



the **play inspection** company

Annual Inspection

Babergh District Council

Copdock and Washbrook Parish Council - Village Hall

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API Associate



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Inspection Scope for RPII Inspection Methodology

This document outlines the RPII scope for inspections undertaken by the Inspectors listed as Annual Inspectors on the RPII Register of Inspectors when undertaking Indoor Annual, Outdoor Annual, Outdoor Operational and Outdoor Routine inspections.

Inspections are undertaken with reference to the standards listed in this preamble only; where no date for the standard is given it will be the standard that is current at the time of inspection except where overlap periods are granted by the standards committee when standards are updated. The information contained in reports is provided to assist the owner/operator in fulfilling their responsibilities as detailed in the relevant standard. Other standards referenced within the listed standards do not form part of the inspection, unless they are also explicitly listed here.

The following standards are relevant to all installations of equipment that are publicly accessible to users; this includes public parks, pay and play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks etc. All equipment used or employed in publicly accessible areas should meet with the requirements of the relevant standards (listed below):

BS EN 1176 Parts 1, 2, 3, 4, 5, 6, 10 & 11 Playground equipment intended for permanent installation outdoors & indoors.

BS EN 1176 Part 7 - 'Guidance on Installation, Inspection, Maintenance and Operation' (this document gives guidance to the owners/operators of the facility on the installation, inspection, maintenance and operation of playground equipment, excluding ancillary items).

In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in this document. It clarifies the application of the document within the UK as best practice guidance, as the document has been used since its initial publication. Therefore, in the UK this standard (BS EN 1176 – Part 7) contains no requirements and needs to be read and implemented as guidance, with the use of the term 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic play equipment falls outside of the scope of BS EN 1176 and has its own standards (BS EN 71 series – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report but any comments concerning compliance will follow the requirements and recommendations of BS EN 1176.

When water play items, including spray parks, are inspected any comments concerning compliance within the inspection will refer to BS EN 1176. We have not assessed these against the requirements of BS EN 17232 (Water play equipment and features).

Other equipment that is not clearly identified as unsupervised or domestic (natural play, self-build equipment etc.) will be assessed for compliance with the relevant standard listed below:

- BS EN 15312** Free access multi-sports equipment
- BS EN 14974** Skateparks
- BS EN 16630** Permanently installed outdoor fitness equipment
- BS EN 16899** Parkour equipment (plus RPII/API guidance notes)

Annual and Post Installation inspections will take into consideration compliance with these current standards, and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area (that area which is obviously part of the playground), nominally up to three metres around, the fence line if closer, or other areas as agreed.

Operational inspections only take into consideration defects related to cleanliness, equipment ground clearances, ground surface finishes, exposed foundations, sharp edges, missing parts, excessive wear (of moving parts) structural integrity, wear and vandalism.

Routine visual inspections relate only to the most obvious defects such as broken or missing parts, litter, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

All inspections are non-dismantling, non-destructive and do not include any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all reasonably accessible equipment and will assess all reasonably accessible parts above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment.

Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document. (Note: Ancillary items are not included in the specific equipment-type parts of the EN 1176 series; hence they are not assessed for compliance with EN 1176 series and are subject to a general safety assessment).

The owner/operator is responsible for the overall safety of the equipment and area.

The inspector will not undertake any of the following works unless specifically agreed in writing at the time of order:

Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of the impact attenuating properties of any surfaces; the identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection; the inspection of any equipment (or part thereof) that is beneath the playing surface (loose-fill materials may be moved to expose foundations); tightening any bolts, hinges or other fixing devices on any apparatus or equipment; assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment; assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming); where planting or trees are mentioned in the report no assessments of toxicity, suitability or condition are undertaken – the owner/operator should have suitable inspections provided by a competent person.

The owner/operator should have a 'design risk assessment' provided by the manufacturer/designer of the area for the equipment and location in which the facility is installed.

The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity. This inspection shall be considered as contributing to the operator's discharge of this responsibility.

The details contained within the report are a snapshot of the condition at the time of inspection only and subsequent events may affect the condition of the facility. Suggested remedial actions are based on the knowledge and experience of the inspector and/or that of the inspection company. The owner/operator should always seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

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The operator is responsible for following the guidance of the relevant standards. The standards give guidance on the installation, inspection, maintenance and operation of the various types of facilities. The inspection guidance is listed in Table 1, with an indication of which parts will be included in an RPII Annual or Post-Installation Inspection. The relevant standards also contain additional parts which the operator should follow.

Inspection recommendations of relevant standards Refer to relevant standards for full text	Annual Main	RPII Annual/ Post Installation Inspection
6.1 d) Overall levels of safety of equipment (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of foundations (see note 1)	✓	✓ [1]
6.1 d) Overall levels of safety of playing surfaces (see note 2)	✓	✓ [2]
6.1 d) Compliance with the relevant parts of the standard and or risk assessment (see note 3)	✓	✓ [3]
6.1 d) Effects of weather	✓	✓
6.1 d) Presence of rot, decay or corrosion (see note 1)	✓	✓ [1]
6.1 d) Assessment of repairs made or added or replaced components (see note 4)	✓	✓ [4]
6.1 d) Excavation or dismantling/additional measures	✓	✗
6.2.1 Assessment of glass reinforced plastics (see note 5)	✓	✓ [5]
6.2.1 Inspection of one post equipment (see note 1)	✓	✓ [1]
6.2.4 Undertaking the Operators inspection protocol	✓	✗

NB: The clause numbers in table 1 are taken from BS EN 1176 - Part 7:2020. The content is equally applicable to all other relevant standards listed herein. Playgrounds contain a range of equipment from different manufacturers and installed over a number of years; operators should implement any guidance provided by the manufacturer. Item specific detail is not readily available to RPII Playground Inspectors, whose report contributes to the operator's overall Annual Main Inspection as detailed in the relevant standards.

[1] A manual test only is undertaken for stability. Wear and instability are only detectable where readily apparent without dismantling or destruction and without the use of tools, excavation or specialist equipment. Rot and corrosion are tested or with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment.

[2] Only the visible condition and dimensional compliance of surface extent is considered. Neither testing of impact attenuating properties nor measurement of the thickness of bound surfaces are undertaken on RPII annual inspections.

[3] The inspection assesses compliance where this can be tested on site using manual methods without dismantling, destruction and without the use of tools or specialist equipment.

[4] The operator should use manufacturer's recommended parts, or equivalent. We are unable to verify if such parts have been used, and any subsequent change in quality or performance.

[5] Visible glass fibres will be noted in reports. The operator is responsible for repairs or replacement.

Risk Assessment Matrix

			Scores in the report are multiplication factors of Likelihood x Severity					
			Severity>>					
Likelihood	Very High probability, if the situation is not addressed an accident is almost certain.	5	Very High	VL (5)	L (10)	M (15)	H (20)	VH (25)
	High probability an accident is probable without any added factor.	4	High	VL (4)	L (8)	M (12)	H (16)	H (20)
	Moderate probability an incident is foreseeable.	3	Moderate	VL (3)	L (6)	L (9)	M (12)	M (15)
	Some probability, requires a combination of factors to take place.	2	Low	VL (2)	VL (4)	L (6)	L (8)	L (10)
	No significant probability; lightning strike, freak accident.	1	Very Low	VL (1)	VL (2)	VL (3)	VL (4)	VL (5)
			Very Low	Low	Moderate	High	Very High	
			1	2	3	4	5	
			No injury likely e.g. damaged or soiled clothing, minor bruising, grazes	Minor injury, laceration or bruising requiring first aid only	Injury requiring medical intervention e.g. cuts requiring stitches	Serious injury including concussions or fracture of long bones	Severe injury involving a potential life changing injury or fatality	
			Severity>>					
<p>Note 1: The total risk scores included within our reports are a multiplication factor of the calculated Likelihood and Severity of each finding. Both Likelihood and Severity are given a number between 1 - 5 as shown on the matrix above and these two numbers are then multiplied together to give the total risk score that is shown against defects on the report. Total risk scores can be divided in both directions, i.e. a total risk score of 12 could be a Likelihood (3) x Severity (4) or Likelihood (4) x Severity (3).</p> <p>Note 2: When we inspect we only see a snapshot of the current condition of the equipment. It is the operators responsibility to ensure that there is a continuing level of maintenance to keep the equipment in good working order and the site fit for use.</p>								

Equipment has been assessed to the following standards where relevant:

- BS EN 1176 Parts 1-11 (Playground equipment and surfacing)
- BS EN 14974 (Facilities for users of roller sports equipment)
- BS EN 15312 (Free access multi-sports equipment)
- BS EN 16899 (Parkour Equipment)
- BS EN 16630 (Outdoor Fitness Equipment).

Copdock and Washbrook Parish Council - Village Hall

Inspection Ref: 2983759

Site Ref: 120764

Inspected: 16-February-2026 - 12:02 by James Law (RPII Annual Inspector)

Risk Assessment: 8 Low Risk

**Location:**

The site is partially overlooked by properties in the local community

Disabled Access:

Some accessible features - The area includes limited accessible elements; however, aspects of the layout, surfacing, or equipment may present barriers to use for some people with disabilities without reasonable adjustments or assistance.

i 8 - Low Risk

Item: Site General
Manufacturer: Owner/Operator
Surface Type: N/A
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 1

Finding 1

The area around the item has eroded and may become slippery - Reinstate eroded area

i 8 - Low Risk

Item: Sign
Manufacturer: Not Identified
Surface Type: N/A
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 1

Finding 1

Cable ties are present and there are sharp projecting ends - Replace with a more appropriate fixing method

i 8 - Low Risk

Item: Gate - Maintenance
Manufacturer: Not Identified
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 3

Finding 1

The maintenance gate was correctly padlocked at the time of inspection, however this means that the inspector was unable to fully assess the gate - Ensure that there are 12mm gaps throughout the full range of motion on gate/s and between leaves where relevant

Finding 2

There are projecting bolt thread(s) present - Remove excess thread length and deburr or provide cap

Finding 3

Cable ties are present and there are sharp projecting ends - Remove

i 8 - Low Risk

Item: Gate
Manufacturer: Not Identified
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 2

Finding 1

The area around the item has eroded and may become slippery - Reinstate eroded area

Finding 2

There are openings that are less than 12mm that could trap or crush fingers - Provide a 12mm gap throughout full range of motion at both sides of gate

i 4 - Very Low Risk

Item: Fencing - Post & Rail
Manufacturer: Not Identified
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 1

Finding 1

This item is satisfactory - no work required -

i 8 - Low Risk

Item: Bench
Manufacturer: Not Identified
Surface Type: Concrete
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 1

Finding 1

There are trip hazards at the edges of the surface - Remove trip hazard

i 6 - Low Risk

Item: See Saw
Manufacturer: Wicksteed Playgrounds
Surface Type: Matta
Item Quantity: 1
Equipment Compliance: No
Surface Area Compliance: Yes

Total Findings: 4



Finding 1

There are gaps opening between the grass mat tiles - Provide additional ties or secure / reinstate surface

Finding 2

The item fails to meet the requirements of BS EN 1176 Part 1 4.2.7.2 for head and neck entrapment in the handles - Monitor - No action given the risk assessment

Finding 3

The paint is flaking off the metalwork - Rub down and re-paint

Finding 4

The seat has minor damage or wear - Monitor for any further deterioration and replace as required

i 8 - Low Risk

Item: 1 Bay 2 Seat (Cradle)
Manufacturer: Not Identified
Surface Type: Grass Matrix Tiles
Item Quantity: 1
Equipment Compliance: No
Surface Area Compliance: Yes



Total Findings: 8

Finding 1

The grass mats are silted up, the soil is compacted and the area will become very slippery when the soil is wet. - Reinstate as required

Finding 2

The edges of the grass mat surface are raised / lifting above the surrounding surface - Secure edges of grass mats as per the API Code of Practice to remove trip hazards

Finding 3

There is moderate damage to the surface - Repair the damaged areas of surfacing

Finding 4

There is algae or moss on the surface of the seats - Clean and treat appropriately

Finding 5

There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn

Finding 6

The chain openings are in excess of 8.6mm and do not meet the recommendations of BS EN 1176 Part 1 - Monitor - No action given the risk assessment

Finding 7

The paint is flaking off the metalwork - Rub down and re-paint

Finding 8

There is some wear to the shackles. - Monitor for any further deterioration and replace when 40% worn

i 6 - Low Risk

Item: Fence - Steel Mesh
Manufacturer: Not Identified
Surface Type: Grass
Item Quantity: 1
Equipment Compliance: N/A
Surface Area Compliance: N/A



Total Findings: 1

Finding 1

The adjacent foliage is overhanging - Cut back and maintain

Findings information

i 8 - Low Risk (Finding 1)

Item: Ancillary Items - Site General
Manufacturer: Owner/Operator

Risk Level: L - Low Risk
Surface: N/A



Finding: The area around the item has eroded and may become slippery

Action: Reinstate eroded area

i 8 - Low Risk (Finding 1)

Item: Ancillary Items - Sign
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: N/A



Finding: Cable ties are present and there are sharp projecting ends

Action: Replace with a more appropriate fixing method

i 0 - Risk Assessment not Undertaken (Finding 1)

Item: Gates - Gate - Maintenance
Manufacturer: Not Identified

Risk Level: N - Risk Assessment not Undertaken
Surface: Grass



Finding: The maintenance gate was correctly padlocked at the time of inspection, however this means that the inspector was unable to fully assess the gate

Action: Ensure that there are 12mm gaps throughout the full range of motion on gate/s and between leaves where relevant

i 8 - Low Risk (Finding 2)

Item: Gates - Gate - Maintenance
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: There are projecting bolt thread(s) present

Action: Remove excess thread length and deburr or provide cap

i 8 - Low Risk (Finding 3)

Item: Gates - Gate - Maintenance
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: Cable ties are present and there are sharp projecting ends

Action: Remove

i 8 - Low Risk (Finding 1)

Item: Gates - Gate
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: The area around the item has eroded and may become slippery

Action: Reinstate eroded area

i 8 - Low Risk (Finding 2)

Item: Gates - Gate
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: There are openings that are less than 12mm that could trap or crush fingers

Action: Provide a 12mm gap throughout full range of motion at both sides of gate

i 8 - Low Risk (Finding 1)

Item: Ancillary Items - Bench
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Concrete



Finding: There are trip hazards at the edges of the surface

Action: Remove trip hazard

i 6 - Low Risk (Finding 1)

Item: Rocking Equipment - See Saw
Manufacturer: Wicksteed Playgrounds

Risk Level: L - Low Risk
Surface: Matta



Finding: There are gaps opening between the grass mat tiles

Action: Provide additional ties or secure / reinstate surface tiles

i 5 - Very Low Risk (Finding 2)

Item: Rocking Equipment - See Saw
Manufacturer: Wicksteed Playgrounds

Risk Level: V - Very Low Risk
Surface: Matta



Finding: The item fails to meet the requirements of BS EN 1176 Part 1 4.2.7.2 for head and neck entrapment in the handles

Action: Monitor - No action given the risk assessment

i 6 - Low Risk (Finding 3)

Item: Rocking Equipment - See Saw
Manufacturer: Wicksteed Playgrounds

Risk Level: L - Low Risk
Surface: Matta



Finding: The paint is flaking off the metalwork

Action: Rub down and re-paint

i 6 - Low Risk (Finding 4)

Item: Rocking Equipment - See Saw
Manufacturer: Wicksteed Playgrounds

Risk Level: L - Low Risk
Surface: Matta



Finding: The seat has minor damage or wear

Action: Monitor for any further deterioration and replace as required

i 8 - Low Risk (Finding 1)

Item: Swings - 1 Bay 2 Seat (Cradle)
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: The grass mats are silted up, the soil is compacted and the area will become very slippery when the soil is wet. **Action:** Reinstate as required

i 8 - Low Risk (Finding 2)

Item: Swings - 1 Bay 2 Seat (Cradle)
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: The edges of the grass mat surface are raised / lifting above the surrounding surface **Action:** Secure edges of grass mats as per the API Code of Practice to remove trip hazards

i 8 - Low Risk (Finding 3)

Item: Swings - 1 Bay 2 Seat (Cradle)
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: There is moderate damage to the surface

Action: Repair the damaged areas of surfacing

i 6 - Low Risk (Finding 4)

Item: Swings - 1 Bay 2 Seat (Cradle)
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: There is algae or moss on the surface of the seats

Action: Clean and treat appropriately

i 6 - Low Risk (Finding 5)

Item: Swings - 1 Bay 2 Seat (Cradle)
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: There is some notable evidence of chain wear

Action: Monitor for any further deterioration and replace when 40% worn

i 5 - Very Low Risk (Finding 6)

Item: Swings - 1 Bay 2 Seat (Cradle)
Manufacturer: Not Identified

Risk Level: V - Very Low Risk
Surface: Grass Matrix Tiles



Finding: The chain openings are in excess of 8.6mm and do not meet the recommendations of BS EN 1176 Part 1

Action: Monitor - No action given the risk assessment

i 6 - Low Risk (Finding 7)

Item: Swings - 1 Bay 2 Seat (Cradle)
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: The paint is flaking off the metalwork

Action: Rub down and re-paint

i 6 - Low Risk (Finding 8)

Item: Swings - 1 Bay 2 Seat (Cradle)
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: There is some wear to the shackles.

Action: Monitor for any further deterioration and replace when 40% worn

i 6 - Low Risk (Finding 1)

Item: Fences - Fence - Steel Mesh
Manufacturer: Not Identified

Risk Level: L - Low Risk
Surface: Grass



Finding: The adjacent foliage is overhanging

Action: Cut back and maintain