

SHALFLEET PARISH COUNCIL. Playground Maintenance Policy

Dated: January 28, 2026. Adopted February 11, 2026.

Signed.

1. Purpose

This policy ensures that all Shalfleet Parish Council play areas are safe, well-maintained, and compliant with recognised national safety standards. It sets out inspection regimes, maintenance expectations, and responsibilities to protect users and support effective asset management.

2. Play Areas Covered

This policy applies to all play areas owned or managed by Shalfleet Parish Council:

- Newbridge Play Area
- Bouldnor Field Play Area
- Fleetway Play Area

3. Inspection Regime

3.1 Weekly Operational Inspections

Weekly inspections are carried out by the Isle of Wight Council or a nominated, competent contractor on behalf of Shalfleet Parish Council. These inspections include checks on:

- Condition and stability of play equipment
- Safety and condition of surfacing
- Site signage
- Litter, waste, and dog fouling
- Vandalism, damage, or unauthorised activity
- General site safety and accessibility

All findings are recorded. Any defects identified are risk-assessed and prioritised for repair.

3.2 Annual ROSPA Inspection

An independent annual inspection is undertaken by a ROSPA-qualified assessor. The resulting report is reviewed by the Parish Council, and any identified risks are incorporated into maintenance schedules, improvement plans, and budget considerations.

4. Maintenance and Repairs

- Urgent safety issues (e.g., equipment failure, exposed fixings, hazardous surfaces) are addressed as soon as reasonably practicable.
- Non-urgent repairs are scheduled based on risk level, cost, and available resources.
- All equipment is repaired or replaced in accordance with manufacturer guidance, industry standards, and relevant safety regulations.
- Where equipment reaches the end of its safe lifespan, the Council may remove, decommission, or replace it as appropriate.

5. Record Keeping

The Parish Council maintains accurate records of:

- Weekly inspection reports
- Maintenance and repair actions
- Annual ROSPA inspection findings
- Contractor reports and correspondence

Weekly inspection reports will be collated and included as a standing agenda item at Parish Council meetings, ensuring members have regular oversight of site condition, emerging risks, and required maintenance.

Records are retained for audit, insurance, and compliance purposes.

6. Responsibilities

6.1 Parish Council

The Council is responsible for:

- Ensuring compliance with this policy
- Commissioning inspections and maintenance
- Reviewing inspection findings and acting on identified risks
- Budgeting for repairs, replacements, and improvements

6.2 Contractors and Inspectors

Contractors and inspectors must:

- Carry out inspections and works within their competence and training
- Report hazards or safety concerns immediately
- Follow relevant safety standards and manufacturer guidance

7. Review

This policy is reviewed every two years, or sooner if legislation, national guidance, or local circumstances require an update.