

Name:	Playground Risk Management		
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Owner:	Chief Executive Officer		
Responsible Officer:	Director City Growth and Operations		
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1 PURPOSE

This policy is made to address the risks associated with the public use of council playgrounds.

2 PRINCIPLES

The City of Palmerston is committed to ensuring that risks associated with playground use are managed in a strategic way.

In addressing the City of Palmerston's Duty of Care it will apply best practice in the:

- Maintenance and inspections of playgrounds
- The location of new playgrounds
- Rating of risks associated with existing playgrounds
- The risk mitigation measures applied to existing playgrounds

3 DEFINITIONS

For the purposes of this Policy, the following definitions apply:

Term	Definition
Playground	An area of open space defined for play including any play equipment but excluding exercise equipment. The definition does not include sites and equipment provided for sport or general open space areas.
Playground Equipment	Equipment designed for play including manufactured equipment and soft-fall surfaces.

4 POLICY STATEMENT

4.1 Risk Rating

The risk rating associated with playgrounds will be based on the following parameters:

1. The level of development provided
2. The expected number of playground users at any one time
3. The playground frequency of use
4. Drainage hazards
5. Road hazards
6. Other hazards

The level of development, expected number of users at one time and frequency of use are parameters that represent the likelihood of an accident occurring.

The hazard types represent the consequences in the analysis.

4.2 Frequency of Assessments

All playgrounds will be assessed annually.

4.3 Hazards

Hazards take many forms. The most obvious of these and most common in our parks and reserves are drainage channels, drainage infrastructure and roads. Other less frequent hazards such as dog exercise areas and drop-offs need to also be assessed. The hazard assessment tool is an iterative process that will deal with the most prominent hazard and once mitigated all hazards will be reviewed to ensure that less significant hazards have not become prominent.

4.4 Frequency of Assessments

The following criteria will be rated during a site inspection and the resulting likelihood and consequence of an accident occurring determined:

The level of development provided (L)	
Development	Risk Score
No Play Equipment	1
Basic Equipment	2
Medium Level Equipment	3
Regional or Special Use Equipment	4

The number of users at any one time (U)	
Number of Users	Risk Score
1-5 users	1
6-10 users	2
11+ users	3

The frequency of use (F)	
Frequency	Risk Score
1-2 days per week	1
3-7 days per week	2

4.5 Likelihood Rating

Likelihood of Incident occurring = $L \times U \times F$

Likelihood Rating	
1-8	Rare
9-17	Possible
18-24	Likely
>24	Almost Certain

4.6 Consequence of Hazard

Water and other Hazards within 30m	Consequence
No hazards within 30m	Minor
Steep slopes and other minor hazards within 30m	Moderate

Drainage facilities within 30m that run during wet weather or drops of less than a metre	Major
Drainage facilities within 30m permanently holding water or drops greater than 3m	Catastrophic

Roads within 30m	Consequence
No roads within 30m	Insignificant
Local Access Road within 30m	Minor
Urban Road within 30m with daily volume <2000vpd	Moderate
Collector Road within 30m	Major
Distributor or Sub-arterial Road within 30m	Catastrophic

4.7 Risk Evaluation

The risk will be evaluated from the following risk matrix.

Low
 Medium
 High
 Extreme

LIKELIHOOD	CONSEQUENCE					
		INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC
	ALMOST CERTAIN	M	H	E	E	E
	LIKELY	L	M	H	E	E
	POSSIBLE	L	M	M	H	E
	RARE	L	L	M	M	H

4.8 Risk Mitigation

Once a risk has been evaluated the risk is to be mitigated in accordance with the following mitigation measures

Mitigation of Risk	
Low	Consideration should be given to signage at the site indicating the importance of child supervision at all times.
Medium	Provide a barrier between playground equipment and major hazard (may include dense vegetation or mounding) to increase distance between hazard and playground equipment to be greater than 30m; signage warning of the two highest rated hazards and information indicating importance of parental/carer supervision at all times.
High	Fully fenced to separate playground equipment from major hazard, including provision of gate(s); signage warning of all hazards rated HIGH and information indicating importance of parental/carer supervision at all times.
Extreme	Enclose area containing playground equipment and seating structures to create a family friendly area and separate playground equipment from hazard, including provision of gate(s); signage warning of all hazards rated HIGH and recommending parental/carer supervision at all times.

5 ASSOCIATED DOCUMENTS

5.1 Playground Risk Management Record Sheet

6 REFERENCES AND RELATED LEGISLATION
