipton Town Council's highest priority is the safety of playground users and guardians, the Council aims to provide the safest possible environment for children to learn and play whilst recognising that some risk is essential to child development and not all risk is negative.

2.3 Skipton Town Council aims to provide play facilities that challenge and excite children and provide controlled risk appropriate to age and ability.

3.0 Inspections

3.1 TYPES OF INSPECTION

3.2 **Weekly Inspection**.
Estate staff who are trained operational inspectors carry out a weekly visual inspection of all play equipment. The weekly inspection is in place to pick up on any immediate dangers such as vandalism, broken bottles, drug paraphernalia, graffiti, failed or failing equipment. Every piece of equipment is visually checked for damage as are all safety surfaces. Any immediate dangers are removed such as broken glass and drug related articles, any damage that seriously undermines the integrity / function of a piece of play equipment is noted and the equipment is put of use until a repair can be effected.

If any damage or wear is found to be a moderate risk or lower it's noted down and added to the maintenance schedule for remedy as soon as possible.

Items found to be a low risk are noted and monitored to ensure they do not deteriorate further.

3.3 **6 monthly inspection**
Every 6 months a more invasive inspection is carried out to examine parts such as bearings that cannot be readily examined during a visual inspection are inspected carefully for wear the tolerance for replacement is 40% wear life remaining to ensure a healthy safety margin of critical components. If on the previous 6 month inspection a part was recorded with 60% wear life remaining it would be replaced as part of the 6 monthly inspection and resulting maintenance

3.4 **Annual Inspections**
An annual inspection shall be carried out by an independent qualified organisation. Findings of these inspections will be reported to the Public Services Committee and works required planned accordingly.

4.0 Related Documents

4.1 PPE Policy

4.2 Health and Safety Policy

4.3 Park Strategy

4.4 Health and Safety at Work Act 1974

4.5 Workplace (Health, Safety and Welfare) Regulations 1992

4.6 The Management of Health and Safety at Work Regulations 1999

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