

## **Cabinet – 13<sup>th</sup> December 2017**

### **Open Water Safety Policy**

<b>Portfolio:</b>	Councillor Chris Jones Clean and Green
<b>Service:</b>	Parks and Open Spaces
<b>Wards:</b>	All
<b>Key decision:</b>	Yes
<b>Forward plan:</b>	Yes

#### **1. Summary**

- 1.1 Walsall Council has a number of parks, green spaces and agricultural land that include areas of open water. These areas of open water are varied, but enhance biodiversity and public enjoyment of all ages. People should be able to enjoy and appreciate these sites safely for either leisure activities (formal) or more informal recreational activities.
- 1.2 These areas of open water include ponds, pools, brooks, streams, rivers and ornamental water features. Open water sites can present a number of risks and hazards, such as drowning and pollution (oil, blue-green algae, etc), which is harmful to people and animals.
- 1.3 Open water may look attractive, especially in summer months, but can prove to be fatal for individuals swimming in deep water due to water temperatures being cold. In freezing conditions, open water sites might be covered with ice and attract children and young people who may walk on the ice and fall into the water.
- 1.4 The council is responsible for managing open water sites in its ownership, but there are a number of other sites within the Borough that are not under its jurisdiction.
- 1.5 The council will ensure resources are available to service areas for the management and maintenance of open water sites in order to meet their legal duties and responsibilities to the general public and staff.
- 1.6 A Capital Investment Proposal has been submitted following an initial survey of the current identified sites and there will be financial implications of £73,650 (2018/19) and ongoing revenue costs of £31k per year.

## **2. Recommendations**

- 2.1 That Cabinet approve the Open Water Safety Policy detailed in Appendix A
- 2.2 That cabinet approve an amendment to the 2017/18 capital program to provide funding for the policy this financial year
- 2.3 That Cabinet approve the expenditure of £73,650 capital works from the amended 2017/18 Capital Programme and ongoing annual revenue costs of £31k per year to start this year to enable immediate implementation of the policy.

## **3. Report detail**

- 3.1 All open water facilities and other water based facilities for which the council is responsible, are maintained in a safe condition for the benefit of the users and the safety of staff. In all cases, the appropriate service area will review these arrangements and risk assessments in accordance with the Open Water Safety Policy.
- 3.2 The council has a duty to ensure that visitors to its land are kept reasonably safe. This duty can also extend to trespassers, whether or not there is something on the land which might attract them.
- 3.3 The council recognises that the provision of appropriate and adequate information and training on water safety to its staff is essential to the development of the Open Water Safety Policy to reduce drowning and accidents. All those responsible for the safety of open water will attend a one-day RoSPA water safety course (or similar). This will be refreshed every five years. The council will endeavour to ensure that education is provided to the general public through the services of an Education and Maintenance Officer.
- 3.4 All managers responsible for open water sites are required to implement this policy and undertake suitable and sufficient risk assessments in accordance with the Open Water Safety Policy. The results of risk assessments (including the action taken to reduce the hazard) must be recorded in line with this policy.
- 3.5 The inspection regime should be based upon a risk assessment profile determined upon location, public exposure and record of vandalism. The results of all formal inspections will be recorded and the documents retained by the designated manager for the site.
- 3.6 The council will provide information (verbal and / or written) to the general public on all aspects of open water safety based on the educational resources identified by RoSPA. Such resources shall be directed at local schools, community or voluntary groups, being of significant value in promoting the safety message. The Education and Maintenance Officer will produce an education programme.
- 3.7 The council has adopted the RoSPA banding guide (safety in coastal and inland waters operational guidelines) as best practice. This provides a best practice framework to assist operators in developing a consistent approach to certain levels of risk, presented in an urban waterside environment.

- 3.8 The council will ensure that ice related warning signs are displayed at all access points and that strategic 'Nag' signs (signage reinforcing or repeating key safety information) are installed, all in accordance with the Open Water Safety Policy.

#### **4. Council priorities**

- 4.1 The Open Water Safety Policy covers:
- Safe, resilient and prospering communities
  - Children are safe from harm
  - Make a positive difference to the lives of Walsall people

#### **5. Risk management**

- 5.1 The Open Water Safety Policy is linked to the Council's Health and Safety Policy.
- 5.2 The council will, through the relevant Executive Directors, provide appropriate arrangements for the management of areas of open water under its control. These measures should ensure that all open water facilities and other water based facilities for which the council is responsible, are maintained in a safe condition for the benefit of the users and the safety of staff. In all cases the appropriate service area will review these arrangements and risk assessments.
- 5.3 The council will only use an area of open water for recreational activity if it is organised by the council or through a suitable/qualified organisation that is recognised to have the expertise and management arrangements to ensure that health and safety arrangements are met

#### **6. Financial implications**

- 6.1 An initial survey of the 49 sites (listed in the Open Water Safety Policy) has being conducted and summary of both capital and revenue implications over each financial year are illustrated below:
- 6.2 One off capital costs in 2017/18 to cover signs, fencing, pathways etc would be £73,650. Bringing forward the funding from next financial year will have cashflow implications that will be managed as part of the capital program.
- 6.3 There would also be ongoing full year revenue costs from 2018/19 totalling £31,000 to cover an Education and Maintenance Officer as well as annual safety materials. The part year 2017/18 costs assuming a February start would be approx £5,000.
- 6.4 The recruitment of an Education and Maintenance Officer would enable us to take a more proactive approach of promoting the safety message by visiting local schools, community or voluntary groups on the dangers of open water. This aspect of the role would take about 30% of the officer's time.

- 6.5 The Education and Maintenance Officer would also visit these 49 sites on a weekly, quarterly and /or a yearly basis to conduct risk assessments and carry out any corrective action required to mitigate risks to the general public. This aspect of the role would take about 70% of the officer's time.
- 6.6 The council will provide information (verbal and / or written) on all aspects of open water safety based on the educational resources identified by RoSPA. Such resources shall be directed at local schools, community or voluntary groups, being of significant value in promoting the safety message.
- 6.7 The capital costs are included in the draft capital programme in a separate report to Cabinet and the revenue costs are covered within the Mid-term Financial Outlook.

## **7. Legal implications**

- 7.1 Legal Services have been closely involved in the production of the Open Water Safety Policy.
- 7.2 The Local Authority in its capacity as the Enforcing Authority has the responsibilities for enforcing Health and Safety in relation to council premises. A number of pieces of legislation place duties on the council to ensure the safety of others on open water.
- 7.3 Statute and common law have a relevance to the council's duties regarding safety on inland waters.
- 7.4 In law there is a duty to ensure that visitors to your land are kept reasonably safe. One description of this duty is: "to take reasonable care to avoid acts or omissions which you can reasonably foresee would be likely to injure your neighbour". This duty can also extend to trespassers where there is something on the land which might attract people, invited or not onto the land.

## **8. Procurement Implications/Social Value**

- 8.1 Capital items such as signs, fencing, soft infrastructure and pathways will all be procured in accordance with the Council's financial regulations and tendering procedures.

## **9. Property implications**

- 9.1 None

## **10. Health and wellbeing implications**

- 10.1 The health and wellbeing benefits of physical activity and time in the outdoors, engaging with nature, are well understood. Beyond this there is a vast range of evidence and research to indicate the further positive impact of outdoor pursuits.

Participation builds self-confidence, reduces stress, fosters teamwork, develops skill and encourages independence.

- 10.2 Outdoor activities allow people to achieve and succeed – including young people who struggle with more traditional activities, allow people with disabilities to experience a greater sense of mobility, independence and achievement than they will in their daily lives.

## **11. Staffing implications**

- 11.1 The recruitment of an Education and Maintenance Officer, which would enable us to take a more proactive approach of promoting the safety message by visiting local schools, community or voluntary groups on the dangers of open water.
- 11.2 The Education and Maintenance Officer would also visit the council's open water sites on a weekly, quarterly and /or a yearly basis in accordance with the Open Water Safety Policy to conduct risk assessments and carry out any corrective action required to mitigate risks to the general public.

## **12. Equality implications**

- 12.1 There are no direct equality implications arising from the recommendations of this report.
- 12.2 Equal opportunities will be taken into account through the site risk assessments.

## **13. Consultation**

- 13.1 No formal consultation has taken place but the Open Water Safety Policy takes into account RoSPA guidance.

## **Background papers**

None

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# Walsall Council

## Open Water

## Safety Policy

November 2017

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## Foreword

Walsall Council has a number of parks and green spaces that include areas of open water. These areas of open water are varied, but enhance wildlife and public enjoyment of all ages. People should be able to enjoy and appreciate these sites safely for either leisure activities (formal) or more informal recreational activities.

These areas of open water include ponds, pools, brooks, streams, rivers and ornamental water features.

*The list of open water sites is included at page 14.*

Open water sites can present a number of risks and hazards such as drowning and pollution (oil, blue-green algae, etc) which is harmful to people and animals.

Open water may look attractive especially in summer months, but can prove to be fatal for individuals swimming in deep water due to water temperatures being cold. In freezing conditions open water sites might be covered with ice and attract children and young people who may walk on the ice and fall into the water.

This policy is linked to the Walsall Council Health and Safety Policy.

The council will take advice and guidance of the Royal Society for the Prevention of Accidents and assess open water sites that are under its control, and take all *reasonable steps* to protect people from danger.

The best practice document that should be read in conjunction with this policy is:-

- RoSPA guidance '*Safety in Inland Water Sites - Operational Guidelines*.

<http://www.rospa.com/rospaweb/docs/advice-services/leisure-safety/inland-water-sites.pdf>

The council is responsible for managing open water sites, but there are a number of other sites within the Borough that are not under its jurisdiction. The council will encourage riparian landowners to adopt a similar water safety policy.

The council will ensure resources are available for the management and maintenance of open water sites in order to meet their legal duties and responsibilities to the public and staff.

# Open Water Safety Policy

## 1. Statement of Intent

The Council will, through the relevant Executive Directors, provide appropriate arrangements for the management of areas of open water under its control.

These measures should ensure that all open water facilities and other water based facilities for which the Council is responsible, are maintained in a safe condition for the benefit of the users and the safety of staff. In all cases the appropriate Service Area will review these arrangements and risk assessments.

The Council will only use an area of open water for recreational activity if it is organised by the Council or through a suitable/qualified organisation that is recognised to have the expertise and management arrangements to ensure that health and safety arrangements are met.

## 2. Legal Responsibilities

The Local Authority in its capacity as the Enforcing Authority has the responsibilities for enforcing Health and Safety in relation to Council premises. A number of pieces of legislation place duties on the Council to ensure the safety of others on open water.

Statute and common law have a relevance to the Council's duties regarding safety on inland waters.

In law there is a duty to ensure that visitors to your land are kept reasonably safe. One description of this duty is: "to take reasonable care to avoid acts or omissions which you can reasonably foresee would be likely to injure your neighbour". This duty can also extend to trespassers where there is something on the land which might attract people, invited or not onto the land.

### Statutory Health and Safety Requirements

The general principle of the legal duty of care is also reflected in statutory duties. Public and employee safety at water sites is also a statutory duty placed upon those who have effective control over sites.

### Health and Safety at Work Act 1974

**Section Three of the 1974 Act** in particular specifically requires every employer to ensure, so far as is reasonably practicable, that he/she takes the necessary steps to ensure the safety of non-employees affected by his/her activities.

## **The Management of Health and Safety at Work Regulations 1999 (previously 1992)**

These regulations made under the HASAW 1974 require that adequate and suitable assessments of work related hazards should be carried out to determine the preventative and protective steps that must be taken.

## **The Health and Safety (First Aid) Regulations 1981**

The regulations set out the range of numbers and training of first aiders, and the type of equipment that should be provided.

## **Public Health Act 1936**

This is an enabling law offering local authorities the power to regulate water use. The Council may pass byelaws to regulate swimming and the provision of safety equipment at places open for public bathing.

## **Occupiers Liability Acts 1957 and 1984**

The Acts impose a duty on landowners and those in controlled land to take care of both lawful and unlawful visitors. The occupier must take reasonable steps to ensure the safety of visitors to his/her land or premises. The standard of care required depends on the individual. This duty is particularly onerous where children are concerned as there is a higher duty owed to the individual (Child)

## **The Health and Safety (Safety Signs and Signals) Regulations 1996**

This implements European Directive 92/58/EEC, which came into force in April 1996. This standardises safety signs throughout member states of the European Union. This should also be read in conjunction with the Standard BS 5499 published in 2002 specific to water safety signage. BS EN ISO 7010 provides examples for graphical symbols. There is a duty to provide suitable signs at all places of public bathing.

## **3. Competence and Capability**

The Council recognises that the provision of appropriate and adequate information and training on water safety is key to the development of the Water Safety Policy to prevent drowning and accidents. All those responsible for the safety of open water will attend a one-day RoSPA water safety course (or similar). This will be refreshed every five years. The Council will endeavour to ensure that training is provided to the public.

## **4. Responsibility**

The Council will ensure those parts of the Council which manage sites of open water have an identified responsible officer suitably trained to manage the site in accordance with this policy.

## **5. Risk Assessment**

All managers responsible for open water sites are required to implement this policy and undertake suitable and sufficient risk assessments. The results of Risk Assessments (including the action taken to reduce the hazard) must be recorded in line with this policy. The Risk Assessment will consider amongst other matters the following:

- The nature of the water.
- The proximity of the deep water to the edge.
- The water's edge itself
- The accessibility of the water; and
- The hinterland activity.

## **6. Safety Inspections and Hazard Identification**

The Council will ensure that routine safety inspections are undertaken of all open water venues managed by the Council. It will ensure the availability of appropriate arrangements and resources to provide where necessary life saving equipment. It will also provide for the monitoring, maintenance and repair of such equipment. Where appropriate edge protection and signage will be provided. The Council will also ensure that such arrangements will secure appropriate records of all such interventions in respect of Monitoring, Inspection, Maintenance and Repair are kept.

The inspection of rescue equipment should be based upon a risk assessment profile determined upon location, public exposure and record of vandalism. The results of all formal inspections will be recorded and the documents retained by the designated manager for the site.

Safety inspections will monitor:-

- The provision and condition of rescue equipment
- The condition and positioning of safety notices
- The condition of any edge protection measures
- Any change to the waters edge or access which has been caused by storm or climatic change
- A review of the risk assessments applicable to the site

The appropriate department, together with other interest parties will, on an annual basis review the safety Inspections and Hazard Identification arrangements.

## **7. The Provision of Information**

### ***Promotion of water safety***

As part of the overall safety strategy the following measures should be undertaken to improve and ensure greater awareness of the potential dangers of the water.

Walsall Council will provide information (verbal and / or written) on all aspects of water safety based on the educational resources identified by RoSPA. Such resources shall be directed at local schools, community or voluntary groups, being of significant value in promoting the safety message.

### ***Site Information and Signage***

Multi signs should be provided at the main access points to each site. The positioning of these multi signs will be determined by a risk assessment process. It is important that this signage relates exclusively to safety and that it is kept simple and does not include any other information.

This information will include the details of the known water based hazards within the site and will also display warning signs in accordance with the requirements of the Health and Safety (Signs and Signals Regulations 1996).

BSI standards have been developed specific to water safety signs. The current standard is BS 5499-11: 2002 and BS EN ISO 7010. All signs should conform to either standard.

The Council will use pictograms to cover the demographics within the borough and will ensure the maximum impact of the safety messages.

These signs will detail:

- Location
- Map of the site with lifesaving points and help points identified (where such equipment is installed).
- Do not enter the water
- No Swimming
- Action to be taken in an emergency
- Examples of safety signage to be found at the location (wherever possible you should provide pictograms to cater for the ethnic diversity of your visitors)
- Parents - please keep your children under supervision at all times
- NAG signs reinforcing these messages be placed at strategic points along the water's edge.



- Space should also be provided for the positioning of temporary notices (eg. *Danger - Ice take care!*)

## **Warning Signs**

In accordance with the recommendations of the National Water Safety Committee, warning signs will be displayed in areas where there is a particular hazard. In addition, nag signs will be displayed at appropriate locations within the site; this may include lifebuoy stands (called safety points) that repeat this information. **(Where safety points are prone to vandalism and their integrity cannot be guaranteed an alternative strategy will be to investigate engineering options to increase the physical level of edge protection.)** All signs will be numerically identified, recorded on appropriate site plans and maintained in a reasonable condition. At predetermined intervals all signage will be inspected by a competent person, with the details recorded and available for inspection.

## **8. Risk Levels**

The Council has adopted the RoSPA banding guide (*safety in coastal and inland waters operational guidelines*) as best practice. This provides a best practice framework to assist operators in developing a consistent approach to certain levels of risk, presented in an urban waterside environment.

### **Risk Level 1**

- Water less than 0.5m in depth providing an ornamental function.
- Solid well defined edge, e.g. coping stone. Minimal height above surface. The edge may be stepped allowing a gradual approach to the water.
- Water body is not the attraction to the site, nor is it the central location

#### Action

- No signing required
- No fencing required.
- A 1m edge protection to be in place

### **Risk Level 2**

- The water will exceed approximately 0.5m in depth.
- The edge is well defined and solid and not more than approximately 2m above the water surface.
- Water body is not the attraction to the site, nor is it the central location
- The site may attract in particular young people.

#### Action



- Signage is required
- A 1m edge protection
- NAG signs (signage repeating key safety information e.g. “Danger – no swimming”) may be provided

### **Risk Level 3**

- Deep water or fast moving water.
- Solid, well defined edge.
- Heavily used recreationally and / or for events
- Unlikely to be adjacent to dwellings, bridges, weirs and cuts.

#### Action

- Signage is required
- Bollard/post and chain (or rail) protection, and rescue equipment on the perimeter.
- A 1m edge protection
- NAG signs (signage repeating key safety information e.g. “Danger – no swimming”) may be provided

### **Risk Level 4 (exclusion fencing)**

The presence of an attraction, such as water sport event or an adjacent residential housing estate or school (or where vandalism is causing a particular problem with the integrity of life saving equipment), is a good reason to upgrade to ‘*band four fencing*’. *Band four fencing* should meet all the normal standards as laid down in the building regulations regarding height spacing of railings and non-climb design.

## **9. Monitoring and Control of Works Alongside the Water Edge**

Where there is work being carried out to open water, for example de-silting, rubbish collection, water edge maintenance and improvements, etc., an assessment should be made before such work is undertaken. In the case of this work being done by contractors, project managers will ensure that they comply with the appropriate sections of Walsall Council Health and Safety Policy.

## **10. Safety Criteria for the Management and Design of Water Edges**

In the delivery of improvement actions or the implementation of specific projects associated with open water there are a number of design factors that should be taken into consideration as follows. For more specific guidance you should refer to RoSPA publication ‘Safety in Inland Water Sites’- Operational Guidelines – ISBN 185088 0921 1.

## **11. Design and Control of Facilities Adjacent to Open Water**

When facilities such as play areas, external recreational or sporting facilities, walkways or planting areas are to be developed, which are adjacent to or near open water, a risk assessment should be undertaken. A careful consideration of the risks should review both design and maintenance and should be made in accordance with the Construction Design and Management Regulations 2015 and in full consultation with all concerned parties.

The siting and design of such facilities should be a tripartite decision by all interested Council Departments to ensure that the safety of all users of the facilities and staff employed to maintain the completed facility.

## **12. Planning and Adoption of Land**

Walsall Council will, before it adopts any area of land with an open water risk, require the original owner to commission a water safety audit at its own expense. The Council will require any issues identified to be rectified by the owner prior to adoption of the land by the Council.

## **13. Rescue Equipment**

The Council will, where necessary and as identified through appropriate risk assessments, make available around areas of open water life saving equipment in containers known as 'Safety Points'. These Safety Points will hold suitable rescue equipment.

Such safety points will be of solid construction and visible both day and night. Consideration should be given, following a risk assessment; as to who may need to access this equipment e.g. the disabled or young children and the height of the container above the ground should reflect this assessment. The positioning of this equipment will be dependent upon an assessment.

The locations of these 'Safety Points' will be determined by the risk assessment process and will reflect likely points of access to the water and places where a rescue attempt may be safely attempted. In all cases a person should be able to see a 'Safety Point' from wherever they are.

Life rings are considered suitable for deep water such as adjacent to locks, quaysides or quarries. Throw lines are more suitable where the edge gradient is shallow and directional stability is required.

Where the risk assessment identifies that vandalism will adversely affect the integrity of the 'Safety Point' alternative edge protection measures including total exclusion will be employed. (See safety criteria for management and design section.)

Safety signage and lifesaving equipment should be combined into a position known as a safety point. Life rings should be considered where there is a substantial drop into deep water, whereas throw lines should be considered for all other locations.



The safety point should repeat the messages found on the multi sign at the entrances (see above). The positioning of the safety point should meet the criteria that the public can see one from whatever location they are at.

All safety points should be identified by a number, recorded on a site plan and checked regularly. Documentary evidence should be retained of these checks. Safety points should be positioned on dedicated posts and containers, which can be accessed by the disabled as well as by children, and be visible at night. The Council recognises the value of providing life buoys at appropriate locations around all the areas of open water. The location of life buoys is determined as a result of a risk assessment so they might be easily accessible by any person who needs one for rescue purposes.

## **14. Ice on Open Water**

When ice develops on open water, the Council will ensure that appropriate and adequate temporary warning signs are displayed at all access points and that strategic 'Nag' signs are installed.

This requirement will be part of the arrangements for monitoring, inspection maintenance and repair. The location of such signs will ensure that they give a clear warning of danger to visitors to the site.

When ice forms on open water it is the Council's policy not to break ice as it forms.

## **15. Environmental Management**

Where pollution (oil, blue-green algae, etc) is found to be present in or near open water, staff must report such occurrences immediately to the Environmental Health service.

It is often the case that the Environment Agency will report the presence of blue-green algae to the Council. In such cases the Council will ensure that appropriate warning signs, in the main for the protection of dogs, are displayed (as part of their arrangements for monitoring, inspection maintenance and repair) around the affected area and that water based recreation is restricted as required until the water condition improves.

When a potential risk to human health with implications for the management of aquatic wildlife is identified, the Council will implement appropriate monitoring and reporting regimes as are directed by DEFRA or the Environment Agency. Any remedial actions dictated by these agencies will be implemented under their direction.

A number of open water sites are managed specifically to encourage the biodiversity of the Borough and are strategically linked to conservation management plans and the Birmingham and Black Country Nature Improvement Area. On such sites specific consideration will be given to the impact any safety management processes and/or remedial works would have on the integrity of the conservation value of the site.



Land managers will be responsible, through the risk assessment and site audit processes, for identifying the delivery of appropriate water safety measures that least affects the specific conservation requirements identified for the site.

## **16. Supervision**

On areas of open water, full time supervision is deemed to be neither reasonable nor practicable, nor the most effective response to a water hazard.

Staff working at larger sites with areas of open water will have special regard to the activities taking place.

Where regular programmed activities, such as water sports, take place on areas of open water, the organisation responsible for the activity is required to take adequate precautions to ensure the safety of all participants and spectators.

### **Use of Open Water for Activities**

Where a group or organisation wishes to use an area of water for an approved activity an application must be made in writing to the Site Manager or person nominated by him/her. This does not apply to normal operating arrangements of a club using the water by licence, lease or any other formal arrangement. Applications must be made at least six weeks in advance of the proposed event activity.

The event organiser will be responsible for ensuring that all aspects of the site's Normal Operating Procedures (NOP) and Emergency Action Plan (EAP), as they relate to the activity, are incorporated into their own event information. Copies of these documents will be made available to all staff who either work at, or have access to, a site within an area of open water and will be made available to any person or organisation wishing to use the site for an organised activity. The responsibility for the implementation of the policy and for the approval of any water-based activity rests with the service area in liaison with the appropriate Health and Safety Manager, who must approve these control measures.

### **Use of Open Water for Sports on a Casual Basis**

The Council will not allow the use of facilities for water sports such as sailing, windsurfing, canoeing and rowing on a casual basis.

Angling will be allowed on permitted sites providing that an Environment Agency rod licence is held.

## **17. First Aid Provision at Open Water Sites**



First aid equipment will normally be provided where there is a permanent staff presence on site. In all other cases no first aid facilities are provided.

First aid equipment, in accordance with the standards set out in the current First Aid at Work Approved Code of Practice, is carried on all Council vehicles.

## **18. Recording and Reporting of Incidents**

Members of the public will be encouraged to report incidents to the Council on the telephone number displayed on the 'Multi-signs' at the entrances to the open water sites.

## **19. Provision of Boats and other Craft**

Should boats or other craft be provided by the Council for use by members of the public and/or staff, the Council will ensure that such craft will meet all appropriate standards and will be maintained in good working order. Documented records will be kept of these maintenance arrangements.

## **20. Provision of Buoyancy Aids**

In circumstances where staff use watercraft, buoyancy aids manufactured in accordance with EN393: 1994 will be provided. Members of staff must wear buoyancy aids at all times when on or in watercraft. Where it is proposed to introduce new equipment, the Council will ensure that there is full consultation with the Councils Safety Manager.

## **21. Water Safety Strategy - Site Operating Procedures**

The Council will develop Local Arrangement and Emergency Procedures (LAEP) in accordance with the Risk Assessment for the operation of water sites. The local arrangements and emergency procedures will contain, as a minimum, the following information.

### Local Arrangement

- A plan of the site highlighting potential hazards and risk factors
- Managing visitors to the site - water safety information - controlling access
- Location of available first aid supplies
- Special conditions and supervision requirements relating to the use of the water for activity groups
- Details, maintenance and location of all emergency equipment
- Staffing arrangements
- Systems of work for all staff and volunteers
- Training requirements for all staff and volunteers

- Emergency Action Plan [EAP]

The Council's Emergency Action Plan for all open water facilities will contain, as a minimum all action to be taken in the event of any foreseeable emergency, which is to include the following information:

- Drowning
- Water rescue
- Ice entrapment
- Public disorder
- Notification of a first aid or other medical emergency
- Identification of water pollution
- Flooding
- Severe weather

## 22. Safety Committee

The Council will ensure that all reported water based incidents / accidents are considered by the appropriate Health and Safety Committee who will make recommendations and corrective actions where appropriate, prior to a report being made to the Council's Corporate H&S Board.

## 23. Open Water Sites

Current Open Water Sites identified

Arboretum	Newtown Pool
Brownhills Common (SSSI)	Oily Gough's (in Rough Wood Chase LNR)
Bailey's Pool	Palfrey Park
Barnes Lane Pool	Park Hall Pool
Beechdale Park	Park Lime Pits LNR
Bentley Haye (in Rough Wood Chase LNR)	Pelsall Common - Heathend
Clayhanger Common	Pelsall North Common
Cuckoo's Nook and the Dingle	Reedwood Park
Fibbersely LNR	Rough Wood (in Rough Wood Chase LNR)
Hayhead Wood	Shire Oak Park LNR
Heath End	Sneyd Pool
Heathfield Lane Pool	Sneyd Reservoir (in Rough Wood Chase LNR)
Leighswood Wood	Stubbers Green & Swan Pool
Leyland's Farm	Swannies and The Lea
Merrions Wood LNR	The Piggeries (in Rough Wood Chase LNR)



Mill Lane LNR	Wallington Heath Pool
Moat Farm Pool	Willenhall Memorial Park
Moorcroft Wood LNR	Wood Farm (in Rough Wood Chase LNR)

GRAZING SITES	
Beacon Road, adjoining Beacon Park Farm, Barr Beacon	Minor water course
Cartbridge Lane South, Walsall	Minor water course
Dumblederry Lane	Minor water course
Greenfields Road, Shelfield (a)	Minor water course
Greenfields Road, Shelfield (b)	Minor water course
Greenwood Road, Aldridge	Minor water course
Pelsall Lane, Rushall	Minor water course
Station Road, Rushall (a)	Minor water course
Station Road, Rushall (b)	Minor water course
Station Road, Rushall (c)	Minor water course
Vicarage Road, Pelsall	Minor water course