

PFMC- Additional Health and Safety Control Measures Feb 2024

Ref	Additional Control Measure to consider	Decision/Action
1.	<p><b><u>Pavilion Management Process:</u></b> (by 30/4/24)</p> <p>To Include:</p> <ul style="list-style-type: none"> <li>- Ensure doorways are kept clear</li> <li>- Ensure general tidiness</li> <li>- Visual check of fire extinguishers and ensure annual inspection</li> <li>- Implement regular cleaning routine (pavilion and fridges)</li> <li>- Rubbish/recycling put out in The Glebe for collection</li> <li>- Run Showers/flush toilets weekly</li> <li>- Check overhead cable between pavilion and equipment shed</li> <li>- visual check around pavilion for climbing aids</li> <li>- check first aid kit and replenish as necessary</li> <li>- check accident book and report to PFMC</li> <li>- ensure changing room doors are left open</li> <li>- check external pavilion for litter</li> </ul>	
2.	<p>Additional Users brief: (by 30/4/24)</p> <p>To include</p> <ul style="list-style-type: none"> <li>- keep doorways clear</li> <li>- ensure tidiness</li> <li>- use circuit breaker if using external electrical equipment</li> <li>- Review new Risk Assessment</li> <li>- Remind of First Aid kit and emergency process/access gate.</li> </ul>	
3.	<p>Ensure volunteers are aware of new Risk Assessment and control measures</p>	
4.	<p>Review and amend volunteer details and training undertaken, including details of those able to provide training on equipment</p>	
5.	<p>Complete Grass cutting/maintenance schedule and include need to maintain grass in Car Park area and keeping pedestrian warning sign clear of overgrowth.</p>	
6.	<p>Arrange Annual clearance/tidying of Equipment Shed</p>	
7.	<p>Refit door stop on outside of the equipment shed door</p>	
8.	<p>Consider additional security arrangement to protect injury from gang mowers</p>	

9.	Put in place process for checking of trees for falling branches, over hanging branches around field and play area	
10.	Put in place a process for weekly checking of play area (visual) to identify damage/risk and to clear litter from play area	
11.	Put in place annual weedkilling of playing field by certified professional	
12.	Consider additional bin (or moving existing bin) to front of Pavilion.	
13.	Ensure publicity campaign as required to remind dog owners to keep dogs on lead and clear up after them.	
14.	To review hire process and agreement procedure, ensuring the inclusion of third party risk assessment and public liability indemnity.	