

**On site Joint follow-up Market Surveillance Action on GPSD Products - JA 2015
(Grant Agreement No 705038 - JA 2015 - GPSD)**

**Minutes of the 1st Project Group Meeting (Open Session) held on 16 June 2016
at 09.30 am**

Venue: PROSAFE's offices, 41 Ave des Arts, 1060 - Brussels, Belgium

AGENDA

1. Opening of meeting - Welcome by Toon Goossens, Project Leader
2. Adoption of agenda
3. Overview of PROSAFE Joint Action 2015 -
 - 3.1 Background information
 - 3.2 Extract from the Grant Agreement for JA 2015 as it relates to the playgrounds project
4. Relevant legislation & standards
5. The Project Plan
6. National overview of Playground Equipment and Playground Safety - UK
7. Methodology for the Risk Assessment of Children's Playgrounds - The RoSPA method
8. Oral & written presentations from stakeholders - (a) external stakeholders; (b) participating Member States
9. Tour de table from participants to raise any issues not already covered in the agenda
10. The way forward & closure of the meeting

The following attended the meeting:

From the participating Member States:

Belgium: Toon Goossens; Carine Renard

Czech Republic: Danibor Soltys

Germany: Cluadia Knauff

Iceland: Edda Olafsdottir

Latvia: Vita Visocka

Norway: Truls Andresson

Slovakia: Andrea Valkova

Slovenia: Teja Stivan-Zgajnar

From the EU: A representative from DG Justice & Consumers, viz.:

DG Justice: Tommaso Chiamparino

From stakeholder organisations:

ANEC: David Bruno

CEN Technical Committee 136 - Sports, playground and other recreational facilities and equipment - Sub-Committee - Playground equipment for children: Koen de Maertelaere

From PROSAFE:

JA 2015 Project Leader: Michael Cassar

Robert Chantry-Price

Apologies for absence:

John Bradford Clark. Register of Playground Inspectors International, UK

MINUTES OF THE MEETING

1 Opening of meeting

Toon Goossens welcomed members to the meeting.

2 Adoption of the agenda

The draft agenda for the meeting was adopted.

3 Overview of PROSAFE Joint Action 2015

3.1 Background information

Michael Cassar gave a brief introduction to Joint Action 2015. He drew attention to the various ‘vertical’ Joint Actions that would be taking place during the course of the project and to the various ‘horizontal’ activities.

Following this Robert Chantry-Price gave a ‘powerpoint’ presentation concerning the project on playground equipment.

3.2 Extract from the Grant Agreement for JA 2015 as it relates to the playgrounds project

Robert Chantry-Price introduced a paper, which gave details of those requirements relating to the playgrounds project that are specified in the Grant Agreement. He drew attention to the roles and tasks that are required to be undertaken by the representatives of the Member States and those that need to be undertaken by the Project Coordinator.

He said that the project would include a number of phases, viz.: Risk and market analysis; Identifying the sampling criteria; Risk assessment; The inspection of playgrounds and Following up on non-compliant playgrounds/playground equipment.

He drew attention to the fact that the project was unusual in that it did not include any laboratory testing of products, but that this has been replaced by the need for staff in the participating Member States to organise the inspection of a range of playgrounds in their country.

He also drew attention to the need to comply with the Grant Agreement by preparing a number of deliverables, viz.:

Deliverable D10.1 : Planning of activities - Playground [Due month 6]
Detailed approach to market surveillance activities

Deliverable D10.2 : Project meetings - Playground [Due month 24]
Minutes from project meetings x 6

Deliverable D10.3 : Tools for market surveillance - Playground [Due month 8]
Guideline to Member States on how to exchange information; Memo to Member States on which products to sample; Checklist and/or guideline capturing the best practices for doing market surveillance

Deliverable D10.4 : Organisation of playground inspection and ‘on site’ testing - Playground [Due month 12]
Test criteria; Letter to Member States Market Surveillance Authorities concerning the inspection and ‘on site’ testing of playground equipment; Description of the specific tests to be performed on each type of playground equipment. Evaluation of the inspection and testing undertaken; Risk assessment of non-compliant equipment/playgrounds.

Deliverable D10.5 : Market surveillance - Playground [Due month 24]

Review of 'follow up' activities. Statistics on activities (i.e. number of playgrounds inspected, assessed and action taken.); Memo with description of follow-up activities.

Deliverable D10.6 : Final Report Playground [Due month 24]

This report will be drafted for the relevant target groups (market surveillance authorities, consumer organisations, industry, standardisation bodies, other concerned stakeholders or interested parties) and presents clearly the results achieved and the benefits and impact of the product activity.

(Note: Robert Chantry-Price has modified the Deliverables D10.4 and D10.5 slightly from that given in the Grant Agreement so as to reflect the fact that the project will involve the inspection of playgrounds by staff of the participating Member States, rather than being involved in the laboratory testing of playground equipment.)

4. Relevant standards for the project

A list of the current standards, draft standards and published documents was received. Attention was drawn to the fact CEN are likely to publish a standard relating to the siting of playgrounds during the course of the project.

5. The Project Plan

A copy of the draft Project Plan was received. Robert Chantry-Price said that it is likely that the plan would be modified during the course of the project and that at this stage it is only in 'draft' form.

During the course of the meeting it became apparent that it is unlikely that the first market surveillance exercise would be conducted during the autumn 2016 and that the principal market surveillance exercises would need to be undertaken during 2017.

6. National overview of Playground Equipment and Playground Safety - UK

Robert Chantry-Price introduced a paper entitled 'National overview of Playground Equipment and Playground Safety - UK.

He said he had prepared the paper with two objectives, viz.:

1. To gain a better understanding of the playground/playground equipment market in the UK, and
2. To provide a blueprint for the participating Member States when preparing details of the structure of the national market in their own country.

He explained that this information would form part of Deliverable D10.6 (see minute 3 above). He was aware that because the playground equipment market in most of the participating Member States is much smaller than that in the UK, members might have some difficulty in obtaining the relevant information when preparing their report on the playground equipment market in their country.

The UK report included the following topics:

1. Legislation & standards relating to playground equipment

2. UK legislation and standards relating to playground safety
3. Playground equipment suppliers in the UK
4. The size of the UK market for playground equipment 6
5. The inspection and maintenance of playground equipment in the UK
6. The risk assessment of playground equipment & playgrounds
7. The cost of inspecting playground equipment in the UK
8. Education & training for the maintenance of playground equipment in the UK
9. Qualifications relating to the education & training of playground inspectors
10. Accident statistics relating to playground injuries in the UK
11. Other issues relating to the safety of playgrounds and playground safety

Robert Chantry-Price said that, following the meeting, he would prepare a template for the representatives from the participating Member States to use when drafting the National Overview of the playgrounds market in their country. He said that it would be largely based on his paper on the UK market, but would also include other topics that should be included as a consequence of today's discussions.

7. Methodology for the Risk Assessment of Children's Playgrounds - The RoSPA method

Robert Chantry-Price introduced a paper that outlined the method for risk assessing items of playground equipment that had been prepared by the Royal Society for the Prevention of Accidents (RoSPA), UK. He said that the paper was loosely based on the methodology detailed in Decision 2010/15/EU - the Risk Assessment Guidelines. He explained that the Commission's Guidelines were being used by the other projects being conducted by PROSAFE, and it was expected that, *ceteris paribus*, the playgrounds project should use the Commission's RAG, or a close variant of them, when risk assessing playground equipment.

He drew attention to two interesting features of the RoSPA methodology, viz.:

1. That it catered for a number of different types of playground equipment, e.g. swings, slides, multi-play units, seesaws and rocking items, roundabouts and rotating equipment, as well as ancillary equipment such as seats, fencing, the design and location of the playground etc., and
2. That it took account of not only the state of the equipment, but that of the surface type on which it is located and whether the surface complies with the requirements of EN 1176.

In applying the RoSPA methodology it was not clear how the results obtained from the various tables is applied to the 'risk score'.

Robert Chantry-Price invited members to send him details of any the risk assessment methodologies for playgrounds/playground equipment that they thought might be useful when assessing playgrounds/playground equipment.

8. Oral & written presentations from (a) external stakeholders; (b) participating Member States

Toon Goosens invited the stakeholders and the representatives from the participating Member States to outline their concerns about playground safety and the issues on which they thought the project should focus.

David Bruno, ANEC, thought that the project should not just assess the safety of individual items of playground equipment, but the playground in which the equipment is situated. He drew attention to the fact that over time the equipment can lose its structural integrity as a consequence of consumer wear, consumer abuse and the impact of the environment on the equipment etc., i.e. frost, snow, ice, rain, heat, corrosion of metal items, decay of wooden components etc. He also drew attention to the accident statistics relating to playground equipment and the importance of having the appropriate impact absorbing surfaces for each item of equipment.

He was concerned about the lack of the regular inspection of playground equipment. He suggested that in many cases when the equipment is installed some items are not supplied with valid certificates of conformity to the relevant part(s) of EN 1176.

He thought that the project should not include 'water play' equipment, but should focus on indoor and outdoor playgrounds.

Koen de Maertelaere, CEN TC 136 - SC1, drew attention to the work currently being undertaken within TC 136 - SC1 on the preparation of a scheme for the education and training of inspectors of playground equipment. He said that work on this scheme was well advanced and that a 'draft for discussion' should be available within the next month or so. He kindly agreed to send a copy of the latest version of the scheme, when it is available, to Robert Chantry-Price. This would then be circulated to members of the Project Group.

Koen de Maertelaere also drew attention to the need to take a 'common sense' approach to the inspection of playgrounds and playground equipment. He thought it is not necessary to apply the provisions of EN 1176 rigorously, but to review the risks, if any, posed by each item of equipment. He recognised that in some cases EN 1176 did not provide guidance on whether a particular feature on an item of playground equipment presented or did not present a hazard.

Representatives from the participating Member States - The representatives from the participating Member States gave a short presentation of their views on how the project should be structured and managed.

Inter alia, Teja Stivan-Zgajnar gave powerpoint presentation of Market surveillance on the area of playground equipment in Slovenia. The surveillance started during the course of the JA 2007 Playgrounds project and it continues since then every year. Presentation included a description of the administrative surveillance and the description of the findings of the self-testing with check-lists on spot, photos of findings and statistics. Robert Chantry-Price said he would review the documentation produced during the course of this project to establish whether there were any documents etc. that could be of value to the current project.

Vita Visocka: gave a brief powerpoint presentation of the state of the playground market in Latvia. Her presentation included details of number of inspections that her authority had conducted in recent years on playgrounds, on the various types of non-compliances that were found on the more common items of equipment found in playgrounds and included some very useful photographs of the probes specified in EN 1176 being used on items of equipment. The photos also included some examples of non-compliant equipment.

The other representatives from the Member States thought that the project should focus on:

The type of inspection of equipment that is conducted on an ‘annual’ basis, rather than on ‘routine’ or ‘operational’ inspections;

Equipment in both the ‘outdoor’ and the ‘indoor’ environments;

That ‘inflatable equipment’ and ‘home made’ equipment should not be included in the inspection regime.

It was recognised that in some participating Member States that private playground inspectors are used to conduct the annual inspection of playground equipment as there are insufficient suitably qualified inspectors employed by the market surveillance authorities. Robert Chantry-Price said that all the inspections conducted during the course of the project would need to be conducted by persons employed by the appropriate public authorities, as there is no provision in the ‘playgrounds’ budget for the employment of private inspectors. In any event, some members were concerned about the quality of the work and the reports of inspections conducted by private inspectors in some countries.

The Belgian representatives reported that they used a ‘check list’ when inspecting playground equipment. This had proved to be very useful. Toon Goossens agreed to send Robert Chantry-Price a copy for circulation to members of the Project Group.

9. Tour de table from participants to raise any issues not already covered in the agenda

No new issues were raised during the discussion of this item on the agenda.

10. The way forward & closure of the meeting

Toon Goossens thanked members for their participation in the meeting and for their contribution to the debates. He said that discussion of many of the items raised during the course of the meeting would be reviewed and given further consideration during the course of the ‘closed’ meeting being held later that day.

Action list

<i>Item</i>	<i>By</i>
3 - Amended version of Deliverable D 10.4 - Check that this is OK by Nico Olie	RC-P
5 - Prepare revised version of 'Project Plan' for consideration at 2 nd Project Group meeting	RC-P
6 Revise with the help of TG the topics that members should include in their National Overviews; Set a deadline for the submission to RCP of the National overviews	RC-P & TG
Ask MS to prepare a copy of the National Overview in time for 2 nd Project Group meeting	RC-P
8 - When available, send copy of TC 136- SC1's paper on the duration & training of playground inspectors to RC-P	K de M
Circulate copy of TC 136/SC1 paper to members of Project Group	RC-P
8 - Review documents from JA 2007 - Playgrounds for appropriateness to JA 2015	RC-P
8 - Send Belgian playground inspection 'check list' to RCP	TG
Circulate check list to members of Project Group	RC-P
10 - Thank stakeholders for participation & send them a copy of the minutes	RC-P