



Conduct visual inspection of park facilities

AHCPGD206A

By the end of this topic, you should be able to:

- Prepare for visual inspection
- Undertake visual inspection
- Submit report

- Parks cater to a range of public recreational facilities
- Facilities may include the following:

Playgrounds	Playground soft fall	Pathways	Play equipment	Furniture and structures
Fences	Barbeques	Steps and stairs	Bollards	Tree and grass protection devices
Bins	Signs	Toilets	Shelter buildings and structures	Paved, turf and/or grassed recreational areas

- The purpose of a park facilities inspection is to provide information for effective maintenance and repair work
 - Particularly in relation to end use of the facilities and equipment and the safety of others, namely members of the public
- Inspections allow facilities to be evaluated and issues identified, rated and reported

- To prepare for inspections, you should undertake the following:
 - Consult with your supervisor to interpret site plans
 - Identify the park site, facilities, equipment and services
 - Measure distances, as required
 - Calculate areas: $L \times W$ (m^2 or km^2)
 - Consult with your supervisor to interpret inspection checklists
 - Clarify requirements and terminology
 - Check the weather on the proposed day of inspection
 - Adverse outdoor climatic conditions (e.g. rain, hail, wind, very high ultraviolet radiation) can make inspections difficult or impossible to carry out

- To prepare for inspections, you should undertake the following:
 - Be familiar with applicable laws and documentation
 - Enterprise presentation standards
 - Acts [e.g. *Work Health and Safety Act 2011* (Qld)]
 - Regulations [e.g. *Work Health and Safety Regulation 2011* (Qld)]
 - Codes of Practice and Australian Standards, for example:
 - *Work health and safety consultation, co-operation and co-ordination Code of Practice 2011*, which explains the requirements of the legislation (e.g. who should be consulted when identifying hazards/risks relating to park facilities).
 - Building Code of Australia and Australian Standards which explain the requirements for amenities (e.g. disabled toilets being constructed if toilets are part of park facilities)

- The following should be checked during the inspection:
 - Presentation and condition of facilities and amenities
 - These should be provided with a rating
 - Facilities, equipment and services are following recommended use
 - Manufacturer's specifications should be followed
 - Maintenance schedules are being followed
 - Public toilets should be kept in a clean, tidy and hygienic state through planned and reactive maintenance activities

- The following should be checked during the inspection:
 - Risks and impacts from site facilities
 - Safety (e.g. visitors may be harmed by precarious access, damaged facilities/equipment/services, or exposure to dangerous materials/objects)
 - Safety parameters should be put in place
 - Assess risks that are present
 - Environmental (e.g. sewage and litter have impacts on the surrounding environment)

- During inspections you will likely be working with and around other people, including colleagues and members of the public
 - When receiving instructions:
 - Apply active listening
 - Question and ask for clarification, as necessary
 - Be sure to act in a positive and professional manner
 - Be mindful of people's varying backgrounds and abilities

Conducting inspections

- During inspections you will likely be working with and around other people, including colleagues and members of the public.
 - Report issues within a timely fashion to your supervisor or Work Health and Safety Officer (WHSO)
 - Complete incident records and hazard report forms/registers, as necessary
 - Those requiring urgent action (e.g. extreme risks) should be reported immediately
 - Clearly, concisely and accurately record findings on appropriate paperwork
 - Complete inspection checklists and/or reports
 - Report hazards on appropriate paperwork