



SERVICE DELIVERY OVERVIEW & SCRUTINY PANEL AGENDA

Date: Wednesday, 18 March 2020

Time: 7.00 pm

Venue: The Council Chamber, Moorlands House, Stockwell Street, Leek

10 March 2020

PART 1

1. Apologies.
2. Notification of Substitute Members, if any.
3. To approve the Minutes of the Previous Meeting. **(Pages 3 - 8)**
4. Urgent Items of Business, if any. (24 hours notice to be provided to the Chairman).
5. Declaration of Interests:-
 - Disclosable Pecuniary Interests
 - Other Interests
6. Questions to Portfolio Holders, if any.
(At least two clear days notice required, in writing, to the Proper Officer in accordance with Procedure Rule 15).
7. Physical Activity and Sports Strategy. **(Pages 9 - 20)**
8. Use of Inflatables on Council Owned Land. **(Pages 21 - 36)**
9. Work Programme **(Pages 37 - 38)**
Any additional items to be added to the Work Programme:
 - Chair's Items
 - Members' Items

MARK TRILLO
EXECUTIVE DIRECTOR & MONITORING OFFICER

Membership of Service Delivery Overview & Scrutiny Panel

Councillor R Ward (Chair)

Councillor G Bentley

Councillor J Davies

Councillor B Emery

Councillor A Hart

Councillor K Hoptroff

Councillor H Plimley

Councillor J Redfern

Councillor J Salt

Councillor I Herdman (Vice-Chair)

Councillor C Brady

Councillor P Elkin

Councillor K Flunder

Councillor N Hawkins

Councillor L Page

Councillor D Price

Councillor P Roberts

Councillor H Sheldon MBE

STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL

**SERVICE DELIVERY OVERVIEW & SCRUTINY
PANEL MEETING**

Minutes

WEDNESDAY, 29 JANUARY 2020

PRESENT: Councillor R Ward (Chair)

Councillors J Davies, B Emery, A Hart, N Hawkins, I Herdman,
K Hoptroff, L Page, H Plimley, D Price, P Roberts and J Salt.

ALSO PRESENT: Councillor C J S Atkins, B Cawley, B Johnson, L A Malyon, J Porter,
S E Ralphs MBE, P Routledge, S Scalise, L Swindlehurst, E Wain
and P Wood.

APOLOGIES: Councillors G Bentley, C Brady, P Elkin, K Flunder, J Redfern and
H Sheldon MBE.

96 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING.**

At this point of the meeting, Cllr Hoptroff clarified that the recommendations made by the Panel in relation to the changes to the terms of conditions of the markets had been considered and taken into account by Cabinet.

DECIDED – That the Minutes of the Meeting of the Panel held on 20 November 2019 be approved as a correct record and signed by the Chair.

97 **URGENT ITEMS OF BUSINESS, IF ANY. (24 HOURS NOTICE TO BE PROVIDED TO THE CHAIRMAN).**

There were no urgent items of business.

98 **NOTIFICATION OF SUBSTITUTE MEMBERS, IF ANY.**

The following members substituted:-

- Councillor Malyon for Councillor Bentley
- Councillor Swindlehurst for Councillor Brady
- Councillor Wood for Councillor Elkin.

99 **DECLARATION OF INTERESTS:-**

No declarations of interest were made.

100 **EDUCATION AND MEDIA STRATEGY FOR DOG FOULING.
(PRESENTATION/VERBAL UPDATE)**

Service Delivery Overview & Scrutiny Panel - 29 January 2020

At the request of a member of the Panel, David Smith – Principal Officer, Communities and Partnerships, outlined the publicity and communication carried out by the Council in relation to dog fouling.

The Council had to demonstrate that reasonable steps were taken to make dog owners aware of their responsibilities which included signage, cards and stencilling around the district. Information was available on the website which incorporated a copy of the Dog Control Order which set out where it was an offence to allow a dog to foul.

Press releases were done periodically and were mainly issued following enforcement action.

Members were provided with cards which were used during a dog watch campaign. The cards were posted to residents where dog fouling had been highlighted as a problem in the area and provided details of the associated illnesses, the reporting methods available and the cost of fixed penalty notices. The Enforcement Team would also work in partnership with schools to raise the profile of dog fouling, carry out patrols and install additional signage.

It was the opinion of a member that this approach to reduce dog fouling worked well in towns but that it was more difficult to tackle the problem in rural areas. The Officer agreed that as the rural areas covered such large amounts of land and during darker nights, it was more difficult to deal with reports of dog fouling.

A member asked for the statistical information on the number of offences reported and successful prosecutions. David Smith advised the Panel that 5 fixed penalty notices had been issued this year, plus one prosecution, and for the previous year, 3 fixed penalties had been issued. The figures for the reported instances of dog fouling offences would be provided after the meeting.

As there was only one Enforcement Officer, the importance of patrolling hot spot areas at specific times when fouling occurred was explained to the Panel.

A Cabinet member thought that the level of the fine should be increased and in response, the Officer explained that the levels of fines were set by legislation but Courts were able to fine higher amounts of up to £1000.

Discussion took place around repeat offenders, gathering evidence, the likelihood of being caught by an Enforcement Officer, time patrols took place, dog waste bags in trees along the Rudyard Trail and how farm livestock could be affected by dog fouling.

David Smith agreed to arrange for an Officer to attend a meeting of Action West End and for a site visit to take place at an area in Endon where there was a particular problem. It was also suggested that Parish Councils could assist if they were provided with posters/ stickers and the social media references on the problem area dog fouling card required updating.

DECIDED: That the update be **NOTED**.

101 QUESTIONS TO PORTFOLIO HOLDERS, IF ANY.

Question from Councillor Hoptroff:

Q1. Can we please have a full update on the refurbishment of the bus station toilets? The contract was awarded in November 2019 but as of yet the project hasn't commenced. When will these works start and be completed and as promised will the extended opening hours of the disabled toilet be implemented on a trial period ?

Response:

An order has been raised on 26th November 2019 with Roy Wright & Co Ltd for the refurbishment of the Smithfield Centre WCs. Officers attended a pre-start meeting on 8th January as a meeting for early December had to be re-arranged due to sickness of the contractor. The contractors then entered a two week "shut-down" over Christmas and the New Year.

At the prestart meeting it was noted that the flooring sub-contractor had raised concerns about doing the works at this time of year due to the risk of the floor covering failing due to colder temperatures and that works should and will therefore commence on 24th February 2020. They will be complete by 17th April 2020.

The scope of the project includes that the external doors will be switched to a timed-door entry management system so there will be the facility to extend the opening times of the disabled WCs to much later as required. The toilets will be cleaned daily during normal working hours.

By way of supplementary questions, Councillor Hoptroff requested for the wording of disabled toilets to be amended to accessible toilets and for the Panel to be kept updated on the progress of the refurbishment.

Question from Councillor Page:

Q2. In response to the recent decision to refuse to hold a consultation on the future of the Leek Trestle Market at Full Council can the Service Delivery and Scrutiny Panel be provided with the meeting date, agenda and minutes of when this council's asset was discussed at Cabinet. Please can the web link also be provided for the publicly available minutes of this meeting?

Response:

Members of Cabinet have established the principle for the future usage of the Trestle Market building. We have still to decide on the design, cost, installation of stalls etc. in the building.

Councillor Page advised, that members of the public had requested the date of the meeting at which the fixed stalls were discussed and the link from the website to the minutes of this meeting.

Service Delivery Overview & Scrutiny Panel - 29 January 2020

He also asked if it would be possible to receive the forecast of costs for refurbishment of the Trestle Market and if there was any intention to sell the market.

Councillor Ralphs responded to the effect, that the date of the meeting and the minutes did not exist as the meetings on the subject had not yet taken place.

The refurbishment of the Trestle Market was planned in two tranches:-

1. To repair the exterior of the building, heating, lighting etc. which was now complete;
2. To refurbish the inside of the building.

A detailed report would be prepared and considered by Cabinet towards the end of March 2020. Following this, the report would then be considered by the relevant Scrutiny Panel.

The commencement of works to the Market Hall could be delayed to enable the Scooter Fest and the event planned for V.E Day to take place in there. This would be the last opportunity for these types of events to take place in this location.

Members were sceptical that the decision to install permanent stalls had not already been made and referred to the notice of motion which had been lost at the meeting of Full Council the previous week. The Leader confirmed that it was a concept at this stage, a report was to be drafted and a decision would then be made. Assurance was given that any decisions could be called-in and there were no plans to sell the market. Cabinet members wished to listen to additional ideas from members and traders However, some members of the Panel felt that a wider consultation of the proposals for the market should take place and suggested that a full public meeting should be held. Members were reminded that Cabinet and Scrutiny meetings were open meetings which the public could attend.

A member of the Panel referred to the markets in Altrincham and Shrewsbury and requested assurance that the types of stalls in these towns, along with the footfall would be looked into, to ensure that the success of these markets could be replicated in Leek. The Panel was informed that this was an opportunity to enhance the market, encourage younger people and traders had requested better accommodation.

102 **FUTURE OF LEEK TRESTLE MARKET. (VERBAL UPDATE)**

This matter was discussed as part of the Questions to Portfolio Holders (Agenda Item 6).

103 **WORK PROGRAMME**

The Panel considered its Work Programme and agreed the items listed, subject to, an update on the letter sent to the Government in relation to affordable housing/stalled housing being added.

DECIDED: That the Work Programme for 2019-20 be agreed.

Service Delivery Overview & Scrutiny Panel - 29 January 2020

The meeting closed at 8.30 pm

_____Chairman _____Date

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STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL

Service Delivery Overview & Scrutiny Panel

18th March 2020

TITLE:	Physical Activity and Sports Strategy - Update
PORTFOLIO HOLDER:	Councillor Mark Deaville - Deputy Leader & Portfolio Holder for Leisure and Sports
CONTACT OFFICER:	Robert Wilks - Principal Officer (Leisure and Recreation)
WARDS INVOLVED:	All

Appendices Attached – None

1. Reason for the Report

- 1.1 To update the Panel on the progress of the Council's Physical Activity and Sport Strategy 'Towards an Active Staffordshire Moorlands'.

2. Recommendation

- 2.1 It is recommended that the Service Delivery Overview & Scrutiny Panel;
- Note the progress made to deliver the Council's Physical Activity and Sport Strategy.

3. Executive Summary

- 3.1 In August 2017, Cabinet approved a new physical activity and sport strategy called 'Towards an Active Staffordshire Moorlands'. The main thrust of the strategy was to use an evidence based approach to enable the Council and other partners from across Staffordshire Moorlands, support people to become more physically active.
- 3.2 The strategy was developed in order to be the catalyst for change. To frame an understanding that physical activity levels of people and communities do not stand in isolation, but that they are intertwined with many other influencing factors which affect everyone's life, and that we need to understand this better if we are to have an impact.

3.3 Building on this, the strategy sets 5 strategic objectives for focus, underpinned by an acceptance that partnerships and collaboration would be the key to having an impact in the future;

- 1) Supporting the inactive to become more active,
- 2) Addressing the inequalities in physical activity and sport engagement,

a: Women and girls, **b:** People with a limiting illness or disability, **c:** People aged 55 years and over, **d:** People in lower social grades (NS SEC 5-8), **e:** Children and young people aged 5 to 18.

- 3) Establishing a 'place based approach' with strategic partners focussing on Leek North, Biddulph East, Cheadle, Forsbrook, Cellarhead and Endon
- 4) Maximise physical activity and sporting opportunities using the outdoor and natural environment,
- 5) Supporting our existing club and voluntary sector base to build local capacity.

3.4 Headline data regarding physical activity levels in the Staffordshire Moorlands, referenced in the strategy document, are taken from the Active People Survey (2012-16). This survey was replaced by the Active Lives Survey from 2016 onwards meaning there are some differences and conflict between measures. For this reason the information shown in the table below is from the Active Lives Survey only.

Measure	Nov 15/16 data set	Nov 17/18 data set
Inactive (< 30mins per week)	34.8%	33.3%
Active (150 mins or more per week)	52.5%	56.7%

3.5 Over the 3 year period, results of the survey suggest that inactivity levels are slowly reducing. The survey also suggests that a greater number of people are active for more than 150 minutes per week. Whilst this picture is encouraging, fluctuations in results from the Active Lives survey has been noted elsewhere, therefore it is important that Members also look beyond the numbers.

3.6 This report seeks to ensure members recognise the progress and contribution being made by SMDC together with its partners, in delivering the strategy at a community level. This is further explored in sections 7-10 of the report where examples of work completed or currently underway is provided in much more detail.

- 3.7 A summary of key results from projects completed or underway includes:
- 1,975 participants (adults and children) from Leek North have taken part in a variety of activities seeking to address and improve levels of inactivity,
 - Increased outreach work undertaken by leisure centre staff in our priority places in partnership with SMDC and local community partners,

- New netball sessions were created at Brough Park and Biddulph Valley Leisure Centres which are attracting approximately 75 women and girls on a weekly basis,
- Lex Leisure installed a new 3G football facility at Brough Park Leisure Centre which has seen bookings grow by over 50%,
- Over 1,500 people participate in the “steps to health” programme across the Moorlands run by Lex Leisure which supports people with health issues or limiting illnesses,
- 553 participants (adults and children) from Biddulph East have taken part in a variety of activities seeking to address and improve levels of inactivity,
- Over £1.1 million worth of capital improvements to parks and recreation facilities at a range of locations across the Moorlands,
- Allocation of approximately £35,000 of grants over the last 3 years to support 235 different applicants from across the District,
- Officers are supporting a number of priority projects, including; Leek Town FC and Ball Haye FC two clubs who have aspirations to improve their facilities.
- Provision of the annual Staffordshire Moorlands Sports Awards to celebrate the contribution and achievements of clubs, coaches, team and athletes from across the Moorlands.

3.8 In addition to the above, there are a number of priority actions identified in the Councils Corporate Plan (2019-2023) as listed below that provide a focus for the forthcoming year, building around some of the work streams featured in this report.

- Review the Sport and Physical Activity Strategy in order to integrate communities and sports clubs into the delivery of its objectives.
- Develop and implement an ongoing indoor leisure facilities improvement plan focused on improving the health and wellbeing of residents.
- Develop and implement an outdoor leisure facilities improvement plan focussed around the “sports village” concept.
- Develop a plan to improve Brough Park and John Hall Gardens.

3.9 It therefore remains a priority to ensure that efforts to deliver the strategy and reduce levels of inactivity remain interconnected to broader work streams across the Council and with other sectors which can have influence peoples activity levels across Staffordshire Moorlands.

4. How this report links to Corporate Priorities

4.1 This report links to Aim 1 of our Corporate Plan “To help create a safer and healthier environment for our communities to live and work”.

ANDREW P STOKES
Executive Director (Transformation) and Chief Finance Officer

**Web Links and
Background Papers**

Aug 2017 - Cabinet report - Strategy for Physical Activity & Sport
Open Data - <https://www.openactive.io/>
Together Active - <https://sportacrossstaffordshire.co.uk/>

Contact details

Robert Wilks
Principal Officer (Leisure and Recreation)
robert.wilks@highpeak.gov.uk

6. Detail

- 6.1 In June 2016, members were provided with a report outlining the Department for Culture, Media and Sport's new Strategy for Sport and Physical Activity. Following this, Sport England launched the 'Towards an Active Nation' Strategy in the summer of 2016
- 6.2 In August 2017, Cabinet approved a new physical activity and sport strategy called 'Towards an Active Staffordshire Moorlands'. The main thrust of the strategy was to use an evidence based approach to enable the Council and other partners from across Staffordshire Moorlands, support people to become more physically active.
- 6.3 An extremely broad range of influencing factors contribute to if, how, when and where people are physically active, and it is important to note that despite a significant amount of resource and effort expended by local authorities and other partners over the past decade inactivity levels have been increasing.
- 6.4 Accepting this, the strategy was developed in order to be the catalyst for change. To frame an understanding that physical activity levels of people and communities do not stand in isolation, but that they are intertwined with many other influencing factors which affect everyone's life on a day to day basis, and that we need to understand this better if we are to have an impact.
- 6.5 Building on this thought, the strategy sets 5 strategic objectives for focus underpinned by an acceptance that partnerships and collaboration would be the key to having an impact in the future;
- 1) Supporting the inactive to become more active,
 - 2) Addressing the inequalities in physical activity and sport engagement,
 - a: Women and girls, b: People with a limiting illness or disability, c: People aged 55 years and over, d: People in lower social grades (NS SEC 5-8), e: Children and young people aged 5 to 18,
 - 3) Establishing a 'place based approach' with strategic partners, in areas including Leek North, Biddulph East, Cheadle, Forsbrook, Cellarhead and Endon,
 - 4) Maximise physical activity and sporting opportunities using the outdoor and natural environment,
 - 5) Supporting our existing club and voluntary sector base to build local capacity,

- 6.6 Measuring the success, or demonstrating the impact of both the strategy itself and SMDC’s contribution towards delivering the strategy is not straightforward. Sport England Active Lives survey commenced in 2016 following release of the national strategy referred to in section 6.1. This is recognised as a statistically robust measure involving a survey of 500 residents aged 16 years and over, who are randomly selected and asked validated questions related to their activity levels and wider lifestyle habits.
- 6.7 Baseline data regarding activity levels in the Staffordshire Moorlands and that are included in the Staffordshire Moorlands strategy document are taken from the Active People Survey (2012-16). This was replaced by the Active Lives Survey from 2016 onwards meaning there are some differences and conflict between measures. For this reason measures shown in the table below are from the Active Lives Survey only and reflect the most recent data release by Sport England.

Measure	Nov 15/16 data set	Nov 17/18 data set
Inactive (< 30mins per week)	34.8%	33.3%
Active (150 mins or more per week)	52.5%	56.7%

- 6.8 Over the 3 year period results of the survey suggest that inactivity levels are slowly reducing. The survey also suggests that a greater number of people are active for more than 150 minutes per week. Whilst this picture is encouraging, fluctuations in results from the Active Lives survey has been noted elsewhere, therefore it is important that Members also look beyond the numbers.
- 6.9 In order for Members to recognise the progress and contribution being made by SMDC together with its partners in delivering the strategy at a community level. The information below has been summarised under each heading from the 5 strategy priorities listed in section 3.3 of this report.

7. Priority 1&2: Supporting the inactive to become more active and addressing the inequalities in physical activity and sport engagement

- 7.1 Leisure centres form an important aspect of delivering the strategy both in terms of retaining people who are already active, for engaging people who are currently inactive, providing a base for club training and health programmes.
- 7.2 Influenced heavily by the new strategy, the specification for the current operating contract with Parkwood Leisure, which runs from 1st April 2019 until 31st March 2024, includes a clear direction for greater engagement with priority groups and places identified in the strategy.
- 7.3 The Service Delivery Overview and Scrutiny Panel received a comprehensive report from Parkwood in October 2019 which summarised their overall performance to date, including some specific detail as to how they are working to address strategy priorities:

- **Increased outreach work** undertaken by leisure centre staff in priority places in partnership with SMDC and local community partners aligned to the strategy,
- Development of new 3G football facility at Brough Park Leisure Centre which has seen bookings grow by over 50%,
- **Over 1500 people** participate in the “steps to health” programmes across the Moorlands which supports people with **health issues or limiting illnesses**,
- New netball sessions have been created at Brough Park and Biddulph Leisure Centres and are attracting approximately **75 women and girls** on a weekly basis,
- **New disability sessions** in partnerships with Buxton and Leek College have been established at Brough Park Leisure Centre.

7.4 As summarised in the table below, annual attendances at the Councils Leisure Centres have been on the rise steadily which broadly demonstrates that Parkwood Leisure are engaging more people in physical activity year on year.

Year	Attendance figures
2016-17	884,887
2017-18	889,204
2018-19	895,493
2019-20 (to end of Jan '20)	720,433

7.5 As of June 2019, Parkwood now provide a more detailed breakdown to show how these attendance figures relate to the key demographic groups identified in the strategy. This will enable the Council to create a baseline for future measurement in order to help ensure that the provision of Leisure Centres not only cater for the existing customer base but also focus further attention on engaging those demographic groups which participate least.

7.5 Linked to this, Open Data is a national web platform which enables residents to search for and find local physical activity and sporting opportunities, similar to how you would search for a flight or hotel room. At present, there isn't a single source which holds this information locally, therefore we are supporting Parkwood Leisure to open their data and make it accessible on the national web platform.

7.6 During 2020, there will be a marketing campaign coordinated by Open Active, the host organisation working in collaboration with partners across Staffordshire and Stoke on Trent, including SMDC to promote this to residents with the aim to make it as easy as possible to find opportunities to be active.

7.7 Following a report to the Service Delivery Overview and Scrutiny Panel in October 2019, work is also progressing to develop a future facility and investment plan for the Council's leisure centres to ensure they remain appropriate, accessible and important places for where participation in physical activity and sport takes places.

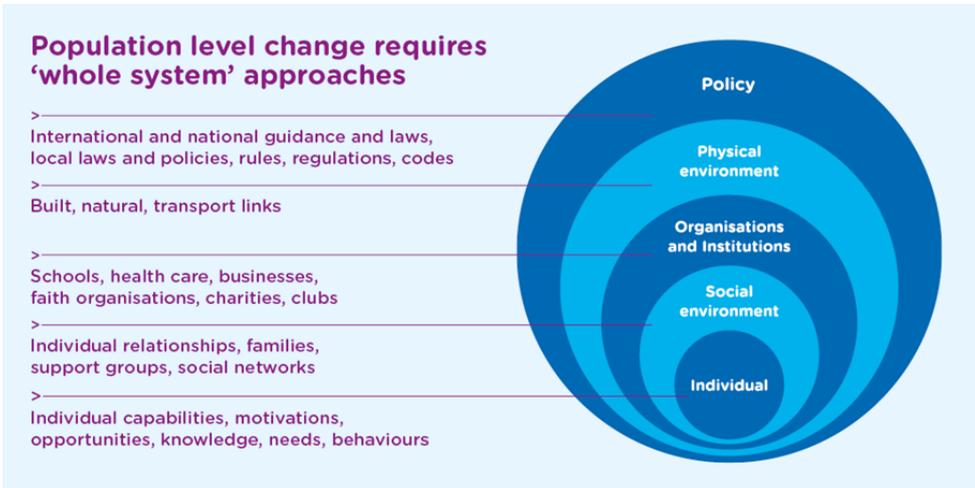
7.8 It is expected that it will take approximately 1 year for consultants appointed to work with SMDC to complete the investment plan, with a detailed report identified for review by Members during the winter period of 2020-21.

8. Priority 3: Establishing a 'place based approach' with strategic partners

8.1 There are pockets of Staffordshire Moorlands where residents experience poorer than average health outcomes. Increasing physical activity behaviours among residents in these areas will contribute significantly to improving those outcomes and to the overarching priorities in the strategy.

8.2 A traditional approach where an organisation with limited or no connection to the place, parachutes in and 'does to' people is unsustainable and has been proven not to work. Instead, we are working to form long term and more meaningful relationships with voluntary/community organisations that have a greater connection to the place, especially where they already work with and have the trust of residents. Often these organisations are better positioned to have conversations about physical activity and as a result, can develop locally driven opportunities which residents are more likely to engage with.

8.3 Since 2016, work has been developing in the Haregate area of Leek to build relationships and engage with local residents through a network of partners with a vested interest in the place, including the local Community Centre, schools and statutory and voluntary groups. The group gives consideration to the widest factors which have an influence on people behaviours. The diagram below summarises the types of issues considered as part of the approach to place based working.



8.4 Various engagement sessions have been created by this group in order to develop a better understanding of the people and place. SMDC officers have taken a lead role in developing these with the learning taken from them to help shape the future work.

Engagement sessions	Attendances
Active Students (Partnership between Leek High School and Brough Park Leisure Centre and Fit Bodies Gym)	570
Bhangra dance classes at Haregate Community	170

Centre	
Children's summer holiday engagement sessions	665
Sporting Communities and @21 football sessions at Brough Park Leisure Centre	420
Leek Tennis Club school to club link	150

- 8.5 Similar to the approach in Haregate, we have also spent time building relationships with local partners in Biddulph (east), and a range of engagement sessions have been developed for key priority groups.

Engagement sessions	Attendances in 2019
Kids active	98
Kids yoga	237
Adult fitness (over 50's)	218

- 8.6 These sessions have helped build an understanding of what local people would participate in if given the opportunity and this insight has been used to inform a piece of work recently commissioned to a local community organisation which will see them recruit a part time member of staff to work with the community more extensively and develop more opportunities for residents to be active.
- 8.7 Following a recent review of the Service Commissioning team, it has been recognised that the resource allocation to support place based working/projects is insufficient. Cabinet has since approved an additional post be created with an aspiration this role will extend the place based approach into other areas in the Moorlands referenced in the strategy such as Cheadle, Forsbrook, Cellarhead and Endon.
- 8.8 The insight and learning gained through the approach in both places to date has been essential in shaping future delivery of this part of the strategy. We are already establishing that it is not the 'typical' barriers which prevent people from being active, but more locally driven issues which need to be understood and supported rather than assumptions being made.
- 8.9 A more localised approach to addressing inactivity takes time to evolve and by virtue of this, demonstrating the impact of the approach is not easy especially when in the first instance the focus is on building relationships and trust. We are learning to develop new ways to capture the value of the contribution we are making over and above monitoring the number of participants attending sessions and we will include a summary of what emerges in future reports to Members.
- 8.10 Together Active are one of 43 Active Partnerships that exist across England which work with local partners to create the conditions for an active nation using the power of sport and physical activity to transform lives. SMDC along with all other local authorities in Staffordshire and Stoke on Trent make an annual financial contribution towards the running costs of Together Active and In return receive a variety of support, advice and resources which enable

SMDC and other local partners engage more people in physical activity and sport.

9. Priority 4: Maximise physical activity and sporting opportunities using the outdoor and natural environment

9.1 The built environment, parks and open spaces and outdoor sports facilities have a huge influence on how active our lives are on a day to day basis. As a consultee on planning applications for 20 dwellings or more, the leisure and recreation team work closely with colleagues in planning and regeneration to ensure consideration is given to how housing developments are designed and local facilities are provided to ensure they are active and connected places to live.

9.2 Time has been invested to help build a more integrated approach to Planning around these aspects, especially in relation to the use of Sport England’s Active Design principals and the development of a robust evidence base that is now used to secure developer contributions (via section 106 agreements) which is targeted to provide and improve local leisure and recreation infrastructure such as parks, play and recreational sports facilities.

9.3 Since adoption of the strategy, the leisure and recreation team has either delivered directly or supported, via project management assistance, over £1.1 million worth of capital improvements to parks and recreation facilities at a range of locations across the Moorlands. The improved facilities are important local assets which provide increased opportunities for children, young people and families to be active on their doorstep. A summary of these are listed in the table below;

Location	Project/Improvements	Value
Halls Road, Biddulph	New junior and toddler play area	£90,000
Hot Lane, Biddulph Moor	New children’s play area	£60,000
The Wentlows, Upper Tean (on behalf of Checkley Parish Council)	New children’s play area	£50,000
Tean Road Recreation Ground, Cheadle	New junior and toddler play area, outdoor fitness equipment, MUGA and tennis courts	£280,000
Brough Park, Leek (2018)	New skate park with floodlights	£230,000
Brough Park, Leek (2020)	New toddler and junior play, MUGA and Tennis Court refurbishment	£420,000
Total		£1,130,000

9.4 In February 2020, Cabinet approved proposals to redevelop Brough Park and John Hall Gardens, including to significantly expand the junior and toddler play offering in order to create a destination level play facility that will attract people from across the communities of Leek and beyond. The existing Multi-Use Games Area (MUGA) and two tennis courts will also be relocated and refurbished to provide a high quality, sport and recreation facility within Leek that is free and accessible to all.

10. Priority 5: Supporting our existing club and voluntary sector base to build local capacity

10.1 Sports clubs and groups are vital in retaining and growing participation levels across our communities. To help build local capacity, Staffordshire Moorlands Sports Council alongside the Sports Councils in Leek and Cheadle, has managed and allocated awards totalling approximately £35,000 over the last 3 years to support 235 different applicants from across the District.

10.2 This funding has been used by clubs and groups to engage new people in physical activity and increase sporting opportunities in a wide variety of sports. Grants have been used to recruit and train more coaches and volunteers which in turn enable clubs to provide more opportunities and become more sustainable. Grants have also supported individual athletes to help cover training, equipment and travel expenses, with a focus on supporting people on low incomes and which are competing at a high level. A summary is included below;

Category	17/18	18/19	19/20 (to date)	Category totals
Individual	£9,762 (31)	£7,621 (26)	£7,979 (26)	£25,362
Club	£1,918 (6)	£2,227 (4)	£1,003 (3)	£5,148
Coach	£1,178 (4)	£1,042 (5)	£2,972 (10)	£5,192
Annual total	£12,858	£10,890	£11,954	£35,693

(..) number of applications

10.3 There is a clear disparity between the amount of funding allocated to individuals in comparison to clubs and coaches. This summary was presented at a recent Staffordshire Moorlands Sports Council meeting and it was agreed that a series of changes would be implemented from 1st April 2020 to encourage a more even spread of funding between categories, with a particular focus on supporting the demographic groups identified in the strategy.

10.4 The Staffordshire Moorlands, Cheadle and Leek Sports Councils also form an extremely important support network for existing clubs across the Moorlands. SMDC Officers are working to re-establish the Biddulph Sports Council and it is positive to report that a meeting is planned for 25th March 2020 with a range of clubs due to be in attendance.

10.5 Each year SMDC in partnership with the various Sports Councils organise the annual Staffordshire Moorlands Sports Awards which celebrate the contribution and achievements of clubs, coaches, teams and athletes from across the Moorlands. Whilst there is a strong focus in this report on the work we are undertaking with partners to reduce inactivity levels, it remains important to focus on and celebrate the success of individuals and groups who are already active and that are making a valuable contribution towards delivering the strategy.

- 10.6 Officers are working across the Moorlands with clubs, and national governing bodies of sport to develop improved community facilities, especially where improvements are required or where there is a significant demand for new or increased facilities.
- 10.7 As part of this work and In order to understand what improvements are required to community facilities and in order to assist with securing external investment against priority projects for SMDC and partners, we have developed an extensive and extremely useful suite of supporting strategies and plans.
- Playing Pitch Strategy 2017
 - Open Space Strategy 2017
 - Local Football Facilities Plan 2018
- 10.8 Using the evidence base contained in these strategies and plans, officers are supporting a number of priority projects, including Leek Town FC and Ball Haye FC. Both clubs have aspirations to improve their facilities but in order to achieve this, they require support to work through a complex set of issues to assess their feasibility. It is anticipated that firm and realistic plans for the execution of both projects will be completed before the end of 2020 or the early part of 2021.
- 10.9 In 2017/18 a new corporate performance indicator was introduced which captured the amount of external funding that SMDC secured or helped to secure towards delivery of the strategy through existing volunteer and community structures. A summary of is included in the table below.

Year	Amount
17/18	£75,000
18/19	£50,000
19/20 (as of Dec 19)	£2,500
Total	£127,500

- 10.10 It is anticipated that performance in this area will remain positive given the work that has been undertaken to develop the Council strategic evidence base, operational processes (especially regarding securing section 106 contributions) and work with partners to develop projects such as those referenced in section 10.8 of this report.

11. 2020 and beyond

- 11.1 Overall, delivery of the strategy since its adoption in 2017 has been positive with a number of significant achievements being made that contribute towards each of the main priorities.
- 11.2 There are a number of actions identified in the Councils Corporate Plan (2019-2023) that are listed below, which provide a focus for the forthcoming year and building around some of the work streams featured in this report:

- To review the Sport and Physical Activity Strategy in order to integrate communities and sports clubs into the delivery of its objectives.
- To develop and implement an ongoing indoor leisure facilities improvement plan focused on improving the health and wellbeing of residents.
- To develop and implement an outdoor leisure facilities improvement plan focussed around the “sports village” concept.
- To develop a plan to improve Brough Park and John Hall Gardens.

11.3 It remains a priority to ensure that the efforts to deliver the strategy and reduce levels of inactivity remain interconnected to broader work streams across the Council and with other sectors which can have influence peoples activity levels across Staffordshire Moorlands.

STAFFORDSHIRE MOORLANDS DISTRICT COUNCIL

Service Delivery Overview & Scrutiny Panel

18th March 2020

TITLE:	Use of Inflatables on Council Owned Land
PORTFOLIO HOLDER:	Councillor Deaville - Deputy Leader & Portfolio Holder for Leisure and Sports
CONTACT OFFICER:	Nicola Kemp - Head of Service Commissioning
WARDS INVOLVED:	All

Appendices Attached

A - SP033: Bouncy Castles and Inflatables

1. Reason for the Report

- 1.1 To provide the panel with an understanding of the guidance and legislation associated with the use of inflatables along with potential risk of their use.

2. Recommendation

- 2.1 That the Panel recommends that Cabinet approve that inflatables be banned from use on council land when provided at events run by third parties.

3. Executive Summary

- 3.1 Inflatable use across the Staffordshire Moorlands occurs in a number of forms, including:

- At events which occur on our land i.e. parks and open spaces, these would be hired in or operated directly by the event organiser,
- Within our leisure centres, specifically within the swimming pools, Lex Leisure use inflatables in the pool environment providing activities for children.

- 3.2 The councils Corporate Health & Safety Advisor (CHSA) developed a procedure SP033: Bouncy Castles and Inflatables in 2011, this has recently been updated following revised guidance issued by the HSE in 2019. (see Appendix A). This Alliance wide guidance details the precautions to be taken when erecting and using inflatable devices on council owned land and is also

intended to give direction to those proposing to hire or operate inflatable's including bouncy castles as part of an organised event, or as part of a contract on behalf of the council.

- 3.3 In light of the number of fatalities which have occurred nationally in the last four years, it is an appropriate time for the council to consider whether the use of inflatables on our land continue to be permitted.
- 3.4 Legislation including the Health and Safety at Work Act 1974 Sections 3 and 6 applies in regards to the use of inflatables as does the Provision and Use of Work Equipment Regulations 1992.
- 3.5 The Health & Safety Executive (HSE) supports two industry inspection schemes for inflatables run by PIPA and Amusement Devices Inspection Procedures Scheme (ADIPs). Most play inflatables will display either a numbered PIPA tag or an ADIPs declaration of compliance (DoC) to show they comply with British Standard BS EN 14960. This applies to inflatables used both inside or outside.
- 3.6 Following a number of tragic fatalities in 2018, the HSE published revised guidance for industry stakeholders and operators of inflatable equipment in early 2019. The revised guidance recommends that operators carry out a range of checks and monitoring in line with the inflatable's operator manual. This includes guidance that inflatables should not be used in winds above 24 mph (38 kmph), Force 5 on the Beaufort Scale (small trees in leaf begin to sway at this wind speed) and that regular wind speed monitoring be undertaken using an anemometer.
- 3.7 In addition to this guidance, some councils have taken a decision to ban the use of inflatables on their land. High Peak BC took such a decision in February 2020 following the presentation of an equivalent report, preventing the use of inflatables at events run by third parties.
- 3.8 Where inflatables are used indoors, for example by the councils leisure centre contractor, the associated risk is mitigated as the contractor, or the operator from whom the inflatables are hired, can be closely monitored. Similarly use outdoors by a concessions operator appointed by the council can also be closely monitored for compliance with HSE guidance.
- 3.9 Where inflatables are used outdoors at events organised by third parties on our land, it is the event organiser who has liability for their safe provision and use. There is an increased risk in such instances that organisers may not give full consideration to the use of inflatables or be familiar with the considerations they should be making. This places attendees and users at a higher risk of injury or worse.
- 3.10 The council could improve its event booking process to ensure we ask event organisers if they plan to provide inflatables ensuring we can give guidance to organisers regarding their proper use. As such events usually occur outside of normal working hours, it is impractical for the council or its officers to undertake checks on inflatables in use at such events to ensure they are being used correctly and safely by either the event organisers or a hire company.

3.11 For this reason it is being recommended that a ban of inflatables at events held on our land when organised by third parties be enforced.

4. **How this report links to Corporate Priorities**

4.1 This report links to Aim one of our Corporate Plan to “To help create a safer and healthier environment for our communities to live and work”

5. **Alternative Options**

5.1 There are four options available to the council in regards to the use of inflatables. This includes:

1. A total ban of the use of inflatables within council’s buildings and on council land. This would prevent the use of such equipment across a range of services and could lead to complaints and reduced footfall in our parks and at our leisure centres. This could increase the cost of operating these facilities as income generated by visitors/users fall thus placing an increased financial burden on the council. (not recommended)
2. Permit the use of inflatables in both council buildings and on our land. Whilst further controls could be introduced to ensure we are aware of operators using or hiring inflatables so as to provide increased guidance, the council should recognise that it cannot fully monitor their safe use at all events placing users at increased risk. (not recommended)
3. Introduce a partial ban on inflatables permitting their use indoors, where use can be more rigorously controlled, by the site operator. They would not be permitted for use outdoors at events arranged by third parties when held on our land. This option reduces risk to users and restricts the use of inflatables outdoors, where the risk is highest due to changeable weather conditions or as an event organiser may not be aware of their responsibility. (**Recommended**)
4. Do nothing – Inflatables use continues to be permitted, the council does not modify the event booking process meaning we will be unaware when inflatables are to be used thus preventing us from being able to provide event organisers with guidance. (not recommended)

5.2 As a result it is felt that a partial ban preventing the use of inflatables at outdoor events when arranged by third parties on council owned land is the most sensible solution to reduce the risk to users and attendees.

6. **Implications**

- 6.1 Community Safety - (Crime and Disorder Act 1998)
The report details how we are seeking to protect our communities through restricting the use of inflatables.
- 6.2 Workforce
No implications
- 6.3 Equality and Diversity/Equality Impact Assessment

This report has been prepared in accordance with the council's Diversity and Equality Policies.

6.4 Financial Considerations

No implications

6.5 Legal

As detailed within the report in regards to health and safety responsibilities and liability.

6.6 Climate Change

No implications

6.7 Consultation

No implications

6.8 Risk Assessment

The assessment of risk to users of inflatables has been paramount to the production of this report and the consideration as to whether a ban on their use reduces risk sufficiently.

ANDREW P STOKES

Executive Director (Transformation) and Chief Finance Officer

**Web Links and
Background Papers**

Contact details

Nicola Kemp
Head of Service Commissioning
nicola.kemp@highpeak.gov.uk

7. Detail

- 7.1 Inflatable use across the Staffordshire Moorlands occurs in a number of forms, including:
- At events which occur on our land i.e. parks and open spaces, these would be hired in or operated directly by the event organiser,
 - Within our leisure centres specifically within the swimming pools, Lex Leisure use inflatables in the pool environment providing activities for children.
- 7.2 The councils Corporate Health & Safety Advisor (CHSA) developed a procedure SP033: Bouncy Castles and Inflatables in 2011, this was last updated in 2019 (see Appendix A). This Alliance wide guidance details the precautions to be taken when erecting and using inflatable devices on council owned land.
- 7.3 It is also intended to give direction to those proposing to hire or operate inflatable's including bouncy castles as part of an organised event, or as part of a contract on behalf of the council.
- 7.2 In light of the number of fatalities which have occurred nationally in the last four years, it is an appropriate time for the council to consider whether the use of inflatables on our land continue to be permitted.

8. Legislation and HSE guidance

- 8.1 Legislation including the Health and Safety at Work Act 1974 Sections 3 and 6 applies in regards to the use of inflatables as does the Provision and Use of Work Equipment Regulations 1992.
- 8.2 The Health & Safety Executive (HSE) supports two industry inspection schemes for inflatables run by PIPA and Amusement Devices Inspection Procedures Scheme (ADIPs). Most play inflatables will display either a numbered PIPA tag or an ADIPs declaration of compliance (DoC) to show they comply with British Standard BS EN 14960. This applies to inflatables used both inside or outside.
- 8.3 An owner or the person making the inflatable available for use, is responsible for making sure a range of tests are carried out, including:
- An 'initial test' following purchase to confirm it complies with BS EN 14960.
 - An annual inspection by a competent person. This person should review previous inspection reports and certificates and will inspect all parts of the inflatable and its equipment that affects its safe operation including;
 - wear or rips in the fabric,
 - the internal air pressure,
 - the number and condition of the anchors,
 - the firmness of any walls and towers,

- the condition of the blower and whether it has sufficient mesh guards.
- 8.4 Following a number of tragic fatalities in 2018, the HSE has published revised guidance for industry stakeholders and operators of inflatable equipment in early 2019.
- 8.4 The availability of clear guidance/standards and the now widely known potential for inflatable play equipment injury means that Environmental Health Officers who find operators of inflatable play equipment not meeting the required standards and therefore putting children at risk, can take strong enforcement action.
- 8.5 The revised HSE guidance recommends that operators carry out the following in line with the inflatable's operator manual:
- No inflatable should be used in winds above 24 mph (38 kmph), Force 5 on the Beaufort Scale (small trees in leaf begin to sway at this wind speed).
 - The manufacturer's operating manual should be referred to, to determine if the inflatable has a lower maximum wind speed for operations, in order to confirm the maximum wind speed for the safe operation of the inflatable.
 - When the inflatable is being operated outside, an anemometer should be used to measure the wind speed at regular intervals. If one is not available, the inflatable should not be operated outside.
 - Smartphone weather applications should not be used to measure wind speed as they do not take localised wind conditions into account.
 - When using the inflatable outside, all anchor points must be used, with metal ground stakes at least 380 mm long and 16 mm wide, with a rounded top. They should have a welded metal 'O' or 'D' ring fitted to the end.
 - All inflatables must have at least 6 anchor points. The operators manual should be referred to, to confirm how many there should be, these should be regularly checked to ensure they remain in place and have not been removed.
 - Ropes used to secure the inflatable should be in good condition and not be stretched, frayed or rotten. Improvised tow ropes, eg. bungee cord should not be used.
 - If ground stakes cannot be used because of the surface (eg tarmac) ballast should be used with anchor points each weighing at least 163 kg and with suitable fixings to attach the guy ropes. The inflatable should be tightly secured to the ground so that the wind cannot get under it and lift it up.
 - If an inflatable is being used indoors, the operator's manual should be referred to, to provide instruction on what anchorage is necessary to maintain the shape of the device and prevent overturn.
 - All other associated equipment must be safe, including the blower.
- 8.4 In addition, the HSE recommends that there should be constant supervision of an inflatable or bouncy castle by at least one suitably trained person.
- 8.5 Furthermore, operating instructions must be supplied to persons hiring an inflatable for use, for example at an event, this should include the following:
- Detail restrictions on the number of users on the inflatable at any one time to the limit as specified in the operators manual or on the unit label. This

should never be exceeded, a user height limit may also be required to restrict bigger users separate from smaller ones.

- Make sure users can get on and off safely, with safety matting at the entrance that is no more than 2 inches deep.
- Users should not wear shoes or glasses and should empty their pockets of all sharp or dangerous items.
- Anyone obviously intoxicated should not be allowed on.
- Users should be prevented from climbing or hanging on the walls.
- Anchor points should be regularly checked to ensure they remain secure.

9. Councils Banning Inflatables on their land

9.1 A number of councils have in recent years banned the use of inflatables, such as slides and bouncy castles on their land. In most cases the ban has been introduced as a result of a fatality within the council area or nearby. The table overleaf details those authorities that have taken this decision.

Local Authority	Reason	Type Banned	Date
Woking Borough Council	Fatal Accident at an event held on council land	Inflatable slides	March 2019
Ormsby and Scatby Parish Council	Followed decision of Havant	Bouncy Castles	August 2018
Havant Borough Council	Explosion/Fatality	Bouncy Castles	July 2018
Harlow Council	Fatal Accident- blew away	All inflatables	March 2016
Fife Council	8 Accidents	All inflatables	October 2008

9.2 High Peak BC took the decision in February 2020, upon receipt of an equivalent report, to ban the use of inflatables on council land when operated by third parties.

9.3 It should be recognised that there may be other local authorities who have banned inflatables on their land, the councils listed above are those whose bans have been promoted in the main media. To our knowledge no councils in Staffordshire have taken a decision to ban inflatables.

9.4 There is much evidence to confirm that many injuries occur whilst using a bouncy castle or other type of inflatable play equipment. Injuries are often caused by people bouncing off the inflatable onto the ground, being hit by other people or by just falling awkwardly. A number of recent fatal accidents to users have occurred where bouncy castles were not anchored safely.

9.5 Many accidents could be prevented by improved supervision and sensible use; however there is a risk of a serious disabling injury even when they are correctly operated. This report has been drafted to not only highlight guidance around the use of inflatables and associated risk but also to ensure the council is adequately protected from liability when they are used on its land.

9.6 The council's insurer Zurich was asked to provide its view on the use of inflatables and associated risk. They were unable to provide the council with a definitive or recommended position but confirmed in their opinion that there remains significant risks with their use.

10. Use of inflatables by our contractors

10.1 Pool inflatables are regularly used within the council's leisure centres. These are operated by Lex Leisure providing fun activities in school holidays or for pool parties.

10.2 As a result Lex Leisure are wholly responsible for ensuring their safe use, including monitoring users and to ensure appropriate checks of the equipment occurs in line with recommended guidelines and legislation. Liability for their correct use therefore lies solely with Lex Leisure.

11. Use of inflatables at Events

11.1 The council regularly permits events to be held within its parks and on open spaces. An event booking process is in place to ensure the council is content that health and safety and other other considerations have been made by the organiser.

11.2 At the planning stage of an event, the organiser must complete an Event Request Form, this is submitted along with additional detail to the council for consideration. This request form does not currently ask an event organiser whether they plan to hire in or operate an inflatable at the event. Therefore we are unaware how many inflatables have been used on events held on our land in recent years.

11.3 Liability, should an incident occur at an event on our land, sits with the event organiser. All organisers as a result are required to have Public Liability Insurance (PLI). This ensures they, and separately the council, are protected from unfortunate occurrences such as an injury to an attendee.

11.4 In 2019, the Alliance decided to categorise events as low, medium or high risk in order to determine the level of PLI required. The agreed categorisations are as follows:

- Low risk (requires PLI of £1million) - less than 149 attendees, activities undertaken which are in keeping with a park or open space, event has little or no commerciality and does not involve any licensable activities, i.e. an event operated by a community group or fund raising.
- Medium risk (requires PLI of £5 million) - 150-1,499 attendees expected, provision of limited activities not in keeping with a park or

open space, some commercial activity is provided i.e. food and drinks concessions/sales and potential licensable activities, i.e. community group, charity or a friends group organising an event such as a car rally, sporting event or large scale fund raising event.

- High risk (requires PLI of £10 million) - an event which expects +1,500 attendees such as a commercial fair or circus and which would include a range of high risk activities including the installation of large temporary structures such as marquees, fair rides or amusements, the sale of alcohol (separately licensed), firework displays or bonfires and other licensable activities including food and drink concessions.

- 11.5 Inflatable equipment used at an event may be hired by the event organiser which we would hope would be from a reputable company. Meaning the equipment would be set up, operated and supervised by the hire company's own staff. This company would be required to fully comply with HSE guidance as detailed earlier in this report, which ensures all aspects of safety are considered and monitored, the hire company should also be checked to ensure it employs suitably experienced and trained adult personnel.
- 11.6 In such instances the event organiser hiring an inflatable should obtain risk assessments from the supplier. These should detail the delivery and retrieval, siting, set-up and if appropriate the supervision of the equipment. All aspects of use of the inflatable should then be detailed in the event risk assessment produced by the event organiser. This is a requirement of the Management of Health and Safety at Work Regulations 1999.
- 11.7 If the organiser intends to operate the inflatable themselves, they must ensure that they are provided with written instructions about the safe setting up, operation and supervision of the equipment, they should also obtain evidence that the equipment has been properly maintained via an ADIP inspection report or equivalent.
- 11.8 In both scenerios as part of the event booking process, officers would request to see copies of the event risk assessment along with the site plan and copies of PLI certificates before authorising an event. Currently the council's event booking process does not ask the organiser if they plan to provide an inflatable at their event. Meaning there is an increased risk that event organisers may not give full consideration to their use or be familiar with considerations they should be making.
- 11.9 Taking into account the number of accidents and fatalities that have occurred nationally in recent years, the use of inflatables at events is seemingly the biggest area of risk given that event organisers may not be fully aware of their roles and responsibilities in regards to the provision or operation of an inflatable.
- 11.10 The council can improve its event booking process to ensure we are in future aware of those events which plan to use inflatables ensuring we can give guidance to event organisers regarding their proper use. It should though be recognised that as these events usually occur outside of normal working hours, it is impractical for the council or its officers to undertake checks on

inflatables in use at such events to ensure they are being used correctly and safely by either the event organisers or a hire company. Therefore risk levels whilst diminished will not be fully addressed by this additional action.

Staffordshire Moorlands District Council and High Peak Borough Council

SP033: Bouncy Castles and Inflatables

Purpose

This procedure has been developed to provide additional guidance on the precautions to be taken when erecting and using inflatable devices on Council owned land.

This document is also intended to give direction to those proposing to hire or operate inflatable's including bouncy castles as part of their organised event, or as part of a contract on behalf of the Council.

Serious incidents have occurred where inflatables have collapsed or blown away in windy conditions.

Health and safety law applies to the supply, hire and use of inflatables for commercial purposes. It does not apply to private, domestic buyers and users.

If followed, the guidance here will assist us in reducing accidents and potential liability to all parties concerned.

Related Documents

Health and Safety at Work, etc Act 1974;
Management of Health and Safety at Work Regulations 1999;
Provision and Use of Work Equipment Regulations 1992:
British Standard EN 14960-2013- Inflatable Play Equipment
HSG 175 Fairgrounds and Amusement Parks- Guidance on Safe Practice;
Note PM76- The Safe Operation of Inflatable Bouncing Devices.
The Events Safety Guide – 2016
PIPPA or ADIPS Inspection Programme
HSE Guidance 2019

Approval

This document was approved by the Corporate Health and Safety Committee on December 17th 2019 and supersedes all other previous documents issued on this subject.

Introduction

There is much evidence to confirm that many injuries occur whilst using a bouncy castle or other type of inflatable play equipment. Most of the injuries are caused by people bouncing off the inflatable onto the ground, being hit by other people or by just falling awkwardly. More recently there have been a number of occasions nationally where bouncy castles were not anchored safely causing fatal injuries to users.

Many of these accidents could have been prevented by adequate supervision and sensible use; however there is a risk of serious disabling injury even when they are correctly operated. Accidents also occur as most bouncy castles and inflatables are designed for use by children not adults.

Policy

Events

At the planning of an event stage the event organiser must complete an Outdoor Event Request Form and submit this along with additional detail to the Council for consideration discussion and permission. The event organiser will need to make their application well in advance of their event not only to ensure the area of land chosen is available but to give themselves sufficient time to collect the documentation that will be required as part of the process.

Where hired the equipment should be hired from a reputable hire company and wherever possible set up, operated and supervised by the hire company's own staff. They should fully comply with the Health and Safety Executive Guidance Note PM76-'The Safe Operation of Inflatable Bouncing Devices'. (This important guide deals with all aspects of safety) and employ suitably experienced and trained adult personnel.

If as part of an event it is proposed that the organiser intends to operate the inflatable themselves, they must ensure that they are provided with written instructions about the safe setting up, operation and supervision of the equipment and that they have evidence that the equipment has been properly maintained in the form of the Amusement Devices Inspection Procedures Scheme (ADIPS) inspection report or equivalent.

The event organiser will need to obtain risk assessments from the supplier of the inflatable to cover the delivery and retrieval, siting, set-up and if appropriate the supervision of the equipment. In addition the event organiser must ensure that all aspects of the use of the inflatable are included in the event risk assessment. This is a requirement of the Management of Health and Safety at Work Regulations 1999. The Council will require copies of these documents, along with the site plan, and copies of public liability insurance certificates.

It is the duty of the organiser/contractor to check the site prior to setting up for any event. Although regular inspections are made on all Council open spaces, it is not done on a day to day basis and hazards may exist. Should an event organiser/contractor spot any hazardous area they should notify the Council as soon as possible so it can be rectified prior to the event.

Part of the responsibilities of the organiser/contractor is to ensure that the entire area hired, including surrounding areas has not been littered with rubbish from event.

The event organiser's/contractors insurance should cover any damage to the Council's Ground Maintenance Equipment as a result of items left on or in the ground following the event. Care should be taken to avoid spillage of hazardous liquids resulting in damage to either grass or shrubs etc.

Controllers (Contractors)

Where a contract for the provision of Inflatables has been established the controller (contractor) must ensure that all of the requirements of the contract specification are met and that the above controls are also in place.

Additionally, they must also ensure the following:

- Adequate adult supervision is maintained;
- Risk assessments are developed, maintained, communicated and reviewed;
- Access to dangerous (parts of) machinery (inadequately protected, or unguarded blower units) is restricted at all times;
- Wind checks are carried out and recorded device must not be used if there is a strong wind or in wet weather;
- Accidents to members of the public are reported to the HSE as appropriate and Council;
- New equipment or devices are not introduced unless agreed in writing by the Council;
- Daily compliance checks must be made and recorded;
- In case of fire, adequate means of escape must be maintained at all times and adequate fire fighting equipment available on site;

Recognised Hazards

- Instability and blowing away in windy conditions;
- Falls from the structure;
- Tripping (particularly over anchorages);
- Injury to users caused by boisterous behaviour or overcrowding;
- Access to dangerous (parts of) machinery (inadequately protected, or unguarded blower units);
- Electrical hazards (e.g., shock or burns);
- Inadequate means of escape in case of fire;
- Injury to users caused by wearing inappropriate clothes and shoes;
- Suffocation and entrapment.

Recommended Health and Safety Control Measures

When setting up, carry out the following safety checks in line with the inflatable's operator manual:

No inflatable should be used in winds above 24 mph (38 kmph), which is Force 5 on the Beaufort scale (small trees in leaf begin to sway) All inflatable operators should have available an anemometer for measuring wind conditions. Measurements should be taken at regular intervals and recorded. It is not acceptable to use phone based weather apps to measure wind conditions, as localised conditions can vary significantly.

Certain inflatables may have a lower maximum wind speed for operation. Always check the manufacturer's operating manual to confirm the maximum wind speed for the safe operation of the inflatable.

When the inflatable is being operated outside, use an anemometer to measure the wind speed at regular intervals. If one of these is not available, the inflatable should not be operated outside.

Do **not** use smartphone weather applications to measure wind speed as they do not take localised wind conditions into account.

When using the inflatable outside, all the anchor points must be used, with metal ground stakes at least 380 mm long and 16 mm wide, with a rounded top. They should have a welded metal 'O' or 'D' ring fitted to the end

All inflatables must have at least 6 anchor points. The operator manual will tell you how many there should be, and you should check to ensure they are all still in place and have not been removed.

The ropes used to secure the inflatable should be in good condition and not stretched, frayed or rotten. Never use improvised tow ropes, e.g. a bungee cord.

If ground stakes cannot be used because of the surface (e.g. tarmac) use ballast with anchor points each weighing at least 163 kg and with suitable fixings to attach the guy ropes. The inflatable should be tightly secured to the ground so that the wind cannot get under it and lift it up.

If an inflatable is being used indoors, refer to the operator's manual which will provide instruction on what anchorage is necessary to maintain the shape of the device and prevent overturn.

Before use

Check:

The correct blower is being used (the blower specification, including output, will be given in the operating manual). The correct blower should be being used to inflate the device (the blower specification, including output, will be given in the operating manual).

The blower should be well maintained, and a visual check should be undertaken to ensure that there are no obvious signs of over-tension or sagging of the structure. The manufacturers operating manual should also specify the time it should take for the device to inflate fully.

The use of a blower with either the incorrect output, or one that is poorly maintained can cause an issue with the stability and integrity of the inflatable device giving rise to a risk of serious personal injury.

All associated electrical equipment including blowers must be in good condition.

There are no obvious signs of over-tension or sagging of the structure. Also check if the anchor points have been pulled out during inflation and the connection tube and blower are firmly attached to each other Impact-absorbing mats are in position.

There are no holes or rips in the fabric or seams.

It looks symmetrical – if it looks misshapen or deformed there could be internal problems that make bouncing unpredictable and it should therefore not be used.

Safe use, supervision and monitoring

There should be constant supervision by at least one suitably trained person over the age of 18.

Operators should be able to demonstrate a practical appreciation and understanding of the risk associated with the operation of their device that follows the information set out within the operating manual and HSE guidance.

Operating instructions must be supplied on site and should include the following:

Restrict the number of users on the inflatable at the same time to the limit in the operator manual or on the unit label. Do not exceed the user height limit and keep bigger users separated from smaller ones.

Make sure users can get on and off safely, with safety matting at the entrance that is no more than 2 inches deep.

Users should not wear shoes or glasses, and should empty their pockets of all sharp or dangerous items.

Anyone obviously intoxicated should not be allowed on the bouncy castle/inflatables.

Don't allow users to climb or hang on the walls.

Regularly check that anchor points are still secure.

When operating the inflatable outside, use an anemometer to measure wind conditions at regular intervals, and visually check for changes in wind direction (such as looking at how the trees are swaying).

Ensure wind speed readings are made in the direction of the wind.

Tests and inspections

Initial test- A new inflatable should have an 'initial test' to confirm it complies with BS EN 14960 before it is used.

Annual inspection- Should be carried out by a competent person. They should identify the inflatable and blower by their serial numbers and look at any previous inspection reports and certificates.

The inspection should cover any part of the inflatable and its equipment that may affect its safe operation.

Insurance

Before confirming your booking, you must check that the hire company holds Public Liability (“third party”) insurance to cover the risk of injuries for at least £5M any one incident. A number of hire companies use an overseas-based insurer that is NOT acceptable to the Council so ask for written confirmation of the cover and send it to the Insurance Officer for approval before you take the booking.

Controllers (Contractors) must hold Public Liability (“third party”) insurance to cover the risk of injuries for at least £5M any one incident. Contractors and event organisers are reminded to ensure that any special conditions stipulated in their insurance policies are met at all times.

Checklist

The following is a guide to ensure that the necessary information regarding the use of inflatables is available prior to the event;

- Hire Company Insurance Certificate
- First-aid Provision
- Event Risk Assessment
- Fire Provision
- Hire Company Risk Assessment document
- Pre use inspection- Wind speed anchorage points
- ADIPS/PIPPA Inspection Report or equivalent
- Site Plan

Further Information

Amusement Devices Inspection Procedures Scheme

<http://www.adips.co.uk/>

MONITORING, AUDIT AND REVIEW

The suitability of this procedure is monitored periodically by the Corporate Health and Safety Advisor, compliance checks will be carried out by those officers agreeing to the use of Bouncy Castles and Inflatables on Council Land.

**Service Delivery Overview and Scrutiny Panel
Work Programme 2019/20**

Date	Item	Contact Officer
5 June 2019		
	Overview & Scrutiny Briefing	D Larner
	Growth Strategy	D Larner
3 July 2019		
	Homelessness Strategy Update	M Walker
	Development of Leisure Centres	A Stokes
	Recycling Services and Performance in the Staffordshire Moorlands	A Stokes
25 Sep 2019		
	Wharf Road and Tunstall Road Masterplan – update and next steps	S Porru
	Acquisition Strategy	S Porru
	AES/ANSA Annual Performance Update <ul style="list-style-type: none"> • Presentation from ANSA • Accompanying Report from Nicola Kemp 	
20 Nov 2019		
	Stalled Development and Affordable Housing	S Porru
	Leisure Centre Options & Leisure Centre Performance Update	N Kemp/Parkwood
	Leek Markets Income Improvements	S Porru
29 Jan 2020		
	Education/ Media Strategy on Dog Fouling	D Smith
	Future of the Trestle Market, Leek TBC – Req from Cllr Atkins	S Porru
18 March 2020		
	Progress Report on the Councils Strategy for Physical Activity and Sport	R Wilks
	Use of Inflatables on Council Owned Land	N Kemp
TBC	AES Annual Update	A Stokes
	Parkwood Leisure Annual Update	
	Cheadle Masterplan/High Street Issues	S Porru

	Mill Regeneration	S Porru
	Review of the Growth Strategy	S Porru
	Response to the letter sent to the Government re Affordable Housing/Stalled Development	S Porru
	Cheadle Town Centre Projects	S Porru
	Market Hall Update	S Porru