

Play Area Inspection Reports & Remedial Work

A summary of findings from the most recent West Suffolk Play Area inspections is attached as Appendix A.

These reports were followed up with the inspector who has also been provided with a copy of the Test Certificate for the recent check and re-tensioning of the Cableway.

In addition:

- The clerk will ask for a quote to lift the tree canopy at Cemetery Road Play area when requesting quotes for work to trees following the Tri-annual inspection which took place on 3rd July.
- Play area inspections have been made available on google forms

Following the report WPC.EC.24.02.03, and the committee's approval of the proposed approach to undertake remedial works identified, and the parish council's authorisation of funds (Min. 24.02.14 refers), the clerk placed purchase orders for the items identified at Appendix D (then current FY and FY2024.25).

Online Playgrounds attended on site in early May and carried out the work. The total cost was:

Parts ordered in 2023.24	£ 628.90 plus VAT	
Parts and fitting in 2024.25	£1999.25 plus VAT	
Total:	£2628.15 plus VAT	against a budget of £3000

As part of the assessment(s), they identified:

1. The traveller break on the cable way required replacement (item could continue in use)
2. Work to replace pop rivets to the shelter in the skate park could not be undertaken, as the bench had twisted and would require fitting with bolts to bring into line;
3. A cost to fit end cap bolts etc to the climbing frame was provided.
4. The self closing gate at Bury Road will be re-calibrated free of charge

Additionally, the clerk identified from the inspector's report that chains and shackles would need to be supplied for the two bay swing set. A further quote was sought, and the clerk successfully negotiated a reduction on the call out to the cableway repair on the basis that the travelling break issue should have been reported and dealt with when they were on site.

A purchase order has therefore been submitted to address the matters identified at 1-3, and purchase and fitting of chains and shackles to the two-bay swing set, at a cost of £877.80¹ plus VAT (**Min 24.02.1iii**, and Appendix A refers).

Legal basis:

- Public Health Act 1875, s.164
 - o Power to provide and maintain land for public recreation -
 - o Power to provide and manage recreation grounds, public walks, pleasure grounds and open spaces
- Local Government Act 1972, s.111 - Power to do anything that will facilitate, be conducive to or incidental to the discharge of its powers and functions.

¹ Online Playgrounds have issued a credit note (£100 plus VAT) to the parish council against an item of work in the previous financial year which will be used against this.

WPC.EC.24.07.05 – Play Inspection Reports & Remedial Work

The following reserves are available for play area maintenance.

	Current FY	Earmarked Reserves
Bury Road	£1000.00	£650.00
Cemetery Road (including Cableway)	(-£499.25 ²)	
MUGA and Skate Park	£500.00	
Total	£1000.75	

Online playgrounds is expensive in terms of the costing for onsite attendance, and this places constraints on the frequency of work undertaken when issues are identified by the play inspector(s).

One option which considered by the clerk has been Sovereign Compliance (details attached as **Appendix B**), which includes:

- No monthly subscription. Only pay £399 for 5 years of cover, 2 inspections with reports per year
- Comprehensive safety and maintenance reports on both Sovereign and third-party equipment
- Essential maintenance and repairs included as standard
- Inspection of third party equipment as well as their own
- Two operational inspection visits per year
- Operational inspections by registered RPII Inspectors

Sovereign supplied the Senior Wooden Goal End in the Multi-use Games Area.

As the parish council already has free monthly inspections undertaken by a qualified inspector from West Suffolk, the main issue is actually the smaller ongoing maintenance and repair items and this may not represent value for money (dependant on the extent of the essential maintenance and repairs included as a standard).

Following networking, the clerk has been given contact details for an alternative supplier of maintenance and repairs of play equipment, with positive reports. The clerk has approached them for initial discussions and advice on some of the low risk issues identified in the inspectors report (repairs to surfaces and wet pour matting).

Before making a commitment to Sovereign, it is proposed that the clerk further explore working with this new supplier (dependant on costs), who also works for Suffolk CC Highways as a contractor on their Public Rights of Way.

² The clerk will consider for future budgets allocating one revenue budget line for all play areas, as in order to save costs, the work is usually grouped together to reduce charges for attendance on site, and it can subsequently be hard to separate out the invoicing.

Wickhambrook Parish Council

Online Playgrounds
Fenland House
Padgetts Road
Christchurch
Wisbech
Cambs PE14 9PJ

28 June 2024

Dear Sir

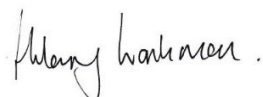
PO23.14 – Replacement Play Equipment – Quote Ref 65502

Thank you for your quote of 27th June. The Parish Council has authorised the clerk to purchase replacement equipment (including, where necessary, the cost of fitting replacements as identified under the monthly inspections undertaken in accordance with the service level agreement (low risk or greater) with West Suffolk Council during the current financial year 2024/25 (Min 24.02.14ii refers).

Please proceed with the order for replacement equipment and fitting under Quote 65502 (attached) at your earliest convenience.

Please don't hesitate to contact me if you have any queries.

Yours faithfully



Hilary Workman
Clerk & RFO to Wickhambrook Parish Council

Ms Hilary Workman
Wickhambrook Parish Council
3 Farriers Close
Great Barton
Bury St. Edmunds
Suffolk
IP31 2FP
United Kingdom

Ref: 65502

Thursday, 27 June 2024




Dear Hilary

Playground Maintenance Estimate for Additional Repairs




Thank you for your enquiry regarding our maintenance services, I am pleased to enclose an estimate for the work as requested.

All our maintenance work is carried out to the European Standards of EN1176, EN1177 and EN16630. OLP is accredited to both ISO9001:2015 (Quality Assurance), ISO 45001:2018 (Health and Safety Systems) and all our inspectors and field engineers also hold DBS certificates so you can be assured your repairs will be carried out to the highest possible standards of both quality and safety.


Maintenance Estimate No.: 65502

Product Image	SKU Code	Product	Qty	Each GBP	Total GBP
Climbing Frame Credit/Repairs					
	DISC01	Quotation Discount - Assessment	1	-	-
				£175.00	£175.00
	COMPLACAP0035	F14 - M12 / M10 Do Nut Cap - BL	8	£0.90	£7.20
	COMHARWAS0001	F6-12 - M12 Washers BZP	8	£0.10	£0.80
	PRELIM-04	To carry out maintenance work and fit parts as described above including all consumables. All work carried out to EN1176 and EN1177	1	£70.00	£70.00


Subtotal -£97.00


Product Image	SKU Code	Product	Qty	Each GBP	Total GBP
Skate Park - Bench repairs - use bolts to pull bench flat and fit more rivets to secure					
	DESC	m6 x 60mm button head bolt & nuts	4	£1.30	£5.20
	COMA2FWM6	F78 - M6 Form A flat washer in A2 Stainless Steel	4	£0.05	£0.20
	COMPLASCAP0024	F15 - M6 - 10mm Hexagon Cap - BK	4	£0.10	£0.40
	COMHARNAI0025	Flange Pop Rivets Fixing 16mm Head 4.8 x 20mm in Stainless Steel with serrated edges.	8	£1.00	£8.00
	PRELIM-04	To carry out maintenance work and fit parts as described above including all consumables. All work carried out to EN1176 and EN1177	2	£70.00	£140.00

Subtotal £153.80

Product Image	SKU Code	Product	Qty	Each GBP	Total GBP
Review & Adjust gate & tighten screws on half pipe					
	DESLAINS010	To carryout minor tightening of fixings or sanding on an item of playground or fitness equipment	1	£0.00	£0.00

Subtotal £0.00




Product Image	SKU Code	Product	Qty	Each GBP	Total GBP
Cableway Repairs - Following Install in May '24					
	DESLAINS006	Aerial Cableway Service/re-tension and commission including access equipment (working at heights HSE - regulation 2005) excluding travel to site.	1	£440.00	£440.00

	COMSTESPR0003	AC4-30 - 3.0m Cableway Brake Spring with Buffer	1	£64.00	£64.00
	DISC01	Cableway 50% Discount	1	- £220.00	- £220.00

Subtotal £284.00

Product Image	SKU Code	Product	Qty	Each GBP	Total GBP
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2 bay x 2 flat seats

	COMWISEA0001	SW19 - Large Flat Children's premium swing seat tested to EN1176 (430mm x 220mm x 40mm)	2	£43.00	£86.00
	SUBSWISTR0002	SWC4-3.0F - Straight Flat Seat Chain (pair)	2	£55.00	£110.00
	PRELIM-04	To carry out maintenance work and fit parts as described above including all consumables. All work carried out to EN1176 and EN1177	2	£70.00	£140.00

Subtotal £336.00

Product Image	SKU Code	Product	Qty	Each GBP	Total GBP
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Prelims & Travel

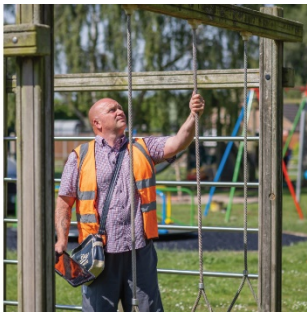
	PRELIM-03	To travel to site with up to 3 staff members per vehicle including mileage cost.	180	£1.90	£342.00
	DISC01	Mileage Discount (combine with another order when in the area)	90	-£1.90	-£171.00

i	PRELIM-05	To prepare maintenance works risk assessments and method statements covering playground repairs works.	1	£30.00	£30.00
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Subtotal £201.00

Total (ex. tax)	£877.80
Tax	£175.56
Total (inc. tax)	£1,053.36

Maintenance & Repairs



Inspections

RPII Certified

There are 3 types of playground inspection that should be carried out. A Visual Inspection that can be carried out by your own maintenance staff, an Operational Inspection that we offer from our fully qualified team and Annual Inspections to be carried out by an independent specialist.

For more information please visit www.onlineplaygrounds.com/maintenance-services, email maintenance@onlineplaygrounds.co.uk or call 01354 699482 where our dedicated team can assist with your requirements.

Project Assumptions

The following assumptions have been made regarding this quotation:

- Quotation is Valid for **60 days** from date of creation. Please contact your OLP representative, if you would like us to check and update the prices for a further period.
- Good access will be available to the site.
- Estimate or Quotation? Whilst we endeavor to provide fixed prices for all maintenance and repair works sometimes additional issues are discovered during the works. When this occurs, the client will be advised of the discovered problem and the additional cost of the repair before the further work is carried out.

Ordering Is Easy

- Call 01354 699482
- Email: maintenance@onlineplaygrounds.co.uk

Payment and Delivery Terms

If you have a **Trading Account** then the total invoice is payable within 28 days of project completion, otherwise payment in full by **Pro-forma Invoice** is required.

* All delivery times are from receipt of official order subject to seasonal demand. The delivery times of “genuine spares” unless in stock is unfortunately beyond our control and in some cases can be up to 8 weeks.

I trust the above quotation meets with your approval and look forward to receiving your further instructions. If in the meantime you need any more information or changes making to this proposal, please do not hesitate to contact me.

Yours Sincerely

Jodie Walker
Maintenance Sales Advisor
jodie.walker@onlineplaygrounds.co.uk

 SOVEREIGN Compliance

5 Years

coverage with 2 inspections per annum

£399

 + VAT

one time on-boarding fee, per site

[Order Sovereign Compliance here](#)

- ✓ No monthly subscription. Only pay £399 for 5 years of cover, 2 inspections with reports per year
- ✓ Comprehensive safety and maintenance reports on both Sovereign and third-party equipment
- ✓ Essential maintenance and repairs included as standard
- ✓ We will inspect third party equipment as well as our own
- ✓ Two operational inspection visits per year
- ✓ Operational inspections by registered RPII Inspectors

Your play equipment is an investment and needs to be maintained to the highest standard in order to prolong its life, value and most importantly safety. For your peace of mind, our Sovereign Compliance Package offers a complete service for the inspection, reporting and essential maintenance of outdoor play equipment. This gives you complete visibility on the status of your equipment, notifying you early on of any concerns before they become larger issues.



Included Services

Operational Inspections

Carried out by our RPII (Register of Play Inspectors International) certified inspectors, we will thoroughly assess the condition of your play equipment and the surrounding environment, highlighting any areas of concern. Our inspectors will also review your existing weekly inspection and maintenance records.

Maintenance

All our Inspectors are also fully trained in repairs and maintenance, meaning where possible minor works will be resolved during your inspections. Works including, but not limited to:

- Replacement of caps
- Tightening of any fixtures & fittings
- Minor repairs
- On a returning visit re-fortification of loose posts

Additionally we can supply a quotation for third party play equipment repairs.

Reports

After each inspection you will receive a comprehensive report detailing any concerns, along with suggested next steps. We clearly list all of your covered play equipment and with photos highlight our findings. Our reports serve as evidence that you have a complete process in place protecting the safety of children around the equipment.

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Sovereign Compliance has helped us extend the life of our playground, saving us thousands that would have otherwise gone towards refurbishments. Above all, the regimented reports put me at ease for our children's safety.

Paul Davidson
Head Teacher

Add-on Services

Indoor Inspections

£399 one time on-boarding fee, per site

Indoor play and gym equipment is a great source of fun and exercise for children. However, they can also be a source of injury if they are not properly maintained. Indoor playground inspections can help to identify and eliminate hazards before they cause an accident. Sovereign are committed to helping you to create a safe and fun indoor environment for your children and we are happy to announce we now offer inspections for indoor play equipment!

This is a new add-on service to our popular Sovereign Compliance package. For an additional £399, we will inspect both your indoor and outdoor play equipment and produce a report of its safety.

Prior to your first inspection visit, we ask that you send over photos of the equipment, unpacked, so we can schedule the correct resources for your inspection. Both indoor and outdoor equipment will be inspected during the same visit.



Add-on Services

Inspection Priority Time-Slot

£99 (priced per visit)

Whilst performing an inspection, the inspectors would like to have your full attention. This, along with the uncertainty of the condition of equipment, can make the length of an inspection unpredictable and creates a challenge for offering time-slots. The Sovereign Compliance service is optimised to ensure we offer a quality service at a fantastic rate. Therefore, as standard, we will provide you with a week-ending date noting the week of which the inspection will be carried out. On the day of an inspection, we will call ahead when we are en route. Our inspectors regularly conduct their inspections whilst children are at playtime. They are DBS Enhanced checked and RPII registered.

This service works well for the majority of our customers, but we understand for some this may be difficult. With this add-on service you may choose a guaranteed time-slot for your inspection to be scheduled at the start of a day or during a school holiday.

Zip Wire Inspection & Re-tension Visit

£449 (per visit, per Zip-Wire)

Due to the nature of the work, additional equipment and safety measures are required for the inspection and re-tensioning of Zip Wires.



