



# **AGENDA**

## **Infrastructure, Environment and Compliance Standing Committee Meeting Wednesday, 29 November 2023**

**I hereby give notice that a Meeting of the Infrastructure, Environment and Compliance Standing Committee will be held on:**

**Date: Wednesday, 29 November 2023**

**Time: 9:00am**

**Location: Warren Truss Chamber  
45 Glendon Street  
Kingaroy**

**Mark Pitt PSM  
Chief Executive Officer**

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In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

- 1 OPENING**
- 2 LEAVE OF ABSENCE / APOLOGIES**
- 3 RECOGNITION OF TRADITIONAL OWNERS**
- 4 DECLARATION OF INTEREST**

**5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**5.1 MINUTES OF THE INFRASTRUCTURE, ENVIRONMENT AND COMPLIANCE  
STANDING COMMITTEE MEETING HELD ON 1 NOVEMBER 2023**

**File Number: 29/11/2023**

**Author: Executive Assistant**

**Authoriser: Chief Executive Officer**

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**OFFICER'S RECOMMENDATION**

That the Minutes of the Infrastructure, Environment and Compliance Standing Committee Meeting held on 1 November 2023 be received.

**ATTACHMENTS**

- 1. Minutes of the Infrastructure, Environment and Compliance Standing Committee Meeting held on 1 November 2023**



# MINUTES

## Infrastructure, Environment and Compliance Standing Committee Meeting

**Wednesday, 1 November 2023**

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL  
INFRASTRUCTURE, ENVIRONMENT AND COMPLIANCE STANDING COMMITTEE MEETING  
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY  
ON WEDNESDAY, 1 NOVEMBER 2023 AT 9:00AM**

**PRESENT: Councillors:**

Cr Gavin Jones (Acting Mayor), Cr Jane Erkens, Cr Danita Potter, Cr Kirstie Schumacher, Cr Kathy Duff, Cr Scott Henschen

**Council Officers:**

Mark Pitt (Chief Executive Officer), Aaron Meehan (General Manager Infrastructure), Susan Jarvis (General Manager Finance & Corporate), Darryl Brooks (General Manager Liveability), Tiarna Hurt (Executive Assistant), Kevin Searle (Manager Works), Adam Branch (Acting Manager Water & Wastewater), James D'Arcy (Manager Infrastructure Planning), Leanne Petersen (Manager Facilities & Parks), Debra Moore (Manager Community & Lifestyle).

**1 OPENING**

Cr Duff opened the meeting and welcomed attendees.

**2 LEAVE OF ABSENCE / APOLOGIES**

Cr Duff noted the Mayors leave of absence.

**3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

Cr Duff acknowledged the traditional custodians of the land on which the meeting took place.

**4 DECLARATION OF INTEREST**

Nil

**5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**5.1 MINUTES OF THE INFRASTRUCTURE, ENVIRONMENT AND COMPLIANCE  
STANDING COMMITTEE MEETING HELD ON 4 OCTOBER 2023**

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**COMMITTEE RESOLUTION 2023/109**

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the Minutes of the Infrastructure, Environment and Compliance Standing Committee Meeting held on 4 October 2023 be received.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

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**6 PORTFOLIO - INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE), WATER & WASTEWATER, PLANT & FLEET**

**6.1 INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE) PORTFOLIO REPORT**

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**COMMITTEE RESOLUTION 2023/110**

Moved: Cr Gavin Jones

Seconded: Cr Jane Erkens

That Councillor Jones's Infrastructure Planning, Works (Construction & Maintenance), Portfolio Report to Council be received for information.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

**7 INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE)**

**7.1 NANANGO CBD PARKING & OPERATIONS - COMMUNITY CONSULTATION**

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**COMMITTEE RESOLUTION 2023/111**

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the committee recommends to Council:

1. That Council conduct further engagement with each business providing a letter requesting them to utilise off street parking locations and providing a map of alternative parking options
2. Meet with individual businesses on Drayton Street (Fitzroy St – Drayton St) in early 2024 to determine if there has been a change in the supply of carparking bays by business owners
3. That Council contact both Tarong Power Station Coal Mine and the bus company and find out how many workers park there and is it possible to liaise to find a more suitable place that does not impact on retail parking.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

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## 7.2 WONDAI INDUSTRIAL ESTATE - KEMP STREET

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### COMMITTEE RESOLUTION 2023/112

Moved: Cr Jane Erkens  
Seconded: Cr Scott Henschen

That the report be noted.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

#### **Attendance:**

At 10:11am, Manager Community & Lifestyle Debra Moore entered the meeting.

### ADJOURN MORNING TEA

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### COMMITTEE RESOLUTION 2023/113

Moved: Cr Scott Henschen  
Seconded: Cr Jane Erkens

That the meeting adjourn for morning tea.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

### RESUME MEETING

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### COMMITTEE RESOLUTION 2023/114

Moved: Cr Scott Henschen  
Seconded: Cr Gavin Jones

That the meeting resume at 10:44am.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

#### **Attendance:**

At 10:46am, Manager Facilities & Parks Leanne Petersen returned to the meeting.

At the resumption of the meeting, Manager Community & Lifestyle Debra Moore was not present.

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### 7.3 WONDAI CBD STREETScape AND ROUNDABOUT

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#### COMMITTEE RESOLUTION 2023/115

Moved: Cr Gavin Jones  
Seconded: Cr Scott Henschen

That the Committee recommends to Council to:

1. Approve the Bunya Highway roundabout drawings subject to gaining the necessary approvals from the Department of Transport and Main Roads.
2. Accept the funding option presented today with the total project value of \$2.85 million with an existing funding allocation of \$700,000 W4Q and \$800,000, Council fund the project with an additional \$880k from LRCI Round 4b and from existing capital program available allocations, reassign \$275k from Road Reseals and \$200k from Major Digout Program.
3. Undertake final round of consultation with businesses for feedback with a final report brought back to the November General Council Meeting.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

## 8 WATER & WASTEWATER

### 8.1 WATER AND WASTEWATER PORTFOLIO REPORT

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#### COMMITTEE RESOLUTION 2023/116

Moved: Cr Gavin Jones  
Seconded: Cr Danita Potter

That Councillor Jones's Water and Wastewater Portfolio Report to Council be received for information.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

#### 8.1.1 QUESTION ON NOTICE - BLACKBUTT IRRIGATORS

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Question on notice from Cr Schumacher:

At what point can Council purchase additional water allocation that we can onsell to, in particular, the Blackbutt irrigators?

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### 8.1.2 QUESTION ON NOTICE - MCCAULEY WEIR

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Question on notice from Cr Schumacher:

Is there any opportunity to transfer water from McCauley Weir to irrigation or agriculture and has any work ever been done in that regard?

## 9 PORTFOLIO - NATURAL RESOURCE MANAGEMENT, RURAL SERVICES, AGRICULTURAL INNOVATION, COMPLIANCE AND ENVIRONMENTAL HEALTH

### Attendance:

At 11:14am, Manager Infrastructure Works Kevin Searle left the meeting.

At 11:14am, Manager Infrastructure Planning James D'Arcy left the meeting.

At 11:15am, General Manager Infrastructure Aaron Meehan left the meeting.

At 11:14am, Acting Manager Water & Wastewater Adam Branch left the meeting.

### 9.1 NATURAL RESOURCE MANAGEMENT, COMPLIANCE AND ENVIRONMENTAL HEALTH PORTFOLIO REPORT

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#### COMMITTEE RESOLUTION 2023/117

Moved: Cr Scott Henschen

Seconded: Cr Gavin Jones

That Cr Henschen's Natural Resource Management, Compliance and Environmental Health Portfolio Report to Council be received for information.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

### 9.2 NATURAL RESOURCE MANAGEMENT, COMPLIANCE AND ENVIRONMENTAL HEALTH OPERATIONAL UPDATE

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#### COMMITTEE RESOLUTION 2023/118

Moved: Cr Scott Henschen

Seconded: Cr Jane Erkens

That the Natural Resource Management, Compliance and Environmental Health Operational update be received for information.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

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## 10 DISASTER MANAGEMENT

### 10.1 LOCAL DISASTER MANAGEMENT PORTFOLIO REPORT

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#### COMMITTEE RESOLUTION 2023/119

Moved: Cr Danita Potter  
Seconded: Cr Gavin Jones

That Councillor Potter's Local Disaster Management Portfolio report to Council be received for information.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

## 11 WASTE & RECYCLING MANAGEMENT

#### Attendance:

At 11:39am, General Manager Infrastructure Aaron Meehan returned to the meeting.

### 11.1 WASTE & RECYCLING MANAGEMENT PORTFOLIO REPORT

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#### COMMITTEE RESOLUTION 2023/120

Moved: Cr Danita Potter  
Seconded: Cr Jane Erkens

That the Waste Management Portfolio Report to Council be received for information.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

### 11.1.1 MOTION - ADVOCATE ASSISTANCE FOR FURTHER FIRE OUTBREAKS

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#### COMMITTEE RESOLUTION 2023/121

Moved: Cr Scott Henschen  
Seconded: Cr Jane Erkens

That the committee recommends to Council;

That Council advocate and lobby in the event of further outbreaks in the South Burnett, approach the state government, heavy industry and the renewable energy sectors in assistance with the control of bushfire outbreaks.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

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## 11.2 WASTE & RECYCLING MANAGEMENT OPERATIONAL UPDATE

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### COMMITTEE RESOLUTION 2023/122

Moved: Cr Danita Potter  
Seconded: Cr Jane Erkens

That the Waste and Recycling Management Operational Update be received for information.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

## 12 PORTFOLIO - RURAL RESILIENCE & DISASTER RECOVERY, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, FIRST NATIONS AFFAIRS

### 12.1 RURAL RESILIENCE & DISASTER RECOVERY, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT AND FIRST NATION AFFAIRS PORTFOLIO REPORT

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#### COMMITTEE RESOLUTION 2023/123

Moved: Cr Kathy Duff  
Seconded: Cr Danita Potter

That Cr Duff's Rural Resilience & Disaster Recovery, Parks & Gardens, Property & Facility Management and First Nation Affairs Portfolio Report to Council be received for information.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**



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## 12.2 KUMBIA RECREATION RESERVE PRELIMINARY MASTER PLAN

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### COMMITTEE RESOLUTION 2023/124

Moved: Cr Kirstie Schumacher  
Seconded: Cr Gavin Jones

That the committee recommends to Council

1. That the Draft Kumbia Recreation Reserve Preliminary Master Plan be adopted; and
2. To undertake community consultation to seek views on the priority projects to be included in the stage one of park redevelopment.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

## 13 PARKS & GARDENS

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### 13.1 FACILITIES AND PARKS OPERATIONAL UPDATE

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#### COMMITTEE RESOLUTION 2023/125

Moved: Cr Danita Potter  
Seconded: Cr Jane Erkens

That the Facilities and Parks Operational update be received for information.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

#### 13.1.1 QUESTION ON NOTICE - ONGOING OPERATIONAL COSTS AT PROSTON LOOKOUT

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Question on notice from Cr Henschen:

What will be the ongoing operational costs for the Proston Lookout?

#### 13.1.2 QUESTION ON NOTICE - ALLOTMENTS IN BLACKBUTT

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Question on notice from Cr Schumacher:

What is the history and context of the lots in Morris St Blackbutt that are listed on the Environmental Management Register?

## 14 PROPERTY & FACILITY MANAGEMENT

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#### 14.1 PROPOSED TENDER FOR SALE OF 23 JELlicoe STREET, PROSTON

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##### COMMITTEE RESOLUTION 2023/126

Moved: Cr Kirstie Schumacher  
Seconded: Cr Scott Henschen

That the committee recommends to Council:

That Council approve for sale by tender 23 Jellicoe Street, Proston (Lot 38 RP57676) by;

1. Entering into negotiations with the highest tenderer and if the current market value of the property is reached, enter a contract of sale for the property, or
2. If negotiations with the highest tenderer does not result in a sale of the property at current market value, list the property for sale on the open market.
3. Delegate powers to the Chief Executive Officer under Section 257 of the *Local Government Act 2009* to negotiate and execute contract of sale.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

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#### 14.2 PROPOSED TENDER TO ADJOINING OWNERS FOR SALE OF 29 TIERNAN TERRACE, MURGON

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##### COMMITTEE RESOLUTION 2023/127

Moved: Cr Danita Potter  
Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council:

That Council approve for sale by tender to adjoining owners 29 Tiernan Terrace, Murgon (Lot 72 RP855764) by;

1. Entering into negotiations with the highest tenderer and if the current market value of the property is reached, enter a contract of sale for the property, and
2. Delegate powers to the Chief Executive Officer under Section 257 of the *Local Government Act 2009* to negotiate and execute contract of sale.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

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### 14.3 SALE BY TENDER OF 4 HALY STREET, KINGAROY TO ADJOINING OWNERS

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#### COMMITTEE RESOLUTION 2023/128

Moved: Cr Scott Henschen  
Seconded: Cr Danita Potter

That the committee recommends to Council:

That Council offer the land for sale by tender to the three adjoining owners by;

1. Entering into negotiations with the highest tenderer and if the current market value of the property is reached, delegate powers to the Chief Executive Officer under Section 257 of the *Local Government Act 2009* enter a contract of sale for the property, or
2. If negotiations with the highest tenderer does not result in a sale of the property retain the property in Council ownership and tender the property for lease/permit for grazing purposes.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

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### 14.4 PROPOSED TENDER FOR SALE OF LOT 18 MCCONNELL WAY, MONDURE

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#### COMMITTEE RESOLUTION 2023/129

Moved: Cr Danita Potter  
Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council:

That Council approve for sale by tender Lot 18 McConnel Way, Mondure (Lot 18 RP27655) by;

1. Entering into negotiations with the highest tenderer and if the current market value of the property is reached, enter a contract of sale for the property, or
2. If negotiations with the highest tenderer does not result in a sale of the property at current market value, list the property for sale on the open market, and
3. Delegate powers to the Chief Executive Officer under Section 257 of the *Local Government Act 2009* to complete contracts of sale.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

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**15 QUESTIONS ON NOTICE**

**15.1 QUESTION ON NOTICE - INFRASTRUCTURE**

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**COMMITTEE RESOLUTION 2023/130**

Moved: Cr Jane Erkens  
Seconded: Cr Danita Potter

That the response to the questions on notice from Councillor Erkens be received and noted.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

**16 CONFIDENTIAL SECTION**

Nil

**17 CLOSURE OF MEETING**

The Meeting closed at 12:28pm.

The minutes of this meeting were confirmed at the Infrastructure, Environment and Compliance Standing Committee Meeting held on 29 November 2023.

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**CHAIRPERSON**

**6 PORTFOLIO - INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE), WATER & WASTEWATER, PLANT & FLEET**

**6.1 INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE) PORTFOLIO REPORT**

**File Number:** 29.11.2023

**Author:** Councillor

**Authoriser:** Chief Executive Officer

**PRECIS**

Infrastructure Planning and Works (Construction & Maintenance) Portfolio Report

**SUMMARY**

Councillor Jones presents his Infrastructure Planning and Works (Construction & Maintenance), Portfolio Report to Council.

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**OFFICER'S RECOMMENDATION**

That Councillor Jones's Infrastructure Planning, Works (Construction & Maintenance), Portfolio Report to Council be received for information.

**BACKGROUND**

N/A

**ATTACHMENTS**

- 1. December Works and Infrastructure Planning Portfolio Report**

## ROADS AND DRAINAGE PORTFOLIO REPORT

### Current Design and Planning Projects

Name	Description	Status
Alford Street, Kingaroy	Detailed Design Watermain renewal	Design 85% complete
River Road & Kingaroy Street Roundabout	Detailed Design Pavement Rehabilitation	Design 50% complete
Birt Road, Booie	Drainage Improvements and pavement rehab	Design 80% complete
Wondai CBD Streetscape	Streetscape – Detailed Design	Design 80% complete
Tingoorra Chelmsford	Pavement Rehab	Design 15% complete
Maidenwell Bunya Mountains Road	Road upgrade	Design 95% complete

### Current / Planned Works for November

As at 17 November 2023

#### Capital Works

Name	Description	Expected Start	Expected Completion	Budget Amount	Actual as at 17/11/2023
Tessmanns Road, Kingaroy (Ivy St – Graham St)	Construct Footpath	November	December	\$128,138	\$19,097
Markwell Street, Kingaroy Kingaroy State High School	Bus Interchange	December	January	\$218,900	\$6,033

#### Bitumen Resealing

Name	Description	Expected Start Date	Expected Completion Date	Budget Amount	Actual as at 17/11/2023
Brittany Court, Booie	Bitumen Resealing	November	November	\$30,089	\$1,171
Bushnells Road, Nanango	Bitumen Resealing	November	November	\$50,400	\$3,642
Darcie Street, Wondai	Bitumen Resealing	November	November	\$80,280	\$801

<b>Friebergs Road, Warnung</b>	Bitumen Resealing	December	December	\$105,840	\$4,952
<b>Gatto Road, Booie</b>	Bitumen Resealing	November	November	\$25,200	\$3,841
<b>George Street, Kingaroy</b>	Bitumen Resealing	November	November	\$46,319	\$0
<b>Haly Street, Kingaroy</b>	Bitumen Resealing	October	November	\$122,000	\$1,449
<b>Kumbia Road, Brooklands</b>	Bitumen Resealing	November	November	\$42,570	\$4,429
<b>Macaulay Drive, Booie</b>	Bitumen Resealing	November	November	\$119,700	\$5,824
<b>MacDiarmid Street, Kingaroy</b>	Bitumen Resealing	November	November	\$32,832	\$5,758
<b>McConnell Way, Mondure</b>	Bitumen Resealing	December	December	\$28,800	\$3,284
<b>Memerambi Barkers Creek Road, Wattlecamp</b>	Bitumen Resealing	December	December	\$84,900	\$5,314
<b>Mondure Wheatlands Road</b>	Bitumen Resealing	December	December	\$340,480	\$7,009
<b>Silverleaf Road, Byee</b>	Bitumen Resealing	December	December	\$429,120	\$26,390
<b>Stuart Valley Drive, Haly Crk</b>	Bitumen Resealing	November	November	\$339,840	\$1,449
<b>Tidar Court, Booie</b>	Bitumen Resealing	November	November	\$30,089	\$854
<b>Transmitter Road, Charlestown</b>	Bitumen Resealing	December	December	\$238,960	\$1,356
<b>Wellers Road, Wooroolin</b>	Bitumen Resealing	December	December	\$120,900	\$5,168

#### Patrol Grading

Locality	Description	Expected Start	Expected Completion
<b>Alice Creek</b>	Alice Creek Road, Barbours Road, Clarkes Road, Ellesmere Road, Parkers Road, Williams Road	November	December
<b>Ballogie</b>	Barret Road	November	November
<b>Bullcamp</b>	Bullcamp road	November	November
<b>Crawford</b>	Champneys Road, Irwins Road, Zolner Road	November	December

<b>Cushnie</b>	G Andersons Road	November	November
<b>Goodger</b>	Tigells Road, Neale Road, Welch Road	December	December
<b>Gordonbrook</b>	Carews Road, Findowie Road, Trouts Road	November	November
<b>Haly Creek</b>	Flagstone Creek Road, Findlays Road, Bookless Road, Haly Creek Road, Mustons Road	December	December
<b>Kingaroy</b>	Irene Street	December	December
<b>Kunioon</b>	Darley Crossing Road	November	November
<b>Melrose</b>	Hunters Road	November	November
<b>Memerambi</b>	Lamperds Road, Wenzels Road, Memerambi Cemetery Road, Oil Seeds Road, Crittenden Road, Crittenden Road, Meehans Road	November	December
<b>Neumgna</b>	Tarong Yarraman Road, Henderson Road, Ryan Reagon Road, Nystrom Duffey Road	December	December
<b>Tarong</b>	Tarong Railway Road, Pincott Lane	December	December
<b>Wattle Camp</b>	Memerambi Barkers Creek Road	November	November
<b>Wilkesdale</b>	Andersons Road, Currawong Road, O'Dea Road, Giblin Road, Kintyre Road, McKenzie Road, Vanderlugt Road, Wilkes Road	November	November

#### Roadside Slashing / Boom mowing

Roadside slashing and boom mowing program is currently halted due to the ongoing dry conditions and risk of fire. Roads will continue to be monitored for any growth that is approaching intervention and assessed on a case-by-case basis. The slashing program will re-commence during the normal optimal growing season and when weather conditions allow.

#### Flood Damage Restoration Works

Locality	Work Type	Description	Expected Start	Expected Completion
<b>Benair</b>	Unsealed road works	Deep Creek Road, Strongs Road	November	December
<b>Booie</b>	Sealed road works	Mount Hope Road, North Branch Road, Burkes Road, Faughnans Road, Hillsdale Road, Malar Road, Booie road, Radunzs Road	November	November
<b>Boyneside</b>	Unsealed road works	Bilboa Road, Quires Road	December	December



<b>Charlestown</b>	Sealed road works	Tingoorra Charlestown Road	November	November
<b>Coolabunia</b>	Sealed road works	Franklins Road	November	November
<b>Coverty</b>	Unsealed road works	Coverty Road, Glencoe Road	November	December
<b>Crawford</b>	Unsealed road works	Champneys Road, Irwins Road, Trouts Road, Zolner Road	November	November
<b>Crawford</b>	Sealed road works	Siefert Street, Murphys Road, Liesegangs Road, Wingfields Road	November	December
<b>Gordonbrook</b>	Unsealed road works	Findowie Road, Carews Road, Wicks Road, Slatterys Road, Holts Road, Pointons Road, Linds Road, Cooleys Road	November	December
<b>Haly Creek</b>	Unsealed road works	Haly Creek Road, Flagstone Creek Road, Bookless Road	November	November
<b>Hodgleigh</b>	Sealed road works	Bellbird Road	November	November
<b>Inverliew</b>	Unsealed road works	Woodalls Road	November	November
<b>Ironpot</b>	Unsealed road works	Benjamins Road, Greystonlea Road, Ironpot Road, Jumma Road, McGills Road	November	December
<b>Kumbia</b>	Drainage/ Culvert works	Brook Road, Kearneys Road, Kumbia Cemetery Road, Nollers Road	November	November
<b>Maidenwell</b>	Drainage/ Culvert works	Coleman Road	November	November
<b>Mannuem</b>	Drainage/ Culvert works	Mannuem Road	November	November
<b>Memerambi</b>	Sealed road works	Couchmans Road, Quarry Road, Prince Street, Recreation Drive, Meehans Road	December	December
<b>Moondooner</b>	Sealed road works	Moondooner Road	November	November
<b>Murgon</b>	Sealed road works	Ferris Road, Gore Street, MacAlister Street, Thompson Street, Palmer Street East, Watt Street, Fryar Street, Rewald Street, Lamb Street (Service Road Nth), Harm Street, Pearson Street, Wilson Street, Webster Street, Pratt Street, Gesslers Road, Angel Avenue, Cherbourg Road, Douglas Street North, Douglas Street	November	December

		South, Garrick Street, McLucas Street, Nutt Street, Oakview Lane, Palmer Street West, Perkins Street, Schultz Crossing, Wright Way		
<b>Nanango</b>	Unsealed road works	Lanes Road	December	December
<b>Nanango</b>	Sealed road works	Templetons Road, Kurrajong Drive	December	December
<b>Redgate</b>	Sealed road works	Tipperary Road	November	November
<b>South East Nanango</b>	Sealed road works	Old Esk North Road	November	November
<b>South East Nanango</b>	Drainage/ Culvert works	Old Esk North Road	November	November
<b>South Nanango</b>	Unsealed road works	Nanango Neumgna Road, Reeve Road, Sauer Road, Munt Road, McGillivray Road	November	December
<b>Wattle Camp</b>	Sealed road works	Booie Crawford Road	December	December
<b>Wattle Grove</b>	Drainage/ Culvert works	Benair Road, Minmore Road, Wattlegrove Road	November	November
<b>Wengenville</b>	Drainage/ Culvert works	Wengenville Glenclyffe Road	November	November
<b>Wilkesdale</b>	Unsealed road works	O'Dea Road	December	December
<b>Wondai</b>	Sealed road works	Wondai Charlestown Road	December	December
<b>Wooroolin</b>	Unsealed road works	Allens Road, Sportsground Road, Obels Road, Hunsleys Road	December	December
<b>Wooroolin</b>	Drainage/ Culvert works	Jacobsons Road	November	December

## Completed Works for Noting – as at 17 November 2023

## Design and Planning Projects

Name	Description	Status
Freemans Lane, Kingaroy	Concrete road pavement at Fire Station	Design 100% complete
Wondai Industrial Estate	Stage 2 cost estimate	Design 100% complete

## Capital Works

Name	Description	Budget Amount	Actual (as at 17/11/23)
Angel Avenue, Murgon (St Joseph's Catholic Primary School)	Crossing Upgrade	\$116,000	\$32,949
Dutton Street East, (Murgon State High School & Murgon State School)	Footpath Upgrade	\$99,110	\$50,708
Frederick Street, Wooroolin (Wooroolin State School)	Footpath Upgrade	\$50,000	\$54,649
Kent Street, Kingaroy (Saint Marys Catholic College)	Construct Footpath	\$157,410	\$96,268
Gore Street, Murgon, (Murgon State High School)	Parking Upgrade	\$472,054	\$153,262
Nystrom Road, Booie	Gravel Resheeting	\$50,000	\$53,532
Old Esk Road, Runnymede	Bitumen Resealing	\$120,000	\$91,574
River Road, Kingaroy	Bitumen Resealing	\$184,000	\$162,145
Runnymede Road, Runnymede	Bitumen Resealing	\$170,000	\$135,284
William St/Toomey St/Avoca St, Kingaroy (Kingaroy State High School)	Intersection and Parking Upgrades	\$143,308	\$78,199

**Patrol Grading**

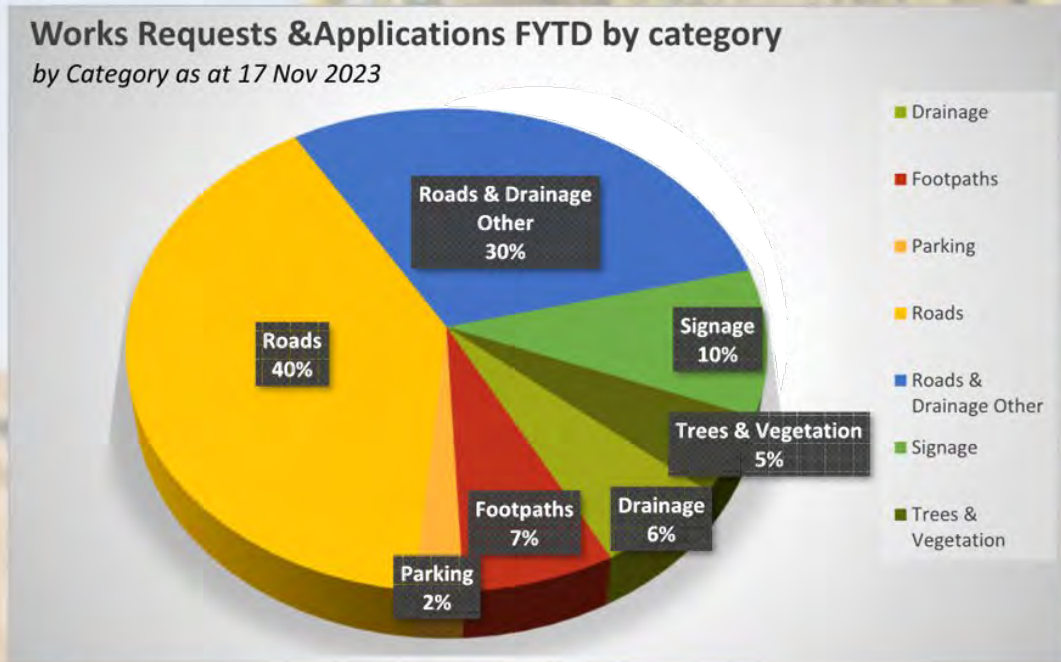
Locality	Description
<b>Alice Creek</b>	Tuckers Road, Glenclyffe Road
<b>Ballogie</b>	Lewis Duff Road
<b>Durong</b>	Shellytop Road, Coven Road, McLean Road, Garden Creek Road, McPhee Road, Ridge Road, Ironbark Road
<b>Gordonbrook</b>	Wicks Road, Slatterys Road, Holts Road, Pointons Road,
<b>Inverlaw</b>	Smiths Road
<b>Kingaroy</b>	Borcharts Road, Mount Wooroolin Road, Bridget Carroll Road, Weens Road
<b>South East Nanango</b>	Hamilton Road
<b>Wattle Camp</b>	Memerambi Barkers Creek Road (Heavy Formation Grade)

**Roadside Slashing/Boom Mowing**

Locality	Activity	Description
<b>Murgon</b>	Boom Mowing	Gesslers Road
<b>Cushnie</b>	Boom Mowing	Magnussens Road
<b>Wondai</b>	Boom Mowing	Rifle Range Road

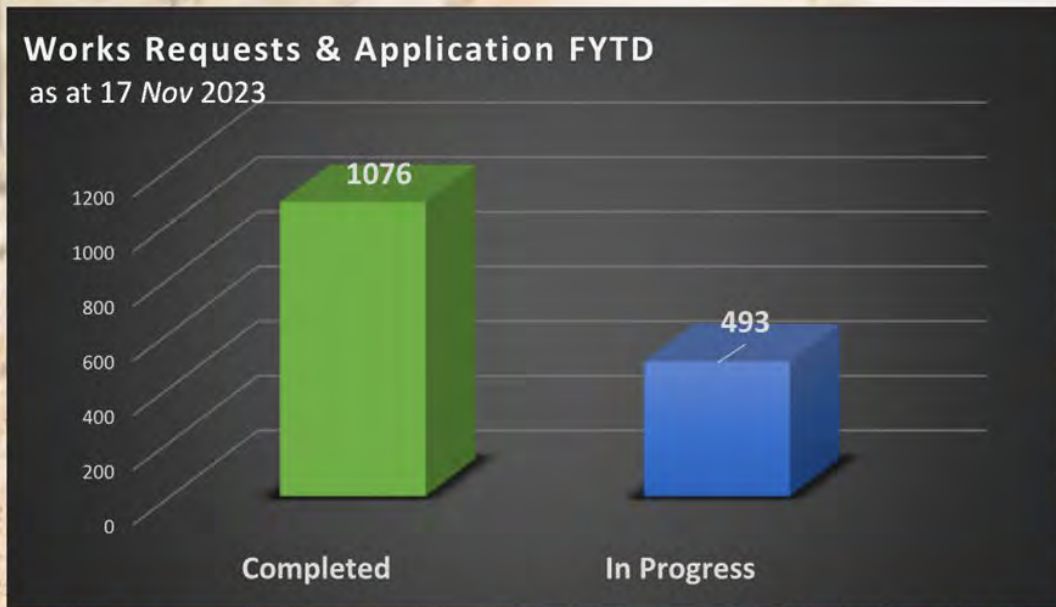
**Flood Damage Works**

Locality	Roads	Completed Works
<b>Ballogie</b>	Curlew Road, TH Burns Road	Unsealed road works
<b>Byee</b>	Friebergs Road	Sealed road works
<b>Chelmsford</b>	Coulsens Road	Unsealed road works
<b>East Nanango</b>	East Nanango Road	Sealed road works
<b>Mondure</b>	McConnel Way	Sealed road works
<b>Nanango</b>	Fitzroy Street, McGinley Road, Brisbane Street, Howlett Lane, Fleming Street	Sealed road works
<b>Neumgna</b>	Ryan Reagon Road	Drainage/culvert works
<b>South Nanango</b>	Durrant Road	Unsealed road works
<b>Wengenville</b>	Maidenwell Glenclyffe Road	Unsealed road works
<b>Wheatlands</b>	Mondure Wheatlands Road	Sealed road works



**Roads and Drainage Other**- includes Street furniture, animals, bridges, gates and grids.

**Other** – includes airports, buildings, council buildings, dams, economic development, mowing, disaster management, parks and gardens, rates valuation, telecoms, toilets, waste and weeds.



These figures are inclusive of Infrastructure Works only, excludes Water & Waste Water Requests.

### Flood Damage Program Update

Council's ongoing flood damage restoration project commenced in November 2021 and has since seen the region experience a series of severe weather events which has caused significant damage to the South Burnett's road network and disruption to the community. There have been five (5) separate severe weather events, all within a relatively short space of time, with the first commencing in November 2021, and the latest event in July 2022.

The list of declared events that Council is currently managing is as follows:

- Southern Queensland Heavy Rainfall and Flooding, 10 November - 3 December 2021;
- Ex-Tropical Seth Rainfall and Flooding, 7 January - 10 January 2022;
- South East Queensland Heavy Rainfall and Flooding, 22 February - 7 March 2022;
- South Queensland Flooding, 6 May - 20 May 2022; and
- South Queensland East Coast Low, July 2022.

To date \$28 million has been spent repairing roads across the five (5) weather events. The overall quantum of work has almost doubled with the estimated overall program value across all events now approximately \$60 million including betterment. The Flood Recovery program continues to employ significant local resources and businesses both directly and indirectly. Council's project management cost for its events to date and updated REPA is estimated at \$6.9M for Redfrost Pty Ltd's current engagement and it is considered that there is still a critical need for additional project management services to assist with flood works which relate to all five of the declared events and involves the continuation of the Reconstruction of Essential Public Assets and Betterment program. Redfrost continue to monitor quality control, prioritisation and scoping, contract management, financial management along with inspection and supervision services of all works delivered under the DRFA funded program. The review considered the option of going back out to market for the project management services of the flood damage program or retaining Redfrost Pty Ltd to complete the program. On current program performance it is optimum to continue with Redfrost Pty Ltd's engagement. Continuation through less disruption to the program, less risk by continuing with a known company that has knowledge of Council systems, processes, and current commitments, local contractors, DRFA capability and specialists and has been performing exceptionally well. Redfrost is also a local employer. To date all submissions to Queensland Reconstruction Authority (QRA) have been approved and all costs of project management, supervision and services costs are all reimbursed by QRA.



The attached SBRC Infrastructure Recovery Program and Flood Recovery Program Dashboard was developed to provide details of the current progress of the overall QRA funded program. Flood damage mapping has been developed to provide visual representation of the identified damages

and track the status of the program across the network. This has been published to Council's website (see attached Flood Damage Map) and allows the user to click on the road of interest to show the related flood damage with the status of works.

#### Project successes to date

- The first four flood events have had about 95% of repairs completed.
- Nine Betterment projects have been approved to date with a combined additional Betterment funding of \$1.64M.
- A further 23 Betterment projects are progressing through the QRA assessment phase with a Betterment value of \$2.05M.
- Three projects were approved under the Recreation and Community Assets program, including Dingo Creek Carpark, Rail Trail Resilience Upgrades and Kingaroy Memorial Park Footbridge replacement with a combined value of \$834,603.
- Within the first three months of each of the 5 activated events a combined \$7M was expended through the Emergency and Immediate Reconstruction programs. This provided rapid improvements to the road network soon after the events.
- The delivery of the Flood Recovery program has worked concurrently with the Capital Works program across the sealed and unsealed network to provide delivery efficiencies and cost savings across multiple projects.



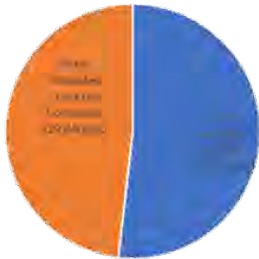
**Program Summary:**  
 Estimated Final Cost **\$61.95 Million**  
 Forecast Completion Date **June 2025**

### SBRC Flood Recovery Program Dashboard

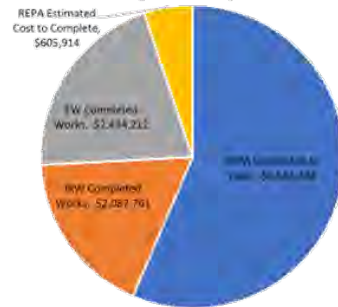
Current as at 23rd November 2023



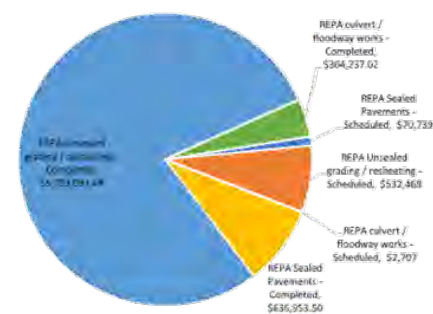
#### Overall Delivery Status



#### 2024 Program Delivery Status



#### 2024 Program Delivery Status by Treatment



**Interesting Facts:**

The SBRC road network consists of **1683** roads, totalling **625** kilometres. The length of the road network is equivalent to travelling the length of road between Kingaroy to Canberra (via the coast road) and return.

To date, approximately **500** thousand tonnes of gravel are required on both the unsealed and sealed roads. This equates to approximately **25,471** truck (20 tonne) loads or the volume of **93** Olympic sized swimming pools.

A total of **6,205** emergency repairs have been completed across the region, totalling **\$3.7** million.

A total of **\$4** million of Immediate Reconstruction Works were completed within 3 months of the event occurring.

To date, a total of **899** drains and culverts have been de-silted and cleared.

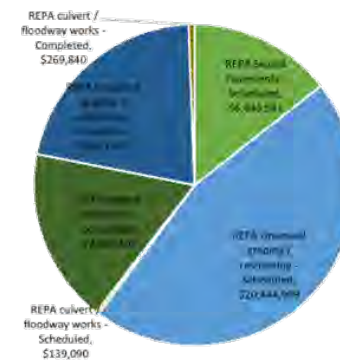
Damage on Council roads total **955** kilometres in length. This length is equivalent to travelling from Kingaroy to Sydney.

A total of **10,608** damages have been identified across the region (to date). All eligible damages are forecast to be completed by June 2025.

#### 2025 Program Delivery Status



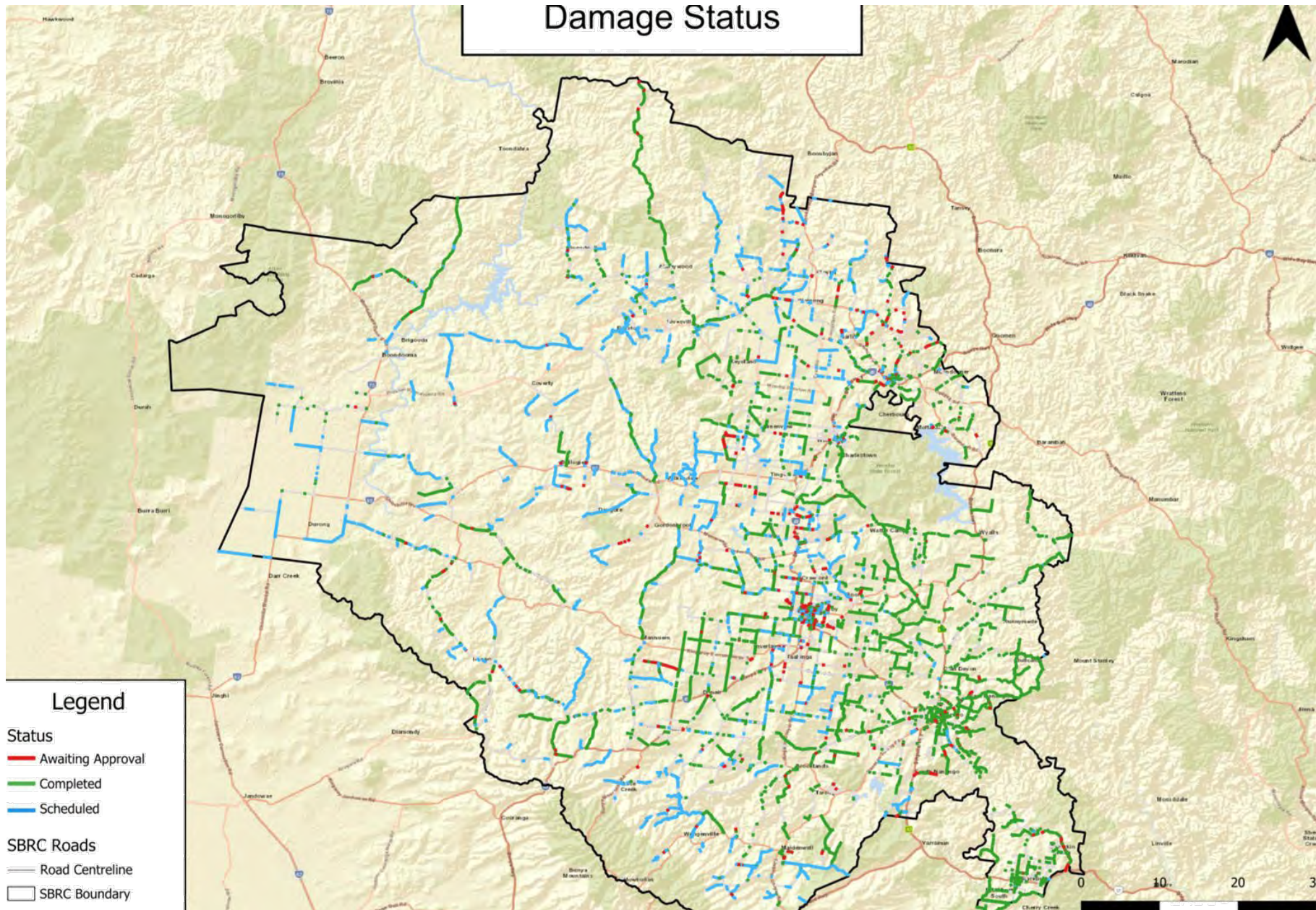
#### 2025 Program Delivery Status by Treatment



**Betterment:**

- To date approved value of Betterment totals **\$2,434,170**.
- Due to the delay in the QRA betterment approval process SBRC has requested an EOT (extension of time) of six months for all betterment submissions.
- Preconstruction activities have commenced including design and site investigations.





## **7 INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE)**

### **7.1 FREEMANS LANE, KINGAROY - CONCRETE PAVEMENT**

**File Number:** 29.11.2023

**Author:** Manager Infrastructure Planning

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Freemans Lane, Kingaroy - Concrete Pavement

#### **SUMMARY**

Freemans Lane to be considered for capital works funding to rehabilitate and upgrade the surface to a concrete pavement along the rear frontage of the Queensland Fire and Emergency Services building in Kingaroy.

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#### **OFFICER'S RECOMMENDATION**

That the Committee recommend to Council:

That Council fund the rehabilitation of a section of Freemans Lane to the value of \$200,000 from Council's flood co-contribution allocation.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

Freemans Lane is not part of the current capital works program however through investigations has been identified to be upgraded to maintain access to this emergency service. A design and estimate has been undertaken with a budget of \$200,000 required to facilitate the delivery of these works, funded from Council's \$2M flood co-contribution allocation.

#### **LINK TO CORPORATE/OPERATIONAL PLAN**

INF1 - Continue to provide sound asset management strategies to maintain and improve Council's road network, bridges, drainage and street lighting.

#### **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Communication has been held between Council officers and Queensland Fire and Emergency Services

#### **LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

N/A

#### **POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

N/A

#### **ASSET MANAGEMENT IMPLICATIONS**

Council is obliged to manage its assets in accordance with the requirements of the Local Government Act 2009 and the Civil Liability Act 2002.

#### **REPORT**

Freemans Lane has a one-way crossfall between the Queensland Fire Station concrete apron and the kerb and channel on the southern side of the lane. The section highlighted in blue in Figure 1 illustrates the size of the pavement failure at the immediate rear to the building.



*Figure 1: Freemans Lane (Kent St intersection), Kingaroy*

As can be seen in Figure 2, there are natural springs in the vicinity of the site which resulted in a saturated pavement leading to multiple pavement failures. Under the Queensland Reconstruction Authority's, Restoration of Public Assets (REPA) program, works were undertaken at this location in June 2022.

These works included:

- The installation of a subsurface drain;
- The placement of a geofabric layer;
- The placement of base-course, with a thickness varying between 300mm-400mm; and
- Chip seal to extent of works.

The saturated pavement combined with heavy vehicle movements from the fire trucks and rear of business access to adjacent properties has caused further deterioration to these previous repairs at this location. This has resulted in Council being approached by Queensland Fire and Emergency Services to undertake a permanent repair to the pavement for the frontage of the fire station to ensure a better service of access into the future.

### **Scope of Works and Estimate**

To address these issues, the current design includes the provision of:

- A 150mm thick geofabric wrapped rock blanket;
- Subsoil drainage;
- A 150mm Type 2.3 subbase layer; and
- A 180mm thick reinforced concrete pavement.

The estimated construction cost estimate for these works is approximately \$200,000 and is proposed to be funded from Council's \$2M co-contribution allocation.

### **ATTACHMENTS**

**Nil**

## 7.2 2024/25 ADVANCED DESIGN PROGRAM

**File Number:** 29.11.2023

**Author:** Manager Infrastructure Planning

**Authoriser:** Chief Executive Officer

### PRECIS

2024/25 Advanced Design Program

### SUMMARY

Programming of the 2024/25 Advanced Design Program has commenced and the design process is underway for design delivery within the 2023/24 Financial Year

### OFFICER'S RECOMMENDATION

That Council note the proposed 2023/24 Advanced Design Program for future construction delivery.

### BACKGROUND

As part of Council's delivery of the 2023/24 financial year budget, Infrastructure Planning and Works departments were allocated an approved budget of \$250,000 for advanced project design. The projects funded by the advanced design budget are programmed for construction delivery in the coming 2024/25 financial year. This allocation to the Infrastructure Works budget affords the Infrastructure Planning design team extended lead time to conduct thorough project scoping, such as geo-technical investigations, surveys, service locations, stakeholder engagement and provides 'shovel-ready' projects for construction in the following months. Due to the advanced timelines of project hand over to the Works team, internal co-ordination processes are more cohesive and allow additional time for a comprehensive and extensive procurement period.

These projects are:

- Tingoora Chelmsford Road, Chelmsford (Stage 2) (RTR – 2024/25 - \$40,000)

The rehabilitation of this major collector road from Ch 5050 to Ch 12080 to improve the pavement and surfacing between Tingoora and Wondai Proston Road.

- Tessmanns Road Footpath, Kingaroy (Cowie to Bridgeman) (TIDS - \$15,000 – 2024/25)

Completion of the footpath network on Tessmanns Road, Kingaroy to address the gap between Cowie to Bridgeman. This is to continue the commenced design from last financial year.

- Regional Road Renewal Planning (SBRC – 2024/25 - \$50,000)

Upcoming projects for road rehabilitation and resealing

- St Patrick's Primary School, Nanango (STIP – 2024/25 - \$15,000)

Relocate pedestrian crossing, install new footpath and pram ramps, remove existing trees and traffic islands, installation of new pavement marking and signage.

- Nanango State High School, Nanango (STIP – 2024/25 - \$15,000)  
Demolish existing pavement and installation of new pavement in Elk Street, Installation of new pedestrian crossing.
- Tanduringie State School, Pimpimbudgee (STIP – 2024/25- \$20,000)  
Construct formalised carparking spaces, undertake drainage works, reseal where required, installation of new footpaths and bollards.
- Murgon State School, Murgon (STIP – 2024/25 - \$15,000)  
Demolish existing pavement and installation of new footpath in Krebs Street.
- Youngman Street KKRT Crossing, Kingaroy (SBRC \$45,000)  
A design co-contribution towards the rail trail crossing across Youngman Street with DTMR. Detailed design of an active transport crossing on the Kilkivan Kingaroy Rail Trail on Youngman Street, Kingaroy including the King Street and Queen Street intersections and the cycleway extension down to the George St carpark.
- St John's Lutheran School, Kingaroy (SBRC \$25,000)  
Development of traffic management and on street carparking options to improve road safety around the school area and adjacent streets.
- Avoca Street (SB Care/IGA area), Kingaroy (SBRC \$10,000)  
Development of traffic management and carparking options to improve road safety around and additional car parking in area.

## **ATTACHMENTS**

**Nil**

### **7.3 APPLICATION FOR THE ROAD CLOSURE FOR THE UNMAINTAINED GOOMERI WEST ROAD WHICH ADJOINS LOT 52 FY407**

**File Number:** 29.11.2023  
**Author:** Manager Works  
**Authoriser:** Chief Executive Officer

#### **PRECIS**

Application for road closure of an Unmaintained Road known as Goomeri West Road off Crownthorpe Road, Crownthorpe which adjoins Lot 52 FY407.

#### **SUMMARY**

Council has received an application for the road closure of an Unmaintained Road off Crownthorpe Road, Crownthorpe which adjoins Lot 52 FY407. The road is known as Goomeri West Road.

The proposed area of the road closure is an area of about 1 hectare and is located between Lot 52 FY407 and part of Lot 2 RP226600 and shown in Attachment one (1).

If a permanent road closure is approved, the land area is typically incorporated into the adjoining freehold property and is no longer considered to be road reserve.

A temporary road closure will enable the applicant to obtain a road licence giving them the sole use of the land, however the road remains as road reserve and can be reopened to enable future use as a road.

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#### **OFFICER'S RECOMMENDATION**

That the Committee recommends to Council:

1. That Council advise the applicant and the Department of Resources that:
  - (a) It supports an application for a temporary road closure of the road known as Goomeri West Road, Crownthorpe which adjoins Lot 52 FY407 and is shown in Attachment 1.
  - (b) Make note to the department that Council does not support a permanent road closure of the road known as Goomeri West Road, Crownthorpe which adjoins Lot 52 FY407 and is shown in Attachment 1. The reasons for this objection are as follows:
    - i The long-term usage of the sections of road reserve is unknown. The permanent closure may affect any future interconnection of roads, any necessary future infrastructure, and any potential new development in the area.
  - (c) Should the Department Resources approve the proposed permanent road closure or a temporary road closure with road licence, that there be no cost to Council associated with the road closure.
2. Delegates authority under section 257 of the Local Government Act 2009 to the Chief Executive Officer or their delegate to finalise any and all matters associated with the application.
  - (a) Execute, as road manager, form Part C '*Statement in relation to an application under the Land Act 1994 over State land*' for the proposed permanent road closure.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

There will be no cost to Council if the road closure is approved. Council will not receive any financial compensation from the State of Queensland if the road closure is approved and the land annexed to Lot 52 FY407. A road licence over the land may be rateable.

## **LINK TO CORPORATE/OPERATIONAL PLAN**

ENHANCING LIVEABILITY AND LIFESTYLE - Elevate the South Burnett region to be recognised as a "Community of choice".

PROVIDING KEY INFRASTRUCTURE FOR OUR TOWNS AND VILLAGES - Develop, renew and maintain community infrastructure through sound asset management principles.

## **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Stakeholders within internal branches have been consulted on the road closure prior to this report going before Council. These include Council Infrastructure Works Branch.

## **LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

A temporary road closure and road licence will enable the applicant sole use of the land for the foreseeable future, however if Council determines that the road is required it can be reopened. The dedicated purpose of the land remains as reserve for road.

If a permanent road closure is approved by Department Resources then the specified land would no longer be classified as a reserve for road and would not be available to Council if future use warranted it.

## **POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

There are no Policy/Local Law delegation implications.

## **ASSET MANAGEMENT IMPLICATIONS**

Currently there is minimal short-term asset management implications, the proposed road closure is for 340 meters of road which is currently unmaintained road reserve. The long-term asset management implications of a permanent road closure would result in a loss of access to the road reserve area and could jeopardise any necessary future infrastructure and infrastructure upgrades in the area. While a temporary road closure was in place Council would not be responsible for any maintenance on the reserve.

## **REPORT**

This report concerns an application for the road closure of Goomeri West Road, Crownthorpe which is off Crownthorpe Road and adjoins the applicants land at Lot 52 FY407 and to make comment on this proposal.

The proposed area of road closure is an area of about one hectare and is located between Lot 52 FY407 and Lot 2RP226600. The portion of the road reserve located immediately to the east of the application area is already held under a road licence by the property owner of Lot 2 RP226600. The area of land for this application extends from the edge of Crownthorpe Road to the existing road licence area held by the applicant's neighbour and is shown in Attachment one (1).

A temporary road closure will enable the applicant to obtain a road licence giving them the sole use of the land, however the road remains dedicated as road reserve and can be reopened to enable future use as a road.

This is different to a permanent road closure where, if approved, the land area is typically incorporated into the adjoining freehold property and is no longer considered to be road reserve. This could jeopardise any necessary future infrastructure and infrastructure upgrades in the area.

The applicant has indicated that they are seeking the road closure to undertake grazing and to better enable access to parts of their property. A temporary road closure would enable these activities to be undertaken by the applicant. The applicant has also indicated that a temporary road closure would be acceptable to them.

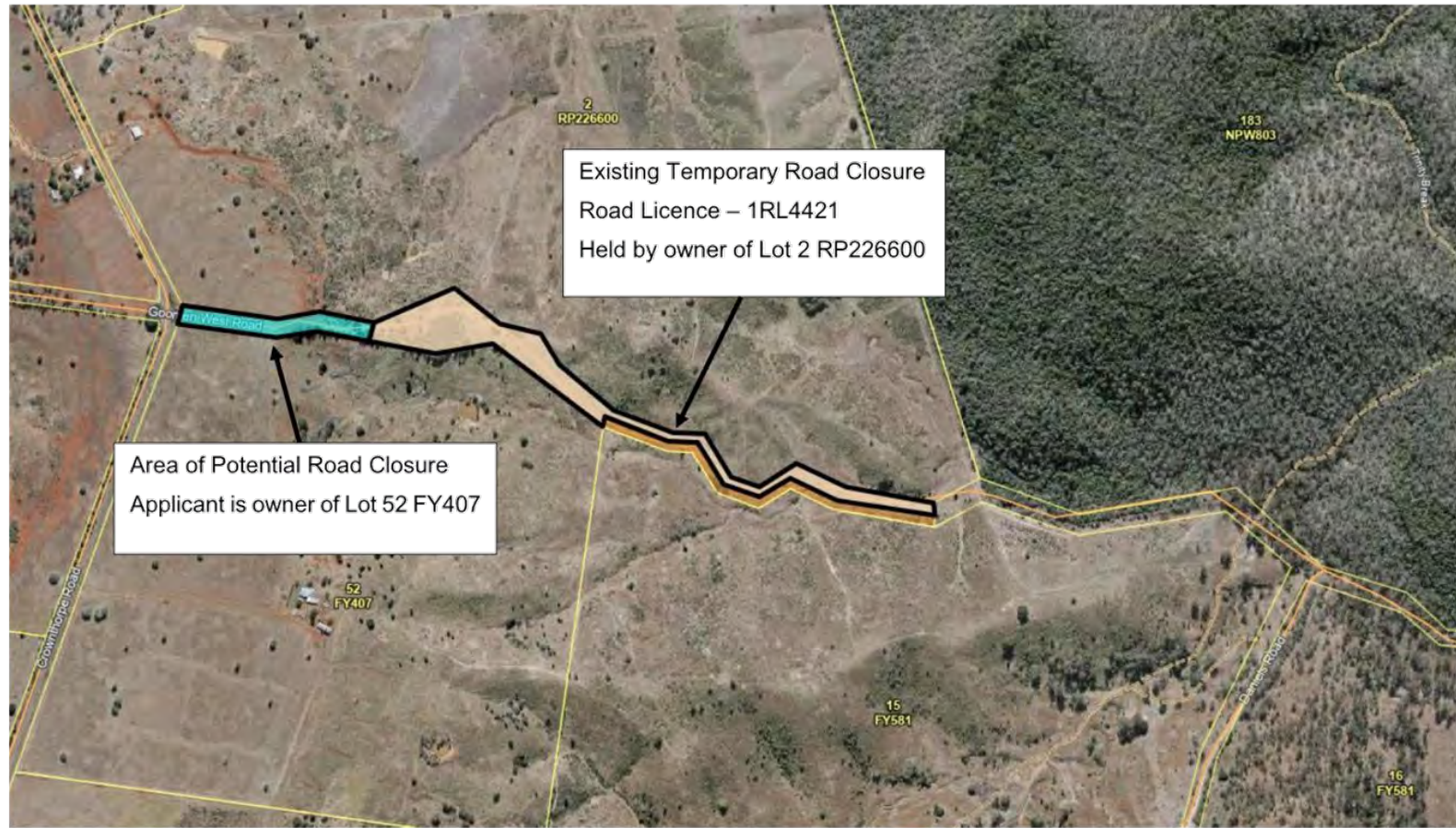
It is recommended that Council advises the applicant and the Department Resources that it is willing to support a temporary road closure of the portion of Goomeri West Road as indicated in Attachment One however, Council will not support a permanent road closure. A temporary road closure enables the applicant to utilise the land whilst still allowing for the road to be reopened for future infrastructure potential.

## **ATTACHMENTS**

### **1. Map of Temporary Road Closure**



Attachment 1: Road Proposed to be Closed



## **8 WATER & WASTEWATER**

### **8.1 WATER AND WASTEWATER PORTFOLIO REPORT**

**File Number:** 29.11.2023

**Author:** Councillor

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Water and Wastewater Portfolio Report

#### **SUMMARY**

Councillor Jones presents his Water and Wastewater Portfolio Report to Council.

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#### **OFFICER'S RECOMMENDATION**

That Councillor Jones's Water and Wastewater Portfolio Report to Council be received for information.

#### **BACKGROUND**

N/A

#### **ATTACHMENTS**

- 1. December WWW Branch Portfolio Report**

## WATER & WASTEWATER BRANCH STANDING COMMITTEE REPORT

The following are Current/Planned Works

Updated as of 15 November 2023

### Capital Works 23/24

*Current Water Main Replacements*

Name	Description	Expected Start	Expected Completion	Budget Amount	Actual
<b>Jubilee St Kingaroy (End to Ian St)</b>	Watermain Replacement	August	Completed	\$30,000	\$14,590
<b>Blake St, Proston (Drake-Rodney St)</b>	Watermain Replacement	October 2023	November 2023 90% Complete	\$105,000	\$50,862
<b>Mackenzie St, Wondai (Osborne-End St)</b>	Watermain Replacement	August 2023	98% Complete	\$211,400	\$81,036
<b>Mackenzie St, Wondai (Osborne-Scott)</b>	Watermain Replacement	October 2023	Complete	\$140,000	\$101,821
<b>Cadell St, Wondai (Scott - Kent St)</b>	Watermain Replacement	June 2023	August Completed	\$292,600	\$159,897
<b>Markwell St</b>	Watermain Replacement	February 2024	March 2024	\$98,000	\$25,252
<b>Glendon St (Alford – Markwell)</b>	Watermain Replacement	October 2023	Completed	\$78,400	\$41,665
<b>Alford St (William St to Burnett St)</b>	Watermain Replacement	December 2023	January 2024	\$133,000	\$0

*Note:*

Markwell St has been moved back to the new year to allow for traffic flow to the shopping mall during school holidays/Christmas. And the Alford St project has been brought forward in the program to complete during the school holidays as it is adjacent to the Primary School.

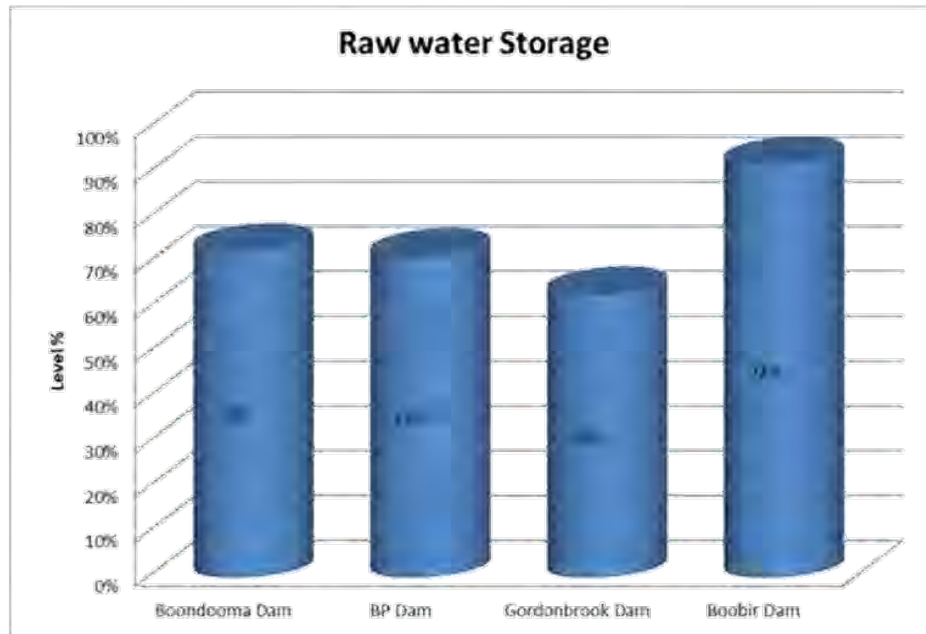
*Other CapEx project updates:*

1. **Off Stream Storage:** 30% design has been completed, submitted, and evaluated by SBRC and are on track to meet the milestones in the funding agreement. A large body of work has been conducted to find a gravity solution. This is a very positive outcome for the operation lifecycle cost of the storage.
2. **Mt Wooroolin Reservoir:** Tenders received for a Concrete Reservoir and roof replacement were well above the budget available for this project. Another Tender has recently been released for a Panel reservoir with liner. This has a lower asset life of around 30years but will fall within budget and utilise the funding available.
3. **Wondai Water Treatment Plant Filter Media Replacement:** The filter media grading and sizing has now been identified and moving to procure materials. Replacement of the media is expected to be pushed back to May/June due to current climatic conditions and increased water demands. Cooler months generally provide a better opportunity for a lengthy shut down.

4. **Sewer Relining/Access Chamber rehabilitation:** Through the WBBUWA we have released a tender for access chamber rehabilitation program. The strategy is to upgrade chambers between the recently relined sewer mains. Tender opened end of October and tenders will be evaluated late November.

**Restriction & Dam Levels as at 15/11/2023**

All towns remain on level three (3) Water Restrictions.



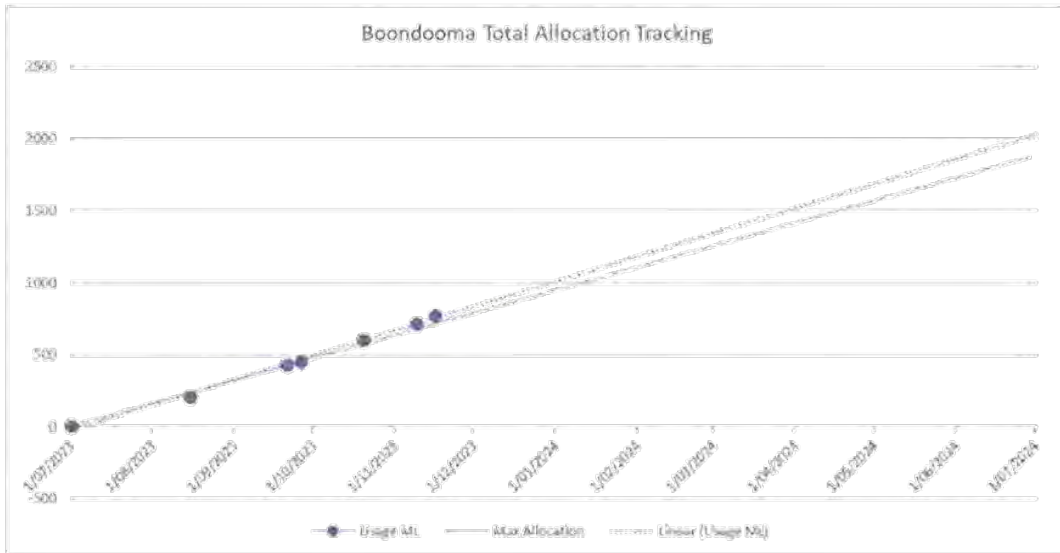
Sunwater supply scheme	Water storage	Schemes supplied	FSL (m)	Current level	FS Volume (ML)	Current Volume (ML)	Current capacity (%)	High Priority water Allocation	Medium Priority Allocation
Boyne River & Tarong	Boondooma Dam	Boondooma Scheme, Proston Rural scheme, Kingaroy, Blackbutt	280.4	276.78	204,200	148,270	73%	100%	100%
Barker Barambah	BP Dam	Wondai, Murgon	307.3	305.41	134,900	96,507	72%	100%	100%
	Gordonbrook Dam	Kingaroy	391.5	390.3	4,417	4,164	63%	N/A	N/A
	Boobir Dam	Blackbutt	434	433	170	124	92%	N/A	N/A

Council continues to monitor water storage throughout the region. Current levels are:

- Boondooma – 73%
- BP Dam – 72%
- Gordonbrook Dam – 63%
- Boobir Dam – 92%

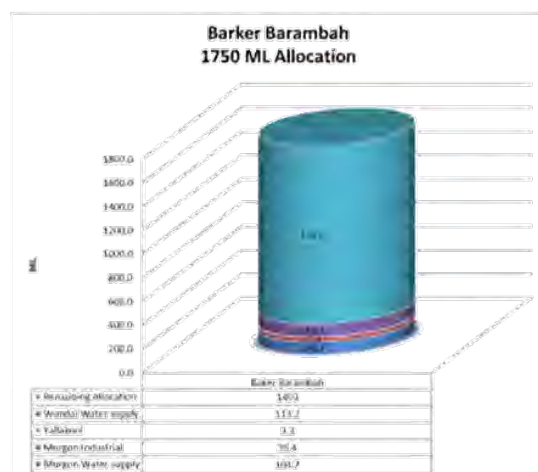
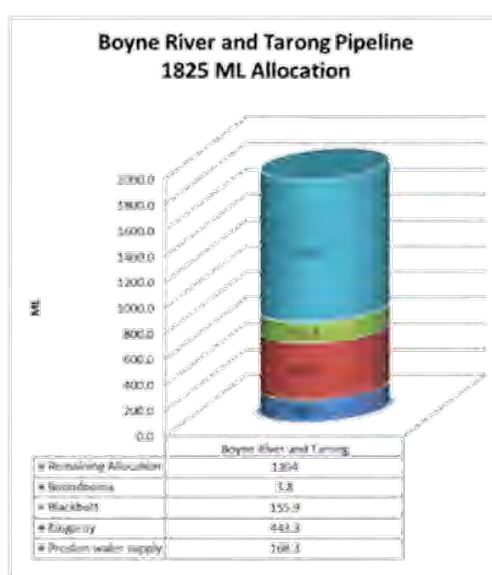
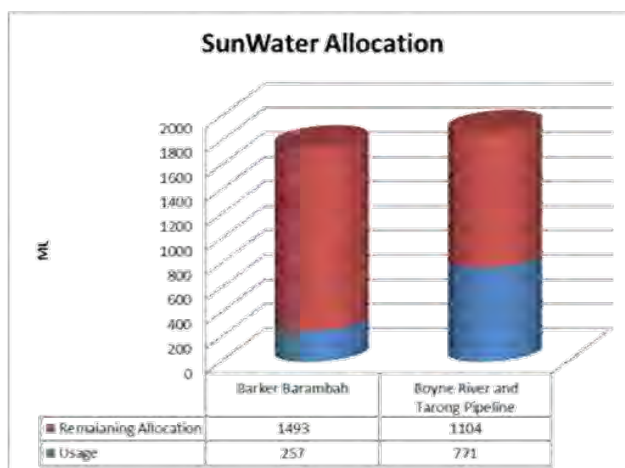
**Water Allocations and Financial Year Consumption**

Water allocation SunWater scheme	Location / Allocation	Usage to date (ML)	Annual Allocation (ML)	Remaining Allocation (ML)	Remaining Allocation in (%)	Year remaining in (%)
Barker Barambah	Murgon Water supply	104.7	1400	1256.5	90%	63%
	Murgon Industrial	35.4				
	Yallakool	3.3				
	Wondai Water supply	113.2	350	236.824	68%	
	<b>Sub Total</b>	<b>257</b>	<b>1750</b>	<b>1493</b>	<b>85%</b>	
Boyne River and Tarong Pipeline	Proston water supply	168.3	500	331.7	66%	63%
	Kingaroy	443.3	1110	666.7	60%	
	Blackbutt	155.9	250	94.1	38%	
	Boondooma	3.8	15	11.2	75%	
	<b>Sub Total</b>	<b>771</b>	<b>1875</b>	<b>1104</b>	<b>59%</b>	



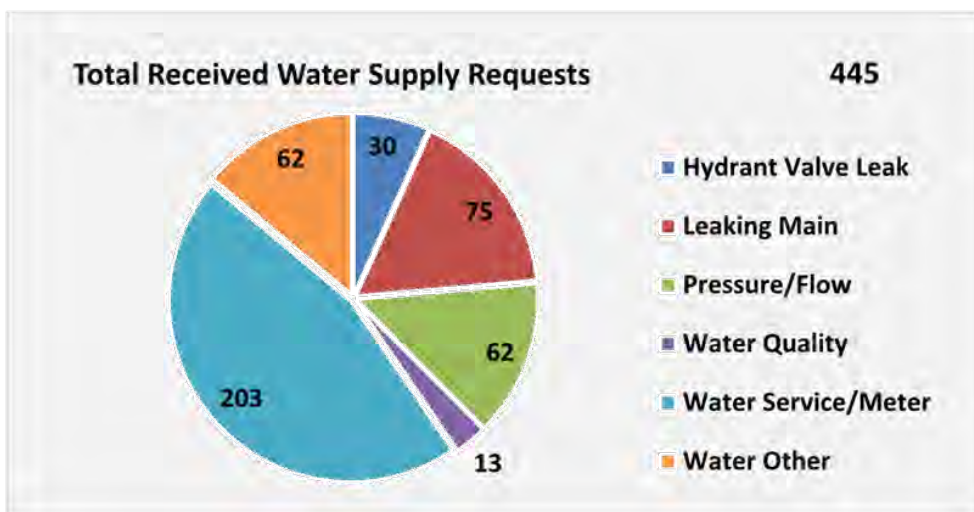
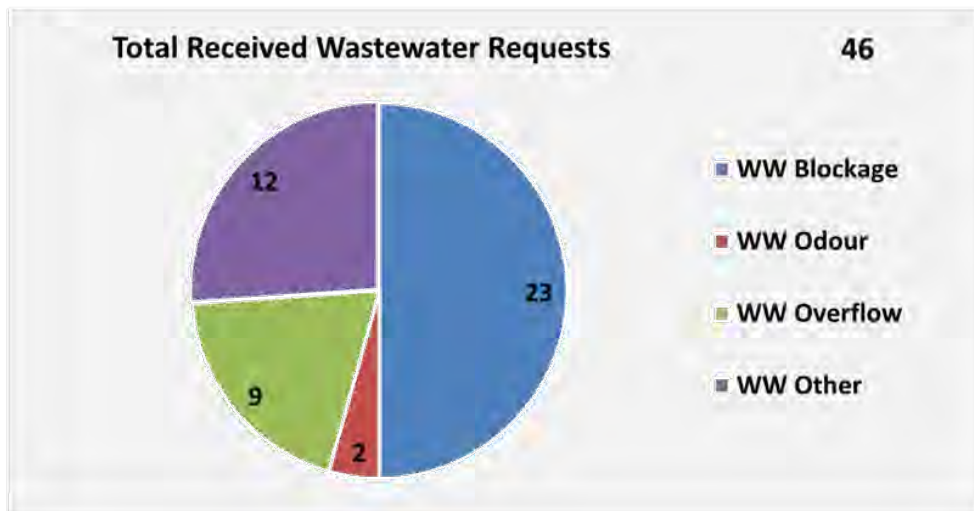
The Boondooma allocation is currently tracking over for this time of year. Daily demand is up. Water officers will monitor and advise Council if additional allocation is required.

Demand trends have increased across all water supply schemes.

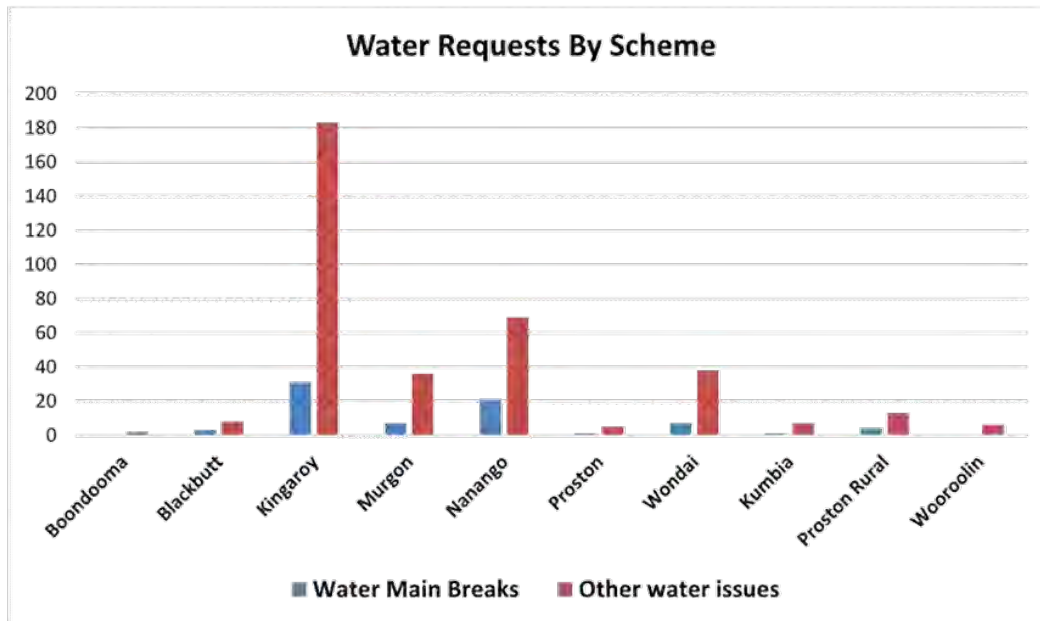
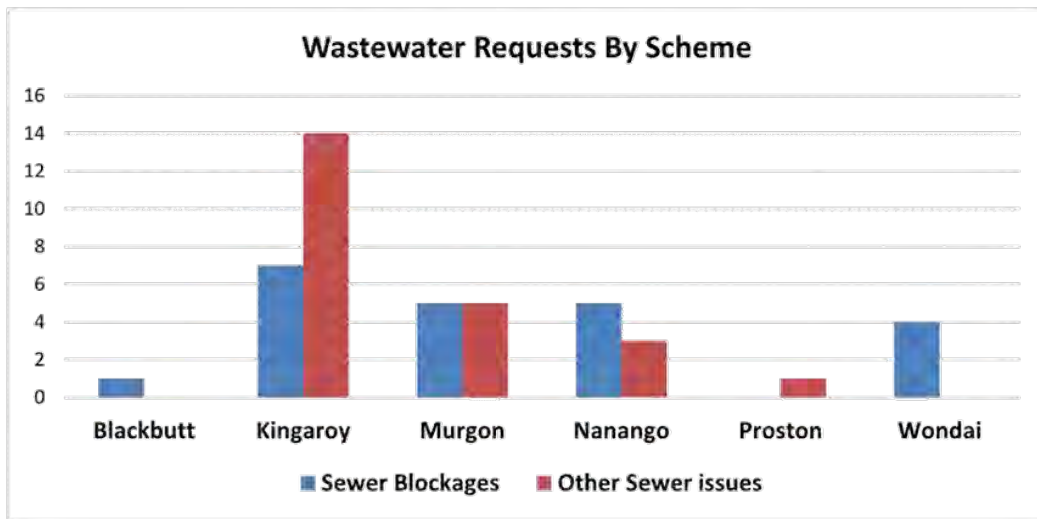


\*Annual allocations are for the financial year.

Reactive Work - Financial Year 2023/24







**Reactive Work Comparison - Financial Year 2022/23**

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Town	Sewer Blockages	Other Sewer issues	Water Main Breaks	Other water issues
Kingaroy	6	11	6	169
Murgon	2	4	4	9
Wondai	1	1	6	11
Nanango	0	3	8	75
Blackbutt	0	1	8	38
Proston	0	0	0	3
Proston Rural	0	0	3	2
Kumbia	0	0	2	6
Wooroolin	0	0	0	5

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## 9 PORTFOLIO - NATURAL RESOURCE MANAGEMENT, RURAL SERVICES, AGRICULTURAL INNOVATION, COMPLIANCE AND ENVIRONMENTAL HEALTH

### 9.1 NATURAL RESOURCE MANAGEMENT, COMPLIANCE AND ENVIRONMENTAL HEALTH PORTFOLIO REPORT

**File Number:** 29-11-2023  
**Author:** Councillor  
**Authoriser:** Chief Executive Officer

#### PRECIS

Natural Resource Management, Compliance and Environmental Health Portfolio Report.

#### SUMMARY

Cr Henschen presented his Natural Resource Management, Compliance and Environmental Health Portfolio Report.

#### OFFICER'S RECOMMENDATION

That Cr Henschen's Natural Resource Management, Compliance and Environmental Health Portfolio Report to Council be received for information.

#### NATURAL RESOURCE MANAGEMENT

##### Weed Management

- Biosecurity Advisory Committee (BAC) Meeting held in Toowoomba Friday 17 November 2023. Current BAC will dissolve after final BAC Meeting 16 February 2024 and a new BAC will be formed post-2024 LG Elections.
  - Weeds of mention include *Chilean Needle Grass*, *Cats Claw* – Agenda attached.
  - *Weed Mapping Project* presentation from Biodiversity Australia – a Leading Australian Environmental Management Consultancy based on the Gold Coast
- NRM stats for the month:  
1x splatter gun, 2x tree spears, 5x inspections  
Focus has been on Green Cestrum and broad leaf privet on the Stuart River.  
Other focus has been on broad leaf privet on reserves around the Kumbia Ellesmere area. Also, *Groundsel* and *Green Cestrum* around the South Burnett region.

##### Feral Animal Management

- Final Biosecurity Advisory Committee (BAC) Meeting as above –
  - Biosecurity QLD raised Deer Management pest issue across Australian Eastern states with varying species proliferating in different niches from Cape York to the Gippsland (VIC)
    - Ground shooting and Aerial shooting have had minimal impact due to overhead costs, licensing etc.

- Reiteration and emphasis of General Biosecurity Obligation (GBO) to landholders with respect to weed management and feral animal management.
- *Wide Bay - Burnett Invasive Species Advisory Committee Meeting* held via Teams Thursday 16 November 2023 hosted by DAF, Chaired by North Burnett Regional Council (NBRC).
  - Fire Ant presentation from Department of Agriculture and Fisheries Brisbane
  - African Swine Fever (ASF) and Feral Pig Control presentation DAF Brisbane
- *Threat Abatement Plan – Cat Predation* submission draft responses in progress, for internal review Tuesday 28 November 2023
- Stock Route Pest Management Officer:  
13x goats impounded, 1x black dexter heifer impounded, 1x pig trap, 3x cat trap, 10kgs of carrots for rabbit baiting, 14x attended wandering livestock.

### **Flying Fox Roost Management**

- Meetings being arranged in coming weeks with Wildlife and Threatened Species Operations (DES) and RedLeaf Environmental Consultants to implement strategies for Blackbutt.

### **Emergency Animal Disease (EAD) Response Plan**

- Burnett Inland Economic Development Organisation (BIEDO) have been the successful contractor to assist SBRC develop an EAD Response Plan with an early draft due Friday 15 December 2022 for review and discussion.

### **COMPLIANCE**

- New Compliance Officer (CO) commenced 06 November 2023 with another earmarked to start January 2024 with the return of the fourth Administration/Compliance Officer in the first quarter of 2024 from Maternity Leave
- An acquisition process has been initiated to replace the current compliance utility vehicles with built-for-purpose K9 Kube vehicles in response to workplace health and safety and CO feedback. Further discussions and assistance to be held with Fleet and Procurement.

### **ENVIRONMENTAL HEALTH**

- Environmental Health Team received numerous complaints about unlicensed water carriers delivering drinking water to the public. A social media education campaign commenced to advise the public to purchase water from a licenced providers and we contacted the unlicensed water carriers. This has resulted in 2 new water carriers obtaining a food business licenced to deliver drinking water that complies with the *Australian Drinking Water Guidelines*.
- Reduced resources during October due to staff being on annual leave, only priority items being attended
- EHO contracted through Osborne Richardson commenced with EH team Monday 13 November 2023 until March 2024 (6-months)

### **ATTACHMENTS**

Nil

**9.2 NATURAL RESOURCE MANAGEMENT, COMPLIANCE AND ENVIRONMENTAL HEALTH OPERATIONAL UPDATE**

**File Number:** 29-11-2023

**Author:** Coordinator Regulatory Services

**Authoriser:** Chief Executive Officer

**PRECIS**

Natural Resource Management, Compliance and Environmental Health Operational Update.

**SUMMARY**

Natural Resource Management, Compliance and Environmental Health Operational Update.

---

**OFFICER'S RECOMMENDATION**

That the Natural Resource Management, Compliance and Environmental Health Operational update be received for information.

**ATTACHMENTS**

- 1. Compliance, Environmental Health and NRM Operational Update - November 2023**

**Environmental Health and Compliance Operational Update  
November 2023**

Stats Item	Monthly	Monthly Comparative	Financial Yr. to date Cumulative	Financial Yr. to date Cumulative Comparative
	October 2023	October 2022	1/7/2023 –30/09/2023	1/7/2022 –30/09/2022
<b>Animal Registrations</b>				
New Animal Registrations	56	63	270	230
<b>CRM</b>				
Animal to animal attack	3	2	18	20
Animal to person attack	3	5	10	16
Animal management	124	50	457	419
Environmental Enquiries	15	3	49	94
General Local Law, unsightly, signage	26	8	91	56
Overgrown allotments	14	37	46	98
Abandoned vehicles	12	3	23	16
Public Health Customer requests	39	29	126	108
<b>Enforcements</b>				
Abandoned Vehicles	0	0	0	0
Animal investigations	13	14	59	49
Animal investigations (finalised)	0	10	14	24
Declared Dog (new)	0	0	0	0
Impounded Dogs	15	19	78	80
Impounded Cats	19	19	82	104
Overgrown	2	17	15	42
<b>Infringements</b>				
Animals	0	10	0	76
Non-comply of a Compliance Notice	0	4	0	4
Abandoned vehicles	0	0	0	0
<b>Applications for Permits</b>				
Excess Animal Applications	1	0	5	3
Footpath Applications Annual	0	1	1	2
Footpath Applications Short term	3	7	10	14

Stats Item	Month											
	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
<b>Environmental Health</b>												
Current Food Licences	226	229	223	227								
Current Non-Profit Licences	112	115	114	117								
Current Personal Appearance Licences	6	6	6	6								
Current Caravan Park Permits	7	8	8	8								
Current Market Stall Licences	6	8	6	6								
New Food Licences/Change of Licencee	7	4	4	4								
New Non-Profit Licences	0	4	2	3								
New Market Stall Applications	1	1	0	0								
New Temporary Food Licences	4	10	5	2								
Improvement Notices Issued (food Businesses)	2	0	0	0								
Private Water Sampling Applications	1	0	1	2								
Food Inspections Conducted	11	23	23	2								
Health Searches (Food)	0	1	1	0								
Total New Food Licences	7	5	4	4								
Total Closed Food Licences	1	16	4	0								
Total Active Food Licences	226	229	223	227								

**NATURAL RESOURCE MANAGEMENT UPDATE**  
**November 2023**

Project Name	Project Status	Start Date	Expected Completion Date
<b>Queensland Feral Pest Initiative Project</b>	All 5 workshops have been completed.	August 2022	June 2024

Stats Item	Monthly 19/10/23-20/11/23	This month last year	Year to date Cumulative 01/07/23- 20/11/23
<b>Wandering Livestock</b>			
Attendance	14	9	50
Impoundments	2	2	10
<b>Wild Dog &amp; Feral Pig Program</b>			
Landholders baiting	0	1	75
Doggone Baits	0	0	400
Pig Meat Injected 1080	0 kg	0 kg	1325 kg
Dog Meat injected 1080	0	10 kg	4792 kg
Hectares baited	0	102 ha	62791 ha
Bounties processed	13	6	96
<b>Extension and Awareness</b>			
Number of Samples sent for Identification	0	0	0
Number of Awareness Flyers	0	0	100
Number of Web Based Media Promotions	0	2	2
Number of Radio Based Media Promotions	0	0	2
Number of Print Based Media Promotions	0	1	27
<b>Rabbit Control</b>			
Landholders assisted	0	0	0
Carrots K5 Virus	10kg	1 kg	36 kg
Rabbits injected	0	0	0
<b>Equipment Loaned</b>			
Spray trailer, Splatter Guns, Portable Steel Yards, Camera, GPS, Dog Traps, Pig Traps, Cat Traps, tree spears	1x Splatter Gun, 2x Tree Spears, 1x Pig Trap, 3x Cat Trap. =7	7	40
Agistment Permits	9	0	9
Travel Permits	0	0	0
<b>Fire Management</b>			
Prescribed burns	0	0	0
Fire trails maintained	0	0	0

Stats Item	Monthly 19/10/23- 20/11/23	This month last year	Year to date Cumulative 01/07/23– 20/11/23
<b>Environmental Assessments</b>			
Environmental Assessment prior to roadworks	0	0	0
Fence line clearing and roadside burning applications	1	2	19
<b>Weed Control</b>			
Council Roadside Weed Management	Surveillance and control of Green Cestrum, Broad Leaf Privet, and Groundsel has occurred over the November period.		
State Controlled Roadside Weed Treatment	Surveillance and control of Green Cestrum, Broad Leaf Privet, and Groundsel has occurred over the November period.		
Cherbourg Parthenium Treatment	N/A		
Property Inspections	5	16	18
Number of Weed of the Month Promotions	0	3	0
<b>Customer Requests</b>			
	Monthly 19/10/23- 20/11/23	This month last year	Year to date Cumulative 01/07/23– 20/11/23
Feral Animals	19	23	107
Wandering Livestock	33	11	109
Wildlife	0	2	8
Stock Routes	0	0	0
Weeds	8	18	51
Trees	0	0	0
Roads	0	0	0
NRM General / Other	9	7	32
<b>Total</b>	<b>69</b>	<b>61</b>	<b>307</b>



## **10 DISASTER MANAGEMENT**

### **10.1 LOCAL DISASTER MANAGEMENT PORTFOLIO REPORT**

**File Number:** 29.11.2023

**Author:** Councillor

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Local Disaster Management Portfolio Report

#### **SUMMARY**

Councillor Potter presents her Local Disaster Management Portfolio Report.

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#### **OFFICER'S RECOMMENDATION**

That Councillor Potter's Local Disaster Management Portfolio report to Council be received for information.

#### **BACKGROUND**

N/A

#### **ATTACHMENTS**

- 1. December LDMG Portfolio Report**

## LOCAL DISASTER MANAGEMENT GROUP UPDATE

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Council's SES sub group met on Monday 13 November 2023 to discuss operational requirements and actions. Due to the aged fleet South Burnett currently holds for our SES, discussions with our fleet team was held in relation to an upgrade rotation program. SES will provide a Capability Assessment tool which will help inform future fleet requirements based on risk profiles. Council will cost the necessary fleet replacement requirements and provide a report to Council advising of options in relation to upgrades to fleet.

Representatives from the Local Disaster Management Group and Council's Disaster Management team attended two community events during November. These included Bunya Mountains Community Preparedness Day and the South Burnett Health and Community Services Expo. The Bunya Mountains Get Ready booklet which was created as part of our Get Ready funding was handed out to the Bunya Mountains community on the day.



South Burnett Local Disaster Management Group quarterly meeting is scheduled for Thursday 7 December 2023.

## **11 WASTE & RECYCLING MANAGEMENT**

### **11.1 WASTE & RECYCLING MANAGEMENT PORTFOLIO REPORT**

**File Number:** 29-11-2023

**Author:** Councillor

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Waste & Recycling Management Portfolio Report

#### **SUMMARY**

Cr Potter presented her Waste & Recycling Management Portfolio Report to Council.

---

#### **OFFICER'S RECOMMENDATION**

That the Waste Management Portfolio Report to Council be received for information.

#### **Waste Levy Payments**

October saw \$128,938.81 returned to the State Government as part of the domestic waste to landfill pre-payment which is received from the State Government. For 2023/24 Council received \$1,365,692.00 from the State Government to off-set the cost of domestic waste to landfill.

Council has remitted \$521,228.89 back to the State to the end of October 2023 – this equates to \$65,998.21 over the monthly average after four (4) months.

#### **Supervision and Landfill Management Contracts**

With Proterra now been successful with the supervision and landfill management from 1 March 2024, negotiations have commenced to finalise the contract document prior to signing. Works will then commence on the mobilisation plan.

#### **Maidenwell Transfer Station**

Fencing of the new Maidenwell Transfer Station has commenced. Once the Traffic Management Plan has been approved by the State Government, the front fence and security access will be completed.

#### **Nanango and Wondai Weighbridge Installation and Transfer Station Upgrade**

The tenders have been released and a site inspection was held on the 16 November 2023 with some of the tenderers so they can scope out the area where the works will be completed. Strict requirements are in place for both weighbridges to be completed and running by 30 June 2024 to be compliance with the funding agreements.

#### **Draft Waste Strategy**

Community Consultation for the Draft Waste Strategy commenced 3 November 2023 and will finish on 1 December 2023. Feedback will be considered and implemented into the strategy prior to adaption at the December Ordinary meeting.

#### **Waste and Recycling Collections Contract**

A meeting was held between JJ Richards and Council on 31 October 2023 to go through the mobilisation plan. Documentation, request management, WHS plans have been sent through for review. JJ Richards will begin replacing any green lidded bins in the towns located north of the South Burnett before the new contract commences.

### **Waste Education**

During the second last week of November, Envirocom visited local schools and conducted multiple lessons on waste education. Moffatdale State School, St Patrick's Primary, Tingoorra State School, Wooroolin State School, St Mary's Catholic College, and Winderera State School all expressed their interests in learning about Waste Education. Lessons such as 'Litter on the loose', 'Wonderful World of Worms', 'Enviro Impacts of Waste', 'What's in your Waste?', 'Worm Farming', and 'Composting' were all conducted with different age groups at the schools.

### **ATTACHMENTS**

- 1. Fire at Durong Transfer Station**
- 2. Illegal Dumping - Hoopers Road, Inverlaw**
- 3. Illegal Dumping - Hivesville Transfer Station**



Fire at Durong Transfer Station causing fences to be damaged.



Illegal Dumping on Hoopers Road, Inverlaw – no identification or paperwork was found during the clean up.



General Waste in the Green Waste Pile at Hivesville Transfer Station.



Multiple tyres around the entire Hivesville Transfer Station.



**11.2 WASTE & RECYCLING MANAGEMENT OPERATIONAL UPDATE**

**File Number:** 29-11-2023

**Author:** Councillor

**Authoriser:** Chief Executive Officer

**PRECIS**

Waste and Recycling Management Operational Update

**SUMMARY**

Waste and Recycling Management Operational Update

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**OFFICER'S RECOMMENDATION**

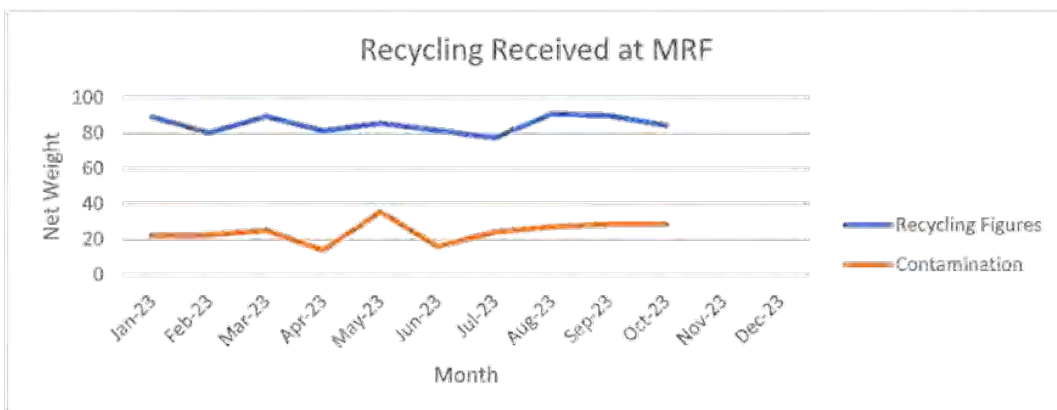
That the Waste and Recycling Management Operational Update be received for information.

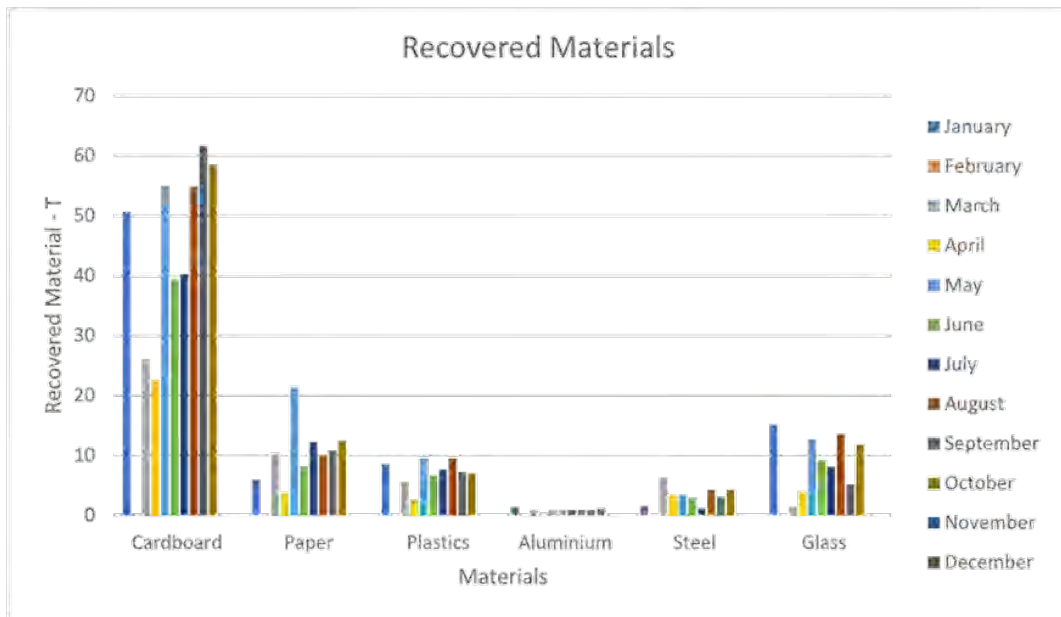
**ATTACHMENTS**

- 1. Waste Statistics - October 2023**

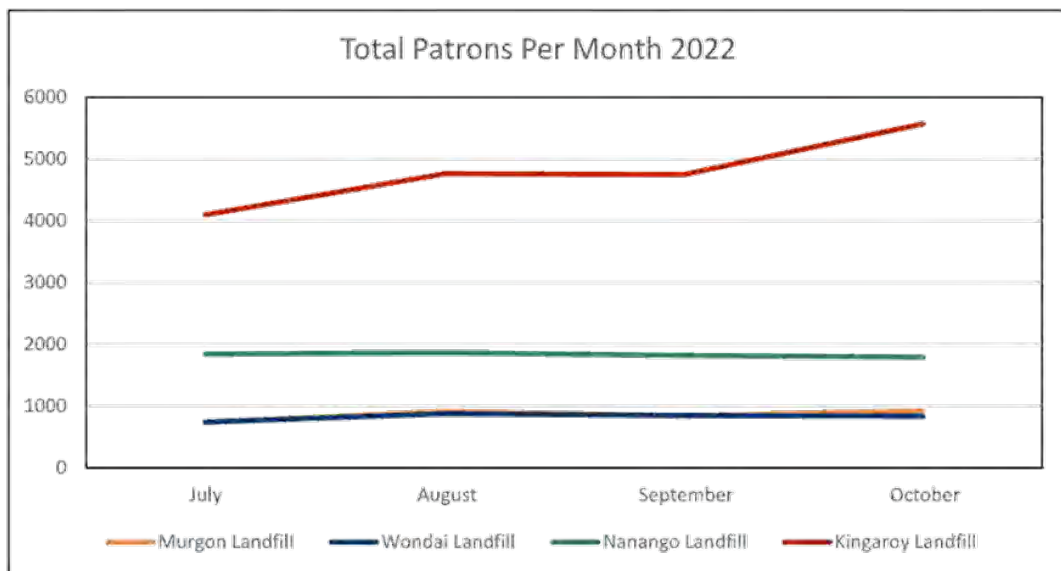
Stats Item	Monthly	Monthly Comparative	Financial Yr. to date Cumulative	Financial Yr. to date Cumulative Comparative
	October 2023	October 2022	1/7/2023 –31/10/2023	1/7/2022 –31/10/2022
<b>Waste</b>				
Waste Collection requests	133	21	459	394
Recycling Enquiries	1	0	9	0
General Waste Enquiries	34	6	140	173
Waste collection services conducted (recycling and general)	110365	57704	468361	230360

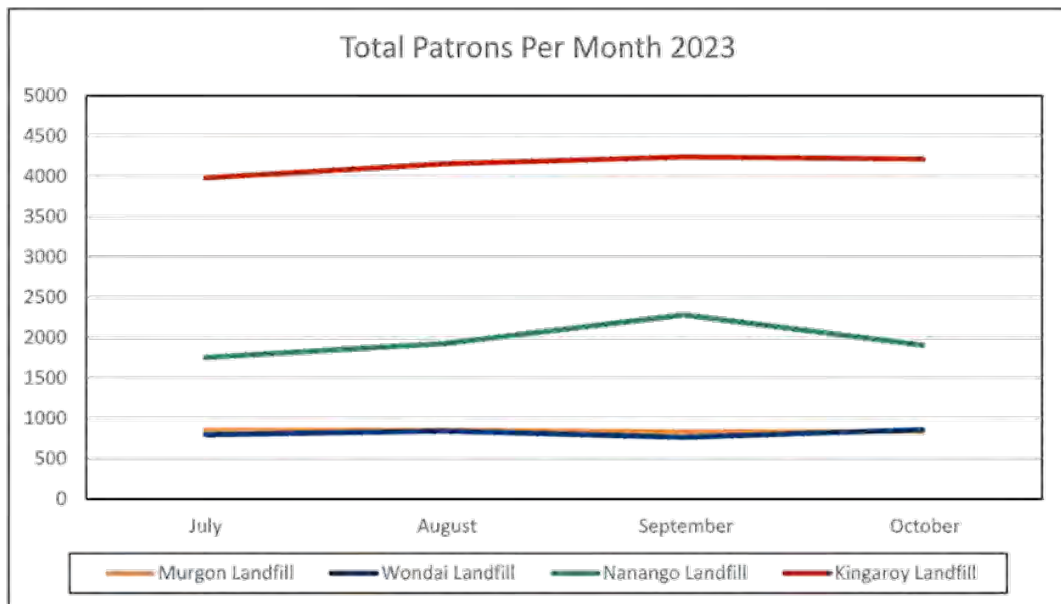
State Waste Levy Stats	October 2023	Financial Yr. to date Cumulative
<b>Waste</b>		
Kingaroy MSW Tonnes Disposed to Landfill	483.85	1962.87
Kingaroy Commercial Tonnes Disposed to Landfill	485.27	1833.72
Murgon MSW Tonnes Disposed to Landfill	299.47	1342.23
Murgon Commercial Tonnes Disposed to Landfill	44.2	141.59
Nanango MSW Tonnes Disposed to Landfill	418.43	1662.92
Nanango Commercial Tonnes Disposed to Landfill	23.03	95.44
Wondai MSW Tonnes Disposed to Landfill	215.16	759.77
Wondai Commercial Tonnes Disposed to Landfill	17.28	133.29
Total Domestic Waste Levy	\$ 128,938.81	\$ 521,228.89
Total Commercial Waste Levy	\$ 51,849.98	\$ 201,129.30
Total Waste Levy Payment Remitted	\$ 180,788.79	\$ 722,358.19

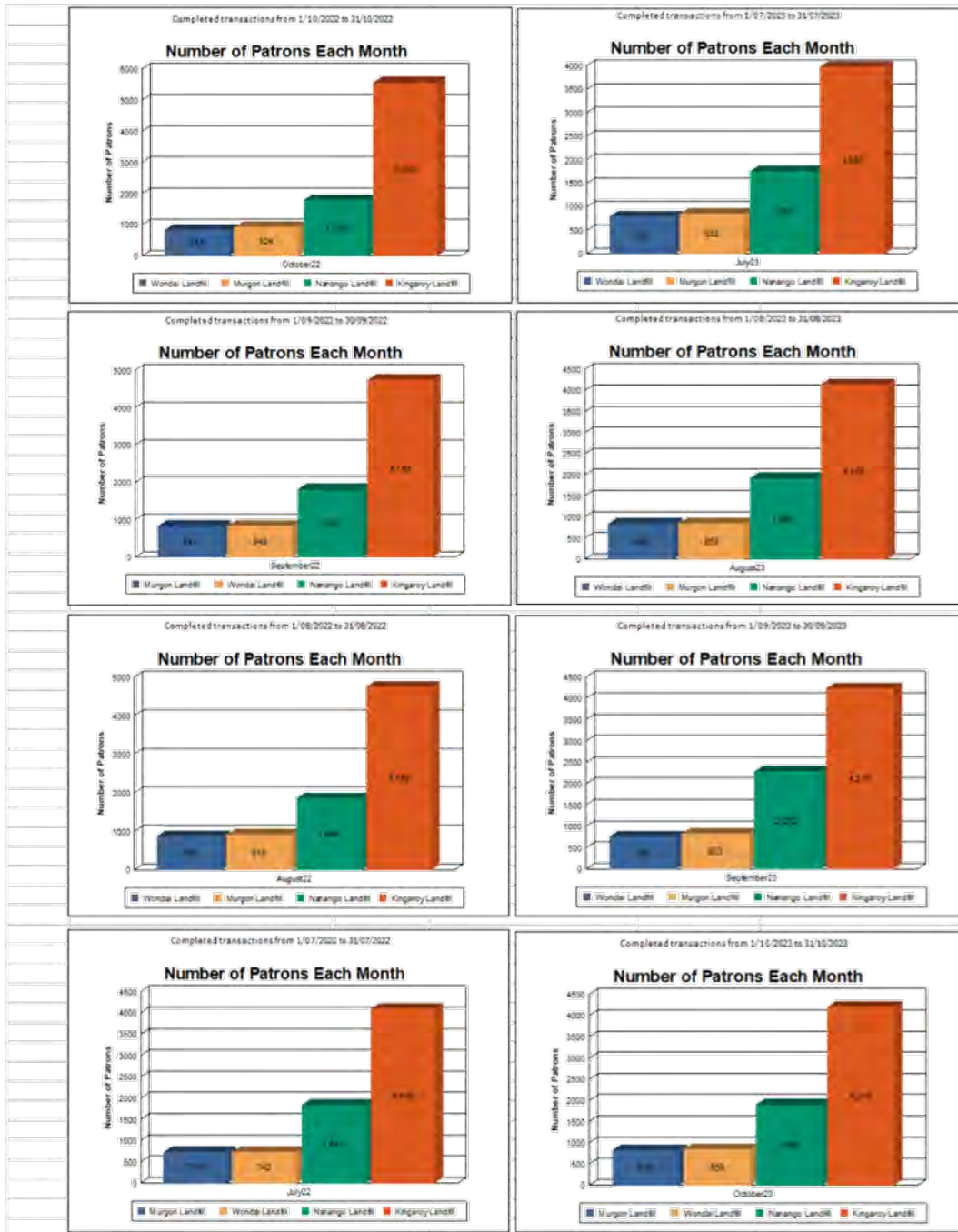




Stats Item	Monthly	Monthly Comparative	Financial Yr. to date Cumulative	Financial Yr. to date Cumulative Comparative
	October 2023	October 2022	1/7/2023 –31/10/2023	1/7/2022 –31/10/2022
<b>Waste</b>				
Murgon Landfill	838	924	3377	3416
Wondai Landfill	859	834	3261	3302
Nanango Landfill	1,905	1,793	7868	7318
Kingaroy Landfill	4215	5568	16592	19177







## **12 PORTFOLIO - RURAL RESILIENCE & DISASTER RECOVERY, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, FIRST NATIONS AFFAIRS**

### **12.1 RURAL RESILIENCE & DISASTER RECOVERY, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT AND FIRST NATION AFFAIRS PORTFOLIO REPORT**

**File Number:** 29-11-2023

**Author:** Councillor

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Rural Resilience & Disaster Recovery, Parks & Gardens, Property & Facility Management and First Nation Affairs Portfolio Report.

#### **SUMMARY**

Cr Duff presented her Rural Resilience & Disaster Recovery, Parks & Gardens, Property & Facility Management and First Nation Affairs Portfolio Report to Council.

#### **OFFICER'S RECOMMENDATION**

That Cr Duff's Rural Resilience & Disaster Recovery, Parks & Gardens, Property & Facility Management and First Nation Affairs Portfolio Report to Council be received for information.

#### **Parks & Facility Management:**

Stage 2 works at QEII Park, Murgon is progressing with the installation of footpaths, shelters, table settings completed, trees and turf to be installed by the early December and the park due to open on the 18<sup>th</sup> of March.

Work is progressing at Lions Park, Kingaroy with the construction of a new amenities and playground facility. The new total accessible playground equipment includes an inground trampoline which is designed to be used by people in a wheelchair. This trampoline allows everyone of all ages and all abilities to have the opportunity to experience joy and health benefits of bouncing on a trampoline. Also, a new carousel has been installed with a seat allowing carers, parents or just a heap of kids to use the equipment. Park to open 18<sup>th</sup> of December.

Upcoming community consultation activities has been coordinated for November 29<sup>th</sup> at Sir Charles Adermann Park, Kingaroy to discuss options for the park to help improve road and parking congestion and improve safety for residents and school children.

The Kingaroy to Murgon rail trail is scheduled to be resealed commencing the 27<sup>th</sup> of November. Parts of the rail trail will be closed as the contractors work along the trail. Please refer to Council Facebook and Website for updates on the sections to be closed.

#### **Disaster Recovery:**

Primary Producer workshops have continued to be delivered with the most recent Dry Season Management Workshop well attended. This workshop delivered some technical insights into decisions and practices for increased sustainability throughout dry periods experienced in the region. These workshops continue to provide relevant and practical learnings for the primary producers for the region and this is reflected by the attendance rate at these events.

Divisional Wellness events have been occurring across the region to promote community recovery and resilience with a number of events are still being planned for delivery in the coming month to continue this community focused recovery.

Planning is continuing for several other funded events set to occur in the new year with these events all progressing for completion by the 30<sup>th</sup> of June 2024 deadline for the DRFA Funding secured for these events.

**ATTACHMENTS**

**Nil**

## **12.2 SAFETY AUDIT SOUTH BURNETT POOLS**

**File Number:** 29/11/2023

**Author:** Manager Facilities and Parks

**Authoriser:** Chief Executive Officer

### **PRECIS**

2023 SBRC Pool Safety Report

### **SUMMARY**

South Burnett Regional Council undertook a Safety Audit for all the Pools with the Region.

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### **OFFICER'S RECOMMENDATION**

That the Committee recommend to Council:

That the Pool Safety Audits and Pool Safety Improvement Plan for all pools be adopted and the findings that were identified from the audit become action items to ensure Council Pool Facilities comply with the Australian Standards 2416 and the Royal Life Saving Guidelines for Safe Pool Operations.

### **BACKGROUND**

South Burnett Regional Council has completed a Safety Audit for all the Pools with the Region. This audit was completed by Les Mole, Pool Star Consultants and Training. The audit followed the guidelines from Royal Life Saving procedures named "Guidelines for Safe Pool Operations" (GSPO).

#### **South Burnette Aquatic Centre – 27 September 2023**

The Total Safety score of 95% was achieved, three items were identified as high priority needing to be address in the Safety Improvement Plan;

- Pool deck markings are to be updated to meet the AS/2416 and GSPO
- Remove low patronage signage.
- Change room braille markings to be located to correct height (1.5m)

#### **Kingaroy Aquatic Centre – 27 September 2023**

The Total Safety score of 95% was achieved, five items were identified as high priority needing to be address in the Safety Improvement Plan;

- Remove low patronage sign.
- Pool deck markings are to be updated to meet the AS/2416 and GSPO
- Install braille signs into change rooms (male and female)
- Remove power point near the dump shower.
- Replace spin board and rescue tube, damaged from the sunlight exposure.

#### **Murgon Jubilee Swimming Pool – 9 October 2023**

The Total Safety score of 96% was achieved, three items were identified as high priority needing to be address in the Safety Improvement Plan;

- SDS to be updated.
- Pool diving blocks to be isolated when not in use.
- Pool deck markings are to be updated to meet the AS/2416 and GSPO



### **Wondai Swimming Pool – 9 October 2023**

The Total Safety score of 95% was achieved, four items were identified as high priority needing to be address in the Safety Improvement Plan;

- Diving Blocks isolation cones require the correct “no diving” pictogram.
- Pool deck markings are to be updated to meet the AS/2416 and GSPO
- Remove low patronage sign.
- Change room braille markings to be located to correct height (1.5m)

The following two reports are for the Proston Pool and Blackbutt Pool, these facilities are owned by Queensland Education. South Burnett Regional Council currently has hirer agreements with the Proston State School and Blackbutt State School to hire the facility for the community use after school hours and on weekend.

### **Proston Swimming Pool – 9 October 2023**

The Total Safety score of 85% was achieved, eight items were identified as medium to high priority needing to be address in the Safety Improvement Plan;

- Diving blocks should be isolated when not in use.
- Pool deck markings are to be updated to meet the AS/2416 and GSPO
- Change room braille markings to be located to correct height (1.5m)
- The side gate should have a Hazchem sign posted.
- The plantroom requires a chemical washdown shower.
- All unwanted chemicals removed.
- CO2 bottles should be secure to prevent falling.
- Grandstand needs to be removed (unsafe)

### **Blackbutt Swimming Pool – 27 September 2023**

The Total Safety score of 90% was achieved, six items were identified as medium to high priority needing to be address in the Safety Improvement Plan;

- Diving blocks should be isolated when not in use.
- Pool deck markings are to be updated to meet the AS/2416 and GSPO
- The plantroom requires a chemical washdown shower.
- Install braille signs into change rooms (male and female)
- Pool deck pavers are uneven and are a trip hazard.
- First aid kit should have a Defib.

Copies of the safety audits have been shared with the schools to assist in the safety improvements.

The follow items have been actioned by South Burnett Regional Council’s Facilities Team;

- Low Patronage signs have been removed in all locations.
- Braille signs have been ordered and waiting delivery, once delivered new signs will be installed.
- SDS forms have been updated at all pool facilities.

- Power point has been removed.
- Spinal board has been ordered.

Currently the pool deck markings have faded, or paint chipped off in some places. To rectify this issue SBRC needs to repaint the pool deck to comply with the AS/2416 and GSPO.

Council Officers have emailed the Proston and Blackbutt Schools a copy of the Swimming Pool Safety Assessment and Safety Improvement Plans. Council will work with the school to action high priority safety actions.

#### **ATTACHMENTS**

- 1. Blackbutt - Pool Safety Audit**
- 2. Kingaroy - Pool Safety Audit**
- 3. Murgon- Pool Safety Audit**
- 4. Nanango - Pool Safety Audit**
- 5. Proston - Pool Safety Audit**
- 6. Wondai - Pool Safety Audit**



# WIMMING POOL SAFETY ASSESSMENT AND SAFETY IMPROVEMENT PLAN

ACKBUTT SCHOOL SWIMMING POOL

## **SWIMMING POOL SAFETY ASSESSMENT AND SAFETY IMPROVEMENT PLAN**

### FOREWORD

The principle aims of the Royal Life Saving Society Australia (RLS) are to prevent loss of life and promote safe participation in water related activities. Royal Life Saving pursues these aims through:

- Provision of educational programs for Water Safety, Swimming and Lifesaving, Survival, Lifeguarding and Resuscitation and Emergency Care First Aid
- Promotion of public understanding of its important water safety and lifesaving messages through publicity, educational resources, competition and other events

Royal Life Saving produces the "Guidelines for Safe Pool Operation" (GSPO).

This document is recognised as the minimum standard for safety related issues for the aquatic industry. It provides a comprehensive guide for anyone involved in the design, construction, maintenance or management of an aquatic and recreation facility. Its purpose is to provide a guide to venue management thus ensuring safety standards and guidelines are being met for the prevention of accidents in and around aquatic environments.

During the safety assessment conducted at your venue it was measured against the safety standards and operational guidelines listed in the RLS Guidelines for Safe Pool Operation document.

The Swimming Pool Safety Assessment (enclosed) details the areas that were assessed.

In addition, a Safety Improvement Plan has been included which details additional recommendations for improving the safety of your venue.

This document and the Swimming Pool Safety Assessment should not be used exclusively for the purpose of determining whether the venue is providing a safe environment. Several aspects of the centre's operation may change from day to day, and this document is a tool, which merely aims to assist the venue management with identification of areas, which may need improvement or ongoing monitoring.



**VENUE: BLACKBUTT SCHOOL SWIMMING POOL**

**DATE: 27 SEPTEMBER 2023**

## CONTENTS

1. THE SAFETY ASSESSMENT PROCESS
2. THE SAFETY IMPROVEMENT PLAN
3. PERSONNEL INVOLVED IN THE ASSESSMENT
4. SAFETY SCORE
5. SUMMARY RECOMMENDATIONS
6. APPENDICES
  - APPENDIX A - SWIMMING POOL SAFETY ASSESSEMENT CHECKLIST
  - APPENDIX B - OBSERVATIONS
  - APPENDIX C - SAFETY IMPROVEMENT



# 1 THE SAFETY ASSESSMENT PROCESS

A Swimming Pool Safety Assessment of the Blackbutt School Swimming Pool was conducted on the 27 September 2023.

During the assessment a Swimming Pool Safety Assessment (SPSA) Checklist was completed. The SPSA contains questions developed by The Royal Life Saving Society Australia (RLS) reflecting current Occupational Health and Safety and aquatic and recreation best practice models. Your venue was assessed using this checklist. In addition, a Safety Improvement Plan is attached.

When using the assessment, the RLS assessor will determine firstly if the areas to be assessed are relevant to your venue. If relevant, the assessor will then detail your centre's compliance or non-compliance to the requirements listed.

For example, there is a section on Facility Design with general items relating to the premises, the pool, the concourse, and other common physical features of swimming pools. More specialised features, such as wave pools, water slides, and spas are assessed in separate sections. If a venue does not have these features they are not assessed and are not included in this report.

The assessment is based on the assessor's knowledge of the relevant statutory requirements, Australian Standards, the RLS Guidelines for Safe Pool Operation, QLD Health Guidelines, Local Government Regulations and is limited to the observations and information available on the day of the assessment.

Each item is awarded a score from 0 to 5. Some items involve a degree of compliance and receive a score from 0 to 5. Others either comply or do not comply and receive a score of either 0 or 5. Scores of 0, 1 or 2 indicate non-compliance. Scores of 3 or higher indicate compliance.

The Safety Improvement Plan is then formed on the results of this Swimming Pool Safety Assessment.

Several key items on the assessment may be verified/observed on one day, and the conditions in which this compliance occurs may change on another day (e.g., the number of lifeguards required will vary depending on factors such as the number of patrons, the weather or the activities being undertaken).



## 2 THE SAFETY IMPROVEMENT PLAN

The Safety Improvement Plan is based on the results of the Safety Assessment. It suggests possible actions for rectifying or improving features or practices reported in the corresponding item of the Safety Assessment.

Recommendations are made for each non-complying item.

Recommendations may also be made for items where compliance was achieved but which did not receive the highest score, or where, in the opinion of the assessor, local conditions warrant some comment.

The RLS and its assessors recognise that some difficulties faced by the venue managers and staff are often the result of the physical infrastructure at the venue. Features like pool depth or surfaces cannot be changed quickly or easily. Management of such hazards may be just as effective as making alterations to the feature. Some of the items in the Safety Assessment checklist have been written to take management issues into account. Similarly, some of the recommendations in the Safety Improvement Plan suggest measures for managing hazards where physical features are not easily altered. There may

be other instances where venue management and staff have a greater familiarity with the specific problem than the assessor and are able to suggest management measures as a viable alternative to the recommendations in the Safety Improvement Plan.

The Safety Improvement Plan also assigns a level of risk to each item (under the heading "Risk"). The scale is based on the examples of risk definition and classification given in Appendix D of Australian Standard AS/NZS 4360: 2004, Risk Management, and is presented in the table below.

NB: Risk levels in the following table are indicative of the risk associated with non-compliance for each item in the Safety Assessment. They are not a judgement of the risk associated with the relevant feature at the facility and do not constitute a proper risk assessment. These risk levels are listed in the Safety Improvement Plan for reference only. Other factors which can influence a risk assessment may require observation over a longer period than that of the Safety Assessment. Venue owners and management wishing to conduct a proper risk assessment are advised to consult AS/NZS 4360 and appropriate authorities and experts.

Level of Risk	Description
High (H)	Moderate to high likelihood. Major injury or loss of life.
Significant (S)	Rare to Moderate likelihood, with major injury or loss of life. Moderate to High likelihood, with inconvenience or minor injury.
Moderate (M)	Rare to Moderate likelihood, with inconvenience or minor injury.
Low (L)	Rare to Moderate likelihood, with inconvenience.

## RECOMMENDATIONS

- It is recommended that an external independent inspection be undertaken at least annually, in order to:
- a. Assess that current safety standards are maintained on an ongoing basis
  - b. Gain external and non-biased assistance in identifying hazards and safety issues, thus ensuring changes in the venue's operation have not adversely affected the safe operation of the venue, e.g. changes in programming
  - c. Ensure access to updated information and advice on Safety Standards being adopted in aquatic facilities

### 3 PERSONNEL INVOLVED IN THE ASSESSMENT

ASSESSOR:

Les Mole – Managing Director, Pool Star Pty Ltd

PO Box 3158, Birkdale QLD 4159

T: 0438 227 919 E: [les@vici.com.au](mailto:les@vici.com.au)

### 4 SAFETY SCORE

The purpose of the Safety Score is to provide a benchmark to the percentage of RLSSA safety issues the venue has addressed. The Safety Score can be compared by the centre year to year to show improvement and monitor the progress the Centre is making in relation to the items assessed.

A score is derived as a percentage using the following methods:

1. The two key numbers (safety indicators) are firstly identified -
  - a. The number of questions on the checklist the assessor believes is applicable to the venue - the "Safety Denominator".
  - b. The number of questions which are successfully answered/verified/observed by the assessor - the "Safety Numerator".
2. The second number is divided by the first, and then multiplied by 100. This produces a simple score indicative of the safety level of the venue - the "Safety Score"

In this exercise queries are considered unsuccessful answers, and they should be followed through by the venue management to ensure they are satisfied.

The score does not give any weight to the probability or consequences of any of these issues, and prioritising actions to address any shortcomings this report identifies remains the responsibility of the venue management.

The Safety Score achieved, and continued maintenance of the standards observed will depend on the continuing observance of the recommendations made in the Safety Improvement Plan, and ongoing compliance with the Guidelines of Safe Pool Operation.





## 5 SUMMARY RECOMMENDATIONS

The Swimming Pool Safety Assessment completed at the Blackbutt School Swimming Pool on 27 September 2023 achieved a Safety Score of 90. This result needs to be improved by:

- Implementation of the Safety Improvement Plan
- Regular internal reviews of the issues affecting safety at the Centre
- Internal Assessments
- Compliance with the RLS Guidelines for Safe Pool Operation and other statutes and regulations
- Continued periodic independent Swimming Pool Safety Assessments

Safety Score Summary for the Blackbutt School Swimming Pool - 90

Section	Title	Total Achieved	Total Possible	Percentage (%)
1	Administration	85	85	100
2	First Aid	35	35	100
3	Technical Operations	130	135	96
4	Facility Design	174	225	77
5	Spa	N/A	N/A	N/A
6	Dive Pool(s)	N/A	N/A	N/A
7	Water Slide(s)	N/A	N/A	N/A
8	Wave Pool(s)	N/A	N/A	N/A
9	River(s)	N/A	N/A	N/A
10	Water Features	N/A	N/A	N/A
11	General Supervision	85	85	100
12	Learn to Swim	35	35	100
<b>Safety Numerator:</b>		<b>544</b>		
<b>Safety Denominator:</b>			<b>600</b>	
<b>Safety Score:</b>				<b>90</b>

## 6 APPENDICES

A) SWIMMING POOL SAFETY ASSESSMENT CHECKLIST	PAGE 9
B) OBSERVATIONS FROM AUDIT CONDUCTED AT THE FACILITY ON 27 September 2023	PAGE 34
C) SAFETY IMPROVEMENT PLAN	PAGE 36



**VENUE:** Blackbutt School Swimming Pool

**DATE OF ASSESSMENT:** 27/9/23

**1. ADMINISTRATION**

No.	Item	Range	Score	Comp.	Comments
1.1	Is there an Operations Manual?	0 or 5	5	C	
1.2	Is there a current copy of the GSPO?	0 or 5	5	C	
1.3	Is the Operations Manual(s) facility-specific?	0 - 5	5	C	Section <span style="float:right">Checked</span> Physical Layout <input type="checkbox"/> Staff Structure <input type="checkbox"/> Personnel <input type="checkbox"/> Staff Procedures <input type="checkbox"/> Training <input type="checkbox"/> Occ. Health & Safety <input type="checkbox"/> Emergency Action Plan <input type="checkbox"/> Reporting <input type="checkbox"/> Maintenance <input type="checkbox"/> Water Quality <input type="checkbox"/> Programs <input type="checkbox"/>
1.4	Has an Emergency Action Plan (EAP), which includes sections for different scenarios and locations, been developed?	0 - 5	5	C	Scenario/Ratio <span style="float:right">Checked</span> First Aid <input type="checkbox"/> Aquatic <input type="checkbox"/> Theft <input type="checkbox"/> Assault <input type="checkbox"/> Fire <input type="checkbox"/> Bomb Threat <input type="checkbox"/> Toxic/Chemical Leak <input type="checkbox"/> Power Shortage <input type="checkbox"/> Evacuation <input type="checkbox"/> Warden Duties <input type="checkbox"/>
1.5	Has there been a practice of a full centre evacuation during operational hours within the last 12 months? <i>Note: Training or attendance logs may be presented.</i>	0 or 5	5	C	
1.6	Are the Operations Manual and EAP regularly reviewed? Note: During the last 12 months.	0 - 5	5	C	
1.7	Are all facility staff trained in the EAP? <i>Note: Training or attendance logs may be presented.</i>	0 - 5	5	C	
1.8	Do all lifeguards hold a current recognized lifeguarding qualification?	0 or 5	5	C	
1.9	Do lifeguards undertake in-service training covering all areas of Lifeguard skills? <i>Note: Training or attendance logs may be presented.</i>	0 - 5	5	C	Session <span style="float:right">Checked</span> Emergency procedures <input type="checkbox"/> Initiative assessment <input type="checkbox"/> Lifesaving skills <input type="checkbox"/> Resuscitation <input type="checkbox"/> Oxygen equipment <input type="checkbox"/> First Aid <input type="checkbox"/> Deep Water Recovery <input type="checkbox"/>
1.10	How often do Lifeguards undertake this training?	0 - 5	5	C	Frequency <span style="float:right">Checked</span> No in-service training <input type="checkbox"/> 1 per season <input type="checkbox"/> 2 or 3 per season <input type="checkbox"/> 4 per season <input checked="" type="checkbox"/> 5 or more per season <input type="checkbox"/>
1.11	Do all First Aiders hold a current recognized First Aid qualification? <i>Note: A First Aider is any staff member expected or likely to perform First Aid.</i>	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments																						
1.12	Do all program leaders, including swim teachers, hold appropriate and current swim teaching qualifications? <i>Note: May include qualifications for infants, special needs.</i>	0 or 5	5	C																							
1.13	Do all staff dealing with customers with special needs have appropriate training? <i>Note: Training may include qualifications, manual handling, or in equipment and procedures.</i>	0 - 5	5	C																							
1.14	Do all staff who deal with chemicals have appropriate training? <i>Note: Training or qualifications may be cited.</i>	0 - 5	5	C																							
1.15	Is there an agreement/contract for all hirers of all or part(s) of the facility? <i>Note: Hirers may include school groups.</i>	0 or 5	n/a																								
1.16	Does the contract specify minimum conditions of service provision and conduct?	0 - 5	n/a		<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Numbers using facility</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Supervision of activities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Number of lifeguards present</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>List or summary of rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Provision of First Aid</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Responsibilities during an emergency</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Medical conditions of participants</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Emergency Action Plan</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Numbers using facility	<input type="checkbox"/>	Supervision of activities	<input type="checkbox"/>	Number of lifeguards present	<input type="checkbox"/>	List or summary of rules	<input type="checkbox"/>	Provision of First Aid	<input type="checkbox"/>	Responsibilities during an emergency	<input type="checkbox"/>	Medical conditions of participants	<input type="checkbox"/>	Emergency Action Plan	<input type="checkbox"/>				
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Emergency Action Plan	<input type="checkbox"/>																										
1.17	Is the oxygen equipment serviced according to the manufacturer's recommendation, or at least annually?	0 or 5	5	C																							
1.18	Are reports made for every incident involving life-threatening hazards, and First Aid?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Casualty's name, sex, DOB</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Witness details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Incident time and place</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Incident description</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Action taken</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Nature of injury or disease</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Bodily location</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Treatment description</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Emergency services details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Casualty's name, sex, DOB	<input type="checkbox"/>	Guardian details	<input type="checkbox"/>	Witness details	<input type="checkbox"/>	Incident time and place	<input type="checkbox"/>	Incident description	<input type="checkbox"/>	Action taken	<input type="checkbox"/>	Nature of injury or disease	<input type="checkbox"/>	Bodily location	<input type="checkbox"/>	Treatment description	<input type="checkbox"/>	Emergency services details	<input type="checkbox"/>
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Bodily location	<input type="checkbox"/>																										
Treatment description	<input type="checkbox"/>																										
Emergency services details	<input type="checkbox"/>																										
1.19	Are incident reports kept, either at the facility or at municipal premises, for an appropriate time?	0 or 5	5	C																							

Summary - Section 1		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	85	85



**2. FIRST AID**

No.	Item	Range	Score	Comp.	Comments																																																																														
2.1	Is there a designated First Aid room or area of appropriate size and configuration?	0 - 5	5	C	<table border="0"> <tr> <td><i>Feature</i></td> <td><i>Checked</i></td> </tr> <tr> <td>0-500: 1 bed</td> <td><input type="checkbox"/></td> </tr> <tr> <td>500-1000: 15m<sup>2</sup>, 1 bed &amp; stretcher access</td> <td><input type="checkbox"/></td> </tr> <tr> <td>1000+: 35m<sup>2</sup>, 2 beds &amp; stretcher access</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Multi-purpose room used</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Screen provided</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Toilet close by</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Wide exit bay closed by</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Feature</i>	<i>Checked</i>	0-500: 1 bed	<input type="checkbox"/>	500-1000: 15m <sup>2</sup> , 1 bed & stretcher access	<input type="checkbox"/>	1000+: 35m <sup>2</sup> , 2 beds & stretcher access	<input type="checkbox"/>	Multi-purpose room used	<input type="checkbox"/>	Screen provided	<input type="checkbox"/>	Toilet close by	<input type="checkbox"/>	Wide exit bay closed by	<input type="checkbox"/>																																																														
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Wide exit bay closed by	<input type="checkbox"/>																																																																																		
2.2	Is the First Aid room or area easily identified? <i>Note: Standard signage is a white cross on a green background. The words "First Aid" should also appear.</i>	0 - 5	5	C																																																																															
2.3	Does the main First Aid room contain the following:																																																																																		
2.4	Is there sufficient stock of appropriate First Aid equipment?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td><i>Checked</i></td> </tr> <tr><td>Emergency phone no's</td><td><input type="checkbox"/></td></tr> <tr><td>1 pr. scissors</td><td><input type="checkbox"/></td></tr> <tr><td>1 box dispos. latex gloves</td><td><input type="checkbox"/></td></tr> <tr><td>2 triangular bandages</td><td><input type="checkbox"/></td></tr> <tr><td>4 sterile eye pads</td><td><input type="checkbox"/></td></tr> <tr><td>20 safety pins</td><td><input type="checkbox"/></td></tr> <tr><td>Adhesive tape</td><td><input type="checkbox"/></td></tr> <tr><td>15 sterile large wound dr.</td><td><input type="checkbox"/></td></tr> <tr><td>1 heavy crepe bandage</td><td><input type="checkbox"/></td></tr> <tr><td>1 burns module</td><td><input type="checkbox"/></td></tr> <tr><td>1 eye module</td><td><input type="checkbox"/></td></tr> <tr><td>4 med. unmed. dressing</td><td><input type="checkbox"/></td></tr> <tr><td>4 large unmed. dressing</td><td><input type="checkbox"/></td></tr> <tr><td>2 pk. gauze, 7.5x7.5cm</td><td><input type="checkbox"/></td></tr> <tr><td>1 pk. sterile adhesive dress</td><td><input type="checkbox"/></td></tr> <tr><td>2 ice packs</td><td><input type="checkbox"/></td></tr> <tr><td>1 pk. Sterile wound closure</td><td><input type="checkbox"/></td></tr> <tr><td>1 thermometer</td><td><input type="checkbox"/></td></tr> <tr><td>1 pr. tweezer</td><td><input type="checkbox"/></td></tr> <tr><td>Basic first aid notes</td><td><input type="checkbox"/></td></tr> <tr><td>Liquid skin antiseptic</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"> </td></tr> <tr><td colspan="2"><i>Extras for First Aid Room:</i></td></tr> <tr><td>1 pr. 125mm dress, Forceps</td><td><input type="checkbox"/></td></tr> <tr><td>1 st. steel kidney tray</td><td><input type="checkbox"/></td></tr> <tr><td>1 dispos. drinking vessel</td><td><input type="checkbox"/></td></tr> <tr><td>1 pocket torch</td><td><input type="checkbox"/></td></tr> <tr><td>Soap and nail brush</td><td><input type="checkbox"/></td></tr> <tr><td>Paper towel in dispenser</td><td><input type="checkbox"/></td></tr> <tr><td>Clean uniform(s)</td><td><input type="checkbox"/></td></tr> <tr><td>Sunscreen</td><td><input type="checkbox"/></td></tr> <tr><td>Towels</td><td><input type="checkbox"/></td></tr> <tr><td>Safety Data Sheets</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"> </td></tr> <tr><td colspan="2"><i>Extras for Lifeguards:</i></td></tr> <tr><td>1 pocket face mask</td><td><input type="checkbox"/></td></tr> <tr><td>1 pair of disposable gloves</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"><i>Note: Lifeguards should have ready access to gloves and a pocket face mask. For SDS, see 3.8 and 3.9.</i></td></tr> </table>	<i>Item</i>	<i>Checked</i>	Emergency phone no's	<input type="checkbox"/>	1 pr. scissors	<input type="checkbox"/>	1 box dispos. latex gloves	<input type="checkbox"/>	2 triangular bandages	<input type="checkbox"/>	4 sterile eye pads	<input type="checkbox"/>	20 safety pins	<input type="checkbox"/>	Adhesive tape	<input type="checkbox"/>	15 sterile large wound dr.	<input type="checkbox"/>	1 heavy crepe bandage	<input type="checkbox"/>	1 burns module	<input type="checkbox"/>	1 eye module	<input type="checkbox"/>	4 med. unmed. dressing	<input type="checkbox"/>	4 large unmed. dressing	<input type="checkbox"/>	2 pk. gauze, 7.5x7.5cm	<input type="checkbox"/>	1 pk. sterile adhesive dress	<input type="checkbox"/>	2 ice packs	<input type="checkbox"/>	1 pk. Sterile wound closure	<input type="checkbox"/>	1 thermometer	<input type="checkbox"/>	1 pr. tweezer	<input type="checkbox"/>	Basic first aid notes	<input type="checkbox"/>	Liquid skin antiseptic	<input type="checkbox"/>	 		<i>Extras for First Aid Room:</i>		1 pr. 125mm dress, Forceps	<input type="checkbox"/>	1 st. steel kidney tray	<input type="checkbox"/>	1 dispos. drinking vessel	<input type="checkbox"/>	1 pocket torch	<input type="checkbox"/>	Soap and nail brush	<input type="checkbox"/>	Paper towel in dispenser	<input type="checkbox"/>	Clean uniform(s)	<input type="checkbox"/>	Sunscreen	<input type="checkbox"/>	Towels	<input type="checkbox"/>	Safety Data Sheets	<input type="checkbox"/>	 		<i>Extras for Lifeguards:</i>		1 pocket face mask	<input type="checkbox"/>	1 pair of disposable gloves	<input type="checkbox"/>	<i>Note: Lifeguards should have ready access to gloves and a pocket face mask. For SDS, see 3.8 and 3.9.</i>	
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2.5	Is there at least one portable first aid kit? <i>Note: Lifeguards' bum-bags, if appropriately stocked, may be considered.</i>	0 or 5	5	C																																																																															



No.	Item	Range	Score	Comp.	Comments																
2.6	Is the first aid kit fully stocked? <i>Note: Stations without First Aid materials are "rescue" stations</i>	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>First Aid kit</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Pocket face mask</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Oxygen equipment</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Chair</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Blanket</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	First Aid kit	<input type="checkbox"/>	Pocket face mask	<input type="checkbox"/>	Oxygen equipment	<input type="checkbox"/>	Chair	<input type="checkbox"/>	Blanket	<input type="checkbox"/>				
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2.7	Is functioning oxygen equipment available?	0 or 5	5	C	Bag/Valve/Mask.																
2.8	Is the oxygen equipment stored safely ready for use?	0 or 5	5	C	<table border="0"> <tr> <td><i>Feature</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Cylinder is off</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Regulator correctly fitted</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Tubing in good condition</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Therapy mask</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare tubing</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare seal</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare cylinder</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Feature</i>	<i>Checked</i>	Cylinder is off	<input type="checkbox"/>	Regulator correctly fitted	<input type="checkbox"/>	Tubing in good condition	<input type="checkbox"/>	Therapy mask	<input type="checkbox"/>	Spare tubing	<input type="checkbox"/>	Spare seal	<input type="checkbox"/>	Spare cylinder	<input type="checkbox"/>
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Summary - Section 2		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	35	35

### 3. TECHNICAL OPERATIONS


No.	Item	Range	Score	Comp.	Comments
3.1	Is all pool water (including spa) monitored and maintained within regulations set by local statutory authorities?	0 or 5	5	C	Required test: Monitoring of pool water should comply with QLD Health Swimming & Spa Pool Water Quality and Operational Guidelines; September 2019.
3.2	Is there a plant operations logbook or diary and are adjustments and treatments recorded?	0 or 5	5	C	
3.3	Are pools open for use pools sufficiently clear?  <i>Note: Bottom of pool at deep end clearly visible from sides of pool.</i>	0 or 5	5	C	
3.4	Is the chemical storage area clean and tidy?	0 or 5	5	C	
3.5	Are dry chemicals stored off the floor?	0 or 5	5	C	
3.6	Are dry chemicals stored to prevent mixing?	0 or 5	5	C	
3.7	Can liquids spill onto dry chemicals?	0 or 5	5	C	
3.8	Are chemicals separated by the appropriate distance?	0 or 5	5	C	Hypo & HCL ≥ 5m <input type="checkbox"/> Dry Chlorine & HCL ≥ 5m <input type="checkbox"/> Hypo & Dry Chlorine ≥ 5m <input type="checkbox"/>
3.9	Has a risk assessment been done on the storage and use of Dangerous Goods and Hazardous Substances?	0 or 5	5	C	
3.10	Are all chemical storage areas clearly labelled?  <i>Note: Each chemical in the storage area should be labelled. Container labels may be large enough in some cases</i>	0 or 5	5	C	
3.11	Are "HAZCHEM" signs posted immediately outside plant rooms and at all entries to the facility?	0 or 5	5	C	
3.12	Is correct signage specifying, for each chemical, the HAZCHEM code, Class, and Subsidiary Risk, prominently displayed immediately outside storage areas and on storage containers?  <i>Note: Combination signs outside delivery points or storage areas should display the HAZCHEM code and Subsidiary risk labels</i>	0 - 5	5	C	
3.13	Are Safety Data Sheets (SDS) available for each stored chemical, including those used for cleaning?  <i>Note: 3.13 becomes non-compliant if either of 3.14 &amp; 3.15 are non-compliant</i>	0 or 5	5	C	
3.14	Have all SDS's been prepared by the manufacturer or importer?  <i>Note: Not generic or prepared by a third party.</i>	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments
3.15	Are all SDS's current? <i>Note: Within last 5 years.</i>	0 or 5	5	C	
3.16	Are SDS's stored in the chemical storage area and one other location remote from the chemical storage area?	0 or 5	5	C	
3.17	Has a Dangerous Goods manifest been prepared as per OH&S Act 2000 No.40?	0 or 5	5	C	
3.18	Has a Dangerous Goods manifest been prepared as per OH&S Act 2000 No.40?	0 or 5	5	C	Name & contact details of the occupier of the premises <input type="checkbox"/> Address of the premise <input type="checkbox"/> Date the manifest was prepared <input type="checkbox"/> Contact details (2 people) <input type="checkbox"/> Summary list of classes and packing groups of the dangerous goods <input type="checkbox"/> A plan of the premises <input type="checkbox"/>
3.19	Has a Hazardous Substances register been prepared? <i>Note: Register should contain list of substances and relevant SDSs</i>	0 or 5	5	C	
3.20	Is spill containment sufficient (110% of capacity) for bulk storage of liquid chemicals?	0 or 5	5	C	
3.21	Is the crest locus limit angle $\geq 26.5^\circ$ ? <i>Note: See diagram below</i>	0 or 5	n/a		<p>Diagram description: A tank is shown with a spill container in front of it. A right-angled triangle is formed by the height of the container (labeled 'a'), the separation distance (labeled 'b'), and the crest locus limit angle (labeled 'Q'). The angle Q is shown to be at least 26.5 degrees. The formula <math>\tan Q = b/a</math> and <math>Q = 26.5 \text{ deg min}</math> is provided. Labels include 'Tank', 'Height of Container from top edge of spill container', 'Minimum Angle 26.5 deg', 'Separation distance', and 'Edge of Spill Container'.</p>
3.22	Is an emergency procedure in place for chemical spills and leaks?	0 or 5	5	C	
3.23	Is appropriate Personal Protective Equipment (PPE) provided in plant rooms and chemical handling areas?	0 or 5	5	C	PPE <span style="float: right;">Checked</span> Eye (goggles) <input type="checkbox"/> Face (shield) <input type="checkbox"/> Respiratory (dust mask) <input type="checkbox"/> Hearing (earmuffs) <input type="checkbox"/> Hand (gloves) <input type="checkbox"/> Foot (boots) <input type="checkbox"/> Body (overalls or apron) <input type="checkbox"/>
3.24	Is PPE stored and maintained for immediate and correct operation?	0 or 5	5	C	





No.	Item	Range	Score	Comp.	Comments
3.25	Is signage displayed in plant rooms and chemical handling areas promoting the use of the required PPE (refer question 3.13)?	0 - 5	5	C	
3.26	Are all pipes, valves and pumps, controlling water and chemical feeds, clearly labelled?	0 - 5	5	C	
3.27	Do pipe markers have the correct colour?	0 - 5	5	C	Water - Green <input type="checkbox"/> Hypo - Violet <input type="checkbox"/> Chlorine Gas - Violet <input type="checkbox"/> CO2 - Yellow Ochre <input type="checkbox"/>
3.28	Is there signage prohibiting smoking and indicating restricted access (e.g. "Staff Only") at entrances to, and inside, the plant room and chemical storage areas?	0 - 5	5	C	  "Staff Only"
3.29	Is a dump shower and eye wash provided within 7 metres of the chemical delivery point?  <i>Note: A first aid eye module may be provided in place of eyewash.</i>	0 or 5	0	NYC	
3.30	Is a functional self-contained breathing apparatus provided?	0 or 5			

*In those facilities using chlorine gas for water sanitation:*

3.31	Are chlorine gas cylinders stored appropriately?	0 or 5			Away from heat sources? <input type="checkbox"/> 3m away from combustible matter? <input type="checkbox"/> With adequate ventilation? <input type="checkbox"/> On a base / floor which is in good condition? <input type="checkbox"/>
3.32	Are cylinder outlets plugged and securely capped when not in use?	0 or 5			
3.33	Is chlorine gas stored at an appropriate distance from public and protected places?  <i>Note: See definition of protected and public places below</i>	0 or 5			≥15m from a public place <input type="checkbox"/> ≥25m from a protected place <input type="checkbox"/>
3.34	Are chlorine cylinders secured to prevent their falling and sustaining damage to tanks or fittings?	0 or 5			
3.35	Is there a functional gas leak detection system installed with audible and visual alarms?	0 or 5			

Australian Standard AS/NZS 2927:2001  
The Storage and Handling of Liquefied Chlorine Gas defines a Protected Place as:

- a) "A dwelling, place of worship, public building, school or college, childcare facility, hospital, theatre, or any building or open area in which people are accustomed to assemble, whether within or outside the property boundary of the installation;
- b) A factory, workshop, office, store, warehouse, shop or building where people who are not associated with the operation of the chlorine installation are employed;
- c) A ship lying at permanent berthing facilities;
- d) Any storage facility for dangerous goods that exceeds minor storage quantities and is outside the property boundary of the installation."

Australian Standard AS/NZS 2927:2001 The Storage and Handling of Liquefied Chlorine Gas defines a Public Place as:  
"Any place other than private property, open to the public, which the public has a right to use and which includes a public road. Private car parking areas are not considered to be public places".

No.	Item	Range	Score	Comp.	Comments
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*In facilities generating Ozone:*

3.36	Is there a functional ozone detection system that shuts down the ozone plant at atmospheric concentrations of 0.3 ppm and triggers audible and visual alarms at 0.1 ppm?	0 or 5			
3.37	Is there a remote switch to shut down ozone generation?  <i>Note: The switch should be outside the ozone generation area.</i>	0 or 5			

*In those facilities using carbon dioxide gas for pH control:*

3.38	Are carbon dioxide gas cylinders secured to prevent their falling and sustaining damage to tanks or fittings?	0 or 5			
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*In those facilities generating sodium hypochlorite:*

3.39	Is hydrogen gas vented to the atmosphere or otherwise prevented from building up in the generation plant?	0 or 5			
3.40	Is there a functional gas leak detection system installed with audible and visual alarms?	0 or 5			

**Summary - Section 3**



Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	130	135



**4. FACILITY DESIGN**

No.	Item	Range	Score	Comp.	Comments
4.1	Are exits from the facility clearly marked in any lighting conditions? <i>Note: This item includes change room exits.</i>	0 - 5	5	C	
4.2	Are the rooms or compounds in which the pools are located secure outside opening hours? <i>Note: Security measures include lockable doors, windows, turnstiles and fencing.</i>	0 or 5	5	C	
4.3	Are the pool and its surrounds sufficiently lit? <i>Note: Average = 300 lux - At time of inspection only.</i>	0 - 5	5	C	
4.4	Is there a functional emergency lighting system inside the buildings?	0 or 5	5	C	
4.5	Is shading (sun protection) available in wet areas?	0 or 5	5	C	Pool: <span style="float:right">Checked</span> Toddlers Pool <input type="checkbox"/> Main <input type="checkbox"/> Leisure <input type="checkbox"/> Spa <input type="checkbox"/> Other: __ <input type="checkbox"/>
4.6	Is shading (sun protection) available in dry areas?	0 or 5	5	C	Area: <span style="float:right">Checked</span> Lawn <input type="checkbox"/> Playground <input type="checkbox"/> Concourse <input type="checkbox"/> Seating <input type="checkbox"/>
4.7	Is the nature of the surfaces in water depth of 1.6m or less intended to be slip-resistant?	0 or 5	5	C	
4.8	Are fittings and fixtures flush with pool walls and floor?	0 or 5	5	C	
4.9	Are gutter, whether "wet-deck" or integrated with the pool wall, sufficiently protected to prevent injury through obstruction, entrapment, or tripping?	0 or 5	5	C	
4.10	Are there visual indications of changes in gradient, particularly in depths of 1.6 metres or less? <i>Note: This item includes signage for sudden changes in depth.</i>	0 - 5	0	NYC	
4.11	Are there sufficient depth marker's?  Marking type: Deep water depth mark     D Shallow water depth mark   S Intermediate depth mark    I (at intervals between ends) Depth mark at gradient changes   G  <i>Note: Depth markers in metric measures should be placed at deep water, shallow water, and at regular intervals.</i>	0 - 5	0	NYC	Pool: _____ Marking Type:    Depth Shown:    Actual Depth: _____ _____ _____ _____ _____ _____ Pool: _____ Marking Type:    Depth Shown:    Actual Depth: _____ _____ _____ _____ _____ _____ Pool: _____ Marking Type:    Depth Shown:    Actual Depth: _____ _____ _____ _____ _____ _____



No.	Item	Range	Score	Comp.	Comments																		
4.12	Are depth markers clearly visible from within the pool? <i>Note: Additional markings may increase visibility and reduce uncertainty.</i>	0 or 5	0	NYC	Depth Marking Markings <sup>3</sup> 100mm high <input type="checkbox"/> Contrasting colour <input type="checkbox"/> Visible from pool <input type="checkbox"/> <span style="float: right;">Checked</span>																		
4.13	Are depth markers clearly visible from the concourse? <i>Note: Additional markings may increase visibility and reduce uncertainty.</i>	0 or 5	0	NYC	Depth Marking Markings <sup>3</sup> 100mm high <input type="checkbox"/> Contrasting colour <input type="checkbox"/> Visible from concourse <input type="checkbox"/> <span style="float: right;">Checked</span>																		
4.14	Is there sufficient signage identifying deep water, shallow water, particularly at pool entry points? <i>Note: Advisory warnings may include "Danger - Deep Water" and "Caution - Shallow Water."</i>	0 or 5	2	NYC	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"></td> <td style="width: 30%; text-align: center;">Deep</td> <td style="width: 30%; text-align: center;">Shallow</td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>At gradient changes: <input type="checkbox"/></p>		Deep	Shallow	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
	Deep	Shallow																					
_____	<input type="checkbox"/>	<input type="checkbox"/>																					
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_____	<input type="checkbox"/>	<input type="checkbox"/>																					
_____	<input type="checkbox"/>	<input type="checkbox"/>																					
4.15	Is deep water / shallow water signage compliant with the current Australian Standard?	0 or 5	4	NYC																			
4.16	Is all Do Not Dive signage compliant with the current Australian Standard?	0 or 5	3	NYC																			
4.17	In water under 1.8 metres in depth, is do not dive signage displayed?	0 or 5	3	NYC																			
4.18	If diving is to be conducted in water depth under 2.0 metres is appropriate signage displayed?	0 or 5	0	NYC																			
4.19	Are there barriers, appropriate signage or other management measures to control traffic on the concourse adjacent to deep water?	0 or 5	N/A																				
4.20	Are toddlers' and learners' pools located away from deep-water pools, or are there sufficient and appropriate barriers between adjacent shallow and deep- water areas?	0 or 5	N/A																				
4.21	Are ladders only used as entries and exits into deep water?	0 or 5	5	C																			
4.22	Are entry and exit points provided on both sides of pool at each end?	0 - 5	5	C																			
4.23	Are lanes wide enough for their intended use? <i>Note: At time of assessment.</i>	0 or 5	5	C																			
4.24	Are leisure activities conducted in appropriate water depths? <i>Note: At time of assessment</i>	0 or 5	5	C																			



No.	Item	Range	Score	Comp.	Comments														
4.25	Are backstroke flags present when lap swimming is being conducted?	0 or 5	5	C															
4.26	Do backstroke flags contrast against background and located 5 metres from pool edge? 0 or 5	0 or 5	5	C															
4.27	Are advisory signs, other than those associated with depth markings, used, when and where appropriate?  <i>Note: At time of assessment.</i>	0 or 5	5	C	<table border="0"> <tr> <td><i>Sign</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>"Slippery when wet"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Cleaning in progress"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Pool closed"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Changing water conditions"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Lap lane speeds</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Swim lessons/programs</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Sign</i>	<i>Checked</i>	"Slippery when wet"	<input type="checkbox"/>	"Cleaning in progress"	<input type="checkbox"/>	"Pool closed"	<input type="checkbox"/>	"Changing water conditions"	<input type="checkbox"/>	Lap lane speeds	<input type="checkbox"/>	Swim lessons/programs	<input type="checkbox"/>
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"Changing water conditions"	<input type="checkbox"/>																		
Lap lane speeds	<input type="checkbox"/>																		
Swim lessons/programs	<input type="checkbox"/>																		
4.28	Is the nature of the concourse surface intended to be slip-resistant?  <i>Note: Evidence of the standard of slip resistance may be supplied.</i>	0 or 5	4	C															
4.29	Does the concourse appear to be maintained?  <i>Note: Maintenance may include regular cleaning.</i>	0 - 5	1	NYC															
4.30	Is there sufficient drainage of the concourse?	0 - 5	2	NYC															
4.31	Is equipment stored on the pool concourse positioned to allow safe traffic flow?	0 - 5	5	C															
4.32	Is the concourse width, without obstructions or fittings, 3.0 metres or greater?	0 - 5	5	C															
4.33	Does any equipment stored on the concourse, obstruct lifeguards' sight lines? i.e. Pool cover reels or play	0 - 5	5	C															
4.34	Is the concourse free of any trip and entrapment hazards? i.e. Equipment anchors, or other fittings, or are such trip or entrapment hazards reduced through management?  <i>Note: Hazards include starting block or flagpole anchors. Management may include signage or barriers.</i>	0 or 5	5	C															
4.35	Is permanently installed electrical equipment located away from the pool(s)?  <i>Note: P.A. systems, lighting, etc.</i>	0 or 5	5	C															
4.36	Are General Power Outlets (GPO's) located at least 3.0m from the pool(s)?	0 or 5	5	C															
4.37	If GPO's are located within 3m of the pool, are they a minimum of 1m above finished surface?	0 or 5	5	C															
4.38	If GPO's are located within 3m of the pool or outdoors, do they have waterproof covers?	0 or 5	5	C															



No.	Item	Range	Score	Comp.	Comments												
4.39	<p>Do steps provided for entry and exit to pool(s) or its surrounds have handrails that conform to the following access standards?</p> <p>Feature                      Standard                      Diameter                      30-50mm                      Distance from wall.        <sup>3</sup> 50mm                      Dist. Above steps        865-1000mm</p>	0 or 5	5	C	Location: _____ Diameter 30-50mm Dist. To walls <sup>3</sup> 50mm Avg. height. _____ Location: _____ Diameter 30-50mm Dist. To walls <sup>3</sup> 50mm Avg. height. _____ Location: _____ Diameter 30-50mm Dist. To walls <sup>3</sup> 50mm Avg. height. _____												
4.40	Are change rooms easily accessible?	0 - 5	5	C													
4.41	Are change rooms lit to a level of 80 lux or greater? <i>Note: At time of inspection only.</i>	0 - 5	5	C													
4.42	Are change room floors, including those in the showers and shower walls, of a slip-resistant nature?	0 - 5	5	C													
4.43	Do the change room floor and shower walls appear to be maintained?	0 - 5	5	C													
4.44	Is the water temperature in hand basins and showers no more than 43°C?	0 or 5	N/A														
4.45	Are change rooms clearly identified with signage?	0 - 5	3	NYC	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>"Male"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Male symbol</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Female"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Female symbol</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Disabled" or "Family"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	"Male"	<input type="checkbox"/>	Male symbol	<input type="checkbox"/>	"Female"	<input type="checkbox"/>	Female symbol	<input type="checkbox"/>	"Disabled" or "Family"	<input type="checkbox"/>
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4.46	Is there consideration given to special needs users? <i>Note: Disabled change rooms may also be designated as "family" change rooms.</i>	0 - 5	2	NYC	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Ramps in pool</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Ramps on concourse</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Handrails</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Assisted lifting equipment</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Disabled change rooms or cubicles</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Ramps in pool	<input type="checkbox"/>	Ramps on concourse	<input type="checkbox"/>	Handrails	<input type="checkbox"/>	Assisted lifting equipment	<input type="checkbox"/>	Disabled change rooms or cubicles	<input type="checkbox"/>
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Disabled change rooms or cubicles	<input type="checkbox"/>																

*Equipment for competitive events or training:*

4.47	Are starting blocks, whether permanent or removable, installed only over water 1.35 metres or deeper?	0 or 5	5	C	
4.48	Are starting blocks, when installed over water less than 2.0 metres in depth, isolated when not in use?	0 or 5	0	NYC	
4.49	Are touch panels designed with smooth edges? <i>Note: Panels are not required to be in situ to be assessed.</i>	0 or 5			



No.	Item	Range	Score	Comp.	Comments
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*Spectator stands:*

4.50	Do grandstands provide entry and exit to the concourse?	0 or 5			
4.51	Do entry and exit points to concourse affect concourse traffic flow?	0 - 5			
4.52	Are steps or other passages separated from seating areas?	0 or 5			
4.53	Do steps, or other entry and exit passages, have at least 2.2 metres clearance overhead?	0 or 5			

*Movable floor:*

4.54	Where a movable floor is installed, has the depth signage been calibrated to actually reflect the current depth?	0 or 5			
4.55	Can the depth signage be seen from within the pool?	0 or 5			
4.56	Can the depth signage be seen from the pool concourse?	0 or 5			
4.57	Are controls for the movable floor adjacent to that area and restricted to staff use?	0 or 5			
4.58	Do the controls for the movable floor require constant manual operations? i.e. Controls must be held to move the floor.	0 or 5			

*Bulkheads (booms):*

4.59	Are bulkheads properly installed? i.e. anchored when in position, etc.	0 or 5			
4.60	Is the upper surface of the bulkhead of a slip resistant nature?	0 or 5			
4.61	Is the surface of the bulkhead maintained?	0 - 5			

*Other wet areas:*

4.62	Does the hydrotherapy pool have the following features?	0 - 5			<table border="0"> <tr> <td><i>Feature:</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Disabled change room nearby</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Rectangular</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>800 to 1500mm deep</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Contrasting edges</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td><i>Handrails:</i></td> <td></td> </tr> <tr> <td>38mm diameter</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>50mm wall clearance</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Begin 75mm below surface</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Ramp 1:14 gradient</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Risers 100-150mm</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Treads <sup>a</sup> 280m</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Feature:</i>	<i>Checked</i>	Disabled change room nearby	<input type="checkbox"/>	Rectangular	<input type="checkbox"/>	800 to 1500mm deep	<input type="checkbox"/>	Contrasting edges	<input type="checkbox"/>	<i>Handrails:</i>		38mm diameter	<input type="checkbox"/>	50mm wall clearance	<input type="checkbox"/>	Begin 75mm below surface	<input type="checkbox"/>	Ramp 1:14 gradient	<input type="checkbox"/>	Risers 100-150mm	<input type="checkbox"/>	Treads <sup>a</sup> 280m	<input type="checkbox"/>
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Treads <sup>a</sup> 280m	<input type="checkbox"/>																												
4.63	Are there procedures for, and measures to control usage of, the sauna or steam room?	0 - 5			<table border="0"> <tr> <td><i>Measure:</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Entry can be locked open</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Restriction on entry</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Time of occupancy</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Nature of activity allowed</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Signage</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Procedure for emergency</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Measure:</i>	<i>Checked</i>	Entry can be locked open	<input type="checkbox"/>	Restriction on entry	<input type="checkbox"/>	Time of occupancy	<input type="checkbox"/>	Nature of activity allowed	<input type="checkbox"/>	Signage	<input type="checkbox"/>	Procedure for emergency	<input type="checkbox"/>										
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<b>Summary - Section 4</b>		
<b>Item</b>	<b>Achieved</b>	<b>Total Possible</b>
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	174	225





**5. SPA (s)**

No.	Item	Range	Score	Comp.	Comments
5.1	Is the spa suitable located for constant supervision?	0 or 5			
5.2	Is the spa sufficiently supervised?	0 or 5			
5.3	Is the maximum static water depth 1.1m?	0 or 5			
5.4	Is the static water depth for seating depth no more than 0.6m?	0 or 5			
5.5	Are handrail(s) provided with steps?	0 or 5			
5.6	Is the spa fitted with a functional thermostat which prevents the water temperature from exceeding 38°C and which must be manually reset?	0 or 5			
5.7	Is there an emergency stop button that switches off filtration and jets and triggers an audible and visible alarm?	0 or 5			
5.8	Is resetting the emergency stop restricted to staff only?	0 or 5			
5.9	Is there an automatic shutdown to prevent entrapment of foreign objects in suction inlets? <i>Note: "Wet deck" or skimmer box inlets may not require automatic shutdown. System may also provide multiple suction inlets.</i>	0 or 5			
5.10	Does the spa have a "shut down" period every 15 minutes?	0 or 5			
5.11	Can the depth signage of the spa be clearly viewed from within the spa?	0 or 5			
5.12	Can the spa depth signage be clearly viewed from outside of the spa?				
5.13	Is signage relating to the use and restrictions of the spa clearly displayed? <i>Note: Conditions marked * may be observed depending on the location of the spa and rules for supervision of children.</i>				<p><i>Obligatory Conditions</i></p> <p>General medical warning <input type="checkbox"/></p> <p>"Never put head under water" <input type="checkbox"/></p> <p>Child supervision in area* <input type="checkbox"/></p> <p>Drug and alcohol warning <input type="checkbox"/></p> <p>15 minutes maximum use <input type="checkbox"/></p> <p><i>Optional Conditions</i></p> <p>Pregnancy warning <input type="checkbox"/></p> <p>Heart condition warning <input type="checkbox"/></p> <p>Age limits* <input type="checkbox"/></p> <p>No use alone* <input type="checkbox"/></p>

Summary - Section 5		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		





No.	Item	Range	Score	Comp.	Comments																
6.11	<p>Are dive pools designed to GSPO recommendations?</p> <table border="0"> <tr> <td>Dimension</td> <td>Distance</td> </tr> <tr> <td>Overhead</td> <td>5.0m</td> </tr> <tr> <td>To side wall</td> <td>2.5m</td> </tr> <tr> <td>Between plummets</td> <td>2.5m</td> </tr> <tr> <td>Board/platform overhang</td> <td>1.5m</td> </tr> <tr> <td>Handrail height</td> <td>1.0m</td> </tr> <tr> <td>Between rails</td> <td>£ 0.33m</td> </tr> <tr> <td>Rail overhang</td> <td>£ 0.3m</td> </tr> </table> <p><i>Note: Recommended that boards under 1m have Perspex or similar transparent guard and boards over 1m have plummets on one side only.</i></p> <p><i>Note: All measures in metres. FINA: 378-379</i></p>	Dimension	Distance	Overhead	5.0m	To side wall	2.5m	Between plummets	2.5m	Board/platform overhang	1.5m	Handrail height	1.0m	Between rails	£ 0.33m	Rail overhang	£ 0.3m	0 or 5			<p>Plummet on one side only:</p> <p>Plummet 1: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 2: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 3: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 4: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p><i>Note: All measures in metres. FINA: 378-379</i></p>
Dimension	Distance																				
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Board/platform overhang	1.5m																				
Handrail height	1.0m																				
Between rails	£ 0.33m																				
Rail overhang	£ 0.3m																				
6.12	<p>Does the dive pool meet FINA specifications?</p> <table border="0"> <tr> <td>Plummet</td> <td>Depth</td> <td>Dist. Ahead</td> </tr> <tr> <td>1.0m</td> <td>3.4m</td> <td>5.0m</td> </tr> <tr> <td>3.0,5.0m</td> <td>3.7m</td> <td>6.0m</td> </tr> <tr> <td>7.5m</td> <td>4.1m</td> <td>8.0m</td> </tr> <tr> <td>10m</td> <td>4.5m</td> <td>11.0m</td> </tr> </table>	Plummet	Depth	Dist. Ahead	1.0m	3.4m	5.0m	3.0,5.0m	3.7m	6.0m	7.5m	4.1m	8.0m	10m	4.5m	11.0m	0 - 5			<p>Plummet 1: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 2: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 3: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 4: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p><i>FINA: 378-379</i></p>	
Plummet	Depth	Dist. Ahead																			
1.0m	3.4m	5.0m																			
3.0,5.0m	3.7m	6.0m																			
7.5m	4.1m	8.0m																			
10m	4.5m	11.0m																			

Summary - Section 6		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



## 7. WATER SLIDE (s)

Note: This section refers to water slides as defined in AS 3533.1: 2009 'Amusement rides and devices - Design and construction: a sloping flume over 3.0m in height from the top to the bottom'. In this assessment, slides under this height are classified as water features.

No.	Item	Range	Score	Comp.	Comments														
7.1	Is the slide inspected each day before it is opened?	0 or 5																	
7.2	Is the slide sufficiently supervised? <i>Note: At time of assessment.</i>	0 or 5																	
7.3	Where more than one lifeguard supervises the slide, is an effective communication system employed? <i>Note: Supervision may be insufficient because of lack of effective communication (7.2)</i>	0 or 5			<i>Note: Make note of communication procedures or systems used.</i>														
7.4	Is signage displaying rules of conduct at the entry point and at the base of the slide?	0 - 5			<table border="0"> <tr> <td>Advisory Sign</td> <td>Checked</td> </tr> <tr> <td>Assembly (stairs, platforms)</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Numbers on platforms</td> <td><input type="checkbox"/></td> </tr> <tr> <td>"One rider at a time"</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rider orientation</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Exit splash pool</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Age/ability limits</td> <td><input type="checkbox"/></td> </tr> </table>	Advisory Sign	Checked	Assembly (stairs, platforms)	<input type="checkbox"/>	Numbers on platforms	<input type="checkbox"/>	"One rider at a time"	<input type="checkbox"/>	Rider orientation	<input type="checkbox"/>	Exit splash pool	<input type="checkbox"/>	Age/ability limits	<input type="checkbox"/>
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"One rider at a time"	<input type="checkbox"/>																		
Rider orientation	<input type="checkbox"/>																		
Exit splash pool	<input type="checkbox"/>																		
Age/ability limits	<input type="checkbox"/>																		
7.5	Can access to the slide be prevented when it is not in use? i.e. by locking a gate at the bottom of the staircase and blocking access to the flume.	0 or 5																	
7.6	Are stairways and ladders straight (not spiral) and are landings provided?  <table border="0"> <tr> <td>Feature</td> <td>Landing Every</td> </tr> <tr> <td>Ladders</td> <td>≤ 6.0m</td> </tr> <tr> <td>Stairways</td> <td>≤ 18 steps</td> </tr> </table>	Feature	Landing Every	Ladders	≤ 6.0m	Stairways	≤ 18 steps	0 or 5											
Feature	Landing Every																		
Ladders	≤ 6.0m																		
Stairways	≤ 18 steps																		
7.7	Are the stairs wide enough to allow passage of two people?	0 or 5			Width of stairs:      mm														
7.8	Do the stairs or ladders have handrails on both sides?	0 or 5																	
7.9	Do all stairs, landings, and flumes have sufficient drainage?	0 - 5																	
7.10	Is the nature of the stairs, ladders and landing surfaces intended to be slip resistant?	0 or 5																	
7.11	Does the surface of the stairs, ladders and landings appear to be maintained?	0 - 5																	
7.12	Is the splash (landing) area separate from the swimming area? <i>Note: The landing and swimming areas may be separated by a lane rope or other suitable barrier.</i>	0 or 5																	
7.13	Is the length of the splash (landing) area in front of the flume at least 6.0m? <i>Note: "Splash" pools with water agitation designed to slow riders may be shorter.</i>	0 - 5																	
7.14	Is the pool surface in the splash (landing) area intended to be slip-resistant?	0 or 5																	

No.	Item	Range	Score	Comp.	Comments
7.15	Is the splash landing area free of drains or gates?	0 or 5			
7.16	Does the concourse around the splash area have sufficient drainage?	0 - 5			
7.17	If the exit of the flume is up to 150mm above the static water surface, is the depth of the splash (landing) area at least 1.0m?	0 or 5			

#### Summary - Section 7

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		

**8. WAVE POOL (s)**

No.	Item	Range	Score	Comp.	Comments																
8.1	Is the wave pool sufficiently supervised? <i>Note: At time of assessment. Lifeguard to bather ratio = 1:40 when waves are operating.</i>	0 or 5																			
8.2	Does the wave pool have a bather free zone at the wave generation end?	0 or 5																			
8.3	Is the wave pool free from obstructions likely to cause injury during wave motion?	0 or 5																			
8.4	Are steps into the wave pool provided only in areas whose static water depth is 0.40m or less?	0 or 5																			
8.5	Are handrails provided at these step entries?	0 or 5																			
8.6	Is there signage displaying rules of conduct and any restrictions on use?	0 - 5			<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Parental supervision (Waves)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Parental Supervision (no waves)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Changing water conditions"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Bather-free zone advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Heart problem advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Pregnancy advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Rules	<input type="checkbox"/>	Parental supervision (Waves)	<input type="checkbox"/>	Parental Supervision (no waves)	<input type="checkbox"/>	"Changing water conditions"	<input type="checkbox"/>	Bather-free zone advisory	<input type="checkbox"/>	Heart problem advisory	<input type="checkbox"/>	Pregnancy advisory	<input type="checkbox"/>
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8.7	Are wave controls adjacent to the wave pool and restricted to staff use only?	0 or 5																			
8.8	Is there an emergency stop button?	0 or 5																			
8.9	Are measures taken to ensure patrons are aware of commencing wave sessions and children under the age of 10 are appropriately supervised?	0 or 5			<table border="0"> <tr> <td><i>Measure</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Alarm</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Announcement</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Systematic checking</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Measure</i>	<i>Checked</i>	Alarm	<input type="checkbox"/>	Announcement	<input type="checkbox"/>	Systematic checking	<input type="checkbox"/>								
<i>Measure</i>	<i>Checked</i>																				
Alarm	<input type="checkbox"/>																				
Announcement	<input type="checkbox"/>																				
Systematic checking	<input type="checkbox"/>																				
8.10	What criteria are taken into account when choosing the wave pattern, frequency and amplitude?	0 - 5			<table border="0"> <tr> <td><i>Criteria</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Age of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Experience of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Number of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criteria</i>	<i>Checked</i>	Age of swimmers	<input type="checkbox"/>	Experience of swimmers	<input type="checkbox"/>	Number of swimmers	<input type="checkbox"/>								
<i>Criteria</i>	<i>Checked</i>																				
Age of swimmers	<input type="checkbox"/>																				
Experience of swimmers	<input type="checkbox"/>																				
Number of swimmers	<input type="checkbox"/>																				

Summary - Section 8		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



**9. RIVERS**

No.	Item	Range	Score	Comp.	Comments
9.1	Is the river sufficiently supervised? <i>Note: At time of assessment. Evidence may be presented.</i>	0 or 5			
9.2	Is there adequate space beside the river for lifeguard supervision and intervention?	0 - 5			
9.3	Is the river free of undertows, eddies and cross-currents	0 or 5			
9.4	Are the river's surfaces free of abrasion or cut hazards?	0 or 5			
9.5	Are there appropriate supports along the river's edge?	0 or 5			
9.6	Is there at least 2.0m of headroom over all parts of the river? <i>Note: Clearance should be increased to 3.0m where the river enters or exits a wave pool.</i>	0 or 5			
9.7	Are river controls adjacent to the river and restricted to staff use only?	0 or 5			
9.8	Does an emergency stop button exist?	0 or 5			

Summary - Section 9		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		

### 10. WATER FEATURES

*Note: Includes Tarzan ropes, water jets, play equipment, inflatables, showers and water curtains etc.*

No.	Item	Range	Score	Comp.	Comments																
10.1	Is water features sufficiently supervised?  <i>Note: At time of assessment. Degree of supervision may vary with the nature of feature.</i>	0 or 5			<table border="0"> <tr> <td><i>Feature</i></td> <td><i>Recommended</i></td> </tr> <tr> <td>Tarzan Rope Swing</td> <td>Lifeguard</td> </tr> <tr> <td>Cargo net</td> <td>Lifeguard</td> </tr> <tr> <td>Small slides</td> <td>Guardian</td> </tr> <tr> <td>Playground style equipment</td> <td>Guardian</td> </tr> <tr> <td>Water shower</td> <td>Guardian</td> </tr> <tr> <td>Water jets</td> <td>Guardian</td> </tr> <tr> <td>Inflatables</td> <td>Lifeguard</td> </tr> </table>	<i>Feature</i>	<i>Recommended</i>	Tarzan Rope Swing	Lifeguard	Cargo net	Lifeguard	Small slides	Guardian	Playground style equipment	Guardian	Water shower	Guardian	Water jets	Guardian	Inflatables	Lifeguard
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Water shower	Guardian																				
Water jets	Guardian																				
Inflatables	Lifeguard																				
10.2	Are any rules or restrictions clearly displayed next to the water feature(s)?	0 - 5			<table border="0"> <tr> <td><i>Item</i></td> <td><i>Checked</i></td> </tr> <tr> <td>Rules</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Parental supervision</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Access restrictions</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rider advice</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Rules	<input type="checkbox"/>	Parental supervision	<input type="checkbox"/>	Access restrictions	<input type="checkbox"/>	Rider advice	<input type="checkbox"/>						
<i>Item</i>	<i>Checked</i>																				
Rules	<input type="checkbox"/>																				
Parental supervision	<input type="checkbox"/>																				
Access restrictions	<input type="checkbox"/>																				
Rider advice	<input type="checkbox"/>																				
10.3	Are surfaces on and around the feature intended to be slip resistant?	0 or 5																			
10.4	Do the surfaces on and around the water feature(s) appear maintained?	0 or 5																			
10.5	Is movement to, from, and around each feature restricted as necessary?  <i>Note: The direction of movement may be restricted by design (e.g. a toddlers' slide) or supervision (e.g. Tarzan rope swing).</i>	0 - 5																			
10.6	Does the fall or spray of water from any feature interrupt lifeguards' sightlines?  <i>Note: The score should be given for visibility.</i>	0 - 5																			
10.7	Are features' controls adjacent to pools where the water features are installed and restricted to staff access only?	0 or 5																			
10.8	Is there an emergency stop button for each motorised or pressurised feature?	0 or 5																			
10.9	Is the emergency reset restricted to staff only?	0 or 5																			

Summary - Section 10		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		





**11. GENERAL SUPERVISION**

No.	Item	Range	Score	Comp.	Comments																
11.1	Are there qualified staff members on duty in a supervisory role at any one time?	0 or 5	5	C	Refer Supervision Plan																
11.2	Are there sufficient lifeguards supervising the pool area and related activities?	0 or 5	5	C																	
11.3	Are all pools adequately supervised at time of assessment?	0 or 5	5	C																	
11.4	What criteria are considered when deploying lifeguards?	0 - 5	5	C	<table border="0"> <tr> <td><i>Criterion</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Number of bathers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Size of pools</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Shape of pools</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Relative locations of pools and water features</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Surface reflection</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Activities and programs</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criterion</i>	<i>Checked</i>	Number of bathers	<input type="checkbox"/>	Size of pools	<input type="checkbox"/>	Shape of pools	<input type="checkbox"/>	Relative locations of pools and water features	<input type="checkbox"/>	Surface reflection	<input type="checkbox"/>	Activities and programs	<input type="checkbox"/>		
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Relative locations of pools and water features	<input type="checkbox"/>																				
Surface reflection	<input type="checkbox"/>																				
Activities and programs	<input type="checkbox"/>																				
11.5	Are guarding positions sufficient to observe any part of the pool(s) without excessive reflection from the water's surface?	0 or 5	5	C																	
11.6	Is the lifeguard uniform suited to the performance of lifeguard duties, including aquatic rescue, easily recognized by customers and staff, and distinguishable from uniforms worn by other staff?	0 - 5	5	C																	
11.7	Are isolated areas sufficiently supervised?	0 or 5	5	C	<table border="0"> <tr> <td><i>Criteria</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Change rooms (30 - 60 min.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Sauna/Steam (15 - 20 min.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Other (as approp.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criteria</i>	<i>Checked</i>	Change rooms (30 - 60 min.)	<input type="checkbox"/>	Sauna/Steam (15 - 20 min.)	<input type="checkbox"/>	Other (as approp.)	<input type="checkbox"/>								
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Other (as approp.)	<input type="checkbox"/>																				
11.8	Do lifeguards maintain supervision of program participants? <i>Note: Procedures may be presented if no programs are running.</i>	0 or 5	5	C																	
11.9	Do lifeguards have sufficient lines of sight to the pools it is their duty to supervise?	0 - 5	5	C																	
11.10	Do lifeguards vary duties and take sufficient breaks to maintain vigilant supervision? <i>Note: At time of assessment.</i>	0 - 5	5	C	Rotation/break every: _____ min.																
11.11	Are effective and sufficient emergency methods of communication available?	0 - 5	5	C	<table border="0"> <tr> <td><i>Method</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Spoken</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>P.A. System</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Hand signals</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Two-way radios</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Whistles</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Method</i>	<i>Checked</i>	Spoken	<input type="checkbox"/>	P.A. System	<input type="checkbox"/>	Hand signals	<input type="checkbox"/>	Two-way radios	<input type="checkbox"/>	Whistles	<input type="checkbox"/>				
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Two-way radios	<input type="checkbox"/>																				
Whistles	<input type="checkbox"/>																				
11.12	Is there signage at the facility entrance which specifies the conditions of use of the facility?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item/Condition</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Sign at facility entrance</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Child age for supervision</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian age for supervision</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian responsibilities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Customer responsibilities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Disclaimer</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item/Condition</i>	<i>Checked</i>	Sign at facility entrance	<input type="checkbox"/>	Child age for supervision	<input type="checkbox"/>	Guardian age for supervision	<input type="checkbox"/>	Guardian responsibilities	<input type="checkbox"/>	Customer responsibilities	<input type="checkbox"/>	Disclaimer	<input type="checkbox"/>	Rules	<input type="checkbox"/>
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Guardian responsibilities	<input type="checkbox"/>																				
Customer responsibilities	<input type="checkbox"/>																				
Disclaimer	<input type="checkbox"/>																				
Rules	<input type="checkbox"/>																				
11.13	Is there signage that encourages responsible behaviour? <i>Note: Rules signage may be assessed.</i>	0 or 5	5	C																	



No.	Item	Range	Score	Comp.	Comments
11.14	Is there signage that encourages parental supervision in appropriate areas?	0 - 5	5	C	<i>Compulsory</i> Wave Pool <input type="checkbox"/> Toddlers pool <input type="checkbox"/> Learners pool <input type="checkbox"/> <i>Recommended</i> Entry / Exit to Change rooms <input type="checkbox"/> Other _____ <input type="checkbox"/>
11.15	Is the rule that children under a certain age (under 10) be supervised by guardians over a specified age (16 or older) enforced?	0 or 5	5	C	
11.16	Is sufficient attention given to protecting staff from excessive exposure to environmental factors and disease?	0 - 5	5	C	<i>Measure Taken</i> Time of exposure <input type="checkbox"/> Long-sleeved shirt <input type="checkbox"/> Broad-brimmed hat <input type="checkbox"/> Sunglasses <input type="checkbox"/> Sufficient drinks <input type="checkbox"/> Sunscreen <input type="checkbox"/> Pocket face mask <input type="checkbox"/> Disposable gloves <input type="checkbox"/>
11.17	Is there rescue equipment located on the concourse in reasonable reach of lifeguards (i.e. less than 10 seconds)?	0 - 5	5	C	<i>Rescue Aid</i> Reach poles <input type="checkbox"/> Throw ropes <input type="checkbox"/> Floatation aid (board or tube) <input type="checkbox"/> Pocket face mask <input type="checkbox"/> Disposable gloves <input type="checkbox"/> Spinal board <input type="checkbox"/> Spinal collars <input type="checkbox"/>

Summary - Section 11		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	85	85



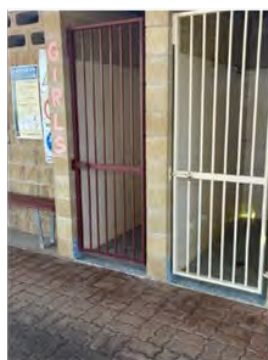
**12. LEARN TO SWIM**

No.	Item	Range	Score	Comp.	Comments
12.1	Are teachers trained in the emergency action plan (EAP)?	0 or 5	5	C	
12.2	Is information about swimming class participants' medical histories sought and made available to teachers?	0 or 5	5	C	
12.3	Are emergency procedures practiced with lesson groups?	0 or 5	5	C	
12.4	Are recommended teacher-to-pupil ratios not exceeded?	0 or 5	5	C	Age/Ability <span style="float:right">Checked</span> 3-5 years, 1:5 <input type="checkbox"/> Beginners, 1:10 <input type="checkbox"/> Intermediate, 1:12 <input type="checkbox"/> Advanced, 1:15 <input type="checkbox"/> Disability, 1:6 <input type="checkbox"/>
12.5	Are lessons held in areas appropriate to the level and activity being taught and the abilities of pupils?	0 - 5	5	C	
12.6	Are pre-school aquatic programs held in warmer water or for less time?	0 or 5	5	C	
12.7	Is sufficient attention given to protecting pupils from excessive exposure to wind, cold, heat and UV light (sun)?	0 - 5	5	C	Measure Taken <span style="float:right">Checked</span> Time of exposure <input type="checkbox"/> Protective clothing <input type="checkbox"/> Access to drinks <input type="checkbox"/> Sunscreen <input type="checkbox"/>
12.8	Do teachers observe guidelines for the teaching of diving?	0 or 5	n/a		Practice <span style="float:right">Checked</span> Running dives prohibited <input type="checkbox"/> Surface glide (waist depth) <input type="checkbox"/> Crouch dive (1.5m) <input type="checkbox"/> Standing dive (1.5m) <input type="checkbox"/>
12.9	If diving is taught in depths below 1.5m, has a risk assessment been done?	0 or 5	n/a		

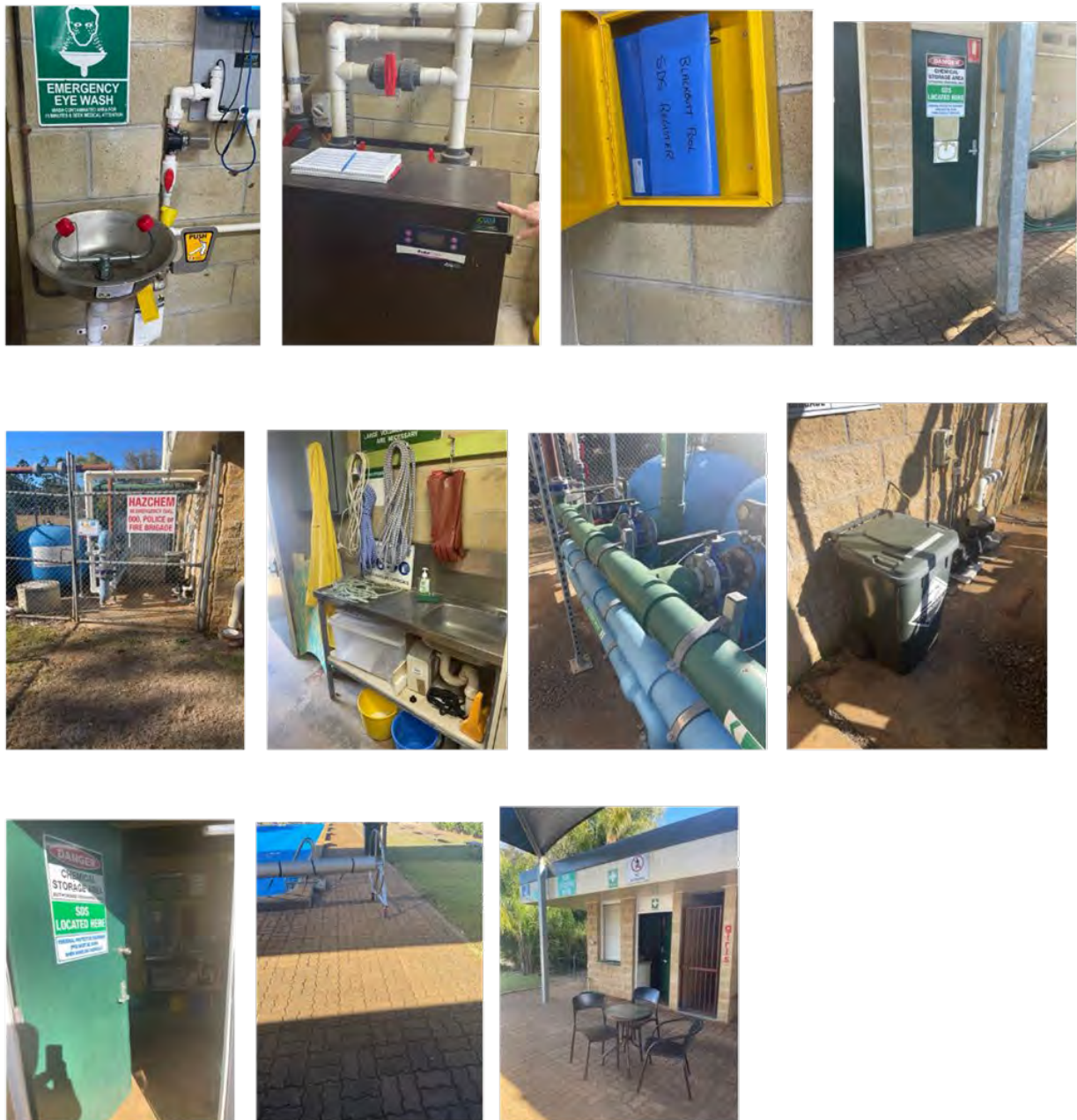
Summary - Section 12		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	35	35



### OBSERVATIONS - BLACKBUTT SCHOOL SWIMMING POOL



## OBSERVATIONS - BLACKBUTT SCHOOL SWIMMING POOL





## SAFETY IMPROVEMENT PLAN BLACKBUTT SCHOOL SWIMMING POOL

<b>Facility:</b> Blackbutt School Swimming Pool	<b>Site Supervisor:</b> Linda Smith
<b>Inspection date:</b> 27 September 2023	<b>Auditor:</b> Les Mole

Item	Risk (L, M, H)	Priority (1 to 6)	Time frame to rectify	Proposed Rectification	Cost	Approved
- Diving blocks should be isolated when not in use.	H					
- Pool deck pavers are uneven and are a trip hazard.	H					
- The pool deck markings are to be updated to meet the Australian Standard AS2416 and the GSPO.	H					
-						
- Change rooms should have braille markings	H					
- Plant room should be equipped with a dump shower	H					
- First aid area should have a defibrillator	H					





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# SWIMMING POOL SAFETY ASSESSMENT AND SAFETY IMPROVEMENT PLAN

NGAROY AQUATIC CENTRE



## **SWIMMING POOL SAFETY ASSESSMENT AND SAFETY IMPROVEMENT PLAN**

### FOREWORD

The principle aims of the Royal Life Saving Society Australia (RLS) are to prevent loss of life and promote safe participation in water related activities. Royal Life Saving pursues these aims through:

- Provision of educational programs for Water Safety, Swimming and Lifesaving, Survival, Lifeguarding and Resuscitation and Emergency Care First Aid
- Promotion of public understanding of its important water safety and lifesaving messages through publicity, educational resources, competition and other events

Royal Life Saving produces the "Guidelines for Safe Pool Operation" (GSPO).

This document is recognised as the minimum standard for safety related issues for the aquatic industry. It provides a comprehensive guide for anyone involved in the design, construction, maintenance or management of an aquatic and recreation facility. Its purpose is to provide a guide to venue management thus ensuring safety standards and guidelines are being met for the prevention of accidents in and around aquatic environments.

During the safety assessment conducted at your venue it was measured against the safety standards and operational guidelines listed in the RLS Guidelines for Safe Pool Operation document.

The Swimming Pool Safety Assessment (enclosed) details the areas that were assessed.

In addition, a Safety Improvement Plan has been included which details additional recommendations for improving the safety of your venue.

This document and the Swimming Pool Safety Assessment should not be used exclusively for the purpose of determining whether the venue is providing a safe environment. Several aspects of the centre's operation may change from day to day, and this document is a tool, which merely aims to assist the venue management with identification of areas, which may need improvement or ongoing monitoring.



**VENUE: KINGAROY AQUATIC CENTRE**

**DATE: 27 SEPTEMBER 2023**

## CONTENTS

1. THE SAFETY ASSESSMENT PROCESS
2. THE SAFETY IMPROVEMENT PLAN
3. PERSONNEL INVOLVED IN THE ASSESSMENT
4. SAFETY SCORE
5. SUMMARY RECOMMENDATIONS
6. APPENDICES
  - APPENDIX A - SWIMMING POOL SAFETY ASSESSEMENT CHECKLIST
  - APPENDIX B - OBSERVATIONS
  - APPENDIX C - SAFETY IMPROVEMENT



# 1 THE SAFETY ASSESSMENT PROCESS

A Swimming Pool Safety Assessment of the Kingaroy Aquatic Centre was conducted on the 27 September 2023.

During the assessment a Swimming Pool Safety Assessment (SPSA) Checklist was completed. The SPSA contains questions developed by The Royal Life Saving Society Australia (RLS) reflecting current Occupational Health and Safety and aquatic and recreation best practice models. Your venue was assessed using this checklist. In addition, a Safety Improvement Plan is attached.

When using the assessment, the RLS assessor will determine firstly if the areas to be assessed are relevant to your venue. If relevant, the assessor will then detail your centre's compliance or non-compliance to the requirements listed.

For example, there is a section on Facility Design with general items relating to the premises, the pool, the concourse, and other common physical features of swimming pools. More specialised features, such as wave pools, water slides, and spas are assessed in separate sections. If a venue does not have these features they are not assessed and are not included in this report.

The assessment is based on the assessor's knowledge of the relevant statutory requirements, Australian Standards, the RLS Guidelines for Safe Pool Operation, QLD Health Guidelines, Local Government Regulations and is limited to the observations and information available on the day of the assessment.

Each item is awarded a score from 0 to 5. Some items involve a degree of compliance and receive a score from 0 to 5. Others either comply or do not comply and receive a score of either 0 or 5. Scores of 0, 1 or 2 indicate non-compliance. Scores of 3 or higher indicate compliance.

The Safety Improvement Plan is then formed on the results of this Swimming Pool Safety Assessment.

Several key items on the assessment may be verified/observed on one day, and the conditions in which this compliance occurs may change on another day (e.g., the number of lifeguards required will vary depending on factors such as the number of patrons, the weather or the activities being undertaken).



## 2 THE SAFETY IMPROVEMENT PLAN

The Safety Improvement Plan is based on the results of the Safety Assessment. It suggests possible actions for rectifying or improving features or practices reported in the corresponding item of the Safety Assessment.

Recommendations are made for each non-complying item.

Recommendations may also be made for items where compliance was achieved but which did not receive the highest score, or where, in the opinion of the assessor, local conditions warrant some comment.

The RLS and its assessors recognise that some difficulties faced by the venue managers and staff are often the result of the physical infrastructure at the venue. Features like pool depth or surfaces cannot be changed quickly or easily. Management of such hazards may be just as effective as making alterations to the feature. Some of the items in the Safety Assessment checklist have been written to take management issues into account. Similarly, some of the recommendations in the Safety Improvement Plan suggest measures for managing hazards where physical features are not easily altered. There may

be other instances where venue management and staff have a greater familiarity with the specific problem than the assessor and are able to suggest management measures as a viable alternative to the recommendations in the Safety Improvement Plan.

The Safety Improvement Plan also assigns a level of risk to each item (under the heading "Risk"). The scale is based on the examples of risk definition and classification given in Appendix D of Australian Standard AS/NZS 4360: 2004, Risk Management, and is presented in the table below.

NB: Risk levels in the following table are indicative of the risk associated with non-compliance for each item in the Safety Assessment. They are not a judgement of the risk associated with the relevant feature at the facility and do not constitute a proper risk assessment. These risk levels are listed in the Safety Improvement Plan for reference only. Other factors which can influence a risk assessment may require observation over a longer period than that of the Safety Assessment. Venue owners and management wishing to conduct a proper risk assessment are advised to consult AS/NZS 4360 and appropriate authorities and experts.

Level of Risk	Description
High (H)	Moderate to high likelihood. Major injury or loss of life.
Significant (S)	Rare to Moderate likelihood, with major injury or loss of life. Moderate to High likelihood, with inconvenience or minor injury.
Moderate (M)	Rare to Moderate likelihood, with inconvenience or minor injury.
Low (L)	Rare to Moderate likelihood, with inconvenience.

## RECOMMENDATIONS ON SAFETY IMPROVEMENT

It is recommended that an external independent inspection be undertaken at least annually, in order to:

- a. Assess that current safety standards are maintained on an ongoing basis
- b. Gain external and non-biased assistance in identifying hazards and safety issues, thus ensuring changes in the venue's operation have not adversely affected the safe operation of the venue, e.g. changes in programming
- c. Ensure access to updated information and advice on Safety Standards being adopted in aquatic facilities

### 3 PERSONNEL INVOLVED IN THE ASSESSMENT

ASSESSOR:

Les Mole – Managing Director, Pool Star Pty Ltd

PO Box 3158, Birkdale QLD 4159

T: 0438 227 919 E: [les@vici.com.au](mailto:les@vici.com.au)

### 4 SAFETY SCORE

The purpose of the Safety Score is to provide a benchmark to the percentage of RLSSA safety issues the venue has addressed. The Safety Score can be compared by the centre year to year to show improvement and monitor the progress the Centre is making in relation to the items assessed.

A score is derived as a percentage using the following methods:

1. The two key numbers (safety indicators) are firstly identified -
  - a. The number of questions on the checklist the assessor believes is applicable to the venue - the "Safety Denominator".
  - b. The number of questions which are successfully answered/verified/observed by the assessor - the "Safety Numerator".
2. The second number is divided by the first, and then multiplied by 100. This produces a simple score indicative of the safety level of the venue - the "Safety Score"

In this exercise queries are considered unsuccessful answers, and they should be followed through by the venue management to ensure they are satisfied.

The score does not give any weight to the probability or consequences of any of these issues, and prioritising actions to address any shortcomings this report identifies remains the responsibility of the venue management.

The Safety Score achieved, and continued maintenance of the standards observed will depend on the continuing observance of the recommendations made in the Safety Improvement Plan, and ongoing compliance with the Guidelines of Safe Pool Operation.



## 5 SUMMARY RECOMMENDATIONS

The Swimming Pool Safety Assessment completed at the Kingaroy Aquatic Centre on 27 September 2023 achieved a Safety Score of 95. This result needs to be improved by:

- Implementation of the Safety Improvement Plan
- Regular internal reviews of the issues affecting safety at the Centre
- Internal Assessments
- Compliance with the RLS Guidelines for Safe Pool Operation and other statutes and regulations
- Continued periodic independent Swimming Pool Safety Assessments

Safety Score Summary for the Kingaroy Aquatic Centre - 95

Section	Title	Total Achieved	Total Possible	Percentage (%)
1	Administration	85	85	100
2	First Aid	35	35	100
3	Technical Operations	150	150	100
4	Facility Design	229	260	88
5	Spa	N/A	N/A	N/A
6	Dive Pool(s)	N/A	N/A	N/A
7	Water Slide(s)	N/A	N/A	N/A
8	Wave Pool(s)	N/A	N/A	N/A
9	River(s)	N/A	N/A	N/A
10	Water Features	N/A	N/A	N/A
11	General Supervision	85	85	100
12	Learn to Swim	35	35	100
<b>Safety Numerator:</b>		<b>619</b>		
<b>Safety Denominator:</b>			<b>650</b>	
<b>Safety Score:</b>				<b>95</b>

## 6 APPENDICES

A) SWIMMING POOL SAFETY ASSESSMENT CHECKLIST	PAGE 9
B) OBSERVATIONS FROM AUDIT CONDUCTED AT THE FACILITY ON 27 September 2023	PAGE 34
C) SAFETY IMPROVEMENT PLAN	PAGE 36



**VENUE:** Kingaroy Aquatic Centre

**DATE OF ASSESSMENT:** 27/9/23

**1. ADMINISTRATION**

No.	Item	Range	Score	Comp.	Comments
1.1	Is there an Operations Manual?	0 or 5	5	C	
1.2	Is there a current copy of the GSPO?	0 or 5	5	C	
1.3	Is the Operations Manual(s) facility-specific?	0 - 5	5	C	Section <span style="float:right">Checked</span> Physical Layout <input type="checkbox"/> Staff Structure <input type="checkbox"/> Personnel <input type="checkbox"/> Staff Procedures <input type="checkbox"/> Training <input type="checkbox"/> Occ. Health & Safety <input type="checkbox"/> Emergency Action Plan <input type="checkbox"/> Reporting <input type="checkbox"/> Maintenance <input type="checkbox"/> Water Quality <input type="checkbox"/> Programs <input type="checkbox"/>
1.4	Has an Emergency Action Plan (EAP), which includes sections for different scenarios and locations, been developed?	0 - 5	5	C	Scenario/Ratio <span style="float:right">Checked</span> First Aid <input type="checkbox"/> Aquatic <input type="checkbox"/> Theft <input type="checkbox"/> Assault <input type="checkbox"/> Fire <input type="checkbox"/> Bomb Threat <input type="checkbox"/> Toxic/Chemical Leak <input type="checkbox"/> Power Shortage <input type="checkbox"/> Evacuation <input type="checkbox"/> Warden Duties <input type="checkbox"/>
1.5	Has there been a practice of a full centre evacuation during operational hours within the last 12 months? <i>Note: Training or attendance logs may be presented.</i>	0 or 5	5	C	
1.6	Are the Operations Manual and EAP regularly reviewed? Note: During the last 12 months.	0 - 5	5	C	
1.7	Are all facility staff trained in the EAP? <i>Note: Training or attendance logs may be presented.</i>	0 - 5	5	C	
1.8	Do all lifeguards hold a current recognized lifeguarding qualification?	0 or 5	5	C	
1.9	Do lifeguards undertake in-service training covering all areas of Lifeguard skills? <i>Note: Training or attendance logs may be presented.</i>	0 - 5	5	C	Session <span style="float:right">Checked</span> Emergency procedures <input type="checkbox"/> Initiative assessment <input type="checkbox"/> Lifesaving skills <input type="checkbox"/> Resuscitation <input type="checkbox"/> Oxygen equipment <input type="checkbox"/> First Aid <input type="checkbox"/> Deep Water Recovery <input type="checkbox"/>
1.10	How often do Lifeguards undertake this training?	0 - 5	5	C	Frequency <span style="float:right">Checked</span> No in-service training <input type="checkbox"/> 1 per season <input type="checkbox"/> 2 or 3 per season <input type="checkbox"/> 4 per season <input checked="" type="checkbox"/> 5 or more per season <input type="checkbox"/>
1.11	Do all First Aiders hold a current recognized First Aid qualification? <i>Note: A First Aider is any staff member expected or likely to perform First Aid.</i>	0 or 5	5	C	





No.	Item	Range	Score	Comp.	Comments																						
1.12	Do all program leaders, including swim teachers, hold appropriate and current swim teaching qualifications?  <i>Note: May include qualifications for infants, special needs.</i>	0 or 5	5	C																							
1.13	Do all staff dealing with customers with special needs have appropriate training?  <i>Note: Training may include qualifications, manual handling, or in equipment and procedures.</i>	0 - 5	5	C																							
1.14	Do all staff who deal with chemicals have appropriate training?  <i>Note: Training or qualifications may be cited.</i>	0 - 5	5	C																							
1.15	Is there an agreement/contract for all hirers of all or part(s) of the facility?  <i>Note: Hirers may include school groups.</i>	0 or 5	n/a																								
1.16	Does the contract specify minimum conditions of service provision and conduct?	0 - 5	n/a		<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Numbers using facility</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Supervision of activities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Number of lifeguards present</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>List or summary of rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Provision of First Aid</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Responsibilities during an emergency</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Medical conditions of participants</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Emergency Action Plan</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Numbers using facility	<input type="checkbox"/>	Supervision of activities	<input type="checkbox"/>	Number of lifeguards present	<input type="checkbox"/>	List or summary of rules	<input type="checkbox"/>	Provision of First Aid	<input type="checkbox"/>	Responsibilities during an emergency	<input type="checkbox"/>	Medical conditions of participants	<input type="checkbox"/>	Emergency Action Plan	<input type="checkbox"/>				
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1.17	Is the oxygen equipment serviced according to the manufacturer's recommendation, or at least annually?	0 or 5	5	C																							
1.18	Are reports made for every incident involving life-threatening hazards, and First Aid?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Casualty's name, sex, DOB</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Witness details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Incident time and place</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Incident description</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Action taken</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Nature of injury or disease</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Bodily location</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Treatment description</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Emergency services details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Casualty's name, sex, DOB	<input type="checkbox"/>	Guardian details	<input type="checkbox"/>	Witness details	<input type="checkbox"/>	Incident time and place	<input type="checkbox"/>	Incident description	<input type="checkbox"/>	Action taken	<input type="checkbox"/>	Nature of injury or disease	<input type="checkbox"/>	Bodily location	<input type="checkbox"/>	Treatment description	<input type="checkbox"/>	Emergency services details	<input type="checkbox"/>
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1.19	Are incident reports kept, either at the facility or at municipal premises, for an appropriate time?	0 or 5	5	C																							

Summary - Section 1		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	85	85



**2. FIRST AID**

No.	Item	Range	Score	Comp.	Comments																																																																														
2.1	Is there a designated First Aid room or area of appropriate size and configuration?	0 - 5	5	C	<table border="0"> <tr> <td><i>Feature</i></td> <td><i>Checked</i></td> </tr> <tr> <td>0-500: 1 bed</td> <td><input type="checkbox"/></td> </tr> <tr> <td>500-1000: 15m<sup>2</sup>, 1 bed &amp; stretcher access</td> <td><input type="checkbox"/></td> </tr> <tr> <td>1000+: 35m<sup>2</sup>, 2 beds &amp; stretcher access</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Multi-purpose room used</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Screen provided</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Toilet close by</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Wide exit bay closed by</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Feature</i>	<i>Checked</i>	0-500: 1 bed	<input type="checkbox"/>	500-1000: 15m <sup>2</sup> , 1 bed & stretcher access	<input type="checkbox"/>	1000+: 35m <sup>2</sup> , 2 beds & stretcher access	<input type="checkbox"/>	Multi-purpose room used	<input type="checkbox"/>	Screen provided	<input type="checkbox"/>	Toilet close by	<input type="checkbox"/>	Wide exit bay closed by	<input type="checkbox"/>																																																														
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2.2	Is the First Aid room or area easily identified? <i>Note: Standard signage is a white cross on a green background. The words "First Aid" should also appear.</i>	0 - 5	5	C																																																																															
2.3	Does the main First Aid room contain the following:																																																																																		
2.4	Is there sufficient stock of appropriate First Aid equipment?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td><i>Checked</i></td> </tr> <tr><td>Emergency phone no's</td><td><input type="checkbox"/></td></tr> <tr><td>1 pr. scissors</td><td><input type="checkbox"/></td></tr> <tr><td>1 box dispos. latex gloves</td><td><input type="checkbox"/></td></tr> <tr><td>2 triangular bandages</td><td><input type="checkbox"/></td></tr> <tr><td>4 sterile eye pads</td><td><input type="checkbox"/></td></tr> <tr><td>20 safety pins</td><td><input type="checkbox"/></td></tr> <tr><td>Adhesive tape</td><td><input type="checkbox"/></td></tr> <tr><td>15 sterile large wound dr.</td><td><input type="checkbox"/></td></tr> <tr><td>1 heavy crepe bandage</td><td><input type="checkbox"/></td></tr> <tr><td>1 burns module</td><td><input type="checkbox"/></td></tr> <tr><td>1 eye module</td><td><input type="checkbox"/></td></tr> <tr><td>4 med. unmed. dressing</td><td><input type="checkbox"/></td></tr> <tr><td>4 large unmed. dressing</td><td><input type="checkbox"/></td></tr> <tr><td>2 pk. gauze, 7.5x7.5cm</td><td><input type="checkbox"/></td></tr> <tr><td>1 pk. sterile adhesive dress</td><td><input type="checkbox"/></td></tr> <tr><td>2 ice packs</td><td><input type="checkbox"/></td></tr> <tr><td>1 pk. Sterile wound closure</td><td><input type="checkbox"/></td></tr> <tr><td>1 thermometer</td><td><input type="checkbox"/></td></tr> <tr><td>1 pr. tweezer</td><td><input type="checkbox"/></td></tr> <tr><td>Basic first aid notes</td><td><input type="checkbox"/></td></tr> <tr><td>Liquid skin antiseptic</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"> </td></tr> <tr><td colspan="2"><i>Extras for First Aid Room:</i></td></tr> <tr><td>1 pr. 125mm dress, Forceps</td><td><input type="checkbox"/></td></tr> <tr><td>1 st. steel kidney tray</td><td><input type="checkbox"/></td></tr> <tr><td>1 dispos. drinking vessel</td><td><input type="checkbox"/></td></tr> <tr><td>1 pocket torch</td><td><input type="checkbox"/></td></tr> <tr><td>Soap and nail brush</td><td><input type="checkbox"/></td></tr> <tr><td>Paper towel in dispenser</td><td><input type="checkbox"/></td></tr> <tr><td>Clean uniform(s)</td><td><input type="checkbox"/></td></tr> <tr><td>Sunscreen</td><td><input type="checkbox"/></td></tr> <tr><td>Towels</td><td><input type="checkbox"/></td></tr> <tr><td>Safety Data Sheets</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"> </td></tr> <tr><td colspan="2"><i>Extras for Lifeguards:</i></td></tr> <tr><td>1 pocket face mask</td><td><input type="checkbox"/></td></tr> <tr><td>1 pair of disposable gloves</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"><i>Note: Lifeguards should have ready access to gloves and a pocket face mask. For SDS, see 3.8 and 3.9.</i></td></tr> </table>	<i>Item</i>	<i>Checked</i>	Emergency phone no's	<input type="checkbox"/>	1 pr. scissors	<input type="checkbox"/>	1 box dispos. latex gloves	<input type="checkbox"/>	2 triangular bandages	<input type="checkbox"/>	4 sterile eye pads	<input type="checkbox"/>	20 safety pins	<input type="checkbox"/>	Adhesive tape	<input type="checkbox"/>	15 sterile large wound dr.	<input type="checkbox"/>	1 heavy crepe bandage	<input type="checkbox"/>	1 burns module	<input type="checkbox"/>	1 eye module	<input type="checkbox"/>	4 med. unmed. dressing	<input type="checkbox"/>	4 large unmed. dressing	<input type="checkbox"/>	2 pk. gauze, 7.5x7.5cm	<input type="checkbox"/>	1 pk. sterile adhesive dress	<input type="checkbox"/>	2 ice packs	<input type="checkbox"/>	1 pk. Sterile wound closure	<input type="checkbox"/>	1 thermometer	<input type="checkbox"/>	1 pr. tweezer	<input type="checkbox"/>	Basic first aid notes	<input type="checkbox"/>	Liquid skin antiseptic	<input type="checkbox"/>	 		<i>Extras for First Aid Room:</i>		1 pr. 125mm dress, Forceps	<input type="checkbox"/>	1 st. steel kidney tray	<input type="checkbox"/>	1 dispos. drinking vessel	<input type="checkbox"/>	1 pocket torch	<input type="checkbox"/>	Soap and nail brush	<input type="checkbox"/>	Paper towel in dispenser	<input type="checkbox"/>	Clean uniform(s)	<input type="checkbox"/>	Sunscreen	<input type="checkbox"/>	Towels	<input type="checkbox"/>	Safety Data Sheets	<input type="checkbox"/>	 		<i>Extras for Lifeguards:</i>		1 pocket face mask	<input type="checkbox"/>	1 pair of disposable gloves	<input type="checkbox"/>	<i>Note: Lifeguards should have ready access to gloves and a pocket face mask. For SDS, see 3.8 and 3.9.</i>	
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2.5	Is there at least one portable first aid kit? <i>Note: Lifeguards' bum-bags, if appropriately stocked, may be considered.</i>	0 or 5	5	C																																																																															



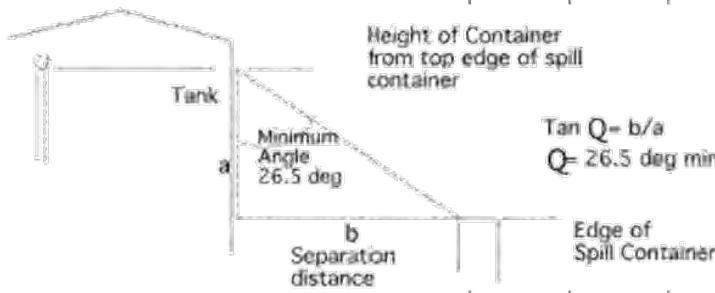
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2.6	Is the first aid kit fully stocked?  <i>Note: Stations without First Aid materials are "rescue" stations</i>	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>First Aid kit</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Pocket face mask</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Oxygen equipment</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Chair</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Blanket</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	First Aid kit	<input type="checkbox"/>	Pocket face mask	<input type="checkbox"/>	Oxygen equipment	<input type="checkbox"/>	Chair	<input type="checkbox"/>	Blanket	<input type="checkbox"/>				
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2.7	Is functioning oxygen equipment available?	0 or 5	5	C	Bag/Valve/Mask.																
2.8	Is the oxygen equipment stored safely ready for use?	0 or 5	5	C	<table border="0"> <tr> <td><i>Feature</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Cylinder is off</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Regulator correctly fitted</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Tubing in good condition</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Therapy mask</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare tubing</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare seal</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare cylinder</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Feature</i>	<i>Checked</i>	Cylinder is off	<input type="checkbox"/>	Regulator correctly fitted	<input type="checkbox"/>	Tubing in good condition	<input type="checkbox"/>	Therapy mask	<input type="checkbox"/>	Spare tubing	<input type="checkbox"/>	Spare seal	<input type="checkbox"/>	Spare cylinder	<input type="checkbox"/>
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Summary - Section 2		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	35	35



### 3. TECHNICAL OPERATIONS

No.	Item	Range	Score	Comp.	Comments
3.1	Is all pool water (including spa) monitored and maintained within regulations set by local statutory authorities?	0 or 5	5	C	Required test: Monitoring of pool water should comply with QLD Health Swimming & Spa Pool Water Quality and Operational Guidelines; September 2019.
3.2	Is there a plant operations logbook or diary and are adjustments and treatments recorded?	0 or 5	5	C	
3.3	Are pools open for use pools sufficiently clear?  <i>Note: Bottom of pool at deep end clearly visible from sides of pool.</i>	0 or 5	5	C	
3.4	Is the chemical storage area clean and tidy?	0 or 5	5	C	
3.5	Are dry chemicals stored off the floor?	0 or 5	5	C	
3.6	Are dry chemicals stored to prevent mixing?	0 or 5	5	C	
3.7	Can liquids spill onto dry chemicals?	0 or 5	5	C	
3.8	Are chemicals separated by the appropriate distance?	0 or 5	5	C	Hypo & HCL ≥ 5m <input type="checkbox"/> Dry Chlorine & HCL ≥ 5m <input type="checkbox"/> Hypo & Dry Chlorine ≥ 5m <input type="checkbox"/>
3.9	Has a risk assessment been done on the storage and use of Dangerous Goods and Hazardous Substances?	0 or 5	5	C	
3.10	Are all chemical storage areas clearly labelled?  <i>Note: Each chemical in the storage area should be labelled. Container labels may be large enough in some cases</i>	0 or 5	5	C	
3.11	Are "HAZCHEM" signs posted immediately outside plant rooms and at all entries to the facility?	0 or 5	5	C	
3.12	Is correct signage specifying, for each chemical, the HAZCHEM code, Class, and Subsidiary Risk, prominently displayed immediately outside storage areas and on storage containers?  <i>Note: Combination signs outside delivery points or storage areas should display the HAZCHEM code and Subsidiary risk labels</i>	0 - 5	5	C	
3.13	Are Safety Data Sheets (SDS) available for each stored chemical, including those used for cleaning?  <i>Note: 3.13 becomes non-compliant if either of 3.14 &amp; 3.15 are non-compliant</i>	0 or 5	5	C	
3.14	Have all SDS's been prepared by the manufacturer or importer?  <i>Note: Not generic or prepared by a third party.</i>	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments
3.15	Are all SDS's current? <i>Note: Within last 5 years.</i>	0 or 5	5	C	
3.16	Are SDS's stored in the chemical storage area and one other location remote from the chemical storage area?	0 or 5	5	C	
3.17	Has a Dangerous Goods manifest been prepared as per OH&S Act 2000 No.40?	0 or 5	5	C	
3.18	Has a Dangerous Goods manifest been prepared as per OH&S Act 2000 No.40?	0 or 5	5	C	Name & contact details of the occupier of the premises <input type="checkbox"/> Address of the premise <input type="checkbox"/> Date the manifest was prepared <input type="checkbox"/> Contact details (2 people) <input type="checkbox"/> Summary list of classes and packing groups of the dangerous goods <input type="checkbox"/> A plan of the premises <input type="checkbox"/>
3.19	Has a Hazardous Substances register been prepared? <i>Note: Register should contain list of substances and relevant SDSs</i>	0 or 5	5	C	
3.20	Is spill containment sufficient (110% of capacity) for bulk storage of liquid chemicals?	0 or 5	5	C	
3.21	Is the crest locus limit angle $\geq 26.5^\circ$ ? <i>Note: See diagram below</i>	0 or 5	5	C	 <p>Height of Container from top edge of spill container</p> <p>Tank</p> <p>Minimum Angle 26.5 deg</p> <p><math>\tan Q = b/a</math> <math>Q = 26.5 \text{ deg min}</math></p> <p>Edge of Spill Container</p> <p>Separation distance</p>
3.22	Is an emergency procedure in place for chemical spills and leaks?	0 or 5	5	C	
3.23	Is appropriate Personal Protective Equipment (PPE) provided in plant rooms and chemical handling areas?	0 or 5	5	C	PPE <span style="float: right;">Checked</span> Eye (goggles) <input type="checkbox"/> Face (shield) <input type="checkbox"/> Respiratory (dust mask) <input type="checkbox"/> Hearing (earmuffs) <input type="checkbox"/> Hand (gloves) <input type="checkbox"/> Foot (boots) <input type="checkbox"/> Body (overalls or apron) <input type="checkbox"/>
3.24	Is PPE stored and maintained for immediate and correct operation?	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments
3.25	Is signage displayed in plant rooms and chemical handling areas promoting the use of the required PPE (refer question 3.13)?	0 - 5	5	C	
3.26	Are all pipes, valves and pumps, controlling water and chemical feeds, clearly labelled?	0 - 5	5	C	
3.27	Do pipe markers have the correct colour?	0 - 5	5	C	Water - Green <input type="checkbox"/> Hypo - Violet <input type="checkbox"/> Chlorine Gas - Violet <input type="checkbox"/> CO2 - Yellow Ochre <input type="checkbox"/>
3.28	Is there signage prohibiting smoking and indicating restricted access (e.g. "Staff Only") at entrances to, and inside, the plant room and chemical storage areas?	0 - 5	5	C	 "Staff Only"
3.29	Is a dump shower and eye wash provided within 7 metres of the chemical delivery point?  <i>Note: A first aid eye module may be provided in place of eyewash.</i>	0 or 5	5	C	
3.30	Is a functional self-contained breathing apparatus provided?	0 or 5			

*In those facilities using chlorine gas for water sanitation:*

3.31	Are chlorine gas cylinders stored appropriately?	0 or 5			Away from heat sources? <input type="checkbox"/> 3m away from combustible matter? <input type="checkbox"/> With adequate ventilation? <input type="checkbox"/> On a base / floor which is in good condition? <input type="checkbox"/>
3.32	Are cylinder outlets plugged and securely capped when not in use?	0 or 5			
3.33	Is chlorine gas stored at an appropriate distance from public and protected places?  <i>Note: See definition of protected and public places below</i>	0 or 5			≥15m from a public place <input type="checkbox"/> ≥25m from a protected place <input type="checkbox"/>
3.34	Are chlorine cylinders secured to prevent their falling and sustaining damage to tanks or fittings?	0 or 5			
3.35	Is there a functional gas leak detection system installed with audible and visual alarms?	0 or 5			

Australian Standard AS/NZS 2927:2001  
The Storage and Handling of Liquefied Chlorine Gas defines a Protected Place as:

- a) "A dwelling, place of worship, public building, school or college, childcare facility, hospital, theatre, or any building or open area in which people are accustomed to assemble, whether within or outside the property boundary of the installation;
- b) A factory, workshop, office, store, warehouse, shop or building where people who are not associated with the operation of the chlorine installation are employed;
- c) A ship lying at permanent berthing facilities;
- d) Any storage facility for dangerous goods that exceeds minor storage quantities and is outside the property boundary of the installation."

Australian Standard AS/NZS 2927:2001 The Storage and Handling of Liquefied Chlorine Gas defines a Public Place as:  
"Any place other than private property, open to the public, which the public has a right to use and which includes a public road. Private car parking areas are not considered to be public places".

No.	Item	Range	Score	Comp.	Comments
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*In facilities generating Ozone:*

3.36	Is there a functional ozone detection system that shuts down the ozone plant at atmospheric concentrations of 0.3 ppm and triggers audible and visual alarms at 0.1 ppm?	0 or 5			
3.37	Is there a remote switch to shut down ozone generation?  <i>Note: The switch should be outside the ozone generation area.</i>	0 or 5			

*In those facilities using carbon dioxide gas for pH control:*

3.38	Are carbon dioxide gas cylinders secured to prevent their falling and sustaining damage to tanks or fittings?	0 or 5	5	C	
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*In those facilities generating sodium hypochlorite:*

3.39	Is hydrogen gas vented to the atmosphere or otherwise prevented from building up in the generation plant?	0 or 5			
3.40	Is there a functional gas leak detection system installed with audible and visual alarms?	0 or 5			

**Summary - Section 3**

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	150	150





**4. FACILITY DESIGN**

No.	Item	Range	Score	Comp.	Comments
4.1	Are exits from the facility clearly marked in any lighting conditions? <i>Note: This item includes change room exits.</i>	0 - 5	5	C	
4.2	Are the rooms or compounds in which the pools are located secure outside opening hours? <i>Note: Security measures include lockable doors, windows, turnstiles and fencing.</i>	0 or 5	5	C	
4.3	Are the pool and its surrounds sufficiently lit? <i>Note: Average = 300 lux - At time of inspection only.</i>	0 - 5	5	C	
4.4	Is there a functional emergency lighting system inside the buildings?	0 or 5	5	C	
4.5	Is shading (sun protection) available in wet areas?	0 or 5	5	C	Pool: <span style="float:right">Checked</span> Toddlers Pool <input type="checkbox"/> Main <input type="checkbox"/> Leisure <input type="checkbox"/> Spa <input type="checkbox"/> Other: __ <input type="checkbox"/>
4.6	Is shading (sun protection) available in dry areas?	0 or 5	5	C	Area: <span style="float:right">Checked</span> Lawn <input type="checkbox"/> Playground <input type="checkbox"/> Concourse <input type="checkbox"/> Seating <input type="checkbox"/>
4.7	Is the nature of the surfaces in water depth of 1.6m or less intended to be slip-resistant?	0 or 5	5	C	
4.8	Are fittings and fixtures flush with pool walls and floor?	0 or 5	5	C	
4.9	Are gutter, whether "wet-deck" or integrated with the pool wall, sufficiently protected to prevent injury through obstruction, entrapment, or tripping?	0 or 5	5	C	
4.10	Are there visual indications of changes in gradient, particularly in depths of 1.6 metres or less? <i>Note: This item includes signage for sudden changes in depth.</i>	0 - 5	0	NYC	
4.11	Are there sufficient depth marker's?  Marking type: Deep water depth mark     D Shallow water depth mark   S Intermediate depth mark    I (at intervals between ends) Depth mark at gradient changes   G  <i>Note: Depth markers in metric measures should be placed at deep water, shallow water, and at regular intervals.</i>	0 - 5	0	NYC	Pool: _____ Marking Type:     Depth Shown:     Actual Depth: _____ _____ _____ _____ _____ _____ Pool: _____ Marking Type:     Depth Shown:     Actual Depth: _____ _____ _____ _____ _____ _____ Pool: _____ Marking Type:     Depth Shown:     Actual Depth: _____ _____ _____ _____ _____ _____





No.	Item	Range	Score	Comp.	Comments																		
4.12	Are depth markers clearly visible from within the pool? <i>Note: Additional markings may increase visibility and reduce uncertainty.</i>	0 or 5	0	NYC	Depth Marking Markings <sup>3</sup> 100mm high <input type="checkbox"/> Contrasting colour <input type="checkbox"/> Visible from pool <input type="checkbox"/> <span style="float: right;">Checked</span>																		
4.13	Are depth markers clearly visible from the concourse? <i>Note: Additional markings may increase visibility and reduce uncertainty.</i>	0 or 5	0	NYC	Depth Marking Markings <sup>3</sup> 100mm high <input type="checkbox"/> Contrasting colour <input type="checkbox"/> Visible from concourse <input type="checkbox"/> <span style="float: right;">Checked</span>																		
4.14	Is there sufficient signage identifying deep water, shallow water, particularly at pool entry points? <i>Note: Advisory warnings may include "Danger - Deep Water" and "Caution - Shallow Water."</i>	0 or 5	2	NYC	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"></td> <td style="width: 30%; text-align: center;">Deep</td> <td style="width: 30%; text-align: center;">Shallow</td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>At gradient changes: <input type="checkbox"/></p>		Deep	Shallow	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
	Deep	Shallow																					
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_____	<input type="checkbox"/>	<input type="checkbox"/>																					
4.15	Is deep water / shallow water signage compliant with the current Australian Standard?	0 or 5	4	NYC																			
4.16	Is all Do Not Dive signage compliant with the current Australian Standard?	0 or 5	3	NYC																			
4.17	In water under 1.8 metres in depth, is do not dive signage displayed?	0 or 5	5	C																			
4.18	If diving is to be conducted in water depth under 2.0 metres is appropriate signage displayed?	0 or 5	5	C																			
4.19	Are there barriers, appropriate signage or other management measures to control traffic on the concourse adjacent to deep water?	0 or 5	5	C																			
4.20	Are toddlers' and learners' pools located away from deep-water pools, or are there sufficient and appropriate barriers between adjacent shallow and deep- water areas?	0 or 5	5	C																			
4.21	Are ladders only used as entries and exits into deep water?	0 or 5	5	C																			
4.22	Are entry and exit points provided on both sides of pool at each end?	0 - 5	5	C																			
4.23	Are lanes wide enough for their intended use? <i>Note: At time of assessment.</i>	0 or 5	5	C																			
4.24	Are leisure activities conducted in appropriate water depths? <i>Note: At time of assessment</i>	0 or 5	5	C																			



No.	Item	Range	Score	Comp.	Comments														
4.25	Are backstroke flags present when lap swimming is being conducted?	0 or 5	5	C															
4.26	Do backstroke flags contrast against background and located 5 metres from pool edge? 0 or 5	0 or 5	5	C															
4.27	Are advisory signs, other than those associated with depth markings, used, when and where appropriate?  <i>Note: At time of assessment.</i>	0 or 5	5	C	<table border="0"> <tr> <td>Sign</td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>"Slippery when wet"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Cleaning in progress"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Pool closed"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Changing water conditions"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Lap lane speeds</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Swim lessons/programs</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	Sign	<i>Checked</i>	"Slippery when wet"	<input type="checkbox"/>	"Cleaning in progress"	<input type="checkbox"/>	"Pool closed"	<input type="checkbox"/>	"Changing water conditions"	<input type="checkbox"/>	Lap lane speeds	<input type="checkbox"/>	Swim lessons/programs	<input type="checkbox"/>
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4.28	Is the nature of the concourse surface intended to be slip-resistant?  <i>Note: Evidence of the standard of slip resistance may be supplied.</i>	0 or 5	5	C															
4.29	Does the concourse appear to be maintained?  <i>Note: Maintenance may include regular cleaning.</i>	0 - 5	5	C															
4.30	Is there sufficient drainage of the concourse?	0 - 5	5	C															
4.31	Is equipment stored on the pool concourse positioned to allow safe traffic flow?	0 - 5	5	C															
4.32	Is the concourse width, without obstructions or fittings, 3.0 metres or greater?	0 - 5	5	C															
4.33	Does any equipment stored on the concourse, obstruct lifeguards' sight lines? i.e. Pool cover reels or play	0 - 5	5	C															
4.34	Is the concourse free of any trip and entrapment hazards? i.e. Equipment anchors, or other fittings, or are such trip or entrapment hazards reduced through management?  <i>Note: Hazards include starting block or flagpole anchors. Management may include signage or barriers.</i>	0 or 5	5	C															
4.35	Is permanently installed electrical equipment located away from the pool(s)?  <i>Note: P.A. systems, lighting, etc.</i>	0 or 5	5	C															
4.36	Are General Power Outlets (GPO's) located at least 3.0m from the pool(s)?	0 or 5	5	C															
4.37	If GPO's are located within 3m of the pool, are they a minimum of 1m above finished surface?	0 or 5	5	C															
4.38	If GPO's are located within 3m of the pool or outdoors, do they have waterproof covers?	0 or 5	5	C															



No.	Item	Range	Score	Comp.	Comments												
4.39	<p>Do steps provided for entry and exit to pool(s) or its surrounds have handrails that conform to the following access standards?</p> <p>Feature                      Standard                      Diameter                      30-50mm                      Distance from wall.      ³ 50mm                      Dist. Above steps      865-1000mm</p>	0 or 5	5	C	Location: _____ Diameter 30-50mm Dist. To walls ³ 50mm Avg. height. _____ Location: _____ Diameter 30-50mm Dist. To walls ³ 50mm Avg. height. _____ Location: _____ Diameter 30-50mm Dist. To walls ³ 50mm Avg. height. _____												
4.40	Are change rooms easily accessible?	0 - 5	5	C													
4.41	<p>Are change rooms lit to a level of 80 lux or greater?</p> <p><i>Note: At time of inspection only.</i></p>	0 - 5	5	C													
4.42	Are change room floors, including those in the showers and shower walls, of a slip-resistant nature?	0 - 5	5	C													
4.43	Do the change room floor and shower walls appear to be maintained?	0 - 5	5	C													
4.44	Is the water temperature in hand basins and showers no more than 43°C?	0 or 5	5	C													
4.45	Are change rooms clearly identified with signage?	0 - 5	3	NYC	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>"Male"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Male symbol</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Female"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Female symbol</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Disabled" or "Family"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	"Male"	<input type="checkbox"/>	Male symbol	<input type="checkbox"/>	"Female"	<input type="checkbox"/>	Female symbol	<input type="checkbox"/>	"Disabled" or "Family"	<input type="checkbox"/>
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4.46	<p>Is there consideration given to special needs users?</p> <p><i>Note: Disabled change rooms may also be designated as "family" change rooms.</i></p>	0 - 5	2	NYC	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Ramps in pool</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Ramps on concourse</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Handrails</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Assisted lifting equipment</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Disabled change rooms or cubicles</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Ramps in pool	<input type="checkbox"/>	Ramps on concourse	<input type="checkbox"/>	Handrails	<input type="checkbox"/>	Assisted lifting equipment	<input type="checkbox"/>	Disabled change rooms or cubicles	<input type="checkbox"/>
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Disabled change rooms or cubicles	<input type="checkbox"/>																

*Equipment for competitive events or training:*

4.47	Are starting blocks, whether permanent or removable, installed only over water 1.35 metres or deeper?	0 or 5	5	C	
4.48	Are starting blocks, when installed over water less than 2.0 metres in depth, isolated when not in use?	0 or 5	5	C	
4.49	<p>Are touch panels designed with smooth edges?</p> <p><i>Note: Panels are not required to be in situ to be assessed.</i></p>	0 or 5			



No.	Item	Range	Score	Comp.	Comments
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*Spectator stands:*

4.50	Do grandstands provide entry and exit to the concourse?	0 or 5	5	C	
4.51	Do entry and exit points to concourse affect concourse traffic flow?	0 - 5	5	C	
4.52	Are steps or other passages separated from seating areas?	0 or 5	5	C	
4.53	Do steps, or other entry and exit passages, have at least 2.2 metres clearance overhead?	0 or 5	5	C	

*Movable floor:*

4.54	Where a movable floor is installed, has the depth signage been calibrated to actually reflect the current depth?	0 or 5			
4.55	Can the depth signage be seen from within the pool?	0 or 5			
4.56	Can the depth signage be seen from the pool concourse?	0 or 5			
4.57	Are controls for the movable floor adjacent to that area and restricted to staff use?	0 or 5			
4.58	Do the controls for the movable floor require constant manual operations? i.e. Controls must be held to move the floor.	0 or 5			

*Bulkheads (booms):*

4.59	Are bulkheads properly installed? i.e. anchored when in position, etc.	0 or 5			
4.60	Is the upper surface of the bulkhead of a slip resistant nature?	0 or 5			
4.61	Is the surface of the bulkhead maintained?	0 - 5			

*Other wet areas:*

4.62	Does the hydrotherapy pool have the following features?	0 - 5			<table border="0"> <tr> <td><i>Feature:</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Disabled change room nearby</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Rectangular</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>800 to 1500mm deep</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Contrasting edges</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td><i>Handrails:</i></td> <td></td> </tr> <tr> <td>38mm diameter</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>50mm wall clearance</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Begin 75mm below surface</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Ramp 1:14 gradient</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Risers 100-150mm</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Treads <sup>a</sup> 280m</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Feature:</i>	<i>Checked</i>	Disabled change room nearby	<input type="checkbox"/>	Rectangular	<input type="checkbox"/>	800 to 1500mm deep	<input type="checkbox"/>	Contrasting edges	<input type="checkbox"/>	<i>Handrails:</i>		38mm diameter	<input type="checkbox"/>	50mm wall clearance	<input type="checkbox"/>	Begin 75mm below surface	<input type="checkbox"/>	Ramp 1:14 gradient	<input type="checkbox"/>	Risers 100-150mm	<input type="checkbox"/>	Treads <sup>a</sup> 280m	<input type="checkbox"/>
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Treads <sup>a</sup> 280m	<input type="checkbox"/>																												
4.63	Are there procedures for, and measures to control usage of, the sauna or steam room?	0 - 5			<table border="0"> <tr> <td><i>Measure:</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Entry can be locked open</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Restriction on entry</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Time of occupancy</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Nature of activity allowed</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Signage</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Procedure for emergency</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Measure:</i>	<i>Checked</i>	Entry can be locked open	<input type="checkbox"/>	Restriction on entry	<input type="checkbox"/>	Time of occupancy	<input type="checkbox"/>	Nature of activity allowed	<input type="checkbox"/>	Signage	<input type="checkbox"/>	Procedure for emergency	<input type="checkbox"/>										
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<b>Summary - Section 4</b>		
<b>Item</b>	<b>Achieved</b>	<b>Total Possible</b>
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	229	260



**5. SPA (s)**

No.	Item	Range	Score	Comp.	Comments																																	
5.1	Is the spa suitable located for constant supervision?	0 or 5																																				
5.2	Is the spa sufficiently supervised?	0 or 5																																				
5.3	Is the maximum static water depth 1.1m?	0 or 5																																				
5.4	Is the static water depth for seating depth no more than 0.6m?	0 or 5																																				
5.5	Are handrail(s) provided with steps?	0 or 5																																				
5.6	Is the spa fitted with a functional thermostat which prevents the water temperature from exceeding 38°C and which must be manually reset?	0 or 5																																				
5.7	Is there an emergency stop button that switches off filtration and jets and triggers an audible and visible alarm?	0 or 5																																				
5.8	Is resetting the emergency stop restricted to staff only?	0 or 5																																				
5.9	Is there an automatic shutdown to prevent entrapment of foreign objects in suction inlets? <i>Note: "Wet deck" or skimmer box inlets may not require automatic shutdown. System may also provide multiple suction inlets.</i>	0 or 5																																				
5.10	Does the spa have a "shut down" period every 15 minutes?	0 or 5																																				
5.11	Can the depth signage of the spa be clearly viewed from within the spa?	0 or 5																																				
5.12	Can the spa depth signage be clearly viewed from outside of the spa?																																					
5.13	Is signage relating to the use and restrictions of the spa clearly displayed? <i>Note: Conditions marked * may be observed depending on the location of the spa and rules for supervision of children.</i>				<table border="0"> <tr> <td colspan="2"><i>Obligatory Conditions</i></td> <td><i>Checked</i></td> </tr> <tr> <td>General medical warning</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>"Never put head under water"</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Child supervision in area*</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Drug and alcohol warning</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>15 minutes maximum use</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td colspan="2"><i>Optional Conditions</i></td> <td></td> </tr> <tr> <td>Pregnancy warning</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Heart condition warning</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Age limits*</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>No use alone*</td> <td></td> <td><input type="checkbox"/></td> </tr> </table>	<i>Obligatory Conditions</i>		<i>Checked</i>	General medical warning		<input type="checkbox"/>	"Never put head under water"		<input type="checkbox"/>	Child supervision in area*		<input type="checkbox"/>	Drug and alcohol warning		<input type="checkbox"/>	15 minutes maximum use		<input type="checkbox"/>	<i>Optional Conditions</i>			Pregnancy warning		<input type="checkbox"/>	Heart condition warning		<input type="checkbox"/>	Age limits*		<input type="checkbox"/>	No use alone*		<input type="checkbox"/>
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No use alone*		<input type="checkbox"/>																																				

Summary - Section 5		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		





No.	Item	Range	Score	Comp.	Comments																
6.11	<p>Are dive pools designed to GSPO recommendations?</p> <table border="0"> <tr> <td>Dimension</td> <td>Distance</td> </tr> <tr> <td>Overhead</td> <td>5.0m</td> </tr> <tr> <td>To side wall</td> <td>2.5m</td> </tr> <tr> <td>Between plummets</td> <td>2.5m</td> </tr> <tr> <td>Board/platform overhang</td> <td>1.5m</td> </tr> <tr> <td>Handrail height</td> <td>1.0m</td> </tr> <tr> <td>Between rails</td> <td>£ 0.33m</td> </tr> <tr> <td>Rail overhang</td> <td>£ 0.3m</td> </tr> </table> <p><i>Note: Recommended that boards under 1m have Perspex or similar transparent guard and boards over 1m have plummets on one side only.</i></p> <p>Note: All measures in metres. FINA: 378-379</p>	Dimension	Distance	Overhead	5.0m	To side wall	2.5m	Between plummets	2.5m	Board/platform overhang	1.5m	Handrail height	1.0m	Between rails	£ 0.33m	Rail overhang	£ 0.3m	0 or 5			<p>Plummet on one side only:</p> <p>Plummet 1: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 2: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 3: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 4: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Note: All measures in metres. FINA: 378-379</p>
Dimension	Distance																				
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Board/platform overhang	1.5m																				
Handrail height	1.0m																				
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Rail overhang	£ 0.3m																				
6.12	<p>Does the dive pool meet FINA specifications?</p> <table border="0"> <tr> <td>Plummet</td> <td>Depth</td> <td>Dist. Ahead</td> </tr> <tr> <td>1.0m</td> <td>3.4m</td> <td>5.0m</td> </tr> <tr> <td>3.0,5.0m</td> <td>3.7m</td> <td>6.0m</td> </tr> <tr> <td>7.5m</td> <td>4.1m</td> <td>8.0m</td> </tr> <tr> <td>10m</td> <td>4.5m</td> <td>11.0m</td> </tr> </table>	Plummet	Depth	Dist. Ahead	1.0m	3.4m	5.0m	3.0,5.0m	3.7m	6.0m	7.5m	4.1m	8.0m	10m	4.5m	11.0m	0 - 5			<p>Plummet 1: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 2: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 3: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 4: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>FINA: 378-379</p>	
Plummet	Depth	Dist. Ahead																			
1.0m	3.4m	5.0m																			
3.0,5.0m	3.7m	6.0m																			
7.5m	4.1m	8.0m																			
10m	4.5m	11.0m																			

**Summary - Section 6**

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		





## 7. WATER SLIDE (s)

Note: This section refers to water slides as defined in AS 3533.1: 2009 'Amusement rides and devices - Design and construction: a sloping flume over 3.0m in height from the top to the bottom'. In this assessment, slides under this height are classified as water features.

No.	Item	Range	Score	Comp.	Comments														
7.1	Is the slide inspected each day before it is opened?	0 or 5																	
7.2	Is the slide sufficiently supervised? <i>Note: At time of assessment.</i>	0 or 5																	
7.3	Where more than one lifeguard supervises the slide, is an effective communication system employed? <i>Note: Supervision may be insufficient because of lack of effective communication (7.2)</i>	0 or 5			<i>Note: Make note of communication procedures or systems used.</i>														
7.4	Is signage displaying rules of conduct at the entry point and at the base of the slide?	0 - 5			<table border="0"> <tr> <td>Advisory Sign</td> <td>Checked</td> </tr> <tr> <td>Assembly (stairs, platforms)</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Numbers on platforms</td> <td><input type="checkbox"/></td> </tr> <tr> <td>"One rider at a time"</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rider orientation</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Exit splash pool</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Age/ability limits</td> <td><input type="checkbox"/></td> </tr> </table>	Advisory Sign	Checked	Assembly (stairs, platforms)	<input type="checkbox"/>	Numbers on platforms	<input type="checkbox"/>	"One rider at a time"	<input type="checkbox"/>	Rider orientation	<input type="checkbox"/>	Exit splash pool	<input type="checkbox"/>	Age/ability limits	<input type="checkbox"/>
Advisory Sign	Checked																		
Assembly (stairs, platforms)	<input type="checkbox"/>																		
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"One rider at a time"	<input type="checkbox"/>																		
Rider orientation	<input type="checkbox"/>																		
Exit splash pool	<input type="checkbox"/>																		
Age/ability limits	<input type="checkbox"/>																		
7.5	Can access to the slide be prevented when it is not in use? i.e. by locking a gate at the bottom of the staircase and blocking access to the flume.	0 or 5																	
7.6	Are stairways and ladders straight (not spiral) and are landings provided?  <table border="0"> <tr> <td>Feature</td> <td>Landing Every</td> </tr> <tr> <td>Ladders</td> <td>≤ 6.0m</td> </tr> <tr> <td>Stairways</td> <td>≤ 18 steps</td> </tr> </table>	Feature	Landing Every	Ladders	≤ 6.0m	Stairways	≤ 18 steps	0 or 5											
Feature	Landing Every																		
Ladders	≤ 6.0m																		
Stairways	≤ 18 steps																		
7.7	Are the stairs wide enough to allow passage of two people?	0 or 5			Width of stairs:      mm														
7.8	Do the stairs or ladders have handrails on both sides?	0 or 5																	
7.9	Do all stairs, landings, and flumes have sufficient drainage?	0 - 5																	
7.10	Is the nature of the stairs, ladders and landing surfaces intended to be slip resistant?	0 or 5																	
7.11	Does the surface of the stairs, ladders and landings appear to be maintained?	0 - 5																	
7.12	Is the splash (landing) area separate from the swimming area? <i>Note: The landing and swimming areas may be separated by a lane rope or other suitable barrier.</i>	0 or 5																	
7.13	Is the length of the splash (landing) area in front of the flume at least 6.0m? <i>Note: "Splash" pools with water agitation designed to slow riders may be shorter.</i>	0 - 5																	
7.14	Is the pool surface in the splash (landing) area intended to be slip-resistant?	0 or 5																	



No.	Item	Range	Score	Comp.	Comments
7.15	Is the splash landing area free of drains or gates?	0 or 5			
7.16	Does the concourse around the splash area have sufficient drainage?	0 - 5			
7.17	If the exit of the flume is up to 150mm above the static water surface, is the depth of the splash (landing) area at least 1.0m?	0 or 5			

#### Summary - Section 7

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		

**8. WAVE POOL (s)**

No.	Item	Range	Score	Comp.	Comments																
8.1	Is the wave pool sufficiently supervised? <i>Note: At time of assessment. Lifeguard to bather ratio = 1:40 when waves are operating.</i>	0 or 5																			
8.2	Does the wave pool have a bather free zone at the wave generation end?	0 or 5																			
8.3	Is the wave pool free from obstructions likely to cause injury during wave motion?	0 or 5																			
8.4	Are steps into the wave pool provided only in areas whose static water depth is 0.40m or less?	0 or 5																			
8.5	Are handrails provided at these step entries?	0 or 5																			
8.6	Is there signage displaying rules of conduct and any restrictions on use?	0 - 5			<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Parental supervision (Waves)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Parental Supervision (no waves)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Changing water conditions"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Bather-free zone advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Heart problem advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Pregnancy advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Rules	<input type="checkbox"/>	Parental supervision (Waves)	<input type="checkbox"/>	Parental Supervision (no waves)	<input type="checkbox"/>	"Changing water conditions"	<input type="checkbox"/>	Bather-free zone advisory	<input type="checkbox"/>	Heart problem advisory	<input type="checkbox"/>	Pregnancy advisory	<input type="checkbox"/>
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Bather-free zone advisory	<input type="checkbox"/>																				
Heart problem advisory	<input type="checkbox"/>																				
Pregnancy advisory	<input type="checkbox"/>																				
8.7	Are wave controls adjacent to the wave pool and restricted to staff use only?	0 or 5																			
8.8	Is there an emergency stop button?	0 or 5																			
8.9	Are measures taken to ensure patrons are aware of commencing wave sessions and children under the age of 10 are appropriately supervised?	0 or 5			<table border="0"> <tr> <td><i>Measure</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Alarm</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Announcement</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Systematic checking</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Measure</i>	<i>Checked</i>	Alarm	<input type="checkbox"/>	Announcement	<input type="checkbox"/>	Systematic checking	<input type="checkbox"/>								
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Alarm	<input type="checkbox"/>																				
Announcement	<input type="checkbox"/>																				
Systematic checking	<input type="checkbox"/>																				
8.10	What criteria are taken into account when choosing the wave pattern, frequency and amplitude?	0 - 5			<table border="0"> <tr> <td><i>Criteria</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Age of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Experience of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Number of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criteria</i>	<i>Checked</i>	Age of swimmers	<input type="checkbox"/>	Experience of swimmers	<input type="checkbox"/>	Number of swimmers	<input type="checkbox"/>								
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Age of swimmers	<input type="checkbox"/>																				
Experience of swimmers	<input type="checkbox"/>																				
Number of swimmers	<input type="checkbox"/>																				

Summary - Section 8		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



**9. RIVERS**

No.	Item	Range	Score	Comp.	Comments
9.1	Is the river sufficiently supervised? <i>Note: At time of assessment. Evidence may be presented.</i>	0 or 5			
9.2	Is there adequate space beside the river for lifeguard supervision and intervention?	0 - 5			
9.3	Is the river free of undertows, eddies and cross-currents	0 or 5			
9.4	Are the river's surfaces free of abrasion or cut hazards?	0 or 5			
9.5	Are there appropriate supports along the river's edge?	0 or 5			
9.6	Is there at least 2.0m of headroom over all parts of the river? <i>Note: Clearance should be increased to 3.0m where the river enters or exits a wave pool.</i>	0 or 5			
9.7	Are river controls adjacent to the river and restricted to staff use only?	0 or 5			
9.8	Does an emergency stop button exist?	0 or 5			

**Summary - Section 9**

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		

### 10. WATER FEATURES

*Note: Includes Tarzan ropes, water jets, play equipment, inflatables, showers and water curtains etc.*

No.	Item	Range	Score	Comp.	Comments																
10.1	Is water features sufficiently supervised? <i>Note: At time of assessment. Degree of supervision may vary with the nature of feature.</i>	0 or 5			<table border="0"> <tr> <td><i>Feature</i></td> <td><i>Recommended</i></td> </tr> <tr> <td>Tarzan Rope Swing</td> <td>Lifeguard</td> </tr> <tr> <td>Cargo net</td> <td>Lifeguard</td> </tr> <tr> <td>Small slides</td> <td>Guardian</td> </tr> <tr> <td>Playground style equipment</td> <td>Guardian</td> </tr> <tr> <td>Water shower</td> <td>Guardian</td> </tr> <tr> <td>Water jets</td> <td>Guardian</td> </tr> <tr> <td>Inflatables</td> <td>Lifeguard</td> </tr> </table>	<i>Feature</i>	<i>Recommended</i>	Tarzan Rope Swing	Lifeguard	Cargo net	Lifeguard	Small slides	Guardian	Playground style equipment	Guardian	Water shower	Guardian	Water jets	Guardian	Inflatables	Lifeguard
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Water shower	Guardian																				
Water jets	Guardian																				
Inflatables	Lifeguard																				
10.2	Are any rules or restrictions clearly displayed next to the water feature(s)?	0 - 5			<table border="0"> <tr> <td><i>Item</i></td> <td><i>Checked</i></td> </tr> <tr> <td>Rules</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Parental supervision</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Access restrictions</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rider advice</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Rules	<input type="checkbox"/>	Parental supervision	<input type="checkbox"/>	Access restrictions	<input type="checkbox"/>	Rider advice	<input type="checkbox"/>						
<i>Item</i>	<i>Checked</i>																				
Rules	<input type="checkbox"/>																				
Parental supervision	<input type="checkbox"/>																				
Access restrictions	<input type="checkbox"/>																				
Rider advice	<input type="checkbox"/>																				
10.3	Are surfaces on and around the feature intended to be slip resistant?	0 or 5																			
10.4	Do the surfaces on and around the water feature(s) appear maintained?	0 or 5																			
10.5	Is movement to, from, and around each feature restricted as necessary? <i>Note: The direction of movement may be restricted by design (e.g. a toddlers' slide) or supervision (e.g. Tarzan rope swing).</i>	0 - 5																			
10.6	Does the fall or spray of water from any feature interrupt lifeguards' sightlines? <i>Note: The score should be given for visibility.</i>	0 - 5																			
10.7	Are features' controls adjacent to pools where the water features are installed and restricted to staff access only?	0 or 5																			
10.8	Is there an emergency stop button for each motorised or pressurised feature?	0 or 5																			
10.9	Is the emergency reset restricted to staff only?	0 or 5																			

Summary - Section 10		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



**11. GENERAL SUPERVISION**

No.	Item	Range	Score	Comp.	Comments																
11.1	Are there qualified staff members on duty in a supervisory role at any one time?	0 or 5	5	C	Refer Supervision Plan																
11.2	Are there sufficient lifeguards supervising the pool area and related activities?	0 or 5	5	C																	
11.3	Are all pools adequately supervised at time of assessment?	0 or 5	5	C																	
11.4	What criteria are considered when deploying lifeguards?	0 - 5	5	C	<table border="0"> <tr> <td><i>Criterion</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Number of bathers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Size of pools</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Shape of pools</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Relative locations of pools and water features</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Surface reflection</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Activities and programs</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criterion</i>	<i>Checked</i>	Number of bathers	<input type="checkbox"/>	Size of pools	<input type="checkbox"/>	Shape of pools	<input type="checkbox"/>	Relative locations of pools and water features	<input type="checkbox"/>	Surface reflection	<input type="checkbox"/>	Activities and programs	<input type="checkbox"/>		
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Surface reflection	<input type="checkbox"/>																				
Activities and programs	<input type="checkbox"/>																				
11.5	Are guarding positions sufficient to observe any part of the pool(s) without excessive reflection from the water's surface?	0 or 5	5	C																	
11.6	Is the lifeguard uniform suited to the performance of lifeguard duties, including aquatic rescue, easily recognized by customers and staff, and distinguishable from uniforms worn by other staff?	0 - 5	5	C																	
11.7	Are isolated areas sufficiently supervised?	0 or 5	5	C	<table border="0"> <tr> <td><i>Criteria</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Change rooms (30 - 60 min.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Sauna/Steam (15 - 20 min.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Other (as approp.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criteria</i>	<i>Checked</i>	Change rooms (30 - 60 min.)	<input type="checkbox"/>	Sauna/Steam (15 - 20 min.)	<input type="checkbox"/>	Other (as approp.)	<input type="checkbox"/>								
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Sauna/Steam (15 - 20 min.)	<input type="checkbox"/>																				
Other (as approp.)	<input type="checkbox"/>																				
11.8	Do lifeguards maintain supervision of program participants? <i>Note: Procedures may be presented if no programs are running.</i>	0 or 5	5	C																	
11.9	Do lifeguards have sufficient lines of sight to the pools it is their duty to supervise?	0 - 5	5	C																	
11.10	Do lifeguards vary duties and take sufficient breaks to maintain vigilant supervision? <i>Note: At time of assessment.</i>	0 - 5	5	C	Rotation/break every: _____ min.																
11.11	Are effective and sufficient emergency methods of communication available?	0 - 5	5	C	<table border="0"> <tr> <td><i>Method</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Spoken</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>P.A. System</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Hand signals</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Two-way radios</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Whistles</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Method</i>	<i>Checked</i>	Spoken	<input type="checkbox"/>	P.A. System	<input type="checkbox"/>	Hand signals	<input type="checkbox"/>	Two-way radios	<input type="checkbox"/>	Whistles	<input type="checkbox"/>				
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Two-way radios	<input type="checkbox"/>																				
Whistles	<input type="checkbox"/>																				
11.12	Is there signage at the facility entrance which specifies the conditions of use of the facility?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item/Condition</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Sign at facility entrance</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Child age for supervision</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian age for supervision</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian responsibilities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Customer responsibilities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Disclaimer</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item/Condition</i>	<i>Checked</i>	Sign at facility entrance	<input type="checkbox"/>	Child age for supervision	<input type="checkbox"/>	Guardian age for supervision	<input type="checkbox"/>	Guardian responsibilities	<input type="checkbox"/>	Customer responsibilities	<input type="checkbox"/>	Disclaimer	<input type="checkbox"/>	Rules	<input type="checkbox"/>
<i>Item/Condition</i>	<i>Checked</i>																				
Sign at facility entrance	<input type="checkbox"/>																				
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Guardian age for supervision	<input type="checkbox"/>																				
Guardian responsibilities	<input type="checkbox"/>																				
Customer responsibilities	<input type="checkbox"/>																				
Disclaimer	<input type="checkbox"/>																				
Rules	<input type="checkbox"/>																				
11.13	Is there signage that encourages responsible behaviour? <i>Note: Rules signage may be assessed.</i>	0 or 5	5	C																	



No.	Item	Range	Score	Comp.	Comments
11.14	Is there signage that encourages parental supervision in appropriate areas?	0 - 5	5	C	<i>Compulsory</i> Wave Pool <input type="checkbox"/> Toddlers pool <input type="checkbox"/> Learners pool <input type="checkbox"/> <i>Recommended</i> Entry / Exit to Change rooms <input type="checkbox"/> Other _____ <input type="checkbox"/>
11.15	Is the rule that children under a certain age (under 10) be supervised by guardians over a specified age (16 or older) enforced?	0 or 5	5	C	
11.16	Is sufficient attention given to protecting staff from excessive exposure to environmental factors and disease?	0 - 5	5	C	<i>Measure Taken</i> Time of exposure <input type="checkbox"/> Long-sleeved shirt <input type="checkbox"/> Broad-brimmed hat <input type="checkbox"/> Sunglasses <input type="checkbox"/> Sufficient drinks <input type="checkbox"/> Sunscreen <input type="checkbox"/> Pocket face mask <input type="checkbox"/> Disposable gloves <input type="checkbox"/>
11.17	Is there rescue equipment located on the concourse in reasonable reach of lifeguards (i.e. less than 10 seconds)?	0 - 5	5	C	<i>Rescue Aid</i> Reach poles <input type="checkbox"/> Throw ropes <input type="checkbox"/> Floatation aid (board or tube) <input type="checkbox"/> Pocket face mask <input type="checkbox"/> Disposable gloves <input type="checkbox"/> Spinal board <input type="checkbox"/> Spinal collars <input type="checkbox"/>

Summary - Section 11		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	85	85



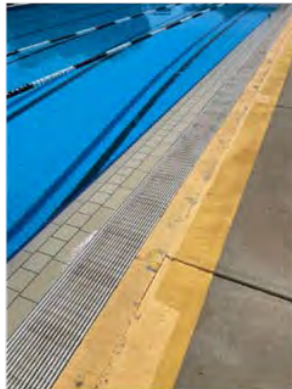
**12. LEARN TO SWIM**

No.	Item	Range	Score	Comp.	Comments
12.1	Are teachers trained in the emergency action plan (EAP)?	0 or 5	5	C	
12.2	Is information about swimming class participants' medical histories sought and made available to teachers?	0 or 5	5	C	
12.3	Are emergency procedures practiced with lesson groups?	0 or 5	5	C	
12.4	Are recommended teacher-to-pupil ratios not exceeded?	0 or 5	5	C	Age/Ability <span style="float:right">Checked</span> 3-5 years, 1:5 <input type="checkbox"/> Beginners, 1:10 <input type="checkbox"/> Intermediate, 1:12 <input type="checkbox"/> Advanced, 1:15 <input type="checkbox"/> Disability, 1:6 <input type="checkbox"/>
12.5	Are lessons held in areas appropriate to the level and activity being taught and the abilities of pupils?	0 - 5	5	C	
12.6	Are pre-school aquatic programs held in warmer water or for less time?	0 or 5	5	C	
12.7	Is sufficient attention given to protecting pupils from excessive exposure to wind, cold, heat and UV light (sun)?	0 - 5	5	C	Measure Taken <span style="float:right">Checked</span> Time of exposure <input type="checkbox"/> Protective clothing <input type="checkbox"/> Access to drinks <input type="checkbox"/> Sunscreen <input type="checkbox"/>
12.8	Do teachers observe guidelines for the teaching of diving?	0 or 5	n/a		Practice <span style="float:right">Checked</span> Running dives prohibited <input type="checkbox"/> Surface glide (waist depth) <input type="checkbox"/> Crouch dive (1.5m) <input type="checkbox"/> Standing dive (1.5m) <input type="checkbox"/>
12.9	If diving is taught in depths below 1.5m, has a risk assessment been done?	0 or 5	n/a		

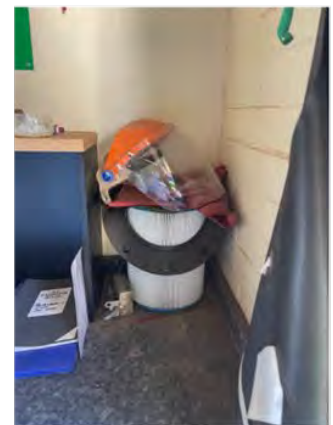
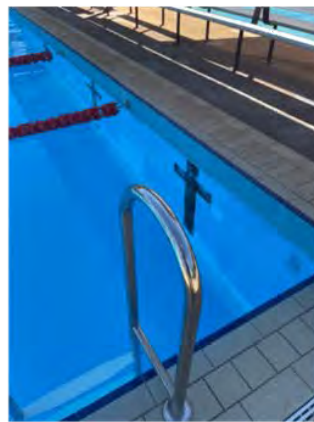
Summary - Section 12		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	35	35



### OBSERVATIONS - KINGARROY AQUATIC CENTRE



### OBSERVATIONS - KINGAROY AQUATIC CENTRE





**SAFETY IMPROVEMENT PLAN**  
KINGAROY AQUATIC CENTRE

<b>Facility:</b>	Kingaroy Aquatic Centre	<b>Site Supervisor:</b>	Linda Smith
<b>Inspection date:</b>	27 September 2023	<b>Auditor:</b>	Les Mole

Item	Risk (L, M, H)	Priority (1 to 5)	Time frame to rectify	Proposed Rectification	Cost	Approved
- Install braille signs into change rooms @ 1.5m above ground level.	H					
- Remove Low Patronage signs	H					
- The pool deck markings are to be updated to meet the Australian Standard AS2416 and the GSPO.	H					
-						
- Remove power point near dump shower @ 50m pool	H					
- Replace spine board and rescue tube damaged from sun-light, and move to an area out of the weather.	H					





# SWIMMING POOL SAFETY ASSESSMENT AND SAFETY IMPROVEMENT PLAN

MURGON JUBILEE SWIMMING POOL

## **SWIMMING POOL SAFETY ASSESSMENT AND SAFETY IMPROVEMENT PLAN**

### FOREWORD

The principle aims of the Royal Life Saving Society Australia (RLS) are to prevent loss of life and promote safe participation in water related activities. Royal Life Saving pursues these aims through:

- Provision of educational programs for Water Safety, Swimming and Lifesaving, Survival, Lifeguarding and Resuscitation and Emergency Care First Aid
- Promotion of public understanding of its important water safety and lifesaving messages through publicity, educational resources, competition and other events

Royal Life Saving produces the "Guidelines for Safe Pool Operation" (GSPO).

This document is recognised as the minimum standard for safety related issues for the aquatic industry. It provides a comprehensive guide for anyone involved in the design, construction, maintenance or management of an aquatic and recreation facility. Its purpose is to provide a guide to venue management thus ensuring safety standards and guidelines are being met for the prevention of accidents in and around aquatic environments.

During the safety assessment conducted at your venue it was measured against the safety standards and operational guidelines listed in the RLS Guidelines for Safe Pool Operation document.

The Swimming Pool Safety Assessment (enclosed) details the areas that were assessed.

In addition, a Safety Improvement Plan has been included which details additional recommendations for improving the safety of your venue.

This document and the Swimming Pool Safety Assessment should not be used exclusively for the purpose of determining whether the venue is providing a safe environment. Several aspects of the centre's operation may change from day to day, and this document is a tool, which merely aims to assist the venue management with identification of areas, which may need improvement or ongoing monitoring.



**VENUE: MURGON JUBILEE SWIMMING POOL****DATE: 9 OCTOBER 2023****CONTENTS**

1. THE SAFETY ASSESSMENT PROCESS
2. THE SAFETY IMPROVEMENT PLAN
3. PERSONNEL INVOLVED IN THE ASSESSMENT
4. SAFETY SCORE
5. SUMMARY RECOMMENDATIONS
6. APPENDICES
  - APPENDIX A - SWIMMING POOL SAFETY ASSESSEMENT CHECKLIST
  - APPENDIX B - OBSERVATIONS
  - APPENDIX C - SAFETY IMPROVEMENT



# 1 THE SAFETY ASSESSMENT PROCESS

A Swimming Pool Safety Assessment of the Murgon Jubilee Swimming Pool was conducted on the 9 October 2023.

During the assessment a Swimming Pool Safety Assessment (SPSA) Checklist was completed. The SPSA contains questions developed by The Royal Life Saving Society Australia (RLS) reflecting current Occupational Health and Safety and aquatic and recreation best practice models. Your venue was assessed using this checklist. In addition, a Safety Improvement Plan is attached.

When using the assessment, the RLS assessor will determine firstly if the areas to be assessed are relevant to your venue. If relevant, the assessor will then detail your centre's compliance or non-compliance to the requirements listed.

For example, there is a section on Facility Design with general items relating to the premises, the pool, the concourse, and other common physical features of swimming pools. More specialised features, such as wave pools, water slides, and spas are assessed in separate sections. If a venue does not have these features they are not assessed and are not included in this report.

The assessment is based on the assessor's knowledge of the relevant statutory requirements, Australian Standards, the RLS Guidelines for Safe Pool Operation, QLD Health Guidelines, Local Government Regulations and is limited to the observations and information available on the day of the assessment.

Each item is awarded a score from 0 to 5. Some items involve a degree of compliance and receive a score from 0 to 5. Others either comply or do not comply and receive a score of either 0 or 5. Scores of 0, 1 or 2 indicate non-compliance. Scores of 3 or higher indicate compliance.

The Safety Improvement Plan is then formed on the results of this Swimming Pool Safety Assessment.

Several key items on the assessment may be verified/observed on one day, and the conditions in which this compliance occurs may change on another day (e.g., the number of lifeguards required will vary depending on factors such as the number of patrons, the weather or the activities being undertaken).



## 2 THE SAFETY IMPROVEMENT PLAN

The Safety Improvement Plan is based on the results of the Safety Assessment. It suggests possible actions for rectifying or improving features or practices reported in the corresponding item of the Safety Assessment.

Recommendations are made for each non-complying item.

Recommendations may also be made for items where compliance was achieved but which did not receive the highest score, or where, in the opinion of the assessor, local conditions warrant some comment.

The RLS and its assessors recognise that some difficulties faced by the venue managers and staff are often the result of the physical infrastructure at the venue. Features like pool depth or surfaces cannot be changed quickly or easily. Management of such hazards may be just as effective as making alterations to the feature. Some of the items in the Safety Assessment checklist have been written to take management issues into account. Similarly, some of the recommendations in the Safety Improvement Plan suggest measures for managing hazards where physical features are not easily altered. There may

be other instances where venue management and staff have a greater familiarity with the specific problem than the assessor and are able to suggest management measures as a viable alternative to the recommendations in the Safety Improvement Plan.

The Safety Improvement Plan also assigns a level of risk to each item (under the heading "Risk"). The scale is based on the examples of risk definition and classification given in Appendix D of Australian Standard AS/NZS 4360: 2004, Risk Management, and is presented in the table below.

NB: Risk levels in the following table are indicative of the risk associated with non-compliance for each item in the Safety Assessment. They are not a judgement of the risk associated with the relevant feature at the facility and do not constitute a proper risk assessment. These risk levels are listed in the Safety Improvement Plan for reference only. Other factors which can influence a risk assessment may require observation over a longer period than that of the Safety Assessment. Venue owners and management wishing to conduct a proper risk assessment are advised to consult AS/NZS 4360 and appropriate authorities and experts.

Level of Risk	Description
High (H)	Moderate to high likelihood. Major injury or loss of life.
Significant (S)	Rare to Moderate likelihood, with major injury or loss of life. Moderate to High likelihood, with inconvenience or minor injury.
Moderate (M)	Rare to Moderate likelihood, with inconvenience or minor injury.
Low (L)	Rare to Moderate likelihood, with inconvenience.



## RECOMMENDATIONS ON OPERATIONAL MATTERS

It is recommended that an external independent inspection be undertaken at least annually, in order to:

- a. Assess that current safety standards are maintained on an ongoing basis
- b. Gain external and non-biased assistance in identifying hazards and safety issues, thus ensuring changes in the venue's operation have not adversely affected the safe operation of the venue, e.g. changes in programming
- c. Ensure access to updated information and advice on Safety Standards being adopted in aquatic facilities

### 3 PERSONNEL INVOLVED IN THE ASSESSMENT

ASSESSOR:

Les Mole – Managing Director, Pool Star Pty Ltd

PO Box 3158, Birkdale QLD 4159

T: 0438 227 919 E: [les@vici.com.au](mailto:les@vici.com.au)

### 4 SAFETY SCORE

The purpose of the Safety Score is to provide a benchmark to the percentage of RLSSA safety issues the venue has addressed. The Safety Score can be compared by the centre year to year to show improvement and monitor the progress the Centre is making in relation to the items assessed.

A score is derived as a percentage using the following methods:

1. The two key numbers (safety indicators) are firstly identified -
  - a. The number of questions on the checklist the assessor believes is applicable to the venue - the "Safety Denominator".
  - b. The number of questions which are successfully answered/verified/observed by the assessor - the "Safety Numerator".
2. The second number is divided by the first, and then multiplied by 100. This produces a simple score indicative of the safety level of the venue - the "Safety Score"

In this exercise queries are considered unsuccessful answers, and they should be followed through by the venue management to ensure they are satisfied.

The score does not give any weight to the probability or consequences of any of these issues, and prioritising actions to address any shortcomings this report identifies remains the responsibility of the venue management.

The Safety Score achieved, and continued maintenance of the standards observed will depend on the continuing observance of the recommendations made in the Safety Improvement Plan, and ongoing compliance with the Guidelines of Safe Pool Operation.



## 5 SUMMARY RECOMMENDATIONS

The Swimming Pool Safety Assessment completed at the Murgon Jubilee Swimming Pool on 9 October 2023 achieved a Safety Score of 96. This result needs to be improved by:

- Implementation of the Safety Improvement Plan
- Regular internal reviews of the issues affecting safety at the Centre
- Internal Assessments
- Compliance with the RLS Guidelines for Safe Pool Operation and other statutes and regulations
- Continued periodic independent Swimming Pool Safety Assessments

### Safety Score Summary for the Murgon Jubilee Swimming Pool - 96

Section	Title	Total Achieved	Total Possible	Percentage (%)
1	Administration	85	85	100
2	First Aid	35	35	100
3	Technical Operations	140	145	96
4	Facility Design	240	260	92
5	Spa	N/A	N/A	N/A
6	Dive Pool(s)	N/A	N/A	N/A
7	Water Slide(s)	N/A	N/A	N/A
8	Wave Pool(s)	N/A	N/A	N/A
9	River(s)	N/A	N/A	N/A
10	Water Features	N/A	N/A	N/A
11	General Supervision	85	85	100
12	Learn to Swim	35	35	100
<b>Safety Numerator:</b>		<b>620</b>		
<b>Safety Denominator:</b>			<b>645</b>	
<b>Safety Score:</b>				<b>96</b>

## 6 APPENDICES

A) SWIMMING POOL SAFETY ASSESSMENT CHECKLIST	PAGE 9
B) OBSERVATIONS FROM AUDIT CONDUCTED AT THE FACILITY ON 9 October 2023	PAGE 34
C) SAFETY IMPROVEMENT PLAN	PAGE 36



**VENUE:** Murgon Jubilee Swimming Pool

**DATE OF ASSESSMENT:** 9/10/23

**1. ADMINISTRATION**

No.	Item	Range	Score	Comp.	Comments
1.1	Is there an Operations Manual?	0 or 5	5	C	
1.2	Is there a current copy of the GSPO?	0 or 5	5	C	
1.3	Is the Operations Manual(s) facility-specific?	0 - 5	5	C	Section <span style="float:right">Checked</span> Physical Layout <input type="checkbox"/> Staff Structure <input type="checkbox"/> Personnel <input type="checkbox"/> Staff Procedures <input type="checkbox"/> Training <input type="checkbox"/> Occ. Health & Safety <input type="checkbox"/> Emergency Action Plan <input type="checkbox"/> Reporting <input type="checkbox"/> Maintenance <input type="checkbox"/> Water Quality <input type="checkbox"/> Programs <input type="checkbox"/>
1.4	Has an Emergency Action Plan (EAP), which includes sections for different scenarios and locations, been developed?	0 - 5	5	C	Scenario/Ratio <span style="float:right">Checked</span> First Aid <input type="checkbox"/> Aquatic <input type="checkbox"/> Theft <input type="checkbox"/> Assault <input type="checkbox"/> Fire <input type="checkbox"/> Bomb Threat <input type="checkbox"/> Toxic/Chemical Leak <input type="checkbox"/> Power Shortage <input type="checkbox"/> Evacuation <input type="checkbox"/> Warden Duties <input type="checkbox"/>
1.5	Has there been a practice of a full centre evacuation during operational hours within the last 12 months? <i>Note: Training or attendance logs may be presented.</i>	0 or 5	5	C	
1.6	Are the Operations Manual and EAP regularly reviewed? Note: During the last 12 months.	0 - 5	5	C	
1.7	Are all facility staff trained in the EAP? <i>Note: Training or attendance logs may be presented.</i>	0 - 5	5	C	
1.8	Do all lifeguards hold a current recognized lifeguarding qualification?	0 or 5	5	C	
1.9	Do lifeguards undertake in-service training covering all areas of Lifeguard skills? <i>Note: Training or attendance logs may be presented.</i>	0 - 5	5	C	Session <span style="float:right">Checked</span> Emergency procedures <input type="checkbox"/> Initiative assessment <input type="checkbox"/> Lifesaving skills <input type="checkbox"/> Resuscitation <input type="checkbox"/> Oxygen equipment <input type="checkbox"/> First Aid <input type="checkbox"/> Deep Water Recovery <input type="checkbox"/>
1.10	How often do Lifeguards undertake this training?	0 - 5	5	C	Frequency <span style="float:right">Checked</span> No in-service training <input type="checkbox"/> 1 per season <input type="checkbox"/> 2 or 3 per season <input type="checkbox"/> 4 per season <input checked="" type="checkbox"/> 5 or more per season <input type="checkbox"/>
1.11	Do all First Aiders hold a current recognized First Aid qualification? <i>Note: A First Aider is any staff member expected or likely to perform First Aid.</i>	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments																						
1.12	Do all program leaders, including swim teachers, hold appropriate and current swim teaching qualifications?  <i>Note: May include qualifications for infants, special needs.</i>	0 or 5	5	C																							
1.13	Do all staff dealing with customers with special needs have appropriate training?  <i>Note: Training may include qualifications, manual handling, or in equipment and procedures.</i>	0 - 5	5	C																							
1.14	Do all staff who deal with chemicals have appropriate training?  <i>Note: Training or qualifications may be cited.</i>	0 - 5	5	C																							
1.15	Is there an agreement/contract for all hirers of all or part(s) of the facility?  <i>Note: Hirers may include school groups.</i>	0 or 5	n/a																								
1.16	Does the contract specify minimum conditions of service provision and conduct?	0 - 5	n/a		<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Numbers using facility</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Supervision of activities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Number of lifeguards present</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>List or summary of rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Provision of First Aid</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Responsibilities during an emergency</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Medical conditions of participants</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Emergency Action Plan</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Numbers using facility	<input type="checkbox"/>	Supervision of activities	<input type="checkbox"/>	Number of lifeguards present	<input type="checkbox"/>	List or summary of rules	<input type="checkbox"/>	Provision of First Aid	<input type="checkbox"/>	Responsibilities during an emergency	<input type="checkbox"/>	Medical conditions of participants	<input type="checkbox"/>	Emergency Action Plan	<input type="checkbox"/>				
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1.17	Is the oxygen equipment serviced according to the manufacturer's recommendation, or at least annually?	0 or 5	5	C																							
1.18	Are reports made for every incident involving life-threatening hazards, and First Aid?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Casualty's name, sex, DOB</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Witness details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Incident time and place</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Incident description</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Action taken</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Nature of injury or disease</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Bodily location</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Treatment description</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Emergency services details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Casualty's name, sex, DOB	<input type="checkbox"/>	Guardian details	<input type="checkbox"/>	Witness details	<input type="checkbox"/>	Incident time and place	<input type="checkbox"/>	Incident description	<input type="checkbox"/>	Action taken	<input type="checkbox"/>	Nature of injury or disease	<input type="checkbox"/>	Bodily location	<input type="checkbox"/>	Treatment description	<input type="checkbox"/>	Emergency services details	<input type="checkbox"/>
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Bodily location	<input type="checkbox"/>																										
Treatment description	<input type="checkbox"/>																										
Emergency services details	<input type="checkbox"/>																										
1.19	Are incident reports kept, either at the facility or at municipal premises, for an appropriate time?	0 or 5	5	C																							

Summary - Section 1		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	85	85



**2. FIRST AID**

No.	Item	Range	Score	Comp.	Comments																																																																														
2.1	Is there a designated First Aid room or area of appropriate size and configuration?	0 - 5	5	C	<table border="0"> <tr> <td><i>Feature</i></td> <td><i>Checked</i></td> </tr> <tr> <td>0-500: 1 bed</td> <td><input type="checkbox"/></td> </tr> <tr> <td>500-1000: 15m<sup>2</sup>, 1 bed &amp; stretcher access</td> <td><input type="checkbox"/></td> </tr> <tr> <td>1000+: 35m<sup>2</sup>, 2 beds &amp; stretcher access</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Multi-purpose room used</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Screen provided</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Toilet close by</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Wide exit bay closed by</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Feature</i>	<i>Checked</i>	0-500: 1 bed	<input type="checkbox"/>	500-1000: 15m <sup>2</sup> , 1 bed & stretcher access	<input type="checkbox"/>	1000+: 35m <sup>2</sup> , 2 beds & stretcher access	<input type="checkbox"/>	Multi-purpose room used	<input type="checkbox"/>	Screen provided	<input type="checkbox"/>	Toilet close by	<input type="checkbox"/>	Wide exit bay closed by	<input type="checkbox"/>																																																														
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Wide exit bay closed by	<input type="checkbox"/>																																																																																		
2.2	Is the First Aid room or area easily identified? <i>Note: Standard signage is a white cross on a green background. The words "First Aid" should also appear.</i>	0 - 5	5	C																																																																															
2.3	Does the main First Aid room contain the following:																																																																																		
2.4	Is there sufficient stock of appropriate First Aid equipment?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td><i>Checked</i></td> </tr> <tr><td>Emergency phone no's</td><td><input type="checkbox"/></td></tr> <tr><td>1 pr. scissors</td><td><input type="checkbox"/></td></tr> <tr><td>1 box dispos. latex gloves</td><td><input type="checkbox"/></td></tr> <tr><td>2 triangular bandages</td><td><input type="checkbox"/></td></tr> <tr><td>4 sterile eye pads</td><td><input type="checkbox"/></td></tr> <tr><td>20 safety pins</td><td><input type="checkbox"/></td></tr> <tr><td>Adhesive tape</td><td><input type="checkbox"/></td></tr> <tr><td>15 sterile large wound dr.</td><td><input type="checkbox"/></td></tr> <tr><td>1 heavy crepe bandage</td><td><input type="checkbox"/></td></tr> <tr><td>1 burns module</td><td><input type="checkbox"/></td></tr> <tr><td>1 eye module</td><td><input type="checkbox"/></td></tr> <tr><td>4 med. unmed. dressing</td><td><input type="checkbox"/></td></tr> <tr><td>4 large unmed. dressing</td><td><input type="checkbox"/></td></tr> <tr><td>2 pk. gauze, 7.5x7.5cm</td><td><input type="checkbox"/></td></tr> <tr><td>1 pk. sterile adhesive dress</td><td><input type="checkbox"/></td></tr> <tr><td>2 ice packs</td><td><input type="checkbox"/></td></tr> <tr><td>1 pk. Sterile wound closure</td><td><input type="checkbox"/></td></tr> <tr><td>1 thermometer</td><td><input type="checkbox"/></td></tr> <tr><td>1 pr. tweezer</td><td><input type="checkbox"/></td></tr> <tr><td>Basic first aid notes</td><td><input type="checkbox"/></td></tr> <tr><td>Liquid skin antiseptic</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"> </td></tr> <tr><td colspan="2"><i>Extras for First Aid Room:</i></td></tr> <tr><td>1 pr. 125mm dress, Forceps</td><td><input type="checkbox"/></td></tr> <tr><td>1 st. steel kidney tray</td><td><input type="checkbox"/></td></tr> <tr><td>1 dispos. drinking vessel</td><td><input type="checkbox"/></td></tr> <tr><td>1 pocket torch</td><td><input type="checkbox"/></td></tr> <tr><td>Soap and nail brush</td><td><input type="checkbox"/></td></tr> <tr><td>Paper towel in dispenser</td><td><input type="checkbox"/></td></tr> <tr><td>Clean uniform(s)</td><td><input type="checkbox"/></td></tr> <tr><td>Sunscreen</td><td><input type="checkbox"/></td></tr> <tr><td>Towels</td><td><input type="checkbox"/></td></tr> <tr><td>Safety Data Sheets</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"> </td></tr> <tr><td colspan="2"><i>Extras for Lifeguards:</i></td></tr> <tr><td>1 pocket face mask</td><td><input type="checkbox"/></td></tr> <tr><td>1 pair of disposable gloves</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"><i>Note: Lifeguards should have ready access to gloves and a pocket face mask. For SDS, see 3.8 and 3.9.</i></td></tr> </table>	<i>Item</i>	<i>Checked</i>	Emergency phone no's	<input type="checkbox"/>	1 pr. scissors	<input type="checkbox"/>	1 box dispos. latex gloves	<input type="checkbox"/>	2 triangular bandages	<input type="checkbox"/>	4 sterile eye pads	<input type="checkbox"/>	20 safety pins	<input type="checkbox"/>	Adhesive tape	<input type="checkbox"/>	15 sterile large wound dr.	<input type="checkbox"/>	1 heavy crepe bandage	<input type="checkbox"/>	1 burns module	<input type="checkbox"/>	1 eye module	<input type="checkbox"/>	4 med. unmed. dressing	<input type="checkbox"/>	4 large unmed. dressing	<input type="checkbox"/>	2 pk. gauze, 7.5x7.5cm	<input type="checkbox"/>	1 pk. sterile adhesive dress	<input type="checkbox"/>	2 ice packs	<input type="checkbox"/>	1 pk. Sterile wound closure	<input type="checkbox"/>	1 thermometer	<input type="checkbox"/>	1 pr. tweezer	<input type="checkbox"/>	Basic first aid notes	<input type="checkbox"/>	Liquid skin antiseptic	<input type="checkbox"/>	 		<i>Extras for First Aid Room:</i>		1 pr. 125mm dress, Forceps	<input type="checkbox"/>	1 st. steel kidney tray	<input type="checkbox"/>	1 dispos. drinking vessel	<input type="checkbox"/>	1 pocket torch	<input type="checkbox"/>	Soap and nail brush	<input type="checkbox"/>	Paper towel in dispenser	<input type="checkbox"/>	Clean uniform(s)	<input type="checkbox"/>	Sunscreen	<input type="checkbox"/>	Towels	<input type="checkbox"/>	Safety Data Sheets	<input type="checkbox"/>	 		<i>Extras for Lifeguards:</i>		1 pocket face mask	<input type="checkbox"/>	1 pair of disposable gloves	<input type="checkbox"/>	<i>Note: Lifeguards should have ready access to gloves and a pocket face mask. For SDS, see 3.8 and 3.9.</i>	
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2.5	Is there at least one portable first aid kit? <i>Note: Lifeguards' bum-bags, if appropriately stocked, may be considered.</i>	0 or 5	5	C																																																																															



No.	Item	Range	Score	Comp.	Comments																
2.6	Is the first aid kit fully stocked?  <i>Note: Stations without First Aid materials are "rescue" stations</i>	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>First Aid kit</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Pocket face mask</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Oxygen equipment</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Chair</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Blanket</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	First Aid kit	<input type="checkbox"/>	Pocket face mask	<input type="checkbox"/>	Oxygen equipment	<input type="checkbox"/>	Chair	<input type="checkbox"/>	Blanket	<input type="checkbox"/>				
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2.7	Is functioning oxygen equipment available?	0 or 5	5	C	Bag/Valve/Mask.																
2.8	Is the oxygen equipment stored safely ready for use?	0 or 5	5	C	<table border="0"> <tr> <td><i>Feature</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Cylinder is off</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Regulator correctly fitted</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Tubing in good condition</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Therapy mask</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare tubing</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare seal</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare cylinder</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Feature</i>	<i>Checked</i>	Cylinder is off	<input type="checkbox"/>	Regulator correctly fitted	<input type="checkbox"/>	Tubing in good condition	<input type="checkbox"/>	Therapy mask	<input type="checkbox"/>	Spare tubing	<input type="checkbox"/>	Spare seal	<input type="checkbox"/>	Spare cylinder	<input type="checkbox"/>
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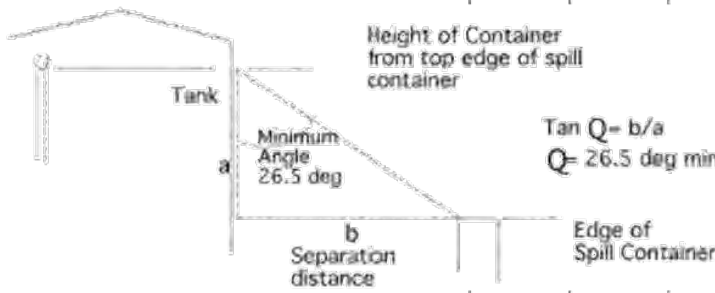
Summary - Section 2		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	35	35

### 3. TECHNICAL OPERATIONS



No.	Item	Range	Score	Comp.	Comments
3.1	Is all pool water (including spa) monitored and maintained within regulations set by local statutory authorities?	0 or 5	5	C	Required test: Monitoring of pool water should comply with QLD Health Swimming & Spa Pool Water Quality and Operational Guidelines; September 2019.
3.2	Is there a plant operations logbook or diary and are adjustments and treatments recorded?	0 or 5	5	C	
3.3	Are pools open for use pools sufficiently clear?  <i>Note: Bottom of pool at deep end clearly visible from sides of pool.</i>	0 or 5	5	C	
3.4	Is the chemical storage area clean and tidy?	0 or 5	5	C	
3.5	Are dry chemicals stored off the floor?	0 or 5	5	C	
3.6	Are dry chemicals stored to prevent mixing?	0 or 5	5	C	
3.7	Can liquids spill onto dry chemicals?	0 or 5	5	C	
3.8	Are chemicals separated by the appropriate distance?	0 or 5	5	C	Hypo & HCL ≥ 5m <input type="checkbox"/> Dry Chlorine & HCL ≥ 5m <input type="checkbox"/> Hypo & Dry Chlorine ≥ 5m <input type="checkbox"/>
3.9	Has a risk assessment been done on the storage and use of Dangerous Goods and Hazardous Substances?	0 or 5	5	C	
3.10	Are all chemical storage areas clearly labelled?  <i>Note: Each chemical in the storage area should be labelled. Container labels may be large enough in some cases</i>	0 or 5	5	C	
3.11	Are "HAZCHEM" signs posted immediately outside plant rooms and at all entries to the facility?	0 or 5	5	C	
3.12	Is correct signage specifying, for each chemical, the HAZCHEM code, Class, and Subsidiary Risk, prominently displayed immediately outside storage areas and on storage containers?  <i>Note: Combination signs outside delivery points or storage areas should display the HAZCHEM code and Subsidiary risk labels</i>	0 - 5	5	C	
3.13	Are Safety Data Sheets (SDS) available for each stored chemical, including those used for cleaning?  <i>Note: 3.13 becomes non-compliant if either of 3.14 &amp; 3.15 are non-compliant</i>	0 or 5	5	C	
3.14	Have all SDS's been prepared by the manufacturer or importer?  <i>Note: Not generic or prepared by a third party.</i>	0 or 5	5	C	





No.	Item	Range	Score	Comp.	Comments
3.15	Are all SDS's current? <i>Note: Within last 5 years.</i>	0 or 5	5	C	
3.16	Are SDS's stored in the chemical storage area and one other location remote from the chemical storage area?	0 or 5	0	NYC	
3.17	Has a Dangerous Goods manifest been prepared as per OH&S Act 2000 No.40?	0 or 5	5	C	
3.18	Has a Dangerous Goods manifest been prepared as per OH&S Act 2000 No.40?	0 or 5	5	C	Name & contact details of the occupier of the premises <input type="checkbox"/> Address of the premise <input type="checkbox"/> Date the manifest was prepared <input type="checkbox"/> Contact details (2 people) <input type="checkbox"/> Summary list of classes and packing groups of the dangerous goods <input type="checkbox"/> A plan of the premises <input type="checkbox"/>
3.19	Has a Hazardous Substances register been prepared? <i>Note: Register should contain list of substances and relevant SDSs</i>	0 or 5	5	C	
3.20	Is spill containment sufficient (110% of capacity) for bulk storage of liquid chemicals?	0 or 5	5	C	
3.21	Is the crest locus limit angle $\geq 26.5^\circ$ ? <i>Note: See diagram below</i>	0 or 5	5	C	
3.22	Is an emergency procedure in place for chemical spills and leaks?	0 or 5	5	C	
3.23	Is appropriate Personal Protective Equipment (PPE) provided in plant rooms and chemical handling areas?	0 or 5	5	C	PPE <span style="float: right;"><i>Checked</i></span> Eye (goggles) <input type="checkbox"/> Face (shield) <input type="checkbox"/> Respiratory (dust mask) <input type="checkbox"/> Hearing (earmuffs) <input type="checkbox"/> Hand (gloves) <input type="checkbox"/> Foot (boots) <input type="checkbox"/> Body (overalls or apron) <input type="checkbox"/>
3.24	Is PPE stored and maintained for immediate and correct operation?	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments
3.25	Is signage displayed in plant rooms and chemical handling areas promoting the use of the required PPE (refer question 3.13)?	0 - 5	5	C	
3.26	Are all pipes, valves and pumps, controlling water and chemical feeds, clearly labelled?	0 - 5	5	C	
3.27	Do pipe markers have the correct colour?	0 - 5	5	C	Water - Green <input type="checkbox"/> Hypo - Violet <input type="checkbox"/> Chlorine Gas - Violet <input type="checkbox"/> CO2 - Yellow Ochre <input type="checkbox"/>
3.28	Is there signage prohibiting smoking and indicating restricted access (e.g. "Staff Only") at entrances to, and inside, the plant room and chemical storage areas?	0 - 5	5	C	 "Staff Only"
3.29	Is a dump shower and eye wash provided within 7 metres of the chemical delivery point?  <i>Note: A first aid eye module may be provided in place of eyewash.</i>	0 or 5	5	C	
3.30	Is a functional self-contained breathing apparatus provided?	0 or 5			

*In those facilities using chlorine gas for water sanitation:*

3.31	Are chlorine gas cylinders stored appropriately?	0 or 5			Away from heat sources? <input type="checkbox"/> 3m away from combustible matter? <input type="checkbox"/> With adequate ventilation? <input type="checkbox"/> On a base / floor which is in good condition? <input type="checkbox"/>
3.32	Are cylinder outlets plugged and securely capped when not in use?	0 or 5			
3.33	Is chlorine gas stored at an appropriate distance from public and protected places?  <i>Note: See definition of protected and public places below</i>	0 or 5			≥15m from a public place <input type="checkbox"/> ≥25m from a protected place <input type="checkbox"/>
3.34	Are chlorine cylinders secured to prevent their falling and sustaining damage to tanks or fittings?	0 or 5			
3.35	Is there a functional gas leak detection system installed with audible and visual alarms?	0 or 5			

Australian Standard AS/NZS 2927:2001  
The Storage and Handling of Liquefied Chlorine Gas defines a Protected Place as:

- a) "A dwelling, place of worship, public building, school or college, childcare facility, hospital, theatre, or any building or open area in which people are accustomed to assemble, whether within or outside the property boundary of the installation;
- b) A factory, workshop, office, store, warehouse, shop or building where people who are not associated with the operation of the chlorine installation are employed;
- c) A ship lying at permanent berthing facilities;
- d) Any storage facility for dangerous goods that exceeds minor storage quantities and is outside the property boundary of the installation."

Australian Standard AS/NZS 2927:2001 The Storage and Handling of Liquefied Chlorine Gas defines a Public Place as:  
"Any place other than private property, open to the public, which the public has a right to use and which includes a public road. Private car parking areas are not considered to be public places".

No.	Item	Range	Score	Comp.	Comments
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*In facilities generating Ozone:*

3.36	Is there a functional ozone detection system that shuts down the ozone plant at atmospheric concentrations of 0.3 ppm and triggers audible and visual alarms at 0.1 ppm?	0 or 5			
3.37	Is there a remote switch to shut down ozone generation?  <i>Note: The switch should be outside the ozone generation area.</i>	0 or 5			

*In those facilities using carbon dioxide gas for pH control:*

3.38	Are carbon dioxide gas cylinders secured to prevent their falling and sustaining damage to tanks or fittings?	0 or 5			
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*In those facilities generating sodium hypochlorite:*

3.39	Is hydrogen gas vented to the atmosphere or otherwise prevented from building up in the generation plant?	0 or 5			
3.40	Is there a functional gas leak detection system installed with audible and visual alarms?	0 or 5			

**Summary - Section 3**



Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	140	145



**4. FACILITY DESIGN**

No.	Item	Range	Score	Comp.	Comments
4.1	Are exits from the facility clearly marked in any lighting conditions? <i>Note: This item includes change room exits.</i>	0 - 5	5	C	
4.2	Are the rooms or compounds in which the pools are located secure outside opening hours? <i>Note: Security measures include lockable doors, windows, turnstiles and fencing.</i>	0 or 5	5	C	
4.3	Are the pool and its surrounds sufficiently lit? <i>Note: Average = 300 lux - At time of inspection only.</i>	0 - 5	5	C	
4.4	Is there a functional emergency lighting system inside the buildings?	0 or 5	5	C	
4.5	Is shading (sun protection) available in wet areas?	0 or 5	5	C	Pool: <span style="float: right;">Checked</span> Toddlers Pool <input type="checkbox"/> Main <input type="checkbox"/> Leisure <input type="checkbox"/> Spa <input type="checkbox"/> Other: __ <input type="checkbox"/>
4.6	Is shading (sun protection) available in dry areas?	0 or 5	5	C	Area: <span style="float: right;">Checked</span> Lawn <input type="checkbox"/> Playground <input type="checkbox"/> Concourse <input type="checkbox"/> Seating <input type="checkbox"/>
4.7	Is the nature of the surfaces in water depth of 1.6m or less intended to be slip-resistant?	0 or 5	5	C	
4.8	Are fittings and fixtures flush with pool walls and floor?	0 or 5	5	C	
4.9	Are gutter, whether "wet-deck" or integrated with the pool wall, sufficiently protected to prevent injury through obstruction, entrapment, or tripping?	0 or 5	5	C	
4.10	Are there visual indications of changes in gradient, particularly in depths of 1.6 metres or less? <i>Note: This item includes signage for sudden changes in depth.</i>	0 - 5	0	NYC	
4.11	Are there sufficient depth marker's?  Marking type: Deep water depth mark     D Shallow water depth mark   S Intermediate depth mark    I (at intervals between ends) Depth mark at gradient changes   G  <i>Note: Depth markers in metric measures should be placed at deep water, shallow water, and at regular intervals.</i>	0 - 5	0	NYC	Pool: _____ Marking Type:     Depth Shown:     Actual Depth: _____ _____ _____ _____ _____ _____ Pool: _____ Marking Type:     Depth Shown:     Actual Depth: _____ _____ _____ _____ _____ _____ Pool: _____ Marking Type:     Depth Shown:     Actual Depth: _____ _____ _____ _____ _____ _____



No.	Item	Range	Score	Comp.	Comments																		
4.12	Are depth markers clearly visible from within the pool? <i>Note: Additional markings may increase visibility and reduce uncertainty.</i>	0 or 5	0	NYC	Depth Marking Markings <sup>3</sup> 100mm high <input type="checkbox"/> Contrasting colour <input type="checkbox"/> Visible from pool <input type="checkbox"/> <i>Checked</i>																		
4.13	Are depth markers clearly visible from the concourse? <i>Note: Additional markings may increase visibility and reduce uncertainty.</i>	0 or 5	0	NYC	Depth Marking Markings <sup>3</sup> 100mm high <input type="checkbox"/> Contrasting colour <input type="checkbox"/> Visible from concourse <input type="checkbox"/> <i>Checked</i>																		
4.14	Is there sufficient signage identifying deep water, shallow water, particularly at pool entry points? <i>Note: Advisory warnings may include "Danger - Deep Water" and "Caution - Shallow Water."</i>	0 or 5	5	C	<table border="0"> <tr> <td>Pool</td> <td>Deep</td> <td>Shallow</td> </tr> <tr> <td>_____</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> At gradient changes: <input type="checkbox"/>	Pool	Deep	Shallow	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
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4.15	Is deep water / shallow water signage compliant with the current Australian Standard?	0 or 5	5	C																			
4.16	Is all Do Not Dive signage compliant with the current Australian Standard?	0 or 5	5	C																			
4.17	In water under 1.8 metres in depth, is do not dive signage displayed?	0 or 5	5	C																			
4.18	If diving is to be conducted in water depth under 2.0 metres is appropriate signage displayed?	0 or 5	5	C																			
4.19	Are there barriers, appropriate signage or other management measures to control traffic on the concourse adjacent to deep water?	0 or 5	5	C																			
4.20	Are toddlers' and learners' pools located away from deep-water pools, or are there sufficient and appropriate barriers between adjacent shallow and deep- water areas?	0 or 5	5	C																			
4.21	Are ladders only used as entries and exits into deep water?	0 or 5	5	C																			
4.22	Are entry and exit points provided on both sides of pool at each end?	0 - 5	5	C																			
4.23	Are lanes wide enough for their intended use? <i>Note: At time of assessment.</i>	0 or 5	5	C																			
4.24	Are leisure activities conducted in appropriate water depths? <i>Note: At time of assessment</i>	0 or 5	5	C																			



No.	Item	Range	Score	Comp.	Comments														
4.25	Are backstroke flags present when lap swimming is being conducted?	0 or 5	5	C															
4.26	Do backstroke flags contrast against background and located 5 metres from pool edge? 0 or 5	0 or 5	5	C															
4.27	Are advisory signs, other than those associated with depth markings, used, when and where appropriate?  <i>Note: At time of assessment.</i>	0 or 5	5	C	<table border="0"> <tr> <td>Sign</td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>"Slippery when wet"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Cleaning in progress"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Pool closed"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Changing water conditions"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Lap lane speeds</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Swim lessons/programs</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	Sign	<i>Checked</i>	"Slippery when wet"	<input type="checkbox"/>	"Cleaning in progress"	<input type="checkbox"/>	"Pool closed"	<input type="checkbox"/>	"Changing water conditions"	<input type="checkbox"/>	Lap lane speeds	<input type="checkbox"/>	Swim lessons/programs	<input type="checkbox"/>
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"Changing water conditions"	<input type="checkbox"/>																		
Lap lane speeds	<input type="checkbox"/>																		
Swim lessons/programs	<input type="checkbox"/>																		
4.28	Is the nature of the concourse surface intended to be slip-resistant?  <i>Note: Evidence of the standard of slip resistance may be supplied.</i>	0 or 5	5	C															
4.29	Does the concourse appear to be maintained?  <i>Note: Maintenance may include regular cleaning.</i>	0 - 5	5	C															
4.30	Is there sufficient drainage of the concourse?	0 - 5	5	C															
4.31	Is equipment stored on the pool concourse positioned to allow safe traffic flow?	0 - 5	5	C															
4.32	Is the concourse width, without obstructions or fittings, 3.0 metres or greater?	0 - 5	5	C															
4.33	Does any equipment stored on the concourse, obstruct lifeguards' sight lines? i.e. Pool cover reels or play	0 - 5	5	C															
4.34	Is the concourse free of any trip and entrapment hazards? i.e. Equipment anchors, or other fittings, or are such trip or entrapment hazards reduced through management?  <i>Note: Hazards include starting block or flagpole anchors. Management may include signage or barriers.</i>	0 or 5	5	C															
4.35	Is permanently installed electrical equipment located away from the pool(s)?  <i>Note: P.A. systems, lighting, etc.</i>	0 or 5	5	C															
4.36	Are General Power Outlets (GPO's) located at least 3.0m from the pool(s)?	0 or 5	5	C															
4.37	If GPO's are located within 3m of the pool, are they a minimum of 1m above finished surface?	0 or 5	5	C															
4.38	If GPO's are located within 3m of the pool or outdoors, do they have waterproof covers?	0 or 5	5	C															



No.	Item	Range	Score	Comp.	Comments												
4.39	<p>Do steps provided for entry and exit to pool(s) or its surrounds have handrails that conform to the following access standards?</p> <p>Feature                      Standard                      Diameter                      30-50mm                      Distance from wall.        <sup>3</sup> 50mm                      Dist. Above steps        865-1000mm</p>	0 or 5	5	C	Location: _____ Diameter 30-50mm Dist. To walls <sup>3</sup> 50mm Avg. height. _____ Location: _____ Diameter 30-50mm Dist. To walls <sup>3</sup> 50mm Avg. height. _____ Location: _____ Diameter 30-50mm Dist. To walls <sup>3</sup> 50mm Avg. height. _____												
4.40	Are change rooms easily accessible?	0 - 5	5	C													
4.41	<p>Are change rooms lit to a level of 80 lux or greater?</p> <p><i>Note: At time of inspection only.</i></p>	0 - 5	5	C													
4.42	Are change room floors, including those in the showers and shower walls, of a slip-resistant nature?	0 - 5	5	C													
4.43	Do the change room floor and shower walls appear to be maintained?	0 - 5	5	C													
4.44	Is the water temperature in hand basins and showers no more than 43°C?	0 or 5	5	C													
4.45	Are change rooms clearly identified with signage?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>"Male"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Male symbol</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Female"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Female symbol</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Disabled" or "Family"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	"Male"	<input type="checkbox"/>	Male symbol	<input type="checkbox"/>	"Female"	<input type="checkbox"/>	Female symbol	<input type="checkbox"/>	"Disabled" or "Family"	<input type="checkbox"/>
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4.46	<p>Is there consideration given to special needs users?</p> <p><i>Note: Disabled change rooms may also be designated as "family" change rooms.</i></p>	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Ramps in pool</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Ramps on concourse</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Handrails</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Assisted lifting equipment</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Disabled change rooms or cubicles</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Ramps in pool	<input type="checkbox"/>	Ramps on concourse	<input type="checkbox"/>	Handrails	<input type="checkbox"/>	Assisted lifting equipment	<input type="checkbox"/>	Disabled change rooms or cubicles	<input type="checkbox"/>
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Handrails	<input type="checkbox"/>																
Assisted lifting equipment	<input type="checkbox"/>																
Disabled change rooms or cubicles	<input type="checkbox"/>																

*Equipment for competitive events or training:*

4.47	Are starting blocks, whether permanent or removable, installed only over water 1.35 metres or deeper?	0 or 5	5	C	
4.48	Are starting blocks, when installed over water less than 2.0 metres in depth, isolated when not in use?	0 or 5	5	C	
4.49	<p>Are touch panels designed with smooth edges?</p> <p><i>Note: Panels are not required to be in situ to be assessed.</i></p>	0 or 5			



No.	Item	Range	Score	Comp.	Comments
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*Spectator stands:*

4.50	Do grandstands provide entry and exit to the concourse?	0 or 5	5	C	
4.51	Do entry and exit points to concourse affect concourse traffic flow?	0 - 5	5	C	
4.52	Are steps or other passages separated from seating areas?	0 or 5	5	C	
4.53	Do steps, or other entry and exit passages, have at least 2.2 metres clearance overhead?	0 or 5	5	C	

*Movable floor:*

4.54	Where a movable floor is installed, has the depth signage been calibrated to actually reflect the current depth?	0 or 5			
4.55	Can the depth signage be seen from within the pool?	0 or 5			
4.56	Can the depth signage be seen from the pool concourse?	0 or 5			
4.57	Are controls for the movable floor adjacent to that area and restricted to staff use?	0 or 5			
4.58	Do the controls for the movable floor require constant manual operations? i.e. Controls must be held to move the floor.	0 or 5			

*Bulkheads (booms):*

4.59	Are bulkheads properly installed? i.e. anchored when in position, etc.	0 or 5			
4.60	Is the upper surface of the bulkhead of a slip resistant nature?	0 or 5			
4.61	Is the surface of the bulkhead maintained?	0 - 5			

*Other wet areas:*

4.62	Does the hydrotherapy pool have the following features?	0 - 5			<table border="0"> <tr> <td><i>Feature:</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Disabled change room nearby</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Rectangular</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>800 to 1500mm deep</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Contrasting edges</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td><i>Handrails:</i></td> <td></td> </tr> <tr> <td>38mm diameter</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>50mm wall clearance</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Begin 75mm below surface</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Ramp 1:14 gradient</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Risers 100-150mm</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Treads <sup>a</sup> 280m</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Feature:</i>	<i>Checked</i>	Disabled change room nearby	<input type="checkbox"/>	Rectangular	<input type="checkbox"/>	800 to 1500mm deep	<input type="checkbox"/>	Contrasting edges	<input type="checkbox"/>	<i>Handrails:</i>		38mm diameter	<input type="checkbox"/>	50mm wall clearance	<input type="checkbox"/>	Begin 75mm below surface	<input type="checkbox"/>	Ramp 1:14 gradient	<input type="checkbox"/>	Risers 100-150mm	<input type="checkbox"/>	Treads <sup>a</sup> 280m	<input type="checkbox"/>
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4.63	Are there procedures for, and measures to control usage of, the sauna or steam room?	0 - 5			<table border="0"> <tr> <td><i>Measure:</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Entry can be locked open</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Restriction on entry</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Time of occupancy</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Nature of activity allowed</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Signage</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Procedure for emergency</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Measure:</i>	<i>Checked</i>	Entry can be locked open	<input type="checkbox"/>	Restriction on entry	<input type="checkbox"/>	Time of occupancy	<input type="checkbox"/>	Nature of activity allowed	<input type="checkbox"/>	Signage	<input type="checkbox"/>	Procedure for emergency	<input type="checkbox"/>										
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<b>Summary - Section 4</b>		
<b>Item</b>	<b>Achieved</b>	<b>Total Possible</b>
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	240	260



**5. SPA (s)**

No.	Item	Range	Score	Comp.	Comments																																	
5.1	Is the spa suitable located for constant supervision?	0 or 5																																				
5.2	Is the spa sufficiently supervised?	0 or 5																																				
5.3	Is the maximum static water depth 1.1m?	0 or 5																																				
5.4	Is the static water depth for seating depth no more than 0.6m?	0 or 5																																				
5.5	Are handrail(s) provided with steps?	0 or 5																																				
5.6	Is the spa fitted with a functional thermostat which prevents the water temperature from exceeding 38°C and which must be manually reset?	0 or 5																																				
5.7	Is there an emergency stop button that switches off filtration and jets and triggers an audible and visible alarm?	0 or 5																																				
5.8	Is resetting the emergency stop restricted to staff only?	0 or 5																																				
5.9	Is there an automatic shutdown to prevent entrapment of foreign objects in suction inlets? <i>Note: "Wet deck" or skimmer box inlets may not require automatic shutdown. System may also provide multiple suction inlets.</i>	0 or 5																																				
5.10	Does the spa have a "shut down" period every 15 minutes?	0 or 5																																				
5.11	Can the depth signage of the spa be clearly viewed from within the spa?	0 or 5																																				
5.12	Can the spa depth signage be clearly viewed from outside of the spa?																																					
5.13	Is signage relating to the use and restrictions of the spa clearly displayed? <i>Note: Conditions marked * may be observed depending on the location of the spa and rules for supervision of children.</i>				<table border="0"> <tr> <td colspan="2"><i>Obligatory Conditions</i></td> <td><i>Checked</i></td> </tr> <tr> <td>General medical warning</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>"Never put head under water"</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Child supervision in area*</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Drug and alcohol warning</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>15 minutes maximum use</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td colspan="2"><i>Optional Conditions</i></td> <td></td> </tr> <tr> <td>Pregnancy warning</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Heart condition warning</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Age limits*</td> <td></td> <td><input type="checkbox"/></td> </tr> <tr> <td>No use alone*</td> <td></td> <td><input type="checkbox"/></td> </tr> </table>	<i>Obligatory Conditions</i>		<i>Checked</i>	General medical warning		<input type="checkbox"/>	"Never put head under water"		<input type="checkbox"/>	Child supervision in area*		<input type="checkbox"/>	Drug and alcohol warning		<input type="checkbox"/>	15 minutes maximum use		<input type="checkbox"/>	<i>Optional Conditions</i>			Pregnancy warning		<input type="checkbox"/>	Heart condition warning		<input type="checkbox"/>	Age limits*		<input type="checkbox"/>	No use alone*		<input type="checkbox"/>
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No use alone*		<input type="checkbox"/>																																				

Summary - Section 5		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		





No.	Item	Range	Score	Comp.	Comments																
6.11	<p>Are dive pools designed to GSPO recommendations?</p> <table border="0"> <tr> <td>Dimension</td> <td>Distance</td> </tr> <tr> <td>Overhead</td> <td>5.0m</td> </tr> <tr> <td>To side wall</td> <td>2.5m</td> </tr> <tr> <td>Between plummets</td> <td>2.5m</td> </tr> <tr> <td>Board/platform overhang</td> <td>1.5m</td> </tr> <tr> <td>Handrail height</td> <td>1.0m</td> </tr> <tr> <td>Between rails</td> <td>£ 0.33m</td> </tr> <tr> <td>Rail overhang</td> <td>£ 0.3m</td> </tr> </table> <p><i>Note: Recommended that boards under 1m have Perspex or similar transparent guard and boards over 1m have plummets on one side only.</i></p> <p>Note: All measures in metres. FINA: 378-379</p>	Dimension	Distance	Overhead	5.0m	To side wall	2.5m	Between plummets	2.5m	Board/platform overhang	1.5m	Handrail height	1.0m	Between rails	£ 0.33m	Rail overhang	£ 0.3m	0 or 5			<p>Plummet on one side only:</p> <p>Plummet 1: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 2: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 3: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 4: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Note: All measures in metres. FINA: 378-379</p>
Dimension	Distance																				
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6.12	<p>Does the dive pool meet FINA specifications?</p> <table border="0"> <tr> <td>Plummet</td> <td>Depth</td> <td>Dist. Ahead</td> </tr> <tr> <td>1.0m</td> <td>3.4m</td> <td>5.0m</td> </tr> <tr> <td>3.0,5.0m</td> <td>3.7m</td> <td>6.0m</td> </tr> <tr> <td>7.5m</td> <td>4.1m</td> <td>8.0m</td> </tr> <tr> <td>10m</td> <td>4.5m</td> <td>11.0m</td> </tr> </table>	Plummet	Depth	Dist. Ahead	1.0m	3.4m	5.0m	3.0,5.0m	3.7m	6.0m	7.5m	4.1m	8.0m	10m	4.5m	11.0m	0 - 5			<p>Plummet 1: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 2: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 3: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 4: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>FINA: 378-379</p>	
Plummet	Depth	Dist. Ahead																			
1.0m	3.4m	5.0m																			
3.0,5.0m	3.7m	6.0m																			
7.5m	4.1m	8.0m																			
10m	4.5m	11.0m																			

Summary - Section 6		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



## 7. WATER SLIDE (s)

Note: This section refers to water slides as defined in AS 3533.1: 2009 'Amusement rides and devices - Design and construction: a sloping flume over 3.0m in height from the top to the bottom'. In this assessment, slides under this height are classified as water features.

No.	Item	Range	Score	Comp.	Comments														
7.1	Is the slide inspected each day before it is opened?	0 or 5																	
7.2	Is the slide sufficiently supervised? <i>Note: At time of assessment.</i>	0 or 5																	
7.3	Where more than one lifeguard supervises the slide, is an effective communication system employed? <i>Note: Supervision may be insufficient because of lack of effective communication (7.2)</i>	0 or 5			<i>Note: Make note of communication procedures or systems used.</i>														
7.4	Is signage displaying rules of conduct at the entry point and at the base of the slide?	0 - 5			<table border="0"> <tr> <td>Advisory Sign</td> <td>Checked</td> </tr> <tr> <td>Assembly (stairs, platforms)</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Numbers on platforms</td> <td><input type="checkbox"/></td> </tr> <tr> <td>"One rider at a time"</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rider orientation</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Exit splash pool</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Age/ability limits</td> <td><input type="checkbox"/></td> </tr> </table>	Advisory Sign	Checked	Assembly (stairs, platforms)	<input type="checkbox"/>	Numbers on platforms	<input type="checkbox"/>	"One rider at a time"	<input type="checkbox"/>	Rider orientation	<input type="checkbox"/>	Exit splash pool	<input type="checkbox"/>	Age/ability limits	<input type="checkbox"/>
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Rider orientation	<input type="checkbox"/>																		
Exit splash pool	<input type="checkbox"/>																		
Age/ability limits	<input type="checkbox"/>																		
7.5	Can access to the slide be prevented when it is not in use? i.e. by locking a gate at the bottom of the staircase and blocking access to the flume.	0 or 5																	
7.6	Are stairways and ladders straight (not spiral) and are landings provided?  <table border="0"> <tr> <td>Feature</td> <td>Landing Every</td> </tr> <tr> <td>Ladders</td> <td>≤ 6.0m</td> </tr> <tr> <td>Stairways</td> <td>≤ 18 steps</td> </tr> </table>	Feature	Landing Every	Ladders	≤ 6.0m	Stairways	≤ 18 steps	0 or 5											
Feature	Landing Every																		
Ladders	≤ 6.0m																		
Stairways	≤ 18 steps																		
7.7	Are the stairs wide enough to allow passage of two people?	0 or 5			Width of stairs:      mm														
7.8	Do the stairs or ladders have handrails on both sides?	0 or 5																	
7.9	Do all stairs, landings, and flumes have sufficient drainage?	0 - 5																	
7.10	Is the nature of the stairs, ladders and landing surfaces intended to be slip resistant?	0 or 5																	
7.11	Does the surface of the stairs, ladders and landings appear to be maintained?	0 - 5																	
7.12	Is the splash (landing) area separate from the swimming area? <i>Note: The landing and swimming areas may be separated by a lane rope or other suitable barrier.</i>	0 or 5																	
7.13	Is the length of the splash (landing) area in front of the flume at least 6.0m? <i>Note: "Splash" pools with water agitation designed to slow riders may be shorter.</i>	0 - 5																	
7.14	Is the pool surface in the splash (landing) area intended to be slip-resistant?	0 or 5																	



No.	Item	Range	Score	Comp.	Comments
7.15	Is the splash landing area free of drains or gates?	0 or 5			
7.16	Does the concourse around the splash area have sufficient drainage?	0 - 5			
7.17	If the exit of the flume is up to 150mm above the static water surface, is the depth of the splash (landing) area at least 1.0m?	0 or 5			

#### Summary - Section 7

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		

**8. WAVE POOL (s)**

No.	Item	Range	Score	Comp.	Comments																
8.1	Is the wave pool sufficiently supervised? <i>Note: At time of assessment. Lifeguard to bather ratio = 1:40 when waves are operating.</i>	0 or 5																			
8.2	Does the wave pool have a bather free zone at the wave generation end?	0 or 5																			
8.3	Is the wave pool free from obstructions likely to cause injury during wave motion?	0 or 5																			
8.4	Are steps into the wave pool provided only in areas whose static water depth is 0.40m or less?	0 or 5																			
8.5	Are handrails provided at these step entries?	0 or 5																			
8.6	Is there signage displaying rules of conduct and any restrictions on use?	0 - 5			<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Parental supervision (Waves)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Parental Supervision (no waves)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Changing water conditions"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Bather-free zone advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Heart problem advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Pregnancy advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Rules	<input type="checkbox"/>	Parental supervision (Waves)	<input type="checkbox"/>	Parental Supervision (no waves)	<input type="checkbox"/>	"Changing water conditions"	<input type="checkbox"/>	Bather-free zone advisory	<input type="checkbox"/>	Heart problem advisory	<input type="checkbox"/>	Pregnancy advisory	<input type="checkbox"/>
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Heart problem advisory	<input type="checkbox"/>																				
Pregnancy advisory	<input type="checkbox"/>																				
8.7	Are wave controls adjacent to the wave pool and restricted to staff use only?	0 or 5																			
8.8	Is there an emergency stop button?	0 or 5																			
8.9	Are measures taken to ensure patrons are aware of commencing wave sessions and children under the age of 10 are appropriately supervised?	0 or 5			<table border="0"> <tr> <td><i>Measure</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Alarm</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Announcement</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Systematic checking</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Measure</i>	<i>Checked</i>	Alarm	<input type="checkbox"/>	Announcement	<input type="checkbox"/>	Systematic checking	<input type="checkbox"/>								
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Announcement	<input type="checkbox"/>																				
Systematic checking	<input type="checkbox"/>																				
8.10	What criteria are taken into account when choosing the wave pattern, frequency and amplitude?	0 - 5			<table border="0"> <tr> <td><i>Criteria</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Age of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Experience of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Number of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criteria</i>	<i>Checked</i>	Age of swimmers	<input type="checkbox"/>	Experience of swimmers	<input type="checkbox"/>	Number of swimmers	<input type="checkbox"/>								
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Age of swimmers	<input type="checkbox"/>																				
Experience of swimmers	<input type="checkbox"/>																				
Number of swimmers	<input type="checkbox"/>																				

Summary - Section 8		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



## 9. RIVERS

No.	Item	Range	Score	Comp.	Comments
9.1	Is the river sufficiently supervised? <i>Note: At time of assessment. Evidence may be presented.</i>	0 or 5			
9.2	Is there adequate space beside the river for lifeguard supervision and intervention?	0 - 5			
9.3	Is the river free of undertows, eddies and cross-currents	0 or 5			
9.4	Are the river's surfaces free of abrasion or cut hazards?	0 or 5			
9.5	Are there appropriate supports along the river's edge?	0 or 5			
9.6	Is there at least 2.0m of headroom over all parts of the river? <i>Note: Clearance should be increased to 3.0m where the river enters or exits a wave pool.</i>	0 or 5			
9.7	Are river controls adjacent to the river and restricted to staff use only?	0 or 5			
9.8	Does an emergency stop button exist?	0 or 5			

Summary - Section 9		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



### 10. WATER FEATURES

*Note: Includes Tarzan ropes, water jets, play equipment, inflatables, showers and water curtains etc.*

No.	Item	Range	Score	Comp.	Comments																
10.1	Is water features sufficiently supervised? <i>Note: At time of assessment. Degree of supervision may vary with the nature of feature.</i>	0 or 5			<table border="0"> <tr> <td><i>Feature</i></td> <td><i>Recommended</i></td> </tr> <tr> <td>Tarzan Rope Swing</td> <td>Lifeguard</td> </tr> <tr> <td>Cargo net</td> <td>Lifeguard</td> </tr> <tr> <td>Small slides</td> <td>Guardian</td> </tr> <tr> <td>Playground style equipment</td> <td>Guardian</td> </tr> <tr> <td>Water shower</td> <td>Guardian</td> </tr> <tr> <td>Water jets</td> <td>Guardian</td> </tr> <tr> <td>Inflatables</td> <td>Lifeguard</td> </tr> </table>	<i>Feature</i>	<i>Recommended</i>	Tarzan Rope Swing	Lifeguard	Cargo net	Lifeguard	Small slides	Guardian	Playground style equipment	Guardian	Water shower	Guardian	Water jets	Guardian	Inflatables	Lifeguard
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Inflatables	Lifeguard																				
10.2	Are any rules or restrictions clearly displayed next to the water feature(s)?	0 - 5			<table border="0"> <tr> <td><i>Item</i></td> <td><i>Checked</i></td> </tr> <tr> <td>Rules</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Parental supervision</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Access restrictions</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rider advice</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Rules	<input type="checkbox"/>	Parental supervision	<input type="checkbox"/>	Access restrictions	<input type="checkbox"/>	Rider advice	<input type="checkbox"/>						
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Rules	<input type="checkbox"/>																				
Parental supervision	<input type="checkbox"/>																				
Access restrictions	<input type="checkbox"/>																				
Rider advice	<input type="checkbox"/>																				
10.3	Are surfaces on and around the feature intended to be slip resistant?	0 or 5																			
10.4	Do the surfaces on and around the water feature(s) appear maintained?	0 or 5																			
10.5	Is movement to, from, and around each feature restricted as necessary? <i>Note: The direction of movement may be restricted by design (e.g. a toddlers' slide) or supervision (e.g. Tarzan rope swing).</i>	0 - 5																			
10.6	Does the fall or spray of water from any feature interrupt lifeguards' sightlines? <i>Note: The score should be given for visibility.</i>	0 - 5																			
10.7	Are features' controls adjacent to pools where the water features are installed and restricted to staff access only?	0 or 5																			
10.8	Is there an emergency stop button for each motorised or pressurised feature?	0 or 5																			
10.9	Is the emergency reset restricted to staff only?	0 or 5																			

Summary - Section 10		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



**11. GENERAL SUPERVISION**

No.	Item	Range	Score	Comp.	Comments																
11.1	Are there qualified staff members on duty in a supervisory role at any one time?	0 or 5	5	C	Refer Supervision Plan																
11.2	Are there sufficient lifeguards supervising the pool area and related activities?	0 or 5	5	C																	
11.3	Are all pools adequately supervised at time of assessment?	0 or 5	5	C																	
11.4	What criteria are considered when deploying lifeguards?	0 - 5	5	C	<table border="0"> <tr> <td><i>Criterion</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Number of bathers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Size of pools</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Shape of pools</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Relative locations of pools and water features</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Surface reflection</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Activities and programs</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criterion</i>	<i>Checked</i>	Number of bathers	<input type="checkbox"/>	Size of pools	<input type="checkbox"/>	Shape of pools	<input type="checkbox"/>	Relative locations of pools and water features	<input type="checkbox"/>	Surface reflection	<input type="checkbox"/>	Activities and programs	<input type="checkbox"/>		
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Surface reflection	<input type="checkbox"/>																				
Activities and programs	<input type="checkbox"/>																				
11.5	Are guarding positions sufficient to observe any part of the pool(s) without excessive reflection from the water's surface?	0 or 5	5	C																	
11.6	Is the lifeguard uniform suited to the performance of lifeguard duties, including aquatic rescue, easily recognized by customers and staff, and distinguishable from uniforms worn by other staff?	0 - 5	5	C																	
11.7	Are isolated areas sufficiently supervised?	0 or 5	5	C	<table border="0"> <tr> <td><i>Criteria</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Change rooms (30 - 60 min.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Sauna/Steam (15 - 20 min.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Other (as approp.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criteria</i>	<i>Checked</i>	Change rooms (30 - 60 min.)	<input type="checkbox"/>	Sauna/Steam (15 - 20 min.)	<input type="checkbox"/>	Other (as approp.)	<input type="checkbox"/>								
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Other (as approp.)	<input type="checkbox"/>																				
11.8	Do lifeguards maintain supervision of program participants? <i>Note: Procedures may be presented if no programs are running.</i>	0 or 5	5	C																	
11.9	Do lifeguards have sufficient lines of sight to the pools it is their duty to supervise?	0 - 5	5	C																	
11.10	Do lifeguards vary duties and take sufficient breaks to maintain vigilant supervision? <i>Note: At time of assessment.</i>	0 - 5	5	C	Rotation/break every: _____ min.																
11.11	Are effective and sufficient emergency methods of communication available?	0 - 5	5	C	<table border="0"> <tr> <td><i>Method</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Spoken</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>P.A. System</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Hand signals</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Two-way radios</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Whistles</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Method</i>	<i>Checked</i>	Spoken	<input type="checkbox"/>	P.A. System	<input type="checkbox"/>	Hand signals	<input type="checkbox"/>	Two-way radios	<input type="checkbox"/>	Whistles	<input type="checkbox"/>				
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Whistles	<input type="checkbox"/>																				
11.12	Is there signage at the facility entrance which specifies the conditions of use of the facility?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item/Condition</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Sign at facility entrance</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Child age for supervision</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian age for supervision</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian responsibilities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Customer responsibilities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Disclaimer</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item/Condition</i>	<i>Checked</i>	Sign at facility entrance	<input type="checkbox"/>	Child age for supervision	<input type="checkbox"/>	Guardian age for supervision	<input type="checkbox"/>	Guardian responsibilities	<input type="checkbox"/>	Customer responsibilities	<input type="checkbox"/>	Disclaimer	<input type="checkbox"/>	Rules	<input type="checkbox"/>
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Guardian responsibilities	<input type="checkbox"/>																				
Customer responsibilities	<input type="checkbox"/>																				
Disclaimer	<input type="checkbox"/>																				
Rules	<input type="checkbox"/>																				
11.13	Is there signage that encourages responsible behaviour? <i>Note: Rules signage may be assessed.</i>	0 or 5	5	C																	



No.	Item	Range	Score	Comp.	Comments
11.14	Is there signage that encourages parental supervision in appropriate areas?	0 - 5	5	C	<i>Compulsory</i> Wave Pool <input type="checkbox"/> Toddlers pool <input type="checkbox"/> Learners pool <input type="checkbox"/> <i>Recommended</i> Entry / Exit to Change rooms <input type="checkbox"/> Other _____ <input type="checkbox"/>
11.15	Is the rule that children under a certain age (under 10) be supervised by guardians over a specified age (16 or older) enforced?	0 or 5	5	C	
11.16	Is sufficient attention given to protecting staff from excessive exposure to environmental factors and disease?	0 - 5	5	C	<i>Measure Taken</i> Time of exposure <input type="checkbox"/> Long-sleeved shirt <input type="checkbox"/> Broad-brimmed hat <input type="checkbox"/> Sunglasses <input type="checkbox"/> Sufficient drinks <input type="checkbox"/> Sunscreen <input type="checkbox"/> Pocket face mask <input type="checkbox"/> Disposable gloves <input type="checkbox"/>
11.17	Is there rescue equipment located on the concourse in reasonable reach of lifeguards (i.e. less than 10 seconds)?	0 - 5	5	C	<i>Rescue Aid</i> Reach poles <input type="checkbox"/> Throw ropes <input type="checkbox"/> Floatation aid (board or tube) <input type="checkbox"/> Pocket face mask <input type="checkbox"/> Disposable gloves <input type="checkbox"/> Spinal board <input type="checkbox"/> Spinal collars <input type="checkbox"/>

Summary - Section 11		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	85	85

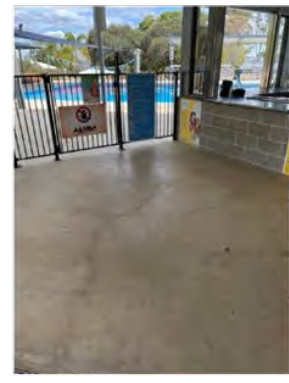
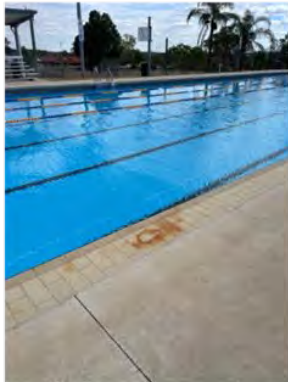


**12. LEARN TO SWIM**

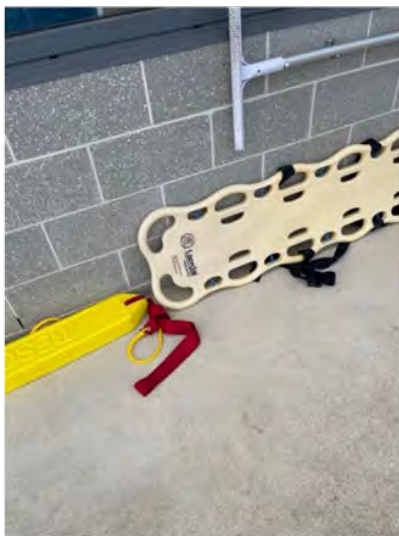
No.	Item	Range	Score	Comp.	Comments
12.1	Are teachers trained in the emergency action plan (EAP)?	0 or 5	5	C	
12.2	Is information about swimming class participants' medical histories sought and made available to teachers?	0 or 5	5	C	
12.3	Are emergency procedures practiced with lesson groups?	0 or 5	5	C	
12.4	Are recommended teacher-to-pupil ratios not exceeded?	0 or 5	5	C	Age/Ability <span style="float:right">Checked</span> 3-5 years, 1:5 <input type="checkbox"/> Beginners, 1:10 <input type="checkbox"/> Intermediate, 1:12 <input type="checkbox"/> Advanced, 1:15 <input type="checkbox"/> Disability, 1:6 <input type="checkbox"/>
12.5	Are lessons held in areas appropriate to the level and activity being taught and the abilities of pupils?	0 - 5	5	C	
12.6	Are pre-school aquatic programs held in warmer water or for less time?	0 or 5	5	C	
12.7	Is sufficient attention given to protecting pupils from excessive exposure to wind, cold, heat and UV light (sun)?	0 - 5	5	C	Measure Taken <span style="float:right">Checked</span> Time of exposure <input type="checkbox"/> Protective clothing <input type="checkbox"/> Access to drinks <input type="checkbox"/> Sunscreen <input type="checkbox"/>
12.8	Do teachers observe guidelines for the teaching of diving?	0 or 5	n/a		Practice <span style="float:right">Checked</span> Running dives prohibited <input type="checkbox"/> Surface glide (waist depth) <input type="checkbox"/> Crouch dive (1.5m) <input type="checkbox"/> Standing dive (1.5m) <input type="checkbox"/>
12.9	If diving is taught in depths below 1.5m, has a risk assessment been done?	0 or 5	n/a		

Summary - Section 12		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	35	35

### OBSERVATIONS - MURGON JUBILEE SWIMMING POOL



### OBSERVATIONS - MURGON JUBILEE SWIMMING POOL





## SAFETY IMPROVEMENT PLAN MURGON JUBILEE SWIMMING POOL

<b>Facility:</b> Murgon Jubilee Swimming Pool	<b>Site Supervisor:</b> Lori
<b>Inspection date:</b> 9 October 2023	<b>Auditor:</b> Les Mole

Item	Risk (L, M, H)	Priority (1 to 2)	Time frame to rectify	Proposed Rectification	Cost	Approved
- Update the SDS in office	M					
- The pool deck markings are to be updated to meet the Australian Standard AS2416 and the GSPO.	H					
-						
-						
-						
-						





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# SWIMMING POOL SAFETY ASSESSMENT AND SAFETY IMPROVEMENT PLAN

ANANGO SWIMMING POOL

## **SWIMMING POOL SAFETY ASSESSMENT AND SAFETY IMPROVEMENT PLAN**

### FOREWORD

The principle aims of the Royal Life Saving Society Australia (RLS) are to prevent loss of life and promote safe participation in water related activities. Royal Life Saving pursues these aims through:

- Provision of educational programs for Water Safety, Swimming and Lifesaving, Survival, Lifeguarding and Resuscitation and Emergency Care First Aid
- Promotion of public understanding of its important water safety and lifesaving messages through publicity, educational resources, competition and other events

Royal Life Saving produces the "Guidelines for Safe Pool Operation" (GSPO).

This document is recognised as the minimum standard for safety related issues for the aquatic industry. It provides a comprehensive guide for anyone involved in the design, construction, maintenance or management of an aquatic and recreation facility. Its purpose is to provide a guide to venue management thus ensuring safety standards and guidelines are being met for the prevention of accidents in and around aquatic environments.

During the safety assessment conducted at your venue it was measured against the safety standards and operational guidelines listed in the RLS Guidelines for Safe Pool Operation document.

The Swimming Pool Safety Assessment (enclosed) details the areas that were assessed.

In addition, a Safety Improvement Plan has been included which details additional recommendations for improving the safety of your venue.

This document and the Swimming Pool Safety Assessment should not be used exclusively for the purpose of determining whether the venue is providing a safe environment. Several aspects of the centre's operation may change from day to day, and this document is a tool, which merely aims to assist the venue management with identification of areas, which may need improvement or ongoing monitoring.



**VENUE: NANANGO SWIMMING POOL****DATE: 27 SEPTEMBER 2023****CONTENTS**

1. THE SAFETY ASSESSMENT PROCESS
2. THE SAFETY IMPROVEMENT PLAN
3. PERSONNEL INVOLVED IN THE ASSESSMENT
4. SAFETY SCORE
5. SUMMARY RECOMMENDATIONS
6. APPENDICES
  - APPENDIX A - SWIMMING POOL SAFETY ASSESSEMENT CHECKLIST
  - APPENDIX B - OBSERVATIONS
  - APPENDIX C - SAFETY IMPROVEMENT



# 1 THE SAFETY ASSESSMENT PROCESS

A Swimming Pool Safety Assessment of the Nanango Swimming Pool was conducted on the 27 September 2023.

During the assessment a Swimming Pool Safety Assessment (SPSA) Checklist was completed. The SPSA contains questions developed by The Royal Life Saving Society Australia (RLS) reflecting current Occupational Health and Safety and aquatic and recreation best practice models. Your venue was assessed using this checklist. In addition, a Safety Improvement Plan is attached.

When using the assessment, the RLS assessor will determine firstly if the areas to be assessed are relevant to your venue. If relevant, the assessor will then detail your centre's compliance or non-compliance to the requirements listed.

For example, there is a section on Facility Design with general items relating to the premises, the pool, the concourse, and other common physical features of swimming pools. More specialised features, such as wave pools, water slides, and spas are assessed in separate sections. If a venue does not have these features they are not assessed and are not included in this report.

The assessment is based on the assessor's knowledge of the relevant statutory requirements, Australian Standards, the RLS Guidelines for Safe Pool Operation, QLD Health Guidelines, Local Government Regulations and is limited to the observations and information available on the day of the assessment.

Each item is awarded a score from 0 to 5. Some items involve a degree of compliance and receive a score from 0 to 5. Others either comply or do not comply and receive a score of either 0 or 5. Scores of 0, 1 or 2 indicate non-compliance. Scores of 3 or higher indicate compliance.

The Safety Improvement Plan is then formed on the results of this Swimming Pool Safety Assessment.

Several key items on the assessment may be verified/observed on one day, and the conditions in which this compliance occurs may change on another day (e.g., the number of lifeguards required will vary depending on factors such as the number of patrons, the weather or the activities being undertaken).



## 2 THE SAFETY IMPROVEMENT PLAN

The Safety Improvement Plan is based on the results of the Safety Assessment. It suggests possible actions for rectifying or improving features or practices reported in the corresponding item of the Safety Assessment.

Recommendations are made for each non-complying item.

Recommendations may also be made for items where compliance was achieved but which did not receive the highest score, or where, in the opinion of the assessor, local conditions warrant some comment.

The RLS and its assessors recognise that some difficulties faced by the venue managers and staff are often the result of the physical infrastructure at the venue. Features like pool depth or surfaces cannot be changed quickly or easily. Management of such hazards may be just as effective as making alterations to the feature. Some of the items in the Safety Assessment checklist have been written to take management issues into account. Similarly, some of the recommendations in the Safety Improvement Plan suggest measures for managing hazards where physical features are not easily altered. There may

be other instances where venue management and staff have a greater familiarity with the specific problem than the assessor and are able to suggest management measures as a viable alternative to the recommendations in the Safety Improvement Plan.

The Safety Improvement Plan also assigns a level of risk to each item (under the heading "Risk"). The scale is based on the examples of risk definition and classification given in Appendix D of Australian Standard AS/NZS 4360: 2004, Risk Management, and is presented in the table below.

NB: Risk levels in the following table are indicative of the risk associated with non-compliance for each item in the Safety Assessment. They are not a judgement of the risk associated with the relevant feature at the facility and do not constitute a proper risk assessment. These risk levels are listed in the Safety Improvement Plan for reference only. Other factors which can influence a risk assessment may require observation over a longer period than that of the Safety Assessment. Venue owners and management wishing to conduct a proper risk assessment are advised to consult AS/NZS 4360 and appropriate authorities and experts.

Level of Risk	Description
High (H)	Moderate to high likelihood. Major injury or loss of life.
Significant (S)	Rare to Moderate likelihood, with major injury or loss of life. Moderate to High likelihood, with inconvenience or minor injury.
Moderate (M)	Rare to Moderate likelihood, with inconvenience or minor injury.
Low (L)	Rare to Moderate likelihood, with inconvenience.

## RECOMMENDATIONS ON OPERATIONAL MATTERS

It is recommended that an external independent inspection be undertaken at least annually, in order to:

- a. Assess that current safety standards are maintained on an ongoing basis
- b. Gain external and non-biased assistance in identifying hazards and safety issues, thus ensuring changes in the venue's operation have not adversely affected the safe operation of the venue, e.g. changes in programming
- c. Ensure access to updated information and advice on Safety Standards being adopted in aquatic facilities

### 3 PERSONNEL INVOLVED IN THE ASSESSMENT

ASSESSOR:

Les Mole – Managing Director, Pool Star Pty Ltd

PO Box 3158, Birkdale QLD 4159

T: 0438 227 919 E: [les@vici.com.au](mailto:les@vici.com.au)

### 4 SAFETY SCORE

The purpose of the Safety Score is to provide a benchmark to the percentage of RLSSA safety issues the venue has addressed. The Safety Score can be compared by the centre year to year to show improvement and monitor the progress the Centre is making in relation to the items assessed.

A score is derived as a percentage using the following methods:

1. The two key numbers (safety indicators) are firstly identified -
  - a. The number of questions on the checklist the assessor believes is applicable to the venue - the "Safety Denominator".
  - b. The number of questions which are successfully answered/verified/observed by the assessor - the "Safety Numerator".
2. The second number is divided by the first, and then multiplied by 100. This produces a simple score indicative of the safety level of the venue - the "Safety Score"

In this exercise queries are considered unsuccessful answers, and they should be followed through by the venue management to ensure they are satisfied.

The score does not give any weight to the probability or consequences of any of these issues, and prioritising actions to address any shortcomings this report identifies remains the responsibility of the venue management.

The Safety Score achieved, and continued maintenance of the standards observed will depend on the continuing observance of the recommendations made in the Safety Improvement Plan, and ongoing compliance with the Guidelines of Safe Pool Operation.



## 5 SUMMARY RECOMMENDATIONS

The Swimming Pool Safety Assessment completed at the Nanango Swimming Pool on 27 September 2023 achieved a Safety Score of 95. This result needs to be improved by:

- Implementation of the Safety Improvement Plan
- Regular internal reviews of the issues affecting safety at the Centre
- Internal Assessments
- Compliance with the RLS Guidelines for Safe Pool Operation and other statutes and regulations
- Continued periodic independent Swimming Pool Safety Assessments

Safety Score Summary for the Nanango Swimming Pool - 95

Section	Title	Total Achieved	Total Possible	Percentage (%)
1	Administration	85	85	100
2	First Aid	35	35	100
3	Technical Operations	145	145	100
4	Facility Design	229	260	88
5	Spa	N/A	N/A	N/A
6	Dive Pool(s)	N/A	N/A	N/A
7	Water Slide(s)	N/A	N/A	N/A
8	Wave Pool(s)	N/A	N/A	N/A
9	River(s)	N/A	N/A	N/A
10	Water Features	N/A	N/A	N/A
11	General Supervision	85	85	100
12	Learn to Swim	35	35	100
<b>Safety Numerator:</b>		<b>614</b>		
<b>Safety Denominator:</b>			<b>645</b>	
<b>Safety Score:</b>				<b>95</b>

## 6 APPENDICES

A) SWIMMING POOL SAFETY ASSESSMENT CHECKLIST	PAGE 9
B) OBSERVATIONS FROM AUDIT CONDUCTED AT THE FACILITY ON 27 September 2023	PAGE 34
C) SAFETY IMPROVEMENT PLAN	PAGE 36





**VENUE:** Nanango Swimming Pool

**DATE OF ASSESSMENT:** 27/9/23

**1. ADMINISTRATION**

No.	Item	Range	Score	Comp.	Comments
1.1	Is there an Operations Manual?	0 or 5	5	C	
1.2	Is there a current copy of the GSPO?	0 or 5	5	C	
1.3	Is the Operations Manual(s) facility-specific?	0 - 5	5	C	Section <span style="float:right">Checked</span> Physical Layout <input type="checkbox"/> Staff Structure <input type="checkbox"/> Personnel <input type="checkbox"/> Staff Procedures <input type="checkbox"/> Training <input type="checkbox"/> Occ. Health & Safety <input type="checkbox"/> Emergency Action Plan <input type="checkbox"/> Reporting <input type="checkbox"/> Maintenance <input type="checkbox"/> Water Quality <input type="checkbox"/> Programs <input type="checkbox"/>
1.4	Has an Emergency Action Plan (EAP), which includes sections for different scenarios and locations, been developed?	0 - 5	5	C	Scenario/Ratio <span style="float:right">Checked</span> First Aid <input type="checkbox"/> Aquatic <input type="checkbox"/> Theft <input type="checkbox"/> Assault <input type="checkbox"/> Fire <input type="checkbox"/> Bomb Threat <input type="checkbox"/> Toxic/Chemical Leak <input type="checkbox"/> Power Shortage <input type="checkbox"/> Evacuation <input type="checkbox"/> Warden Duties <input type="checkbox"/>
1.5	Has there been a practice of a full centre evacuation during operational hours within the last 12 months? <i>Note: Training or attendance logs may be presented.</i>	0 or 5	5	C	
1.6	Are the Operations Manual and EAP regularly reviewed? Note: During the last 12 months.	0 - 5	5	C	
1.7	Are all facility staff trained in the EAP? <i>Note: Training or attendance logs may be presented.</i>	0 - 5	5	C	
1.8	Do all lifeguards hold a current recognized lifeguarding qualification?	0 or 5	5	C	
1.9	Do lifeguards undertake in-service training covering all areas of Lifeguard skills? <i>Note: Training or attendance logs may be presented.</i>	0 - 5	5	C	Session <span style="float:right">Checked</span> Emergency procedures <input type="checkbox"/> Initiative assessment <input type="checkbox"/> Lifesaving skills <input type="checkbox"/> Resuscitation <input type="checkbox"/> Oxygen equipment <input type="checkbox"/> First Aid <input type="checkbox"/> Deep Water Recovery <input type="checkbox"/>
1.10	How often do Lifeguards undertake this training?	0 - 5	5	C	Frequency <span style="float:right">Checked</span> No in-service training <input type="checkbox"/> 1 per season <input type="checkbox"/> 2 or 3 per season <input type="checkbox"/> 4 per season <input checked="" type="checkbox"/> x 5 or more per season <input type="checkbox"/>
1.11	Do all First Aiders hold a current recognized First Aid qualification? <i>Note: A First Aider is any staff member expected or likely to perform First Aid.</i>	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments																						
1.12	Do all program leaders, including swim teachers, hold appropriate and current swim teaching qualifications? <i>Note: May include qualifications for infants, special needs.</i>	0 or 5	5	C																							
1.13	Do all staff dealing with customers with special needs have appropriate training? <i>Note: Training may include qualifications, manual handling, or in equipment and procedures.</i>	0 - 5	5	C																							
1.14	Do all staff who deal with chemicals have appropriate training? <i>Note: Training or qualifications may be cited.</i>	0 - 5	5	C																							
1.15	Is there an agreement/contract for all hirers of all or part(s) of the facility? <i>Note: Hirers may include school groups.</i>	0 or 5	n/a																								
1.16	Does the contract specify minimum conditions of service provision and conduct?	0 - 5	n/a		<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Numbers using facility</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Supervision of activities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Number of lifeguards present</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>List or summary of rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Provision of First Aid</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Responsibilities during an emergency</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Medical conditions of participants</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Emergency Action Plan</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Numbers using facility	<input type="checkbox"/>	Supervision of activities	<input type="checkbox"/>	Number of lifeguards present	<input type="checkbox"/>	List or summary of rules	<input type="checkbox"/>	Provision of First Aid	<input type="checkbox"/>	Responsibilities during an emergency	<input type="checkbox"/>	Medical conditions of participants	<input type="checkbox"/>	Emergency Action Plan	<input type="checkbox"/>				
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1.17	Is the oxygen equipment serviced according to the manufacturer's recommendation, or at least annually?	0 or 5	5	C																							
1.18	Are reports made for every incident involving life-threatening hazards, and First Aid?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Casualty's name, sex, DOB</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Witness details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Incident time and place</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Incident description</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Action taken</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Nature of injury or disease</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Bodily location</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Treatment description</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Emergency services details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Casualty's name, sex, DOB	<input type="checkbox"/>	Guardian details	<input type="checkbox"/>	Witness details	<input type="checkbox"/>	Incident time and place	<input type="checkbox"/>	Incident description	<input type="checkbox"/>	Action taken	<input type="checkbox"/>	Nature of injury or disease	<input type="checkbox"/>	Bodily location	<input type="checkbox"/>	Treatment description	<input type="checkbox"/>	Emergency services details	<input type="checkbox"/>
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Emergency services details	<input type="checkbox"/>																										
1.19	Are incident reports kept, either at the facility or at municipal premises, for an appropriate time?	0 or 5	5	C																							

Summary - Section 1		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	85	85



**2. FIRST AID**

No.	Item	Range	Score	Comp.	Comments																																																																										
2.1	Is there a designated First Aid room or area of appropriate size and configuration?	0 - 5	5	C	<table border="0"> <tr> <td><i>Feature</i></td> <td><i>Checked</i></td> </tr> <tr> <td>0-500: 1 bed</td> <td><input type="checkbox"/></td> </tr> <tr> <td>500-1000: 15m<sup>2</sup>, 1 bed &amp; stretcher access</td> <td><input type="checkbox"/></td> </tr> <tr> <td>1000+: 35m<sup>2</sup>, 2 beds &amp; stretcher access</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Multi-purpose room used</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Screen provided</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Toilet close by</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Wide exit bay closed by</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Feature</i>	<i>Checked</i>	0-500: 1 bed	<input type="checkbox"/>	500-1000: 15m <sup>2</sup> , 1 bed & stretcher access	<input type="checkbox"/>	1000+: 35m <sup>2</sup> , 2 beds & stretcher access	<input type="checkbox"/>	Multi-purpose room used	<input type="checkbox"/>	Screen provided	<input type="checkbox"/>	Toilet close by	<input type="checkbox"/>	Wide exit bay closed by	<input type="checkbox"/>																																																										
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2.2	Is the First Aid room or area easily identified? <i>Note: Standard signage is a white cross on a green background. The words "First Aid" should also appear.</i>	0 - 5	5	C																																																																											
2.3	Does the main First Aid room contain the following:																																																																														
2.4	Is there sufficient stock of appropriate First Aid equipment?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td><i>Checked</i></td> </tr> <tr><td>Emergency phone no's</td><td><input type="checkbox"/></td></tr> <tr><td>1 pr. scissors</td><td><input type="checkbox"/></td></tr> <tr><td>1 box dispos. latex gloves</td><td><input type="checkbox"/></td></tr> <tr><td>2 triangular bandages</td><td><input type="checkbox"/></td></tr> <tr><td>4 sterile eye pads</td><td><input type="checkbox"/></td></tr> <tr><td>20 safety pins</td><td><input type="checkbox"/></td></tr> <tr><td>Adhesive tape</td><td><input type="checkbox"/></td></tr> <tr><td>15 sterile large wound dr.</td><td><input type="checkbox"/></td></tr> <tr><td>1 heavy crepe bandage</td><td><input type="checkbox"/></td></tr> <tr><td>1 burns module</td><td><input type="checkbox"/></td></tr> <tr><td>1 eye module</td><td><input type="checkbox"/></td></tr> <tr><td>4 med. unmed. dressing</td><td><input type="checkbox"/></td></tr> <tr><td>4 large unmed. dressing</td><td><input type="checkbox"/></td></tr> <tr><td>2 pk. gauze, 7.5x7.5cm</td><td><input type="checkbox"/></td></tr> <tr><td>1 pk. sterile adhesive dress</td><td><input type="checkbox"/></td></tr> <tr><td>2 ice packs</td><td><input type="checkbox"/></td></tr> <tr><td>1 pk. Sterile wound closure</td><td><input type="checkbox"/></td></tr> <tr><td>1 thermometer</td><td><input type="checkbox"/></td></tr> <tr><td>1 pr. tweezer</td><td><input type="checkbox"/></td></tr> <tr><td>Basic first aid notes</td><td><input type="checkbox"/></td></tr> <tr><td>Liquid skin antiseptic</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2">Extras for First Aid Room:</td></tr> <tr><td>1 pr. 125mm dress, Forceps</td><td><input type="checkbox"/></td></tr> <tr><td>1 st. steel kidney tray</td><td><input type="checkbox"/></td></tr> <tr><td>1 dispos. drinking vessel</td><td><input type="checkbox"/></td></tr> <tr><td>1 pocket torch</td><td><input type="checkbox"/></td></tr> <tr><td>Soap and nail brush</td><td><input type="checkbox"/></td></tr> <tr><td>Paper towel in dispenser</td><td><input type="checkbox"/></td></tr> <tr><td>Clean uniform(s)</td><td><input type="checkbox"/></td></tr> <tr><td>Sunscreen</td><td><input type="checkbox"/></td></tr> <tr><td>Towels</td><td><input type="checkbox"/></td></tr> <tr><td>Safety Data Sheets</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2">Extras for Lifeguards:</td></tr> <tr><td>1 pocket face mask</td><td><input type="checkbox"/></td></tr> <tr><td>1 pair of disposable gloves</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"><i>Note: Lifeguards should have ready access to gloves and a pocket face mask. For SDS, see 3.8 and 3.9.</i></td></tr> </table>	<i>Item</i>	<i>Checked</i>	Emergency phone no's	<input type="checkbox"/>	1 pr. scissors	<input type="checkbox"/>	1 box dispos. latex gloves	<input type="checkbox"/>	2 triangular bandages	<input type="checkbox"/>	4 sterile eye pads	<input type="checkbox"/>	20 safety pins	<input type="checkbox"/>	Adhesive tape	<input type="checkbox"/>	15 sterile large wound dr.	<input type="checkbox"/>	1 heavy crepe bandage	<input type="checkbox"/>	1 burns module	<input type="checkbox"/>	1 eye module	<input type="checkbox"/>	4 med. unmed. dressing	<input type="checkbox"/>	4 large unmed. dressing	<input type="checkbox"/>	2 pk. gauze, 7.5x7.5cm	<input type="checkbox"/>	1 pk. sterile adhesive dress	<input type="checkbox"/>	2 ice packs	<input type="checkbox"/>	1 pk. Sterile wound closure	<input type="checkbox"/>	1 thermometer	<input type="checkbox"/>	1 pr. tweezer	<input type="checkbox"/>	Basic first aid notes	<input type="checkbox"/>	Liquid skin antiseptic	<input type="checkbox"/>	Extras for First Aid Room:		1 pr. 125mm dress, Forceps	<input type="checkbox"/>	1 st. steel kidney tray	<input type="checkbox"/>	1 dispos. drinking vessel	<input type="checkbox"/>	1 pocket torch	<input type="checkbox"/>	Soap and nail brush	<input type="checkbox"/>	Paper towel in dispenser	<input type="checkbox"/>	Clean uniform(s)	<input type="checkbox"/>	Sunscreen	<input type="checkbox"/>	Towels	<input type="checkbox"/>	Safety Data Sheets	<input type="checkbox"/>	Extras for Lifeguards:		1 pocket face mask	<input type="checkbox"/>	1 pair of disposable gloves	<input type="checkbox"/>	<i>Note: Lifeguards should have ready access to gloves and a pocket face mask. For SDS, see 3.8 and 3.9.</i>	
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2.5	Is there at least one portable first aid kit? <i>Note: Lifeguards' bum-bags, if appropriately stocked, may be considered.</i>	0 or 5	5	C																																																																											



No.	Item	Range	Score	Comp.	Comments																
2.6	Is the first aid kit fully stocked? <i>Note: Stations without First Aid materials are "rescue" stations</i>	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>First Aid kit</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Pocket face mask</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Oxygen equipment</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Chair</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Blanket</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	First Aid kit	<input type="checkbox"/>	Pocket face mask	<input type="checkbox"/>	Oxygen equipment	<input type="checkbox"/>	Chair	<input type="checkbox"/>	Blanket	<input type="checkbox"/>				
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2.7	Is functioning oxygen equipment available?	0 or 5	5	C	Bag/Valve/Mask.																
2.8	Is the oxygen equipment stored safely ready for use?	0 or 5	5	C	<table border="0"> <tr> <td><i>Feature</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Cylinder is off</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Regulator correctly fitted</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Tubing in good condition</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Therapy mask</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare tubing</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare seal</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare cylinder</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Feature</i>	<i>Checked</i>	Cylinder is off	<input type="checkbox"/>	Regulator correctly fitted	<input type="checkbox"/>	Tubing in good condition	<input type="checkbox"/>	Therapy mask	<input type="checkbox"/>	Spare tubing	<input type="checkbox"/>	Spare seal	<input type="checkbox"/>	Spare cylinder	<input type="checkbox"/>
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Summary - Section 2		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	35	35



### 3. TECHNICAL OPERATIONS

No.	Item	Range	Score	Comp.	Comments
3.1	Is all pool water (including spa) monitored and maintained within regulations set by local statutory authorities?	0 or 5	5	C	Required test: Monitoring of pool water should comply with QLD Health Swimming & Spa Pool Water Quality and Operational Guidelines; September 2019.
3.2	Is there a plant operations logbook or diary and are adjustments and treatments recorded?	0 or 5	5	C	
3.3	Are pools open for use pools sufficiently clear?  <i>Note: Bottom of pool at deep end clearly visible from sides of pool.</i>	0 or 5	5	C	
3.4	Is the chemical storage area clean and tidy?	0 or 5	5	C	
3.5	Are dry chemicals stored off the floor?	0 or 5	5	C	
3.6	Are dry chemicals stored to prevent mixing?	0 or 5	5	C	
3.7	Can liquids spill onto dry chemicals?	0 or 5	5	C	
3.8	Are chemicals separated by the appropriate distance?	0 or 5	5	C	Hypo & HCL $\geq$ 5m <input type="checkbox"/> Dry Chlorine & HCL $\geq$ 5m <input type="checkbox"/> Hypo & Dry Chlorine $\geq$ 5m <input type="checkbox"/>
3.9	Has a risk assessment been done on the storage and use of Dangerous Goods and Hazardous Substances?	0 or 5	5	C	
3.10	Are all chemical storage areas clearly labelled?  <i>Note: Each chemical in the storage area should be labelled. Container labels may be large enough in some cases</i>	0 or 5	5	C	
3.11	Are "HAZCHEM" signs posted immediately outside plant rooms and at all entries to the facility?	0 or 5	5	C	
3.12	Is correct signage specifying, for each chemical, the HAZCHEM code, Class, and Subsidiary Risk, prominently displayed immediately outside storage areas and on storage containers?  <i>Note: Combination signs outside delivery points or storage areas should display the HAZCHEM code and Subsidiary risk labels</i>	0 - 5	5	C	
3.13	Are Safety Data Sheets (SDS) available for each stored chemical, including those used for cleaning?  <i>Note: 3.13 becomes non-compliant if either of 3.14 &amp; 3.15 are non-compliant</i>	0 or 5	5	C	
3.14	Have all SDS's been prepared by the manufacturer or importer?  <i>Note: Not generic or prepared by a third party.</i>	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments
3.15	Are all SDS's current? <i>Note: Within last 5 years.</i>	0 or 5	5	C	
3.16	Are SDS's stored in the chemical storage area and one other location remote from the chemical storage area?	0 or 5	5	C	
3.17	Has a Dangerous Goods manifest been prepared as per OH&S Act 2000 No.40?	0 or 5	5	C	
3.18	Has a Dangerous Goods manifest been prepared as per OH&S Act 2000 No.40?	0 or 5	5	C	Name & contact details of the occupier of the premises <input type="checkbox"/> Address of the premise <input type="checkbox"/> Date the manifest was prepared <input type="checkbox"/> Contact details (2 people) <input type="checkbox"/> Summary list of classes and packing groups of the dangerous goods <input type="checkbox"/> A plan of the premises <input type="checkbox"/>
3.19	Has a Hazardous Substances register been prepared? <i>Note: Register should contain list of substances and relevant SDSs</i>	0 or 5	5	C	
3.20	Is spill containment sufficient (110% of capacity) for bulk storage of liquid chemicals?	0 or 5	5	C	
3.21	Is the crest locus limit angle $\geq 26.5^\circ$ ? <i>Note: See diagram below</i>	0 or 5	5	C	
3.22	Is an emergency procedure in place for chemical spills and leaks?	0 or 5	5	C	
3.23	Is appropriate Personal Protective Equipment (PPE) provided in plant rooms and chemical handling areas?	0 or 5	5	C	PPE <span style="float: right;"><i>Checked</i></span> Eye (goggles) <input type="checkbox"/> Face (shield) <input type="checkbox"/> Respiratory (dust mask) <input type="checkbox"/> Hearing (earmuffs) <input type="checkbox"/> Hand (gloves) <input type="checkbox"/> Foot (boots) <input type="checkbox"/> Body (overalls or apron) <input type="checkbox"/>
3.24	Is PPE stored and maintained for immediate and correct operation?	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments
3.25	Is signage displayed in plant rooms and chemical handling areas promoting the use of the required PPE (refer question 3.13)?	0 - 5	5	C	
3.26	Are all pipes, valves and pumps, controlling water and chemical feeds, clearly labelled?	0 - 5	5	C	
3.27	Do pipe markers have the correct colour?	0 - 5	5	C	Water - Green <input type="checkbox"/> Hypo - Violet <input type="checkbox"/> Chlorine Gas - Violet <input type="checkbox"/> CO2 - Yellow Ochre <input type="checkbox"/>
3.28	Is there signage prohibiting smoking and indicating restricted access (e.g. "Staff Only") at entrances to, and inside, the plant room and chemical storage areas?	0 - 5	5	C	 "Staff Only"
3.29	Is a dump shower and eye wash provided within 7 metres of the chemical delivery point?  <i>Note: A first aid eye module may be provided in place of eyewash.</i>	0 or 5	5	C	
3.30	Is a functional self-contained breathing apparatus provided?	0 or 5			

*In those facilities using chlorine gas for water sanitation:*

3.31	Are chlorine gas cylinders stored appropriately?	0 or 5			Away from heat sources? <input type="checkbox"/> 3m away from combustible matter? <input type="checkbox"/> With adequate ventilation? <input type="checkbox"/> On a base / floor which is in good condition? <input type="checkbox"/>
3.32	Are cylinder outlets plugged and securely capped when not in use?	0 or 5			
3.33	Is chlorine gas stored at an appropriate distance from public and protected places?  <i>Note: See definition of protected and public places below</i>	0 or 5			≥15m from a public place <input type="checkbox"/> ≥25m from a protected place <input type="checkbox"/>
3.34	Are chlorine cylinders secured to prevent their falling and sustaining damage to tanks or fittings?	0 or 5			
3.35	Is there a functional gas leak detection system installed with audible and visual alarms?	0 or 5			

Australian Standard AS/NZS 2927:2001  
The Storage and Handling of Liquefied Chlorine Gas defines a Protected Place as:

- a) "A dwelling, place of worship, public building, school or college, childcare facility, hospital, theatre, or any building or open area in which people are accustomed to assemble, whether within or outside the property boundary of the installation;
- b) A factory, workshop, office, store, warehouse, shop or building where people who are not associated with the operation of the chlorine installation are employed;
- c) A ship lying at permanent berthing facilities;
- d) Any storage facility for dangerous goods that exceeds minor storage quantities and is outside the property boundary of the installation."

Australian Standard AS/NZS 2927:2001 The Storage and Handling of Liquefied Chlorine Gas defines a Public Place as:  
"Any place other than private property, open to the public, which the public has a right to use and which includes a public road. Private car parking areas are not considered to be public places".

No.	Item	Range	Score	Comp.	Comments
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*In facilities generating Ozone:*

3.36	Is there a functional ozone detection system that shuts down the ozone plant at atmospheric concentrations of 0.3 ppm and triggers audible and visual alarms at 0.1 ppm?	0 or 5			
3.37	Is there a remote switch to shut down ozone generation?  <i>Note: The switch should be outside the ozone generation area.</i>	0 or 5			

*In those facilities using carbon dioxide gas for pH control:*

3.38	Are carbon dioxide gas cylinders secured to prevent their falling and sustaining damage to tanks or fittings?	0 or 5			
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*In those facilities generating sodium hypochlorite:*

3.39	Is hydrogen gas vented to the atmosphere or otherwise prevented from building up in the generation plant?	0 or 5			
3.40	Is there a functional gas leak detection system installed with audible and visual alarms?	0 or 5			



**Summary - Section 3**

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	145	145







No.	Item	Range	Score	Comp.	Comments																		
4.12	Are depth markers clearly visible from within the pool?  <i>Note: Additional markings may increase visibility and reduce uncertainty.</i>	0 or 5	0	NYC	Depth Marking Markings <sup>3</sup> 100mm high <input type="checkbox"/> Contrasting colour <input type="checkbox"/> Visible from pool <input type="checkbox"/> <span style="float: right;">Checked</span>																		
4.13	Are depth markers clearly visible from the concourse?  <i>Note: Additional markings may increase visibility and reduce uncertainty.</i>	0 or 5	0	NYC	Depth Marking Markings <sup>3</sup> 100mm high <input type="checkbox"/> Contrasting colour <input type="checkbox"/> Visible from concourse <input type="checkbox"/> <span style="float: right;">Checked</span>																		
4.14	Is there sufficient signage identifying deep water, shallow water, particularly at pool entry points?  <i>Note: Advisory warnings may include "Danger - Deep Water" and "Caution - Shallow Water."</i>	0 or 5	2	NYC	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Pool</th> <th style="text-align: center;">Deep</th> <th style="text-align: center;">Shallow</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table> <p>At gradient changes: <input type="checkbox"/></p>	Pool	Deep	Shallow	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
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4.15	Is deep water / shallow water signage compliant with the current Australian Standard?	0 or 5	4	NYC																			
4.16	Is all Do Not Dive signage compliant with the current Australian Standard?	0 or 5	3	NYC																			
4.17	In water under 1.8 metres in depth, is do not dive signage displayed?	0 or 5	5	C																			
4.18	If diving is to be conducted in water depth under 2.0 metres is appropriate signage displayed?	0 or 5	5	C																			
4.19	Are there barriers, appropriate signage or other management measures to control traffic on the concourse adjacent to deep water?	0 or 5	5	C																			
4.20	Are toddlers' and learners' pools located away from deep-water pools, or are there sufficient and appropriate barriers between adjacent shallow and deep- water areas?	0 or 5	5	C																			
4.21	Are ladders only used as entries and exits into deep water?	0 or 5	5	C																			
4.22	Are entry and exit points provided on both sides of pool at each end?	0 - 5	5	C																			
4.23	Are lanes wide enough for their intended use?  <i>Note: At time of assessment.</i>	0 or 5	5	C																			
4.24	Are leisure activities conducted in appropriate water depths?  <i>Note: At time of assessment</i>	0 or 5	5	C																			



No.	Item	Range	Score	Comp.	Comments														
4.25	Are backstroke flags present when lap swimming is being conducted?	0 or 5	5	C															
4.26	Do backstroke flags contrast against background and located 5 metres from pool edge? 0 or 5	0 or 5	5	C															
4.27	Are advisory signs, other than those associated with depth markings, used, when and where appropriate?  <i>Note: At time of assessment.</i>	0 or 5	5	C	<table border="0"> <tr> <td>Sign</td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>"Slippery when wet"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Cleaning in progress"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Pool closed"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Changing water conditions"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Lap lane speeds</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Swim lessons/programs</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	Sign	<i>Checked</i>	"Slippery when wet"	<input type="checkbox"/>	"Cleaning in progress"	<input type="checkbox"/>	"Pool closed"	<input type="checkbox"/>	"Changing water conditions"	<input type="checkbox"/>	Lap lane speeds	<input type="checkbox"/>	Swim lessons/programs	<input type="checkbox"/>
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4.28	Is the nature of the concourse surface intended to be slip-resistant?  <i>Note: Evidence of the standard of slip resistance may be supplied.</i>	0 or 5	5	C															
4.29	Does the concourse appear to be maintained?  <i>Note: Maintenance may include regular cleaning.</i>	0 - 5	5	C															
4.30	Is there sufficient drainage of the concourse?	0 - 5	5	C															
4.31	Is equipment stored on the pool concourse positioned to allow safe traffic flow?	0 - 5	5	C															
4.32	Is the concourse width, without obstructions or fittings, 3.0 metres or greater?	0 - 5	5	C															
4.33	Does any equipment stored on the concourse, obstruct lifeguards' sight lines? i.e. Pool cover reels or play	0 - 5	5	C															
4.34	Is the concourse free of any trip and entrapment hazards? i.e. Equipment anchors, or other fittings, or are such trip or entrapment hazards reduced through management?  <i>Note: Hazards include starting block or flagpole anchors. Management may include signage or barriers.</i>	0 or 5	5	C															
4.35	Is permanently installed electrical equipment located away from the pool(s)?  <i>Note: P.A. systems, lighting, etc.</i>	0 or 5	5	C															
4.36	Are General Power Outlets (GPO's) located at least 3.0m from the pool(s)?	0 or 5	5	C															
4.37	If GPO's are located within 3m of the pool, are they a minimum of 1m above finished surface?	0 or 5	5	C															
4.38	If GPO's are located within 3m of the pool or outdoors, do they have waterproof covers?	0 or 5	5	C															



No.	Item	Range	Score	Comp.	Comments												
4.39	<p>Do steps provided for entry and exit to pool(s) or its surrounds have handrails that conform to the following access standards?</p> <p>Feature                      Standard                      Diameter                      30-50mm                      Distance from wall.      ³ 50mm                      Dist. Above steps      865-1000mm</p>	0 or 5	5	C	Location: _____ Diameter 30-50mm Dist. To walls ³ 50mm Avg. height. _____ Location: _____ Diameter 30-50mm Dist. To walls ³ 50mm Avg. height. _____ Location: _____ Diameter 30-50mm Dist. To walls ³ 50mm Avg. height. _____												
4.40	Are change rooms easily accessible?	0 - 5	5	C													
4.41	<p>Are change rooms lit to a level of 80 lux or greater?</p> <p><i>Note: At time of inspection only.</i></p>	0 - 5	5	C													
4.42	Are change room floors, including those in the showers and shower walls, of a slip-resistant nature?	0 - 5	5	C													
4.43	Do the change room floor and shower walls appear to be maintained?	0 - 5	5	C													
4.44	Is the water temperature in hand basins and showers no more than 43°C?	0 or 5	5	C													
4.45	Are change rooms clearly identified with signage?	0 - 5	3	NYC	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>"Male"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Male symbol</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Female"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Female symbol</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Disabled" or "Family"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	"Male"	<input type="checkbox"/>	Male symbol	<input type="checkbox"/>	"Female"	<input type="checkbox"/>	Female symbol	<input type="checkbox"/>	"Disabled" or "Family"	<input type="checkbox"/>
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4.46	<p>Is there consideration given to special needs users?</p> <p><i>Note: Disabled change rooms may also be designated as "family" change rooms.</i></p>	0 - 5	2	NYC	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Ramps in pool</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Ramps on concourse</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Handrails</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Assisted lifting equipment</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Disabled change rooms or cubicles</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Ramps in pool	<input type="checkbox"/>	Ramps on concourse	<input type="checkbox"/>	Handrails	<input type="checkbox"/>	Assisted lifting equipment	<input type="checkbox"/>	Disabled change rooms or cubicles	<input type="checkbox"/>
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*Equipment for competitive events or training:*

4.47	Are starting blocks, whether permanent or removable, installed only over water 1.35 metres or deeper?	0 or 5	5	C	
4.48	Are starting blocks, when installed over water less than 2.0 metres in depth, isolated when not in use?	0 or 5	5	C	
4.49	<p>Are touch panels designed with smooth edges?</p> <p><i>Note: Panels are not required to be in situ to be assessed.</i></p>	0 or 5			



No.	Item	Range	Score	Comp.	Comments
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*Spectator stands:*

4.50	Do grandstands provide entry and exit to the concourse?	0 or 5	5	C	
4.51	Do entry and exit points to concourse affect concourse traffic flow?	0 - 5	5	C	
4.52	Are steps or other passages separated from seating areas?	0 or 5	5	C	
4.53	Do steps, or other entry and exit passages, have at least 2.2 metres clearance overhead?	0 or 5	5	C	

*Movable floor:*

4.54	Where a movable floor is installed, has the depth signage been calibrated to actually reflect the current depth?	0 or 5			
4.55	Can the depth signage be seen from within the pool?	0 or 5			
4.56	Can the depth signage be seen from the pool concourse?	0 or 5			
4.57	Are controls for the movable floor adjacent to that area and restricted to staff use?	0 or 5			
4.58	Do the controls for the movable floor require constant manual operations? i.e. Controls must be held to move the floor.	0 or 5			

*Bulkheads (booms):*

4.59	Are bulkheads properly installed? i.e. anchored when in position, etc.	0 or 5			
4.60	Is the upper surface of the bulkhead of a slip resistant nature?	0 or 5			
4.61	Is the surface of the bulkhead maintained?	0 - 5			

*Other wet areas:*

4.62	Does the hydrotherapy pool have the following features?	0 - 5			<table border="0"> <tr> <td><i>Feature:</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Disabled change room nearby</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Rectangular</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>800 to 1500mm deep</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Contrasting edges</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td><i>Handrails:</i></td> <td></td> </tr> <tr> <td>38mm diameter</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>50mm wall clearance</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Begin 75mm below surface</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Ramp 1:14 gradient</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Risers 100-150mm</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Treads <sup>a</sup> 280m</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Feature:</i>	<i>Checked</i>	Disabled change room nearby	<input type="checkbox"/>	Rectangular	<input type="checkbox"/>	800 to 1500mm deep	<input type="checkbox"/>	Contrasting edges	<input type="checkbox"/>	<i>Handrails:</i>		38mm diameter	<input type="checkbox"/>	50mm wall clearance	<input type="checkbox"/>	Begin 75mm below surface	<input type="checkbox"/>	Ramp 1:14 gradient	<input type="checkbox"/>	Risers 100-150mm	<input type="checkbox"/>	Treads <sup>a</sup> 280m	<input type="checkbox"/>
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4.63	Are there procedures for, and measures to control usage of, the sauna or steam room?	0 - 5			<table border="0"> <tr> <td><i>Measure:</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Entry can be locked open</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Restriction on entry</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Time of occupancy</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Nature of activity allowed</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Signage</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Procedure for emergency</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Measure:</i>	<i>Checked</i>	Entry can be locked open	<input type="checkbox"/>	Restriction on entry	<input type="checkbox"/>	Time of occupancy	<input type="checkbox"/>	Nature of activity allowed	<input type="checkbox"/>	Signage	<input type="checkbox"/>	Procedure for emergency	<input type="checkbox"/>										
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<b>Summary - Section 4</b>		
<b>Item</b>	<b>Achieved</b>	<b>Total Possible</b>
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	229	260



**5. SPA (s)**

No.	Item	Range	Score	Comp.	Comments
5.1	Is the spa suitable located for constant supervision?	0 or 5			
5.2	Is the spa sufficiently supervised?	0 or 5			
5.3	Is the maximum static water depth 1.1m?	0 or 5			
5.4	Is the static water depth for seating depth no more than 0.6m?	0 or 5			
5.5	Are handrail(s) provided with steps?	0 or 5			
5.6	Is the spa fitted with a functional thermostat which prevents the water temperature from exceeding 38°C and which must be manually reset?	0 or 5			
5.7	Is there an emergency stop button that switches off filtration and jets and triggers an audible and visible alarm?	0 or 5			
5.8	Is resetting the emergency stop restricted to staff only?	0 or 5			
5.9	Is there an automatic shutdown to prevent entrapment of foreign objects in suction inlets? <i>Note: "Wet deck" or skimmer box inlets may not require automatic shutdown. System may also provide multiple suction inlets.</i>	0 or 5			
5.10	Does the spa have a "shut down" period every 15 minutes?	0 or 5			
5.11	Can the depth signage of the spa be clearly viewed from within the spa?	0 or 5			
5.12	Can the spa depth signage be clearly viewed from outside of the spa?				
5.13	Is signage relating to the use and restrictions of the spa clearly displayed? <i>Note: Conditions marked * may be observed depending on the location of the spa and rules for supervision of children.</i>				<p><i>Obligatory Conditions</i></p> <p>General medical warning <input type="checkbox"/></p> <p>"Never put head under water" <input type="checkbox"/></p> <p>Child supervision in area* <input type="checkbox"/></p> <p>Drug and alcohol warning <input type="checkbox"/></p> <p>15 minutes maximum use <input type="checkbox"/></p> <p><i>Optional Conditions</i></p> <p>Pregnancy warning <input type="checkbox"/></p> <p>Heart condition warning <input type="checkbox"/></p> <p>Age limits* <input type="checkbox"/></p> <p>No use alone* <input type="checkbox"/></p>

Summary - Section 5		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		







No.	Item	Range	Score	Comp.	Comments																
6.11	<p>Are dive pools designed to GSPO recommendations?</p> <table border="0"> <tr> <td>Dimension</td> <td>Distance</td> </tr> <tr> <td>Overhead</td> <td>5.0m</td> </tr> <tr> <td>To side wall</td> <td>2.5m</td> </tr> <tr> <td>Between plummets</td> <td>2.5m</td> </tr> <tr> <td>Board/platform overhang</td> <td>1.5m</td> </tr> <tr> <td>Handrail height</td> <td>1.0m</td> </tr> <tr> <td>Between rails</td> <td>£ 0.33m</td> </tr> <tr> <td>Rail overhang</td> <td>£ 0.3m</td> </tr> </table> <p><i>Note: Recommended that boards under 1m have Perspex or similar transparent guard and boards over 1m have plummets on one side only.</i></p> <p><i>Note: All measures in metres. FINA: 378-379</i></p>	Dimension	Distance	Overhead	5.0m	To side wall	2.5m	Between plummets	2.5m	Board/platform overhang	1.5m	Handrail height	1.0m	Between rails	£ 0.33m	Rail overhang	£ 0.3m	0 or 5			<p>Plummet on one side only:</p> <p>Plummet 1: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 2: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 3: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 4: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p><i>Note: All measures in metres. FINA: 378-379</i></p>
Dimension	Distance																				
Overhead	5.0m																				
To side wall	2.5m																				
Between plummets	2.5m																				
Board/platform overhang	1.5m																				
Handrail height	1.0m																				
Between rails	£ 0.33m																				
Rail overhang	£ 0.3m																				
6.12	<p>Does the dive pool meet FINA specifications?</p> <table border="0"> <tr> <td>Plummet</td> <td>Depth</td> <td>Dist. Ahead</td> </tr> <tr> <td>1.0m</td> <td>3.4m</td> <td>5.0m</td> </tr> <tr> <td>3.0,5.0m</td> <td>3.7m</td> <td>6.0m</td> </tr> <tr> <td>7.5m</td> <td>4.1m</td> <td>8.0m</td> </tr> <tr> <td>10m</td> <td>4.5m</td> <td>11.0m</td> </tr> </table>	Plummet	Depth	Dist. Ahead	1.0m	3.4m	5.0m	3.0,5.0m	3.7m	6.0m	7.5m	4.1m	8.0m	10m	4.5m	11.0m	0 - 5			<p>Plummet 1: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 2: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 3: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 4: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p><i>FINA: 378-379</i></p>	
Plummet	Depth	Dist. Ahead																			
1.0m	3.4m	5.0m																			
3.0,5.0m	3.7m	6.0m																			
7.5m	4.1m	8.0m																			
10m	4.5m	11.0m																			

Summary - Section 6		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



## 7. WATER SLIDE (s)

Note: This section refers to water slides as defined in AS 3533.1: 2009 'Amusement rides and devices - Design and construction: a sloping flume over 3.0m in height from the top to the bottom'. In this assessment, slides under this height are classified as water features.

No.	Item	Range	Score	Comp.	Comments														
7.1	Is the slide inspected each day before it is opened?	0 or 5																	
7.2	Is the slide sufficiently supervised? <i>Note: At time of assessment.</i>	0 or 5																	
7.3	Where more than one lifeguard supervises the slide, is an effective communication system employed? <i>Note: Supervision may be insufficient because of lack of effective communication (7.2)</i>	0 or 5			<i>Note: Make note of communication procedures or systems used.</i>														
7.4	Is signage displaying rules of conduct at the entry point and at the base of the slide?	0 - 5			<table border="0"> <tr> <td>Advisory Sign</td> <td>Checked</td> </tr> <tr> <td>Assembly (stairs, platforms)</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Numbers on platforms</td> <td><input type="checkbox"/></td> </tr> <tr> <td>"One rider at a time"</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rider orientation</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Exit splash pool</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Age/ability limits</td> <td><input type="checkbox"/></td> </tr> </table>	Advisory Sign	Checked	Assembly (stairs, platforms)	<input type="checkbox"/>	Numbers on platforms	<input type="checkbox"/>	"One rider at a time"	<input type="checkbox"/>	Rider orientation	<input type="checkbox"/>	Exit splash pool	<input type="checkbox"/>	Age/ability limits	<input type="checkbox"/>
Advisory Sign	Checked																		
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Numbers on platforms	<input type="checkbox"/>																		
"One rider at a time"	<input type="checkbox"/>																		
Rider orientation	<input type="checkbox"/>																		
Exit splash pool	<input type="checkbox"/>																		
Age/ability limits	<input type="checkbox"/>																		
7.5	Can access to the slide be prevented when it is not in use? i.e. by locking a gate at the bottom of the staircase and blocking access to the flume.	0 or 5																	
7.6	Are stairways and ladders straight (not spiral) and are landings provided?  <table border="0"> <tr> <td>Feature</td> <td>Landing Every</td> </tr> <tr> <td>Ladders</td> <td>≤ 6.0m</td> </tr> <tr> <td>Stairways</td> <td>≤ 18 steps</td> </tr> </table>	Feature	Landing Every	Ladders	≤ 6.0m	Stairways	≤ 18 steps	0 or 5											
Feature	Landing Every																		
Ladders	≤ 6.0m																		
Stairways	≤ 18 steps																		
7.7	Are the stairs wide enough to allow passage of two people?	0 or 5			Width of stairs:      mm														
7.8	Do the stairs or ladders have handrails on both sides?	0 or 5																	
7.9	Do all stairs, landings, and flumes have sufficient drainage?	0 - 5																	
7.10	Is the nature of the stairs, ladders and landing surfaces intended to be slip resistant?	0 or 5																	
7.11	Does the surface of the stairs, ladders and landings appear to be maintained?	0 - 5																	
7.12	Is the splash (landing) area separate from the swimming area? <i>Note: The landing and swimming areas may be separated by a lane rope or other suitable barrier.</i>	0 or 5																	
7.13	Is the length of the splash (landing) area in front of the flume at least 6.0m? <i>Note: "Splash" pools with water agitation designed to slow riders may be shorter.</i>	0 - 5																	
7.14	Is the pool surface in the splash (landing) area intended to be slip-resistant?	0 or 5																	



No.	Item	Range	Score	Comp.	Comments
7.15	Is the splash landing area free of drains or gates?	0 or 5			
7.16	Does the concourse around the splash area have sufficient drainage?	0 - 5			
7.17	If the exit of the flume is up to 150mm above the static water surface, is the depth of the splash (landing) area at least 1.0m?	0 or 5			

#### Summary - Section 7

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		

**8. WAVE POOL (s)**

No.	Item	Range	Score	Comp.	Comments																
8.1	Is the wave pool sufficiently supervised? <i>Note: At time of assessment. Lifeguard to bather ratio = 1:40 when waves are operating.</i>	0 or 5																			
8.2	Does the wave pool have a bather free zone at the wave generation end?	0 or 5																			
8.3	Is the wave pool free from obstructions likely to cause injury during wave motion?	0 or 5																			
8.4	Are steps into the wave pool provided only in areas whose static water depth is 0.40m or less?	0 or 5																			
8.5	Are handrails provided at these step entries?	0 or 5																			
8.6	Is there signage displaying rules of conduct and any restrictions on use?	0 - 5			<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Parental supervision (Waves)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Parental Supervision (no waves)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Changing water conditions"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Bather-free zone advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Heart problem advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Pregnancy advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Rules	<input type="checkbox"/>	Parental supervision (Waves)	<input type="checkbox"/>	Parental Supervision (no waves)	<input type="checkbox"/>	"Changing water conditions"	<input type="checkbox"/>	Bather-free zone advisory	<input type="checkbox"/>	Heart problem advisory	<input type="checkbox"/>	Pregnancy advisory	<input type="checkbox"/>
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Bather-free zone advisory	<input type="checkbox"/>																				
Heart problem advisory	<input type="checkbox"/>																				
Pregnancy advisory	<input type="checkbox"/>																				
8.7	Are wave controls adjacent to the wave pool and restricted to staff use only?	0 or 5																			
8.8	Is there an emergency stop button?	0 or 5																			
8.9	Are measures taken to ensure patrons are aware of commencing wave sessions and children under the age of 10 are appropriately supervised?	0 or 5			<table border="0"> <tr> <td><i>Measure</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Alarm</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Announcement</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Systematic checking</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Measure</i>	<i>Checked</i>	Alarm	<input type="checkbox"/>	Announcement	<input type="checkbox"/>	Systematic checking	<input type="checkbox"/>								
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Alarm	<input type="checkbox"/>																				
Announcement	<input type="checkbox"/>																				
Systematic checking	<input type="checkbox"/>																				
8.10	What criteria are taken into account when choosing the wave pattern, frequency and amplitude?	0 - 5			<table border="0"> <tr> <td><i>Criteria</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Age of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Experience of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Number of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criteria</i>	<i>Checked</i>	Age of swimmers	<input type="checkbox"/>	Experience of swimmers	<input type="checkbox"/>	Number of swimmers	<input type="checkbox"/>								
<i>Criteria</i>	<i>Checked</i>																				
Age of swimmers	<input type="checkbox"/>																				
Experience of swimmers	<input type="checkbox"/>																				
Number of swimmers	<input type="checkbox"/>																				

Summary - Section 8		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



## 9. RIVERS

No.	Item	Range	Score	Comp.	Comments
9.1	Is the river sufficiently supervised? <i>Note: At time of assessment. Evidence may be presented.</i>	0 or 5			
9.2	Is there adequate space beside the river for lifeguard supervision and intervention?	0 - 5			
9.3	Is the river free of undertows, eddies and cross-currents	0 or 5			
9.4	Are the river's surfaces free of abrasion or cut hazards?	0 or 5			
9.5	Are there appropriate supports along the river's edge?	0 or 5			
9.6	Is there at least 2.0m of headroom over all parts of the river? <i>Note: Clearance should be increased to 3.0m where the river enters or exits a wave pool.</i>	0 or 5			
9.7	Are river controls adjacent to the river and restricted to staff use only?	0 or 5			
9.8	Does an emergency stop button exist?	0 or 5			

Summary - Section 9		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		

### 10. WATER FEATURES

*Note: Includes Tarzan ropes, water jets, play equipment, inflatables, showers and water curtains etc.*

No.	Item	Range	Score	Comp.	Comments																
10.1	Is water features sufficiently supervised? <i>Note: At time of assessment. Degree of supervision may vary with the nature of feature.</i>	0 or 5			<table border="0"> <tr> <td><i>Feature</i></td> <td><i>Recommended</i></td> </tr> <tr> <td>Tarzan Rope Swing</td> <td>Lifeguard</td> </tr> <tr> <td>Cargo net</td> <td>Lifeguard</td> </tr> <tr> <td>Small slides</td> <td>Guardian</td> </tr> <tr> <td>Playground style equipment</td> <td>Guardian</td> </tr> <tr> <td>Water shower</td> <td>Guardian</td> </tr> <tr> <td>Water jets</td> <td>Guardian</td> </tr> <tr> <td>Inflatables</td> <td>Lifeguard</td> </tr> </table>	<i>Feature</i>	<i>Recommended</i>	Tarzan Rope Swing	Lifeguard	Cargo net	Lifeguard	Small slides	Guardian	Playground style equipment	Guardian	Water shower	Guardian	Water jets	Guardian	Inflatables	Lifeguard
<i>Feature</i>	<i>Recommended</i>																				
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Small slides	Guardian																				
Playground style equipment	Guardian																				
Water shower	Guardian																				
Water jets	Guardian																				
Inflatables	Lifeguard																				
10.2	Are any rules or restrictions clearly displayed next to the water feature(s)?	0 - 5			<table border="0"> <tr> <td><i>Item</i></td> <td><i>Checked</i></td> </tr> <tr> <td>Rules</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Parental supervision</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Access restrictions</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rider advice</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Rules	<input type="checkbox"/>	Parental supervision	<input type="checkbox"/>	Access restrictions	<input type="checkbox"/>	Rider advice	<input type="checkbox"/>						
<i>Item</i>	<i>Checked</i>																				
Rules	<input type="checkbox"/>																				
Parental supervision	<input type="checkbox"/>																				
Access restrictions	<input type="checkbox"/>																				
Rider advice	<input type="checkbox"/>																				
10.3	Are surfaces on and around the feature intended to be slip resistant?	0 or 5																			
10.4	Do the surfaces on and around the water feature(s) appear maintained?	0 or 5																			
10.5	Is movement to, from, and around each feature restricted as necessary? <i>Note: The direction of movement may be restricted by design (e.g. a toddlers' slide) or supervision (e.g. Tarzan rope swing).</i>	0 - 5																			
10.6	Does the fall or spray of water from any feature interrupt lifeguards' sightlines? <i>Note: The score should be given for visibility.</i>	0 - 5																			
10.7	Are features' controls adjacent to pools where the water features are installed and restricted to staff access only?	0 or 5																			
10.8	Is there an emergency stop button for each motorised or pressurised feature?	0 or 5																			
10.9	Is the emergency reset restricted to staff only?	0 or 5																			

Summary - Section 10		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



**11. GENERAL SUPERVISION**

No.	Item	Range	Score	Comp.	Comments																
11.1	Are there qualified staff members on duty in a supervisory role at any one time?	0 or 5	5	C	Refer Supervision Plan																
11.2	Are there sufficient lifeguards supervising the pool area and related activities?	0 or 5	5	C																	
11.3	Are all pools adequately supervised at time of assessment?	0 or 5	5	C																	
11.4	What criteria are considered when deploying lifeguards?	0 - 5	5	C	<table border="0"> <tr> <td><i>Criterion</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Number of bathers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Size of pools</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Shape of pools</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Relative locations of pools and water features</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Surface reflection</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Activities and programs</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criterion</i>	<i>Checked</i>	Number of bathers	<input type="checkbox"/>	Size of pools	<input type="checkbox"/>	Shape of pools	<input type="checkbox"/>	Relative locations of pools and water features	<input type="checkbox"/>	Surface reflection	<input type="checkbox"/>	Activities and programs	<input type="checkbox"/>		
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Relative locations of pools and water features	<input type="checkbox"/>																				
Surface reflection	<input type="checkbox"/>																				
Activities and programs	<input type="checkbox"/>																				
11.5	Are guarding positions sufficient to observe any part of the pool(s) without excessive reflection from the water's surface?	0 or 5	5	C																	
11.6	Is the lifeguard uniform suited to the performance of lifeguard duties, including aquatic rescue, easily recognized by customers and staff, and distinguishable from uniforms worn by other staff?	0 - 5	5	C																	
11.7	Are isolated areas sufficiently supervised?	0 or 5	5	C	<table border="0"> <tr> <td><i>Criteria</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Change rooms (30 - 60 min.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Sauna/Steam (15 - 20 min.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Other (as approp.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criteria</i>	<i>Checked</i>	Change rooms (30 - 60 min.)	<input type="checkbox"/>	Sauna/Steam (15 - 20 min.)	<input type="checkbox"/>	Other (as approp.)	<input type="checkbox"/>								
<i>Criteria</i>	<i>Checked</i>																				
Change rooms (30 - 60 min.)	<input type="checkbox"/>																				
Sauna/Steam (15 - 20 min.)	<input type="checkbox"/>																				
Other (as approp.)	<input type="checkbox"/>																				
11.8	Do lifeguards maintain supervision of program participants? <i>Note: Procedures may be presented if no programs are running.</i>	0 or 5	5	C																	
11.9	Do lifeguards have sufficient lines of sight to the pools it is their duty to supervise?	0 - 5	5	C																	
11.10	Do lifeguards vary duties and take sufficient breaks to maintain vigilant supervision? <i>Note: At time of assessment.</i>	0 - 5	5	C	Rotation/break every: _____ min.																
11.11	Are effective and sufficient emergency methods of communication available?	0 - 5	5	C	<table border="0"> <tr> <td><i>Method</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Spoken</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>P.A. System</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Hand signals</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Two-way radios</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Whistles</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Method</i>	<i>Checked</i>	Spoken	<input type="checkbox"/>	P.A. System	<input type="checkbox"/>	Hand signals	<input type="checkbox"/>	Two-way radios	<input type="checkbox"/>	Whistles	<input type="checkbox"/>				
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Two-way radios	<input type="checkbox"/>																				
Whistles	<input type="checkbox"/>																				
11.12	Is there signage at the facility entrance which specifies the conditions of use of the facility?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item/Condition</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Sign at facility entrance</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Child age for supervision</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian age for supervision</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian responsibilities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Customer responsibilities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Disclaimer</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item/Condition</i>	<i>Checked</i>	Sign at facility entrance	<input type="checkbox"/>	Child age for supervision	<input type="checkbox"/>	Guardian age for supervision	<input type="checkbox"/>	Guardian responsibilities	<input type="checkbox"/>	Customer responsibilities	<input type="checkbox"/>	Disclaimer	<input type="checkbox"/>	Rules	<input type="checkbox"/>
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Guardian age for supervision	<input type="checkbox"/>																				
Guardian responsibilities	<input type="checkbox"/>																				
Customer responsibilities	<input type="checkbox"/>																				
Disclaimer	<input type="checkbox"/>																				
Rules	<input type="checkbox"/>																				
11.13	Is there signage that encourages responsible behaviour? <i>Note: Rules signage may be assessed.</i>	0 or 5	5	C																	

No.	Item	Range	Score	Comp.	Comments
11.14	Is there signage that encourages parental supervision in appropriate areas?	0 - 5	5	C	<i>Compulsory</i> <span style="float:right"><i>Checked</i></span> Wave Pool <input type="checkbox"/> Toddlers pool <input type="checkbox"/> Learners pool <input type="checkbox"/> Recommended <input type="checkbox"/> Entry / Exit to Change rooms <input type="checkbox"/> Other _____ <input type="checkbox"/>
11.15	Is the rule that children under a certain age (under 10) be supervised by guardians over a specified age (16 or older) enforced?	0 or 5	5	C	
11.16	Is sufficient attention given to protecting staff from excessive exposure to environmental factors and disease?	0 - 5	5	C	<i>Measure Taken</i> <span style="float:right"><i>Checked</i></span> Time of exposure <input type="checkbox"/> Long-sleeved shirt <input type="checkbox"/> Broad-brimmed hat <input type="checkbox"/> Sunglasses <input type="checkbox"/> Sufficient drinks <input type="checkbox"/> Sunscreen <input type="checkbox"/> Pocket face mask <input type="checkbox"/> Disposable gloves <input type="checkbox"/>
11.17	Is there rescue equipment located on the concourse in reasonable reach of lifeguards (i.e. less than 10 seconds)?	0 - 5	5	C	<i>Rescue Aid</i> <span style="float:right"><i>Checked</i></span> Reach poles <input type="checkbox"/> Throw ropes <input type="checkbox"/> Floatation aid (board or tube) <input type="checkbox"/> Pocket face mask <input type="checkbox"/> Disposable gloves <input type="checkbox"/> Spinal board <input type="checkbox"/> Spinal collars <input type="checkbox"/>

Summary - Section 11		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	85	85





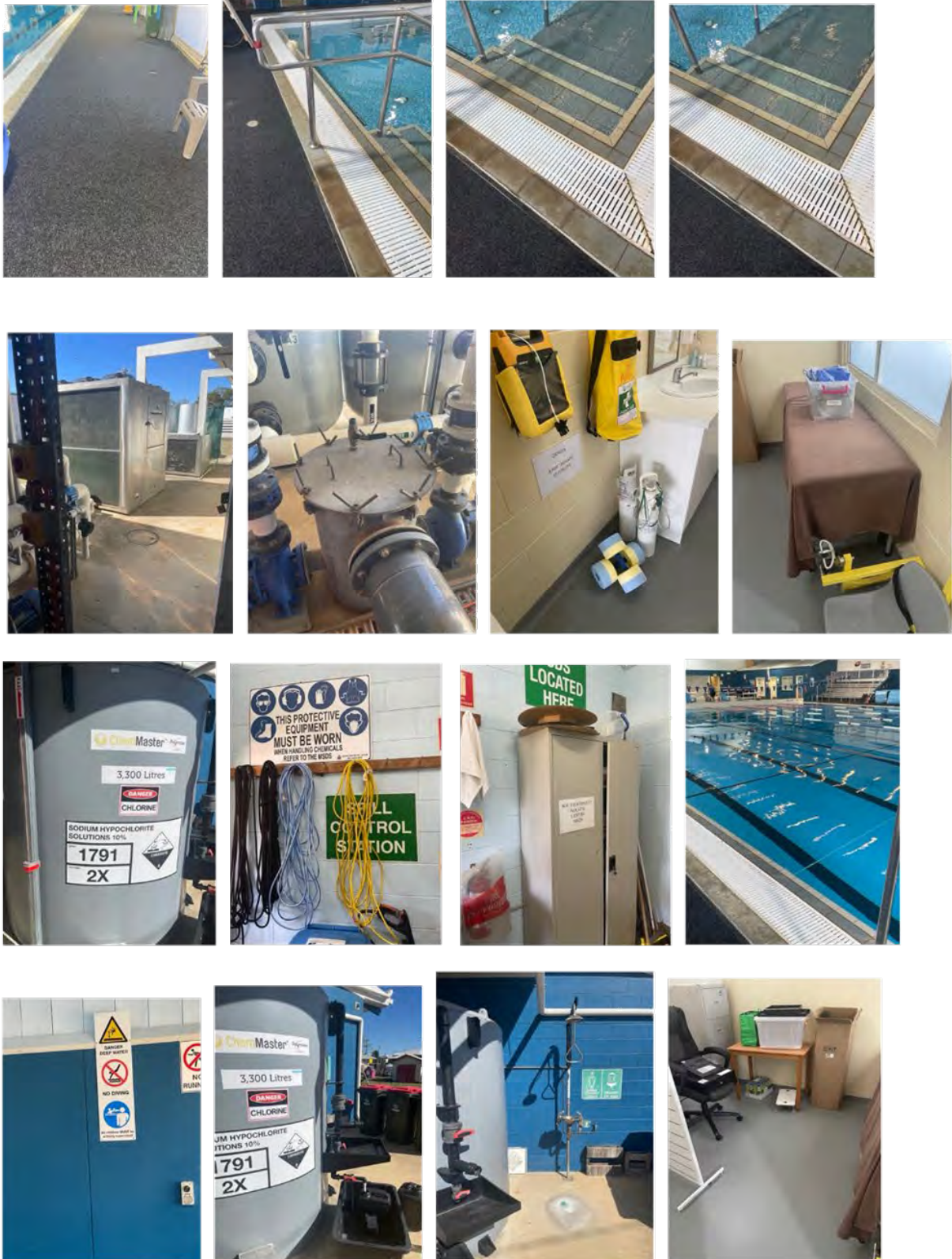
**12. LEARN TO SWIM**

No.	Item	Range	Score	Comp.	Comments
12.1	Are teachers trained in the emergency action plan (EAP)?	0 or 5	5	C	
12.2	Is information about swimming class participants' medical histories sought and made available to teachers?	0 or 5	5	C	
12.3	Are emergency procedures practiced with lesson groups?	0 or 5	5	C	
12.4	Are recommended teacher-to-pupil ratios not exceeded?	0 or 5	5	C	Age/Ability <span style="float: right;">Checked</span> 3-5 years, 1:5 <input type="checkbox"/> Beginners, 1:10 <input type="checkbox"/> Intermediate, 1:12 <input type="checkbox"/> Advanced, 1:15 <input type="checkbox"/> Disability, 1:6 <input type="checkbox"/>
12.5	Are lessons held in areas appropriate to the level and activity being taught and the abilities of pupils?	0 - 5	5	C	
12.6	Are pre-school aquatic programs held in warmer water or for less time?	0 or 5	5	C	
12.7	Is sufficient attention given to protecting pupils from excessive exposure to wind, cold, heat and UV light (sun)?	0 - 5	5	C	Measure Taken <span style="float: right;">Checked</span> Time of exposure <input type="checkbox"/> Protective clothing <input type="checkbox"/> Access to drinks <input type="checkbox"/> Sunscreen <input type="checkbox"/>
12.8	Do teachers observe guidelines for the teaching of diving?	0 or 5	n/a		Practice <span style="float: right;">Checked</span> Running dives prohibited <input type="checkbox"/> Surface glide (waist depth) <input type="checkbox"/> Crouch dive (1.5m) <input type="checkbox"/> Standing dive (1.5m) <input type="checkbox"/>
12.9	If diving is taught in depths below 1.5m, has a risk assessment been done?	0 or 5	n/a		

**Summary - Section 12**

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	35	35

### OBSERVATIONS - NANANGO SWIMMING POOL



### OBSERVATIONS - NANAGO SWIMMING POOL





## SAFETY IMPROVEMENT PLAN NANANGO SWIMMING POOL

<b>Facility:</b>	Nanango Swimming Pool	<b>Site Supervisor:</b>	Linda Smith
<b>Inspection date:</b>	27 September 2023	<b>Auditor:</b>	Les Mole

Item	Risk (L, M, H)	Priority (1 to 3)	Time frame to rectify	Proposed Rectification	Cost	Approved
- Height of braille signs into change rooms should be 1.5m above ground level.	H					
- Remove Low Patronage signs	H					
- The pool deck markings are to be updated to meet the Australian Standard AS2416 and the GSPO.	H					
-						





# SWIMMING POOL SAFETY ASSESSMENT AND SAFETY IMPROVEMENT PLAN

BOSTON SCHOOL SWIMMING POOL

## **SWIMMING POOL SAFETY ASSESSMENT AND SAFETY IMPROVEMENT PLAN**

### **FOREWORD**

The principle aims of the Royal Life Saving Society Australia (RLS) are to prevent loss of life and promote safe participation in water related activities. Royal Life Saving pursues these aims through:

- Provision of educational programs for Water Safety, Swimming and Lifesaving, Survival, Lifeguarding and Resuscitation and Emergency Care First Aid
- Promotion of public understanding of its important water safety and lifesaving messages through publicity, educational resources, competition and other events

Royal Life Saving produces the "Guidelines for Safe Pool Operation" (GSPO).

This document is recognised as the minimum standard for safety related issues for the aquatic industry. It provides a comprehensive guide for anyone involved in the design, construction, maintenance or management of an aquatic and recreation facility. Its purpose is to provide a guide to venue management thus ensuring safety standards and guidelines are being met for the prevention of accidents in and around aquatic environments.

During the safety assessment conducted at your venue it was measured against the safety standards and operational guidelines listed in the RLS Guidelines for Safe Pool Operation document.

The Swimming Pool Safety Assessment (enclosed) details the areas that were assessed.

In addition, a Safety Improvement Plan has been included which details additional recommendations for improving the safety of your venue.

This document and the Swimming Pool Safety Assessment should not be used exclusively for the purpose of determining whether the venue is providing a safe environment. Several aspects of the centre's operation may change from day to day, and this document is a tool, which merely aims to assist the venue management with identification of areas, which may need improvement or ongoing monitoring.



**VENUE: PROSTON SCHOOL SWIMMING POOL****DATE: 9 OCTOBER 2023****CONTENTS**

1. THE SAFETY ASSESSMENT PROCESS
2. THE SAFETY IMPROVEMENT PLAN
3. PERSONNEL INVOLVED IN THE ASSESSMENT
4. SAFETY SCORE
5. SUMMARY RECOMMENDATIONS
6. APPENDICES
  - APPENDIX A - SWIMMING POOL SAFETY ASSESSEMENT CHECKLIST
  - APPENDIX B - OBSERVATIONS
  - APPENDIX C - SAFETY IMPROVEMENT



# 1 THE SAFETY ASSESSMENT PROCESS

A Swimming Pool Safety Assessment of the Proston School Swimming Pool was conducted on the 9 October 2023.

During the assessment a Swimming Pool Safety Assessment (SPSA) Checklist was completed. The SPSA contains questions developed by The Royal Life Saving Society Australia (RLS) reflecting current Occupational Health and Safety and aquatic and recreation best practice models. Your venue was assessed using this checklist. In addition, a Safety Improvement Plan is attached.

When using the assessment, the RLS assessor will determine firstly if the areas to be assessed are relevant to your venue. If relevant, the assessor will then detail your centre's compliance or non-compliance to the requirements listed.

For example, there is a section on Facility Design with general items relating to the premises, the pool, the concourse, and other common physical features of swimming pools. More specialised features, such as wave pools, water slides, and spas are assessed in separate sections. If a venue does not have these features they are not assessed and are not included in this report.

The assessment is based on the assessor's knowledge of the relevant statutory requirements, Australian Standards, the RLS Guidelines for Safe Pool Operation, QLD Health Guidelines, Local Government Regulations and is limited to the observations and information available on the day of the assessment.

Each item is awarded a score from 0 to 5. Some items involve a degree of compliance and receive a score from 0 to 5. Others either comply or do not comply and receive a score of either 0 or 5. Scores of 0, 1 or 2 indicate non-compliance. Scores of 3 or higher indicate compliance.

The Safety Improvement Plan is then formed on the results of this Swimming Pool Safety Assessment.

Several key items on the assessment may be verified/observed on one day, and the conditions in which this compliance occurs may change on another day (e.g., the number of lifeguards required will vary depending on factors such as the number of patrons, the weather or the activities being undertaken).





## 2 THE SAFETY IMPROVEMENT PLAN

The Safety Improvement Plan is based on the results of the Safety Assessment. It suggests possible actions for rectifying or improving features or practices reported in the corresponding item of the Safety Assessment.

Recommendations are made for each non-complying item.

Recommendations may also be made for items where compliance was achieved but which did not receive the highest score, or where, in the opinion of the assessor, local conditions warrant some comment.

The RLS and its assessors recognise that some difficulties faced by the venue managers and staff are often the result of the physical infrastructure at the venue. Features like pool depth or surfaces cannot be changed quickly or easily. Management of such hazards may be just as effective as making alterations to the feature. Some of the items in the Safety Assessment checklist have been written to take management issues into account. Similarly, some of the recommendations in the Safety Improvement Plan suggest measures for managing hazards where physical features are not easily altered. There may

be other instances where venue management and staff have a greater familiarity with the specific problem than the assessor and are able to suggest management measures as a viable alternative to the recommendations in the Safety Improvement Plan.

The Safety Improvement Plan also assigns a level of risk to each item (under the heading "Risk"). The scale is based on the examples of risk definition and classification given in Appendix D of Australian Standard AS/NZS 4360: 2004, Risk Management, and is presented in the table below.

NB: Risk levels in the following table are indicative of the risk associated with non-compliance for each item in the Safety Assessment. They are not a judgement of the risk associated with the relevant feature at the facility and do not constitute a proper risk assessment. These risk levels are listed in the Safety Improvement Plan for reference only. Other factors which can influence a risk assessment may require observation over a longer period than that of the Safety Assessment. Venue owners and management wishing to conduct a proper risk assessment are advised to consult AS/NZS 4360 and appropriate authorities and experts.

Level of Risk	Description
High (H)	Moderate to high likelihood. Major injury or loss of life.
Significant (S)	Rare to Moderate likelihood, with major injury or loss of life. Moderate to High likelihood, with inconvenience or minor injury.
Moderate (M)	Rare to Moderate likelihood, with inconvenience or minor injury.
Low (L)	Rare to Moderate likelihood, with inconvenience.

## RECOMMENDATIONS

- It is recommended that an external independent inspection be undertaken at least annually, in order to:
- Assess that current safety standards are maintained on an ongoing basis
  - Gain external and non-biased assistance in identifying hazards and safety issues, thus ensuring changes in the venue's operation have not adversely affected the safe operation of the venue, e.g. changes in programming
  - Ensure access to updated information and advice on Safety Standards being adopted in aquatic facilities

### 3 PERSONNEL INVOLVED IN THE ASSESSMENT

ASSESSOR:

Les Mole – Managing Director, Pool Star Pty Ltd

PO Box 3158, Birkdale QLD 4159

T: 0438 227 919 E: [les@vici.com.au](mailto:les@vici.com.au)

### 4 SAFETY SCORE

The purpose of the Safety Score is to provide a benchmark to the percentage of RLSSA safety issues the venue has addressed. The Safety Score can be compared by the centre year to year to show improvement and monitor the progress the Centre is making in relation to the items assessed.

A score is derived as a percentage using the following methods:

1. The two key numbers (safety indicators) are firstly identified -
  - a. The number of questions on the checklist the assessor believes is applicable to the venue - the "Safety Denominator".
  - b. The number of questions which are successfully answered/verified/observed by the assessor - the "Safety Numerator".
2. The second number is divided by the first, and then multiplied by 100. This produces a simple score indicative of the safety level of the venue - the "Safety Score"

In this exercise queries are considered unsuccessful answers, and they should be followed through by the venue management to ensure they are satisfied.

The score does not give any weight to the probability or consequences of any of these issues, and prioritising actions to address any shortcomings this report identifies remains the responsibility of the venue management.

The Safety Score achieved, and continued maintenance of the standards observed will depend on the continuing observance of the recommendations made in the Safety Improvement Plan, and ongoing compliance with the Guidelines of Safe Pool Operation.



## 5 SUMMARY RECOMMENDATIONS

The Swimming Pool Safety Assessment completed at the Proston School Swimming Pool on 9 October 2023 achieved a Safety Score of 85. This result needs to be improved by:

- Implementation of the Safety Improvement Plan
- Regular internal reviews of the issues affecting safety at the Centre
- Internal Assessments
- Compliance with the RLS Guidelines for Safe Pool Operation and other statutes and regulations
- Continued periodic independent Swimming Pool Safety Assessments

### Safety Score Summary for the Proston School Swimming Pool - 85

Section	Title	Total Achieved	Total Possible	Percentage (%)
1	Administration	85	85	100
2	First Aid	35	35	100
3	Technical Operations	122	145	84
4	Facility Design	188	255	73
5	Spa	N/A	N/A	N/A
6	Dive Pool(s)	N/A	N/A	N/A
7	Water Slide(s)	N/A	N/A	N/A
8	Wave Pool(s)	N/A	N/A	N/A
9	River(s)	N/A	N/A	N/A
10	Water Features	N/A	N/A	N/A
11	General Supervision	85	85	100
12	Learn to Swim	35	35	100
<b>Safety Numerator:</b>		<b>550</b>		
<b>Safety Denominator:</b>			<b>640</b>	
<b>Safety Score:</b>				<b>85</b>

## 6 APPENDICES

A) SWIMMING POOL SAFETY ASSESSMENT CHECKLIST	PAGE 9
B) OBSERVATIONS FROM AUDIT CONDUCTED AT THE FACILITY ON 9 October 2023	PAGE 34
C) SAFETY IMPROVEMENT PLAN	PAGE 36



**VENUE:** Proston Swimming Pool

**DATE OF ASSESSMENT:** 9/10/23

**1. ADMINISTRATION**

No.	Item	Range	Score	Comp.	Comments
1.1	Is there an Operations Manual?	0 or 5	5	C	
1.2	Is there a current copy of the GSPO?	0 or 5	5	C	
1.3	Is the Operations Manual(s) facility-specific?	0 - 5	5	C	Section <span style="float:right">Checked</span> Physical Layout <input type="checkbox"/> Staff Structure <input type="checkbox"/> Personnel <input type="checkbox"/> Staff Procedures <input type="checkbox"/> Training <input type="checkbox"/> Occ. Health & Safety <input type="checkbox"/> Emergency Action Plan <input type="checkbox"/> Reporting <input type="checkbox"/> Maintenance <input type="checkbox"/> Water Quality <input type="checkbox"/> Programs <input type="checkbox"/>
1.4	Has an Emergency Action Plan (EAP), which includes sections for different scenarios and locations, been developed?	0 - 5	5	C	Scenario/Ratio <span style="float:right">Checked</span> First Aid <input type="checkbox"/> Aquatic <input type="checkbox"/> Theft <input type="checkbox"/> Assault <input type="checkbox"/> Fire <input type="checkbox"/> Bomb Threat <input type="checkbox"/> Toxic/Chemical Leak <input type="checkbox"/> Power Shortage <input type="checkbox"/> Evacuation <input type="checkbox"/> Warden Duties <input type="checkbox"/>
1.5	Has there been a practice of a full centre evacuation during operational hours within the last 12 months? <i>Note: Training or attendance logs may be presented.</i>	0 or 5	5	C	
1.6	Are the Operations Manual and EAP regularly reviewed? Note: During the last 12 months.	0 - 5	5	C	
1.7	Are all facility staff trained in the EAP? <i>Note: Training or attendance logs may be presented.</i>	0 - 5	5	C	
1.8	Do all lifeguards hold a current recognized lifeguarding qualification?	0 or 5	5	C	
1.9	Do lifeguards undertake in-service training covering all areas of Lifeguard skills? <i>Note: Training or attendance logs may be presented.</i>	0 - 5	5	C	Session <span style="float:right">Checked</span> Emergency procedures <input type="checkbox"/> Initiative assessment <input type="checkbox"/> Lifesaving skills <input type="checkbox"/> Resuscitation <input type="checkbox"/> Oxygen equipment <input type="checkbox"/> First Aid <input type="checkbox"/> Deep Water Recovery <input type="checkbox"/>
1.10	How often do Lifeguards undertake this training?	0 - 5	5	C	Frequency <span style="float:right">Checked</span> No in-service training <input type="checkbox"/> 1 per season <input type="checkbox"/> 2 or 3 per season <input type="checkbox"/> 4 per season <input checked="" type="checkbox"/> 5 or more per season <input type="checkbox"/>
1.11	Do all First Aiders hold a current recognized First Aid qualification? <i>Note: A First Aider is any staff member expected or likely to perform First Aid.</i>	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments																						
1.12	Do all program leaders, including swim teachers, hold appropriate and current swim teaching qualifications?  <i>Note: May include qualifications for infants, special needs.</i>	0 or 5	5	C																							
1.13	Do all staff dealing with customers with special needs have appropriate training?  <i>Note: Training may include qualifications, manual handling, or in equipment and procedures.</i>	0 - 5	5	C																							
1.14	Do all staff who deal with chemicals have appropriate training?  <i>Note: Training or qualifications may be cited.</i>	0 - 5	5	C																							
1.15	Is there an agreement/contract for all hirers of all or part(s) of the facility?  <i>Note: Hirers may include school groups.</i>	0 or 5	n/a																								
1.16	Does the contract specify minimum conditions of service provision and conduct?	0 - 5	n/a		<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Numbers using facility</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Supervision of activities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Number of lifeguards present</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>List or summary of rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Provision of First Aid</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Responsibilities during an emergency</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Medical conditions of participants</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Emergency Action Plan</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Numbers using facility	<input type="checkbox"/>	Supervision of activities	<input type="checkbox"/>	Number of lifeguards present	<input type="checkbox"/>	List or summary of rules	<input type="checkbox"/>	Provision of First Aid	<input type="checkbox"/>	Responsibilities during an emergency	<input type="checkbox"/>	Medical conditions of participants	<input type="checkbox"/>	Emergency Action Plan	<input type="checkbox"/>				
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Emergency Action Plan	<input type="checkbox"/>																										
1.17	Is the oxygen equipment serviced according to the manufacturer's recommendation, or at least annually?	0 or 5	5	C																							
1.18	Are reports made for every incident involving life-threatening hazards, and First Aid?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Casualty's name, sex, DOB</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Witness details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Incident time and place</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Incident description</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Action taken</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Nature of injury or disease</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Bodily location</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Treatment description</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Emergency services details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Casualty's name, sex, DOB	<input type="checkbox"/>	Guardian details	<input type="checkbox"/>	Witness details	<input type="checkbox"/>	Incident time and place	<input type="checkbox"/>	Incident description	<input type="checkbox"/>	Action taken	<input type="checkbox"/>	Nature of injury or disease	<input type="checkbox"/>	Bodily location	<input type="checkbox"/>	Treatment description	<input type="checkbox"/>	Emergency services details	<input type="checkbox"/>
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Treatment description	<input type="checkbox"/>																										
Emergency services details	<input type="checkbox"/>																										
1.19	Are incident reports kept, either at the facility or at municipal premises, for an appropriate time?	0 or 5	5	C																							

Summary - Section 1		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	85	85



**2. FIRST AID**

No.	Item	Range	Score	Comp.	Comments																																																																										
2.1	Is there a designated First Aid room or area of appropriate size and configuration?	0 - 5	5	C	<table border="0"> <tr> <td><i>Feature</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>0-500: 1 bed</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>500-1000: 15m<sup>2</sup>, 1 bed &amp; stretcher access</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>1000+: 35m<sup>2</sup>, 2 beds &amp; stretcher access</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Multi-purpose room used</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Screen provided</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Toilet close by</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Wide exit bay closed by</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Feature</i>	<i>Checked</i>	0-500: 1 bed	<input type="checkbox"/>	500-1000: 15m <sup>2</sup> , 1 bed & stretcher access	<input type="checkbox"/>	1000+: 35m <sup>2</sup> , 2 beds & stretcher access	<input type="checkbox"/>	Multi-purpose room used	<input type="checkbox"/>	Screen provided	<input type="checkbox"/>	Toilet close by	<input type="checkbox"/>	Wide exit bay closed by	<input type="checkbox"/>																																																										
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2.2	Is the First Aid room or area easily identified? <i>Note: Standard signage is a white cross on a green background. The words "First Aid" should also appear.</i>	0 - 5	5	C																																																																											
2.3	Does the main First Aid room contain the following:																																																																														
2.4	Is there sufficient stock of appropriate First Aid equipment?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr><td>Emergency phone no's</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 pr. scissors</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 box dispos. latex gloves</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>2 triangular bandages</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>4 sterile eye pads</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>20 safety pins</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>Adhesive tape</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>15 sterile large wound dr.</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 heavy crepe bandage</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 burns module</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 eye module</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>4 med. unmed. dressing</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>4 large unmed. dressing</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>2 pk. gauze, 7.5x7.5cm</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 pk. sterile adhesive dress</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>2 ice packs</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 pk. Sterile wound closure</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 thermometer</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 pr. tweezer</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>Basic first aid notes</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>Liquid skin antiseptic</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td colspan="2"> Extras for First Aid Room:</td></tr> <tr><td>1 pr. 125mm dress, Forceps</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 st. steel kidney tray</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 dispos. drinking vessel</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 pocket torch</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>Soap and nail brush</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>Paper towel in dispenser</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>Clean uniform(s)</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>Sunscreen</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>Towels</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>Safety Data Sheets</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td colspan="2"> Extras for Lifeguards:</td></tr> <tr><td>1 pocket face mask</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td>1 pair of disposable gloves</td><td style="text-align: right;"><input type="checkbox"/></td></tr> <tr><td colspan="2"><i>Note: Lifeguards should have ready access to gloves and a pocket face mask. For SDS, see 3.8 and 3.9.</i></td></tr> </table>	<i>Item</i>	<i>Checked</i>	Emergency phone no's	<input type="checkbox"/>	1 pr. scissors	<input type="checkbox"/>	1 box dispos. latex gloves	<input type="checkbox"/>	2 triangular bandages	<input type="checkbox"/>	4 sterile eye pads	<input type="checkbox"/>	20 safety pins	<input type="checkbox"/>	Adhesive tape	<input type="checkbox"/>	15 sterile large wound dr.	<input type="checkbox"/>	1 heavy crepe bandage	<input type="checkbox"/>	1 burns module	<input type="checkbox"/>	1 eye module	<input type="checkbox"/>	4 med. unmed. dressing	<input type="checkbox"/>	4 large unmed. dressing	<input type="checkbox"/>	2 pk. gauze, 7.5x7.5cm	<input type="checkbox"/>	1 pk. sterile adhesive dress	<input type="checkbox"/>	2 ice packs	<input type="checkbox"/>	1 pk. 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2.5	Is there at least one portable first aid kit? <i>Note: Lifeguards' bum-bags, if appropriately stocked, may be considered.</i>	0 or 5	5	C																																																																											



No.	Item	Range	Score	Comp.	Comments																
2.6	Is the first aid kit fully stocked? <i>Note: Stations without First Aid materials are "rescue" stations</i>	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>First Aid kit</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Pocket face mask</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Oxygen equipment</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Chair</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Blanket</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	First Aid kit	<input type="checkbox"/>	Pocket face mask	<input type="checkbox"/>	Oxygen equipment	<input type="checkbox"/>	Chair	<input type="checkbox"/>	Blanket	<input type="checkbox"/>				
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2.7	Is functioning oxygen equipment available?	0 or 5	5	C	Bag/Valve/Mask.																
2.8	Is the oxygen equipment stored safely ready for use?	0 or 5	5	C	<table border="0"> <tr> <td><i>Feature</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Cylinder is off</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Regulator correctly fitted</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Tubing in good condition</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Therapy mask</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare tubing</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare seal</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare cylinder</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Feature</i>	<i>Checked</i>	Cylinder is off	<input type="checkbox"/>	Regulator correctly fitted	<input type="checkbox"/>	Tubing in good condition	<input type="checkbox"/>	Therapy mask	<input type="checkbox"/>	Spare tubing	<input type="checkbox"/>	Spare seal	<input type="checkbox"/>	Spare cylinder	<input type="checkbox"/>
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Summary - Section 2		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	35	35




### 3. TECHNICAL OPERATIONS

No.	Item	Range	Score	Comp.	Comments
3.1	Is all pool water (including spa) monitored and maintained within regulations set by local statutory authorities?	0 or 5	5	C	Required test: Monitoring of pool water should comply with QLD Health Swimming & Spa Pool Water Quality and Operational Guidelines; September 2019.
3.2	Is there a plant operations logbook or diary and are adjustments and treatments recorded?	0 or 5	5	C	
3.3	Are pools open for use pools sufficiently clear?  <i>Note: Bottom of pool at deep end clearly visible from sides of pool.</i>	0 or 5	5	C	
3.4	Is the chemical storage area clean and tidy?	0 or 5	3	NYC	
3.5	Are dry chemicals stored off the floor?	0 or 5	5	C	
3.6	Are dry chemicals stored to prevent mixing?	0 or 5	3	NYC	
3.7	Can liquids spill onto dry chemicals?	0 or 5	3	NYC	
3.8	Are chemicals separated by the appropriate distance?	0 or 5	5	C	Hypo & HCL ≥ 5m <input type="checkbox"/> Dry Chlorine & HCL ≥ 5m <input type="checkbox"/> Hypo & Dry Chlorine ≥ 5m <input type="checkbox"/>
3.9	Has a risk assessment been done on the storage and use of Dangerous Goods and Hazardous Substances?	0 or 5	5	C	
3.10	Are all chemical storage areas clearly labelled?  <i>Note: Each chemical in the storage area should be labelled. Container labels may be large enough in some cases</i>	0 or 5	3	NYC	
3.11	Are "HAZCHEM" signs posted immediately outside plant rooms and at all entries to the facility?	0 or 5	0	NYC	
3.12	Is correct signage specifying, for each chemical, the HAZCHEM code, Class, and Subsidiary Risk, prominently displayed immediately outside storage areas and on storage containers?  <i>Note: Combination signs outside delivery points or storage areas should display the HAZCHEM code and Subsidiary risk labels</i>	0 - 5	5	C	
3.13	Are Safety Data Sheets (SDS) available for each stored chemical, including those used for cleaning?  <i>Note: 3.13 becomes non-compliant if either of 3.14 &amp; 3.15 are non-compliant</i>	0 or 5	5	C	
3.14	Have all SDS's been prepared by the manufacturer or importer?  <i>Note: Not generic or prepared by a third party.</i>	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments
3.15	Are all SDS's current? <i>Note: Within last 5 years.</i>	0 or 5	5	C	
3.16	Are SDS's stored in the chemical storage area and one other location remote from the chemical storage area?	0 or 5	5	C	
3.17	Has a Dangerous Goods manifest been prepared as per OH&S Act 2000 No.40?	0 or 5	5	C	
3.18	Has a Dangerous Goods manifest been prepared as per OH&S Act 2000 No.40?	0 or 5	5	C	Name & contact details of the occupier of the premises <input type="checkbox"/> Address of the premise <input type="checkbox"/> Date the manifest was prepared <input type="checkbox"/> Contact details (2 people) <input type="checkbox"/> Summary list of classes and packing groups of the dangerous goods <input type="checkbox"/> A plan of the premises <input type="checkbox"/>
3.19	Has a Hazardous Substances register been prepared? <i>Note: Register should contain list of substances and relevant SDSs</i>	0 or 5	5	C	
3.20	Is spill containment sufficient (110% of capacity) for bulk storage of liquid chemicals?	0 or 5	5	C	
3.21	Is the crest locus limit angle $\geq 26.5^\circ$ ? <i>Note: See diagram below</i>	0 or 5	n/a		<p>Diagram description: A cross-section of a tank with a spill container. A right-angled triangle is formed by the height of the container (labeled 'a') and the separation distance (labeled 'b'). The angle at the bottom is labeled 'Minimum Angle 26.5 deg'. The formula <math>\tan Q = b/a</math> and <math>Q = 26.5 \text{ deg min}</math> is shown. Labels include 'Tank', 'Height of Container from top edge of spill container', 'Edge of Spill Container', and 'Separation distance'.</p>
3.22	Is an emergency procedure in place for chemical spills and leaks?	0 or 5	5	C	
3.23	Is appropriate Personal Protective Equipment (PPE) provided in plant rooms and chemical handling areas?	0 or 5	5	C	PPE <span style="float: right;"><i>Checked</i></span> Eye (goggles) <input type="checkbox"/> Face (shield) <input type="checkbox"/> Respiratory (dust mask) <input type="checkbox"/> Hearing (earmuffs) <input type="checkbox"/> Hand (gloves) <input type="checkbox"/> Foot (boots) <input type="checkbox"/> Body (overalls or apron) <input type="checkbox"/>
3.24	Is PPE stored and maintained for immediate and correct operation?	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments
3.25	Is signage displayed in plant rooms and chemical handling areas promoting the use of the required PPE (refer question 3.13)?	0 - 5	5	C	
3.26	Are all pipes, valves and pumps, controlling water and chemical feeds, clearly labelled?	0 - 5	5	C	
3.27	Do pipe markers have the correct colour?	0 - 5	5	C	Water - Green <input type="checkbox"/> Hypo - Violet <input type="checkbox"/> Chlorine Gas - Violet <input type="checkbox"/> CO2 - Yellow Ochre <input type="checkbox"/>
3.28	Is there signage prohibiting smoking and indicating restricted access (e.g. "Staff Only") at entrances to, and inside, the plant room and chemical storage areas?	0 - 5	5	C	 "Staff Only"
3.29	Is a dump shower and eye wash provided within 7 metres of the chemical delivery point? <i>Note: A first aid eye module may be provided in place of eyewash.</i>	0 or 5	0	NYC	
3.30	Is a functional self-contained breathing apparatus provided?	0 or 5			

*In those facilities using chlorine gas for water sanitation:*

3.31	Are chlorine gas cylinders stored appropriately?	0 or 5			Away from heat sources? <input type="checkbox"/> 3m away from combustible matter? <input type="checkbox"/> With adequate ventilation? <input type="checkbox"/> On a base / floor which is in good condition? <input type="checkbox"/>
3.32	Are cylinder outlets plugged and securely capped when not in use?	0 or 5			
3.33	Is chlorine gas stored at an appropriate distance from public and protected places? <i>Note: See definition of protected and public places below</i>	0 or 5			≥15m from a public place <input type="checkbox"/> ≥25m from a protected place <input type="checkbox"/>
3.34	Are chlorine cylinders secured to prevent their falling and sustaining damage to tanks or fittings?	0 or 5			
3.35	Is there a functional gas leak detection system installed with audible and visual alarms?	0 or 5			

Australian Standard AS/NZS 2927:2001  
The Storage and Handling of Liquefied Chlorine Gas defines a Protected Place as:

- a) "A dwelling, place of worship, public building, school or college, childcare facility, hospital, theatre, or any building or open area in which people are accustomed to assemble, whether within or outside the property boundary of the installation;
- b) A factory, workshop, office, store, warehouse, shop or building where people who are not associated with the operation of the chlorine installation are employed;
- c) A ship lying at permanent berthing facilities;
- d) Any storage facility for dangerous goods that exceeds minor storage quantities and is outside the property boundary of the installation."

Australian Standard AS/NZS 2927:2001 The Storage and Handling of Liquefied Chlorine Gas defines a Public Place as:  
"Any place other than private property, open to the public, which the public has a right to use and which includes a public road. Private car parking areas are not considered to be public places".

No.	Item	Range	Score	Comp.	Comments
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*In facilities generating Ozone:*

3.36	Is there a functional ozone detection system that shuts down the ozone plant at atmospheric concentrations of 0.3 ppm and triggers audible and visual alarms at 0.1 ppm?	0 or 5			
3.37	Is there a remote switch to shut down ozone generation?  <i>Note: The switch should be outside the ozone generation area.</i>	0 or 5			

*In those facilities using carbon dioxide gas for pH control:*

3.38	Are carbon dioxide gas cylinders secured to prevent their falling and sustaining damage to tanks or fittings?	0 or 5	0	NYC	
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*In those facilities generating sodium hypochlorite:*



3.39	Is hydrogen gas vented to the atmosphere or otherwise prevented from building up in the generation plant?	0 or 5			
3.40	Is there a functional gas leak detection system installed with audible and visual alarms?	0 or 5			

**Summary - Section 3**

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	122	145





No.	Item	Range	Score	Comp.	Comments																		
4.12	Are depth markers clearly visible from within the pool? <i>Note: Additional markings may increase visibility and reduce uncertainty.</i>	0 or 5	0	NYC	Depth Marking Markings <sup>3</sup> 100mm high <input type="checkbox"/> Contrasting colour <input type="checkbox"/> Visible from pool <input type="checkbox"/> <span style="float: right;">Checked</span>																		
4.13	Are depth markers clearly visible from the concourse? <i>Note: Additional markings may increase visibility and reduce uncertainty.</i>	0 or 5	0	NYC	Depth Marking Markings <sup>3</sup> 100mm high <input type="checkbox"/> Contrasting colour <input type="checkbox"/> Visible from concourse <input type="checkbox"/> <span style="float: right;">Checked</span>																		
4.14	Is there sufficient signage identifying deep water, shallow water, particularly at pool entry points? <i>Note: Advisory warnings may include "Danger - Deep Water" and "Caution - Shallow Water."</i>	0 or 5	2	NYC	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">Pool</td> <td style="width: 33%; text-align: center;">Deep</td> <td style="width: 33%; text-align: center;">Shallow</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>At gradient changes: <input type="checkbox"/></p>	Pool	Deep	Shallow	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
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_____	<input type="checkbox"/>	<input type="checkbox"/>																					
4.15	Is deep water / shallow water signage compliant with the current Australian Standard?	0 or 5	3	C																			
4.16	Is all Do Not Dive signage compliant with the current Australian Standard?	0 or 5	3	C																			
4.17	In water under 1.8 metres in depth, is do not dive signage displayed?	0 or 5	3	C																			
4.18	If diving is to be conducted in water depth under 2.0 metres is appropriate signage displayed?	0 or 5	3	C																			
4.19	Are there barriers, appropriate signage or other management measures to control traffic on the concourse adjacent to deep water?	0 or 5	2	NYC																			
4.20	Are toddlers' and learners' pools located away from deep-water pools, or are there sufficient and appropriate barriers between adjacent shallow and deep- water areas?	0 or 5	0	NYC																			
4.21	Are ladders only used as entries and exits into deep water?	0 or 5	5	C																			
4.22	Are entry and exit points provided on both sides of pool at each end?	0 - 5	5	C																			
4.23	Are lanes wide enough for their intended use? <i>Note: At time of assessment.</i>	0 or 5	5	C																			
4.24	Are leisure activities conducted in appropriate water depths? <i>Note: At time of assessment</i>	0 or 5	5	C																			



No.	Item	Range	Score	Comp.	Comments														
4.25	Are backstroke flags present when lap swimming is being conducted?	0 or 5	5	C															
4.26	Do backstroke flags contrast against background and located 5 metres from pool edge? 0 or 5	0 or 5	5	C															
4.27	Are advisory signs, other than those associated with depth markings, used, when and where appropriate?  <i>Note: At time of assessment.</i>	0 or 5	5	C	<table border="0"> <tr> <td>Sign</td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>"Slippery when wet"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Cleaning in progress"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Pool closed"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Changing water conditions"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Lap lane speeds</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Swim lessons/programs</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	Sign	<i>Checked</i>	"Slippery when wet"	<input type="checkbox"/>	"Cleaning in progress"	<input type="checkbox"/>	"Pool closed"	<input type="checkbox"/>	"Changing water conditions"	<input type="checkbox"/>	Lap lane speeds	<input type="checkbox"/>	Swim lessons/programs	<input type="checkbox"/>
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4.28	Is the nature of the concourse surface intended to be slip-resistant?  <i>Note: Evidence of the standard of slip resistance may be supplied.</i>	0 or 5	5	C															
4.29	Does the concourse appear to be maintained?  <i>Note: Maintenance may include regular cleaning.</i>	0 - 5	5	C															
4.30	Is there sufficient drainage of the concourse?	0 - 5	5	C															
4.31	Is equipment stored on the pool concourse positioned to allow safe traffic flow?	0 - 5	5	C															
4.32	Is the concourse width, without obstructions or fittings, 3.0 metres or greater?	0 - 5	5	C															
4.33	Does any equipment stored on the concourse, obstruct lifeguards' sight lines? i.e. Pool cover reels or play	0 - 5	5	C															
4.34	Is the concourse free of any trip and entrapment hazards? i.e. Equipment anchors, or other fittings, or are such trip or entrapment hazards reduced through management?  <i>Note: Hazards include starting block or flagpole anchors. Management may include signage or barriers.</i>	0 or 5	5	C															
4.35	Is permanently installed electrical equipment located away from the pool(s)?  <i>Note: P.A. systems, lighting, etc.</i>	0 or 5	5	C															
4.36	Are General Power Outlets (GPO's) located at least 3.0m from the pool(s)?	0 or 5	5	C															
4.37	If GPO's are located within 3m of the pool, are they a minimum of 1m above finished surface?	0 or 5	5	C															
4.38	If GPO's are located within 3m of the pool or outdoors, do they have waterproof covers?	0 or 5	5	C															



No.	Item	Range	Score	Comp.	Comments												
4.39	<p>Do steps provided for entry and exit to pool(s) or its surrounds have handrails that conform to the following access standards?</p> <p>Feature                      Standard                      Diameter                      30-50mm                      Distance from wall.        <sup>3</sup> 50mm                      Dist. Above steps        865-1000mm</p>	0 or 5	5	C	Location: _____ Diameter 30-50mm Dist. To walls <sup>3</sup> 50mm Avg. height. _____ Location: _____ Diameter 30-50mm Dist. To walls <sup>3</sup> 50mm Avg. height. _____ Location: _____ Diameter 30-50mm Dist. To walls <sup>3</sup> 50mm Avg. height. _____												
4.40	Are change rooms easily accessible?	0 - 5	5	C													
4.41	<p>Are change rooms lit to a level of 80 lux or greater?</p> <p><i>Note: At time of inspection only.</i></p>	0 - 5	5	C													
4.42	Are change room floors, including those in the showers and shower walls, of a slip-resistant nature?	0 - 5	5	C													
4.43	Do the change room floor and shower walls appear to be maintained?	0 - 5	5	C													
4.44	Is the water temperature in hand basins and showers no more than 43°C?	0 or 5	N/A														
4.45	Are change rooms clearly identified with signage?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>"Male"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Male symbol</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Female"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Female symbol</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Disabled" or "Family"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	"Male"	<input type="checkbox"/>	Male symbol	<input type="checkbox"/>	"Female"	<input type="checkbox"/>	Female symbol	<input type="checkbox"/>	"Disabled" or "Family"	<input type="checkbox"/>
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Female symbol	<input type="checkbox"/>																
"Disabled" or "Family"	<input type="checkbox"/>																
4.46	<p>Is there consideration given to special needs users?</p> <p><i>Note: Disabled change rooms may also be designated as "family" change rooms.</i></p>	0 - 5	2	NYC	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Ramps in pool</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Ramps on concourse</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Handrails</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Assisted lifting equipment</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Disabled change rooms or cubicles</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Ramps in pool	<input type="checkbox"/>	Ramps on concourse	<input type="checkbox"/>	Handrails	<input type="checkbox"/>	Assisted lifting equipment	<input type="checkbox"/>	Disabled change rooms or cubicles	<input type="checkbox"/>
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Ramps on concourse	<input type="checkbox"/>																
Handrails	<input type="checkbox"/>																
Assisted lifting equipment	<input type="checkbox"/>																
Disabled change rooms or cubicles	<input type="checkbox"/>																

*Equipment for competitive events or training:*

4.47	Are starting blocks, whether permanent or removable, installed only over water 1.35 metres or deeper?	0 or 5	5	C	
4.48	Are starting blocks, when installed over water less than 2.0 metres in depth, isolated when not in use?	0 or 5	0	NYC	
4.49	<p>Are touch panels designed with smooth edges?</p> <p><i>Note: Panels are not required to be in situ to be assessed.</i></p>	0 or 5			





No.	Item	Range	Score	Comp.	Comments
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*Spectator stands:*

4.50	Do grandstands provide entry and exit to the concourse?	0 or 5	0	NYC	
4.51	Do entry and exit points to concourse affect concourse traffic flow?	0 - 5	0	NYC	
4.52	Are steps or other passages separated from seating areas?	0 or 5	0	NYC	
4.53	Do steps, or other entry and exit passages, have at least 2.2 metres clearance overhead?	0 or 5	0	NYC	

*Movable floor:*

4.54	Where a movable floor is installed, has the depth signage been calibrated to actually reflect the current depth?	0 or 5			
4.55	Can the depth signage be seen from within the pool?	0 or 5			
4.56	Can the depth signage be seen from the pool concourse?	0 or 5			
4.57	Are controls for the movable floor adjacent to that area and restricted to staff use?	0 or 5			
4.58	Do the controls for the movable floor require constant manual operations? i.e. Controls must be held to move the floor.	0 or 5			

*Bulkheads (booms):*

4.59	Are bulkheads properly installed? i.e. anchored when in position, etc.	0 or 5			
4.60	Is the upper surface of the bulkhead of a slip resistant nature?	0 or 5			
4.61	Is the surface of the bulkhead maintained?	0 - 5			

*Other wet areas:*

4.62	Does the hydrotherapy pool have the following features?	0 - 5			<p><i>Feature:</i> <span style="float: right;"><i>Checked</i></span></p> <p>Disabled change room nearby <input type="checkbox"/></p> <p>Rectangular <input type="checkbox"/></p> <p>800 to 1500mm deep <input type="checkbox"/></p> <p>Contrasting edges <input type="checkbox"/></p> <p><i>Handrails:</i></p> <p>38mm diameter <input type="checkbox"/></p> <p>50mm wall clearance <input type="checkbox"/></p> <p>Begin 75mm below surface <input type="checkbox"/></p> <p>Ramp 1:14 gradient <input type="checkbox"/></p> <p>Risers 100-150mm <input type="checkbox"/></p> <p>Treads <sup>a</sup> 280m <input type="checkbox"/></p>
4.63	Are there procedures for, and measures to control usage of, the sauna or steam room?	0 - 5			<p><i>Measure:</i> <span style="float: right;"><i>Checked</i></span></p> <p>Entry can be locked open <input type="checkbox"/></p> <p>Restriction on entry <input type="checkbox"/></p> <p>Time of occupancy <input type="checkbox"/></p> <p>Nature of activity allowed <input type="checkbox"/></p> <p>Signage <input type="checkbox"/></p> <p>Procedure for emergency <input type="checkbox"/></p>



<b>Summary - Section 4</b>		
<b>Item</b>	<b>Achieved</b>	<b>Total Possible</b>
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	188	255

**5. SPA (s)**

No.	Item	Range	Score	Comp.	Comments
5.1	Is the spa suitable located for constant supervision?	0 or 5			
5.2	Is the spa sufficiently supervised?	0 or 5			
5.3	Is the maximum static water depth 1.1m?	0 or 5			
5.4	Is the static water depth for seating depth no more than 0.6m?	0 or 5			
5.5	Are handrail(s) provided with steps?	0 or 5			
5.6	Is the spa fitted with a functional thermostat which prevents the water temperature from exceeding 38°C and which must be manually reset?	0 or 5			
5.7	Is there an emergency stop button that switches off filtration and jets and triggers an audible and visible alarm?	0 or 5			
5.8	Is resetting the emergency stop restricted to staff only?	0 or 5			
5.9	Is there an automatic shutdown to prevent entrapment of foreign objects in suction inlets? <i>Note: "Wet deck" or skimmer box inlets may not require automatic shutdown. System may also provide multiple suction inlets.</i>	0 or 5			
5.10	Does the spa have a "shut down" period every 15 minutes?	0 or 5			
5.11	Can the depth signage of the spa be clearly viewed from within the spa?	0 or 5			
5.12	Can the spa depth signage be clearly viewed from outside of the spa?				
5.13	Is signage relating to the use and restrictions of the spa clearly displayed? <i>Note: Conditions marked * may be observed depending on the location of the spa and rules for supervision of children.</i>				<p><i>Obligatory Conditions</i></p> <p>General medical warning <input type="checkbox"/></p> <p>"Never put head under water" <input type="checkbox"/></p> <p>Child supervision in area* <input type="checkbox"/></p> <p>Drug and alcohol warning <input type="checkbox"/></p> <p>15 minutes maximum use <input type="checkbox"/></p> <p><i>Optional Conditions</i></p> <p>Pregnancy warning <input type="checkbox"/></p> <p>Heart condition warning <input type="checkbox"/></p> <p>Age limits* <input type="checkbox"/></p> <p>No use alone* <input type="checkbox"/></p>

Summary - Section 5		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		





No.	Item	Range	Score	Comp.	Comments																
6.11	<p>Are dive pools designed to GSPO recommendations?</p> <table border="0"> <tr> <td>Dimension</td> <td>Distance</td> </tr> <tr> <td>Overhead</td> <td>5.0m</td> </tr> <tr> <td>To side wall</td> <td>2.5m</td> </tr> <tr> <td>Between plummets</td> <td>2.5m</td> </tr> <tr> <td>Board/platform overhang</td> <td>1.5m</td> </tr> <tr> <td>Handrail height</td> <td>1.0m</td> </tr> <tr> <td>Between rails</td> <td>£ 0.33m</td> </tr> <tr> <td>Rail overhang</td> <td>£ 0.3m</td> </tr> </table> <p><i>Note: Recommended that boards under 1m have Perspex or similar transparent guard and boards over 1m have plummets on one side only.</i></p> <p>Note: All measures in metres. FINA: 378-379</p>	Dimension	Distance	Overhead	5.0m	To side wall	2.5m	Between plummets	2.5m	Board/platform overhang	1.5m	Handrail height	1.0m	Between rails	£ 0.33m	Rail overhang	£ 0.3m	0 or 5			<p>Plummet on one side only:</p> <p>Plummet 1: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 2: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 3: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 4: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Note: All measures in metres. FINA: 378-379</p>
Dimension	Distance																				
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Between rails	£ 0.33m																				
Rail overhang	£ 0.3m																				
6.12	<p>Does the dive pool meet FINA specifications?</p> <table border="0"> <tr> <td>Plummet</td> <td>Depth</td> <td>Dist. Ahead</td> </tr> <tr> <td>1.0m</td> <td>3.4m</td> <td>5.0m</td> </tr> <tr> <td>3.0,5.0m</td> <td>3.7m</td> <td>6.0m</td> </tr> <tr> <td>7.5m</td> <td>4.1m</td> <td>8.0m</td> </tr> <tr> <td>10m</td> <td>4.5m</td> <td>11.0m</td> </tr> </table>	Plummet	Depth	Dist. Ahead	1.0m	3.4m	5.0m	3.0,5.0m	3.7m	6.0m	7.5m	4.1m	8.0m	10m	4.5m	11.0m	0 - 5			<p>Plummet 1: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 2: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 3: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 4: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>FINA: 378-379</p>	
Plummet	Depth	Dist. Ahead																			
1.0m	3.4m	5.0m																			
3.0,5.0m	3.7m	6.0m																			
7.5m	4.1m	8.0m																			
10m	4.5m	11.0m																			

Summary - Section 6		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



## 7. WATER SLIDE (s)

Note: This section refers to water slides as defined in AS 3533.1: 2009 'Amusement rides and devices - Design and construction: a sloping flume over 3.0m in height from the top to the bottom'. In this assessment, slides under this height are classified as water features.

No.	Item	Range	Score	Comp.	Comments
7.1	Is the slide inspected each day before it is opened?	0 or 5			
7.2	Is the slide sufficiently supervised? <i>Note: At time of assessment.</i>	0 or 5			
7.3	Where more than one lifeguard supervises the slide, is an effective communication system employed? <i>Note: Supervision may be insufficient because of lack of effective communication (7.2)</i>	0 or 5			<i>Note: Make note of communication procedures or systems used.</i>
7.4	Is signage displaying rules of conduct at the entry point and at the base of the slide?	0 - 5			Advisory Sign <input checked="" type="checkbox"/> Assembly (stairs, platforms) <input type="checkbox"/> Numbers on platforms <input type="checkbox"/> "One rider at a time" <input type="checkbox"/> Rider orientation <input type="checkbox"/> Exit splash pool <input type="checkbox"/> Age/ability limits <input type="checkbox"/>
7.5	Can access to the slide be prevented when it is not in use? i.e. by locking a gate at the bottom of the staircase and blocking access to the flume.	0 or 5			
7.6	Are stairways and ladders straight (not spiral) and are landings provided?  <i>Feature Landing Every</i> Ladders ≤ 6.0m Stairways ≤ 18 steps	0 or 5			
7.7	Are the stairs wide enough to allow passage of two people?	0 or 5			Width of stairs:      mm
7.8	Do the stairs or ladders have handrails on both sides?	0 or 5			
7.9	Do all stairs, landings, and flumes have sufficient drainage?	0 - 5			
7.10	Is the nature of the stairs, ladders and landing surfaces intended to be slip resistant?	0 or 5			
7.11	Does the surface of the stairs, ladders and landings appear to be maintained?	0 - 5			
7.12	Is the splash (landing) area separate from the swimming area? <i>Note: The landing and swimming areas may be separated by a lane rope or other suitable barrier.</i>	0 or 5			
7.13	Is the length of the splash (landing) area in front of the flume at least 6.0m? <i>Note: "Splash" pools with water agitation designed to slow riders may be shorter.</i>	0 - 5			
7.14	Is the pool surface in the splash (landing) area intended to be slip-resistant?	0 or 5			



No.	Item	Range	Score	Comp.	Comments
7.15	Is the splash landing area free of drains or gates?	0 or 5			
7.16	Does the concourse around the splash area have sufficient drainage?	0 - 5			
7.17	If the exit of the flume is up to 150mm above the static water surface, is the depth of the splash (landing) area at least 1.0m?	0 or 5			

#### Summary - Section 7

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		

**8. WAVE POOL (s)**

No.	Item	Range	Score	Comp.	Comments																
8.1	Is the wave pool sufficiently supervised? <i>Note: At time of assessment. Lifeguard to bather ratio = 1:40 when waves are operating.</i>	0 or 5																			
8.2	Does the wave pool have a bather free zone at the wave generation end?	0 or 5																			
8.3	Is the wave pool free from obstructions likely to cause injury during wave motion?	0 or 5																			
8.4	Are steps into the wave pool provided only in areas whose static water depth is 0.40m or less?	0 or 5																			
8.5	Are handrails provided at these step entries?	0 or 5																			
8.6	Is there signage displaying rules of conduct and any restrictions on use?	0 - 5			<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Parental supervision (Waves)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Parental Supervision (no waves)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Changing water conditions"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Bather-free zone advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Heart problem advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Pregnancy advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Rules	<input type="checkbox"/>	Parental supervision (Waves)	<input type="checkbox"/>	Parental Supervision (no waves)	<input type="checkbox"/>	"Changing water conditions"	<input type="checkbox"/>	Bather-free zone advisory	<input type="checkbox"/>	Heart problem advisory	<input type="checkbox"/>	Pregnancy advisory	<input type="checkbox"/>
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Bather-free zone advisory	<input type="checkbox"/>																				
Heart problem advisory	<input type="checkbox"/>																				
Pregnancy advisory	<input type="checkbox"/>																				
8.7	Are wave controls adjacent to the wave pool and restricted to staff use only?	0 or 5																			
8.8	Is there an emergency stop button?	0 or 5																			
8.9	Are measures taken to ensure patrons are aware of commencing wave sessions and children under the age of 10 are appropriately supervised?	0 or 5			<table border="0"> <tr> <td><i>Measure</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Alarm</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Announcement</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Systematic checking</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Measure</i>	<i>Checked</i>	Alarm	<input type="checkbox"/>	Announcement	<input type="checkbox"/>	Systematic checking	<input type="checkbox"/>								
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Alarm	<input type="checkbox"/>																				
Announcement	<input type="checkbox"/>																				
Systematic checking	<input type="checkbox"/>																				
8.10	What criteria are taken into account when choosing the wave pattern, frequency and amplitude?	0 - 5			<table border="0"> <tr> <td><i>Criteria</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Age of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Experience of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Number of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criteria</i>	<i>Checked</i>	Age of swimmers	<input type="checkbox"/>	Experience of swimmers	<input type="checkbox"/>	Number of swimmers	<input type="checkbox"/>								
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Age of swimmers	<input type="checkbox"/>																				
Experience of swimmers	<input type="checkbox"/>																				
Number of swimmers	<input type="checkbox"/>																				

Summary - Section 8		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		





**9. RIVERS**

No.	Item	Range	Score	Comp.	Comments
9.1	Is the river sufficiently supervised? <i>Note: At time of assessment. Evidence may be presented.</i>	0 or 5			
9.2	Is there adequate space beside the river for lifeguard supervision and intervention?	0 - 5			
9.3	Is the river free of undertows, eddies and cross-currents	0 or 5			
9.4	Are the river's surfaces free of abrasion or cut hazards?	0 or 5			
9.5	Are there appropriate supports along the river's edge?	0 or 5			
9.6	Is there at least 2.0m of headroom over all parts of the river? <i>Note: Clearance should be increased to 3.0m where the river enters or exits a wave pool.</i>	0 or 5			
9.7	Are river controls adjacent to the river and restricted to staff use only?	0 or 5			
9.8	Does an emergency stop button exist?	0 or 5			

Summary - Section 9		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		

### 10. WATER FEATURES

*Note: Includes Tarzan ropes, water jets, play equipment, inflatables, showers and water curtains etc.*

No.	Item	Range	Score	Comp.	Comments																
10.1	<p>Is water features sufficiently supervised?</p> <p><i>Note: At time of assessment. Degree of supervision may vary with the nature of feature.</i></p>	0 or 5			<table border="0"> <tr> <td><i>Feature</i></td> <td><i>Recommended</i></td> </tr> <tr> <td>Tarzan Rope Swing</td> <td>Lifeguard</td> </tr> <tr> <td>Cargo net</td> <td>Lifeguard</td> </tr> <tr> <td>Small slides</td> <td>Guardian</td> </tr> <tr> <td>Playground style equipment</td> <td>Guardian</td> </tr> <tr> <td>Water shower</td> <td>Guardian</td> </tr> <tr> <td>Water jets</td> <td>Guardian</td> </tr> <tr> <td>Inflatables</td> <td>Lifeguard</td> </tr> </table>	<i>Feature</i>	<i>Recommended</i>	Tarzan Rope Swing	Lifeguard	Cargo net	Lifeguard	Small slides	Guardian	Playground style equipment	Guardian	Water shower	Guardian	Water jets	Guardian	Inflatables	Lifeguard
<i>Feature</i>	<i>Recommended</i>																				
Tarzan Rope Swing	Lifeguard																				
Cargo net	Lifeguard																				
Small slides	Guardian																				
Playground style equipment	Guardian																				
Water shower	Guardian																				
Water jets	Guardian																				
Inflatables	Lifeguard																				
10.2	<p>Are any rules or restrictions clearly displayed next to the water feature(s)?</p>	0 - 5			<table border="0"> <tr> <td><i>Item</i></td> <td><i>Checked</i></td> </tr> <tr> <td>Rules</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Parental supervision</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Access restrictions</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rider advice</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Rules	<input type="checkbox"/>	Parental supervision	<input type="checkbox"/>	Access restrictions	<input type="checkbox"/>	Rider advice	<input type="checkbox"/>						
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Rules	<input type="checkbox"/>																				
Parental supervision	<input type="checkbox"/>																				
Access restrictions	<input type="checkbox"/>																				
Rider advice	<input type="checkbox"/>																				
10.3	<p>Are surfaces on and around the feature intended to be slip resistant?</p>	0 or 5																			
10.4	<p>Do the surfaces on and around the water feature(s) appear maintained?</p>	0 or 5																			
10.5	<p>Is movement to, from, and around each feature restricted as necessary?</p> <p><i>Note: The direction of movement may be restricted by design (e.g. a toddlers' slide) or supervision (e.g. Tarzan rope swing).</i></p>	0 - 5																			
10.6	<p>Does the fall or spray of water from any feature interrupt lifeguards' sightlines?</p> <p><i>Note: The score should be given for visibility.</i></p>	0 - 5																			
10.7	<p>Are features' controls adjacent to pools where the water features are installed and restricted to staff access only?</p>	0 or 5																			
10.8	<p>Is there an emergency stop button for each motorised or pressurised feature?</p>	0 or 5																			
10.9	<p>Is the emergency reset restricted to staff only?</p>	0 or 5																			

Summary - Section 10		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



**11. GENERAL SUPERVISION**

No.	Item	Range	Score	Comp.	Comments																
11.1	Are there qualified staff members on duty in a supervisory role at any one time?	0 or 5	5	C	Refer Supervision Plan																
11.2	Are there sufficient lifeguards supervising the pool area and related activities?	0 or 5	5	C																	
11.3	Are all pools adequately supervised at time of assessment?	0 or 5	5	C																	
11.4	What criteria are considered when deploying lifeguards?	0 - 5	5	C	<table> <tr> <td><i>Criterion</i></td> <td><i>Checked</i></td> </tr> <tr> <td>Number of bathers</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Size of pools</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Shape of pools</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Relative locations of pools and water features</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Surface reflection</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Activities and programs</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Criterion</i>	<i>Checked</i>	Number of bathers	<input type="checkbox"/>	Size of pools	<input type="checkbox"/>	Shape of pools	<input type="checkbox"/>	Relative locations of pools and water features	<input type="checkbox"/>	Surface reflection	<input type="checkbox"/>	Activities and programs	<input type="checkbox"/>		
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Surface reflection	<input type="checkbox"/>																				
Activities and programs	<input type="checkbox"/>																				
11.5	Are guarding positions sufficient to observe any part of the pool(s) without excessive reflection from the water's surface?	0 or 5	5	C																	
11.6	Is the lifeguard uniform suited to the performance of lifeguard duties, including aquatic rescue, easily recognized by customers and staff, and distinguishable from uniforms worn by other staff?	0 - 5	5	C																	
11.7	Are isolated areas sufficiently supervised?	0 or 5	5	C	<table> <tr> <td><i>Criteria</i></td> <td><i>Checked</i></td> </tr> <tr> <td>Change rooms (30 - 60 min.)</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Sauna/Steam (15 - 20 min.)</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Other (as approp.)</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Criteria</i>	<i>Checked</i>	Change rooms (30 - 60 min.)	<input type="checkbox"/>	Sauna/Steam (15 - 20 min.)	<input type="checkbox"/>	Other (as approp.)	<input type="checkbox"/>								
<i>Criteria</i>	<i>Checked</i>																				
Change rooms (30 - 60 min.)	<input type="checkbox"/>																				
Sauna/Steam (15 - 20 min.)	<input type="checkbox"/>																				
Other (as approp.)	<input type="checkbox"/>																				
11.8	Do lifeguards maintain supervision of program participants? <i>Note: Procedures may be presented if no programs are running.</i>	0 or 5	5	C																	
11.9	Do lifeguards have sufficient lines of sight to the pools it is their duty to supervise?	0 - 5	5	C																	
11.10	Do lifeguards vary duties and take sufficient breaks to maintain vigilant supervision? <i>Note: At time of assessment.</i>	0 - 5	5	C	Rotation/break every: _____ min.																
11.11	Are effective and sufficient emergency methods of communication available?	0 - 5	5	C	<table> <tr> <td><i>Method</i></td> <td><i>Checked</i></td> </tr> <tr> <td>Spoken</td> <td><input type="checkbox"/></td> </tr> <tr> <td>P.A. System</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Hand signals</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Two-way radios</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Whistles</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Method</i>	<i>Checked</i>	Spoken	<input type="checkbox"/>	P.A. System	<input type="checkbox"/>	Hand signals	<input type="checkbox"/>	Two-way radios	<input type="checkbox"/>	Whistles	<input type="checkbox"/>				
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P.A. System	<input type="checkbox"/>																				
Hand signals	<input type="checkbox"/>																				
Two-way radios	<input type="checkbox"/>																				
Whistles	<input type="checkbox"/>																				
11.12	Is there signage at the facility entrance which specifies the conditions of use of the facility?	0 - 5	5	C	<table> <tr> <td><i>Item/Condition</i></td> <td><i>Checked</i></td> </tr> <tr> <td>Sign at facility entrance</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Child age for supervision</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Guardian age for supervision</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Guardian responsibilities</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Customer responsibilities</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Disclaimer</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rules</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Item/Condition</i>	<i>Checked</i>	Sign at facility entrance	<input type="checkbox"/>	Child age for supervision	<input type="checkbox"/>	Guardian age for supervision	<input type="checkbox"/>	Guardian responsibilities	<input type="checkbox"/>	Customer responsibilities	<input type="checkbox"/>	Disclaimer	<input type="checkbox"/>	Rules	<input type="checkbox"/>
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Disclaimer	<input type="checkbox"/>																				
Rules	<input type="checkbox"/>																				
11.13	Is there signage that encourages responsible behaviour? <i>Note: Rules signage may be assessed.</i>	0 or 5	5	C																	

No.	Item	Range	Score	Comp.	Comments
11.14	Is there signage that encourages parental supervision in appropriate areas?	0 - 5	5	C	<i>Compulsory</i> Wave Pool <input type="checkbox"/> Toddlers pool <input type="checkbox"/> Learners pool <input type="checkbox"/> <i>Recommended</i> Entry / Exit to Change rooms <input type="checkbox"/> Other _____ <input type="checkbox"/>
11.15	Is the rule that children under a certain age (under 10) be supervised by guardians over a specified age (16 or older) enforced?	0 or 5	5	C	
11.16	Is sufficient attention given to protecting staff from excessive exposure to environmental factors and disease?	0 - 5	5	C	<i>Measure Taken</i> Time of exposure <input type="checkbox"/> Long-sleeved shirt <input type="checkbox"/> Broad-brimmed hat <input type="checkbox"/> Sunglasses <input type="checkbox"/> Sufficient drinks <input type="checkbox"/> Sunscreen <input type="checkbox"/> Pocket face mask <input type="checkbox"/> Disposable gloves <input type="checkbox"/>
11.17	Is there rescue equipment located on the concourse in reasonable reach of lifeguards (i.e. less than 10 seconds)?	0 - 5	5	C	<i>Rescue Aid</i> Reach poles <input type="checkbox"/> Throw ropes <input type="checkbox"/> Floatation aid (board or tube) <input type="checkbox"/> Pocket face mask <input type="checkbox"/> Disposable gloves <input type="checkbox"/> Spinal board <input type="checkbox"/> Spinal collars <input type="checkbox"/>

Summary - Section 11		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	85	85

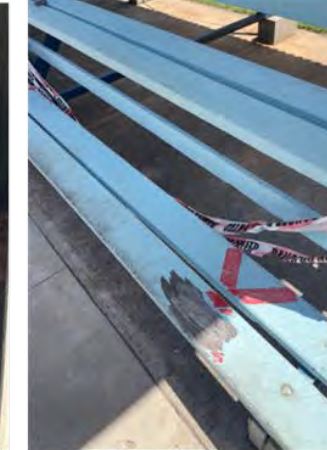
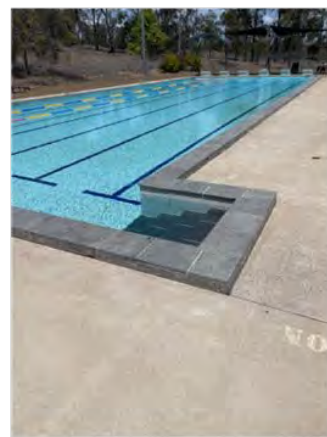
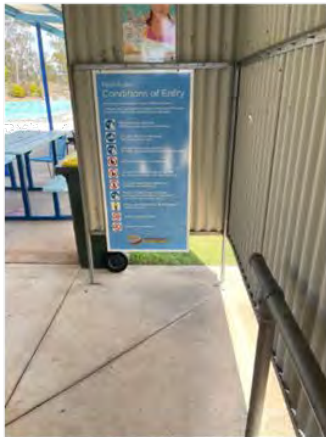


**12. LEARN TO SWIM**

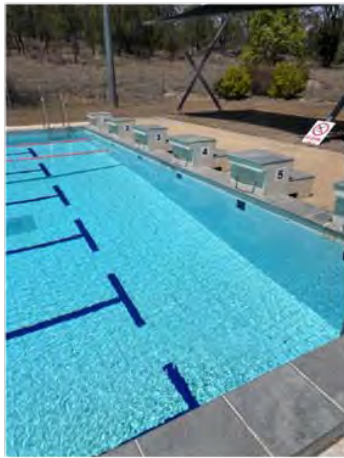
No.	Item	Range	Score	Comp.	Comments
12.1	Are teachers trained in the emergency action plan (EAP)?	0 or 5	5	C	
12.2	Is information about swimming class participants' medical histories sought and made available to teachers?	0 or 5	5	C	
12.3	Are emergency procedures practiced with lesson groups?	0 or 5	5	C	
12.4	Are recommended teacher-to-pupil ratios not exceeded?	0 or 5	5	C	Age/Ability <span style="float:right">Checked</span> 3-5 years, 1:5 <input type="checkbox"/> Beginners, 1:10 <input type="checkbox"/> Intermediate, 1:12 <input type="checkbox"/> Advanced, 1:15 <input type="checkbox"/> Disability, 1:6 <input type="checkbox"/>
12.5	Are lessons held in areas appropriate to the level and activity being taught and the abilities of pupils?	0 - 5	5	C	
12.6	Are pre-school aquatic programs held in warmer water or for less time?	0 or 5	5	C	
12.7	Is sufficient attention given to protecting pupils from excessive exposure to wind, cold, heat and UV light (sun)?	0 - 5	5	C	Measure Taken <span style="float:right">Checked</span> Time of exposure <input type="checkbox"/> Protective clothing <input type="checkbox"/> Access to drinks <input type="checkbox"/> Sunscreen <input type="checkbox"/>
12.8	Do teachers observe guidelines for the teaching of diving?	0 or 5	n/a		Practice <span style="float:right">Checked</span> Running dives prohibited <input type="checkbox"/> Surface glide (waist depth) <input type="checkbox"/> Crouch dive (1.5m) <input type="checkbox"/> Standing dive (1.5m) <input type="checkbox"/>
12.9	If diving is taught in depths below 1.5m, has a risk assessment been done?	0 or 5	n/a		

Summary - Section 12		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	35	35

### OBSERVATIONS - PROSTON SCHOOL SWIMMING POOL



### OBSERVATIONS - PROSTON SCHOOL SWIMMING POOL





## SAFETY IMPROVEMENT PLAN PROSTON SCHOOL SWIMMING POOL

<b>Facility:</b>	Proston School Swimming Pool	<b>Site Supervisor:</b>	Natalie Mann
<b>Inspection date:</b>	9 October 2023	<b>Auditor:</b>	Les Mole

Item	Risk (L, M, H)	Priority (1 to 6)	Time frame to rectify	Proposed Rectification	Cost	Approved
- Diving blocks should be isolated.	H					
- The pool deck markings are to be updated to meet the Australian Standard AS2416 and the GSPO., and upgrade the above ground signs.	H					
- The old timber/steel grandstand is beyond repair and should be removed.	H					
- Change room braille markings to be located at correct height from the ground level (1.5m)	H					
- The plant room requires a dump shower, should have all of the unwanted chemicals removed, and the CO2 bottles should be secured to prevent falling.	H					
- The side gate should have a Hazchem sign posted.	H					







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# SWIMMING POOL SAFETY ASSESSMENT AND SAFETY IMPROVEMENT PLAN

CONDAL SWIMMING POOL

## **SWIMMING POOL SAFETY ASSESSMENT AND SAFETY IMPROVEMENT PLAN**

### **FOREWORD**

The principle aims of the Royal Life Saving Society Australia (RLS) are to prevent loss of life and promote safe participation in water related activities. Royal Life Saving pursues these aims through:

- Provision of educational programs for Water Safety, Swimming and Lifesaving, Survival, Lifeguarding and Resuscitation and Emergency Care First Aid
- Promotion of public understanding of its important water safety and lifesaving messages through publicity, educational resources, competition and other events

Royal Life Saving produces the "Guidelines for Safe Pool Operation" (GSPO).

This document is recognised as the minimum standard for safety related issues for the aquatic industry. It provides a comprehensive guide for anyone involved in the design, construction, maintenance or management of an aquatic and recreation facility. Its purpose is to provide a guide to venue management thus ensuring safety standards and guidelines are being met for the prevention of accidents in and around aquatic environments.

During the safety assessment conducted at your venue it was measured against the safety standards and operational guidelines listed in the RLS Guidelines for Safe Pool Operation document.

The Swimming Pool Safety Assessment (enclosed) details the areas that were assessed.

In addition, a Safety Improvement Plan has been included which details additional recommendations for improving the safety of your venue.

This document and the Swimming Pool Safety Assessment should not be used exclusively for the purpose of determining whether the venue is providing a safe environment. Several aspects of the centre's operation may change from day to day, and this document is a tool, which merely aims to assist the venue management with identification of areas, which may need improvement or ongoing monitoring.



**VENUE: WONDAI SWIMMING POOL**

**DATE: 9 OCTOBER 2023**

## CONTENTS

1. THE SAFETY ASSESSMENT PROCESS
2. THE SAFETY IMPROVEMENT PLAN
3. PERSONNEL INVOLVED IN THE ASSESSMENT
4. SAFETY SCORE
5. SUMMARY RECOMMENDATIONS
6. APPENDICES
  - APPENDIX A - SWIMMING POOL SAFETY ASSESSEMENT CHECKLIST
  - APPENDIX B - OBSERVATIONS
  - APPENDIX C - SAFETY IMPROVEMENT



# 1 THE SAFETY ASSESSMENT PROCESS

A Swimming Pool Safety Assessment of the Wandai Swimming Pool was conducted on the 9 October 2023.

During the assessment a Swimming Pool Safety Assessment (SPSA) Checklist was completed. The SPSA contains questions developed by The Royal Life Saving Society Australia (RLS) reflecting current Occupational Health and Safety and aquatic and recreation best practice models. Your venue was assessed using this checklist. In addition, a Safety Improvement Plan is attached.

When using the assessment, the RLS assessor will determine firstly if the areas to be assessed are relevant to your venue. If relevant, the assessor will then detail your centre's compliance or non-compliance to the requirements listed.

For example, there is a section on Facility Design with general items relating to the premises, the pool, the concourse, and other common physical features of swimming pools. More specialised features, such as wave pools, water slides, and spas are assessed in separate sections. If a venue does not have these features they are not assessed and are not included in this report.

The assessment is based on the assessor's knowledge of the relevant statutory requirements, Australian Standards, the RLS Guidelines for Safe Pool Operation, QLD Health Guidelines, Local Government Regulations and is limited to the observations and information available on the day of the assessment.

Each item is awarded a score from 0 to 5. Some items involve a degree of compliance and receive a score from 0 to 5. Others either comply or do not comply and receive a score of either 0 or 5. Scores of 0, 1 or 2 indicate non-compliance. Scores of 3 or higher indicate compliance.

The Safety Improvement Plan is then formed on the results of this Swimming Pool Safety Assessment.

Several key items on the assessment may be verified/observed on one day, and the conditions in which this compliance occurs may change on another day (e.g., the number of lifeguards required will vary depending on factors such as the number of patrons, the weather or the activities being undertaken).



## 2 THE SAFETY IMPROVEMENT PLAN

The Safety Improvement Plan is based on the results of the Safety Assessment. It suggests possible actions for rectifying or improving features or practices reported in the corresponding item of the Safety Assessment.

Recommendations are made for each non-complying item.

Recommendations may also be made for items where compliance was achieved but which did not receive the highest score, or where, in the opinion of the assessor, local conditions warrant some comment.

The RLS and its assessors recognise that some difficulties faced by the venue managers and staff are often the result of the physical infrastructure at the venue. Features like pool depth or surfaces cannot be changed quickly or easily. Management of such hazards may be just as effective as making alterations to the feature. Some of the items in the Safety Assessment checklist have been written to take management issues into account. Similarly, some of the recommendations in the Safety Improvement Plan suggest measures for managing hazards where physical features are not easily altered. There may

be other instances where venue management and staff have a greater familiarity with the specific problem than the assessor and are able to suggest management measures as a viable alternative to the recommendations in the Safety Improvement Plan.

The Safety Improvement Plan also assigns a level of risk to each item (under the heading "Risk"). The scale is based on the examples of risk definition and classification given in Appendix D of Australian Standard AS/NZS 4360: 2004, Risk Management, and is presented in the table below.

NB: Risk levels in the following table are indicative of the risk associated with non-compliance for each item in the Safety Assessment. They are not a judgement of the risk associated with the relevant feature at the facility and do not constitute a proper risk assessment. These risk levels are listed in the Safety Improvement Plan for reference only. Other factors which can influence a risk assessment may require observation over a longer period than that of the Safety Assessment. Venue owners and management wishing to conduct a proper risk assessment are advised to consult AS/NZS 4360 and appropriate authorities and experts.

Level of Risk	Description
High (H)	Moderate to high likelihood. Major injury or loss of life.
Significant (S)	Rare to Moderate likelihood, with major injury or loss of life. Moderate to High likelihood, with inconvenience or minor injury.
Moderate (M)	Rare to Moderate likelihood, with inconvenience or minor injury.
Low (L)	Rare to Moderate likelihood, with inconvenience.

## RECOMMENDATIONS ON SAFETY IMPROVEMENT

It is recommended that an external independent inspection be undertaken at least annually, in order to:

- a. Assess that current safety standards are maintained on an ongoing basis
- b. Gain external and non-biased assistance in identifying hazards and safety issues, thus ensuring changes in the venue's operation have not adversely affected the safe operation of the venue, e.g. changes in programming
- c. Ensure access to updated information and advice on Safety Standards being adopted in aquatic facilities

### 3 PERSONNEL INVOLVED IN THE ASSESSMENT

ASSESSOR:

Les Mole – Managing Director, Pool Star Pty Ltd

PO Box 3158, Birkdale QLD 4159

T: 0438 227 919 E: [les@vici.com.au](mailto:les@vici.com.au)

### 4 SAFETY SCORE

The purpose of the Safety Score is to provide a benchmark to the percentage of RLSSA safety issues the venue has addressed. The Safety Score can be compared by the centre year to year to show improvement and monitor the progress the Centre is making in relation to the items assessed.

A score is derived as a percentage using the following methods:

1. The two key numbers (safety indicators) are firstly identified -
  - a. The number of questions on the checklist the assessor believes is applicable to the venue - the "Safety Denominator".
  - b. The number of questions which are successfully answered/verified/observed by the assessor - the "Safety Numerator".
2. The second number is divided by the first, and then multiplied by 100. This produces a simple score indicative of the safety level of the venue - the "Safety Score"

In this exercise queries are considered unsuccessful answers, and they should be followed through by the venue management to ensure they are satisfied.

The score does not give any weight to the probability or consequences of any of these issues, and prioritising actions to address any shortcomings this report identifies remains the responsibility of the venue management.

The Safety Score achieved, and continued maintenance of the standards observed will depend on the continuing observance of the recommendations made in the Safety Improvement Plan, and ongoing compliance with the Guidelines of Safe Pool Operation.



## 5 SUMMARY RECOMMENDATIONS

The Swimming Pool Safety Assessment completed at the Wandai Swimming Pool on 9 October 2023 achieved a Safety Score of 93. This result needs to be improved by:

- Implementation of the Safety Improvement Plan
- Regular internal reviews of the issues affecting safety at the Centre
- Internal Assessments
- Compliance with the RLS Guidelines for Safe Pool Operation and other statutes and regulations
- Continued periodic independent Swimming Pool Safety Assessments

Safety Score Summary for the Wandai Swimming Pool - 93

Section	Title	Total Achieved	Total Possible	Percentage (%)
1	Administration	85	85	100
2	First Aid	35	35	100
3	Technical Operations	135	135	100
4	Facility Design	201	240	83
5	Spa	N/A	N/A	N/A
6	Dive Pool(s)	N/A	N/A	N/A
7	Water Slide(s)	N/A	N/A	N/A
8	Wave Pool(s)	N/A	N/A	N/A
9	River(s)	N/A	N/A	N/A
10	Water Features	N/A	N/A	N/A
11	General Supervision	85	85	100
12	Learn to Swim	35	35	100
<b>Safety Numerator:</b>		<b>576</b>		
<b>Safety Denominator:</b>			<b>615</b>	
<b>Safety Score:</b>				<b>93</b>



## 6 APPENDICES

A) SWIMMING POOL SAFETY ASSESSMENT CHECKLIST	PAGE 9
B) OBSERVATIONS FROM AUDIT CONDUCTED AT THE FACILITY ON 9 October 2023	PAGE 34
C) SAFETY IMPROVEMENT PLAN	PAGE 36



**VENUE:** Wandai Swimming Pool

**DATE OF ASSESSMENT:** 9/10/23

**1. ADMINISTRATION**

No.	Item	Range	Score	Comp.	Comments
1.1	Is there an Operations Manual?	0 or 5	5	C	
1.2	Is there a current copy of the GSPO?	0 or 5	5	C	
1.3	Is the Operations Manual(s) facility-specific?	0 - 5	5	C	Section <span style="float:right">Checked</span> Physical Layout <input type="checkbox"/> Staff Structure <input type="checkbox"/> Personnel <input type="checkbox"/> Staff Procedures <input type="checkbox"/> Training <input type="checkbox"/> Occ. Health & Safety <input type="checkbox"/> Emergency Action Plan <input type="checkbox"/> Reporting <input type="checkbox"/> Maintenance <input type="checkbox"/> Water Quality <input type="checkbox"/> Programs <input type="checkbox"/>
1.4	Has an Emergency Action Plan (EAP), which includes sections for different scenarios and locations, been developed?	0 - 5	5	C	Scenario/Ratio <span style="float:right">Checked</span> First Aid <input type="checkbox"/> Aquatic <input type="checkbox"/> Theft <input type="checkbox"/> Assault <input type="checkbox"/> Fire <input type="checkbox"/> Bomb Threat <input type="checkbox"/> Toxic/Chemical Leak <input type="checkbox"/> Power Shortage <input type="checkbox"/> Evacuation <input type="checkbox"/> Warden Duties <input type="checkbox"/>
1.5	Has there been a practice of a full centre evacuation during operational hours within the last 12 months? <i>Note: Training or attendance logs may be presented.</i>	0 or 5	5	C	
1.6	Are the Operations Manual and EAP regularly reviewed? Note: During the last 12 months.	0 - 5	5	C	
1.7	Are all facility staff trained in the EAP? <i>Note: Training or attendance logs may be presented.</i>	0 - 5	5	C	
1.8	Do all lifeguards hold a current recognized lifeguarding qualification?	0 or 5	5	C	
1.9	Do lifeguards undertake in-service training covering all areas of Lifeguard skills? <i>Note: Training or attendance logs may be presented.</i>	0 - 5	5	C	Session <span style="float:right">Checked</span> Emergency procedures <input type="checkbox"/> Initiative assessment <input type="checkbox"/> Lifesaving skills <input type="checkbox"/> Resuscitation <input type="checkbox"/> Oxygen equipment <input type="checkbox"/> First Aid <input type="checkbox"/> Deep Water Recovery <input type="checkbox"/>
1.10	How often do Lifeguards undertake this training?	0 - 5	5	C	Frequency <span style="float:right">Checked</span> No in-service training <input type="checkbox"/> 1 per season <input type="checkbox"/> 2 or 3 per season <input type="checkbox"/> 4 per season <input checked="" type="checkbox"/> 5 or more per season <input type="checkbox"/>
1.11	Do all First Aiders hold a current recognized First Aid qualification? <i>Note: A First Aider is any staff member expected or likely to perform First Aid.</i>	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments																						
1.12	Do all program leaders, including swim teachers, hold appropriate and current swim teaching qualifications? <i>Note: May include qualifications for infants, special needs.</i>	0 or 5	5	C																							
1.13	Do all staff dealing with customers with special needs have appropriate training? <i>Note: Training may include qualifications, manual handling, or in equipment and procedures.</i>	0 - 5	5	C																							
1.14	Do all staff who deal with chemicals have appropriate training? <i>Note: Training or qualifications may be cited.</i>	0 - 5	5	C																							
1.15	Is there an agreement/contract for all hirers of all or part(s) of the facility? <i>Note: Hirers may include school groups.</i>	0 or 5	n/a																								
1.16	Does the contract specify minimum conditions of service provision and conduct?	0 - 5	n/a		<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Numbers using facility</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Supervision of activities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Number of lifeguards present</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>List or summary of rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Provision of First Aid</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Responsibilities during an emergency</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Medical conditions of participants</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Emergency Action Plan</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Numbers using facility	<input type="checkbox"/>	Supervision of activities	<input type="checkbox"/>	Number of lifeguards present	<input type="checkbox"/>	List or summary of rules	<input type="checkbox"/>	Provision of First Aid	<input type="checkbox"/>	Responsibilities during an emergency	<input type="checkbox"/>	Medical conditions of participants	<input type="checkbox"/>	Emergency Action Plan	<input type="checkbox"/>				
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Medical conditions of participants	<input type="checkbox"/>																										
Emergency Action Plan	<input type="checkbox"/>																										
1.17	Is the oxygen equipment serviced according to the manufacturer's recommendation, or at least annually?	0 or 5	5	C																							
1.18	Are reports made for every incident involving life-threatening hazards, and First Aid?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Casualty's name, sex, DOB</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Witness details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Incident time and place</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Incident description</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Action taken</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Nature of injury or disease</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Bodily location</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Treatment description</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Emergency services details</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Casualty's name, sex, DOB	<input type="checkbox"/>	Guardian details	<input type="checkbox"/>	Witness details	<input type="checkbox"/>	Incident time and place	<input type="checkbox"/>	Incident description	<input type="checkbox"/>	Action taken	<input type="checkbox"/>	Nature of injury or disease	<input type="checkbox"/>	Bodily location	<input type="checkbox"/>	Treatment description	<input type="checkbox"/>	Emergency services details	<input type="checkbox"/>
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Action taken	<input type="checkbox"/>																										
Nature of injury or disease	<input type="checkbox"/>																										
Bodily location	<input type="checkbox"/>																										
Treatment description	<input type="checkbox"/>																										
Emergency services details	<input type="checkbox"/>																										
1.19	Are incident reports kept, either at the facility or at municipal premises, for an appropriate time?	0 or 5	5	C																							

Summary - Section 1		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	85	85



**2. FIRST AID**

No.	Item	Range	Score	Comp.	Comments																																																																														
2.1	Is there a designated First Aid room or area of appropriate size and configuration?	0 - 5	5	C	<table border="0"> <tr> <td><i>Feature</i></td> <td><i>Checked</i></td> </tr> <tr> <td>0-500: 1 bed</td> <td><input type="checkbox"/></td> </tr> <tr> <td>500-1000: 15m<sup>2</sup>, 1 bed &amp; stretcher access</td> <td><input type="checkbox"/></td> </tr> <tr> <td>1000+: 35m<sup>2</sup>, 2 beds &amp; stretcher access</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Multi-purpose room used</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Screen provided</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Toilet close by</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Wide exit bay closed by</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Feature</i>	<i>Checked</i>	0-500: 1 bed	<input type="checkbox"/>	500-1000: 15m <sup>2</sup> , 1 bed & stretcher access	<input type="checkbox"/>	1000+: 35m <sup>2</sup> , 2 beds & stretcher access	<input type="checkbox"/>	Multi-purpose room used	<input type="checkbox"/>	Screen provided	<input type="checkbox"/>	Toilet close by	<input type="checkbox"/>	Wide exit bay closed by	<input type="checkbox"/>																																																														
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2.2	Is the First Aid room or area easily identified? <i>Note: Standard signage is a white cross on a green background. The words "First Aid" should also appear.</i>	0 - 5	5	C																																																																															
2.3	Does the main First Aid room contain the following:																																																																																		
2.4	Is there sufficient stock of appropriate First Aid equipment?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td><i>Checked</i></td> </tr> <tr><td>Emergency phone no's</td><td><input type="checkbox"/></td></tr> <tr><td>1 pr. scissors</td><td><input type="checkbox"/></td></tr> <tr><td>1 box dispos. latex gloves</td><td><input type="checkbox"/></td></tr> <tr><td>2 triangular bandages</td><td><input type="checkbox"/></td></tr> <tr><td>4 sterile eye pads</td><td><input type="checkbox"/></td></tr> <tr><td>20 safety pins</td><td><input type="checkbox"/></td></tr> <tr><td>Adhesive tape</td><td><input type="checkbox"/></td></tr> <tr><td>15 sterile large wound dr.</td><td><input type="checkbox"/></td></tr> <tr><td>1 heavy crepe bandage</td><td><input type="checkbox"/></td></tr> <tr><td>1 burns module</td><td><input type="checkbox"/></td></tr> <tr><td>1 eye module</td><td><input type="checkbox"/></td></tr> <tr><td>4 med. unmed. dressing</td><td><input type="checkbox"/></td></tr> <tr><td>4 large unmed. dressing</td><td><input type="checkbox"/></td></tr> <tr><td>2 pk. gauze, 7.5x7.5cm</td><td><input type="checkbox"/></td></tr> <tr><td>1 pk. sterile adhesive dress</td><td><input type="checkbox"/></td></tr> <tr><td>2 ice packs</td><td><input type="checkbox"/></td></tr> <tr><td>1 pk. Sterile wound closure</td><td><input type="checkbox"/></td></tr> <tr><td>1 thermometer</td><td><input type="checkbox"/></td></tr> <tr><td>1 pr. tweezer</td><td><input type="checkbox"/></td></tr> <tr><td>Basic first aid notes</td><td><input type="checkbox"/></td></tr> <tr><td>Liquid skin antiseptic</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"> </td></tr> <tr><td colspan="2"><i>Extras for First Aid Room:</i></td></tr> <tr><td>1 pr. 125mm dress, Forceps</td><td><input type="checkbox"/></td></tr> <tr><td>1 st. steel kidney tray</td><td><input type="checkbox"/></td></tr> <tr><td>1 dispos. drinking vessel</td><td><input type="checkbox"/></td></tr> <tr><td>1 pocket torch</td><td><input type="checkbox"/></td></tr> <tr><td>Soap and nail brush</td><td><input type="checkbox"/></td></tr> <tr><td>Paper towel in dispenser</td><td><input type="checkbox"/></td></tr> <tr><td>Clean uniform(s)</td><td><input type="checkbox"/></td></tr> <tr><td>Sunscreen</td><td><input type="checkbox"/></td></tr> <tr><td>Towels</td><td><input type="checkbox"/></td></tr> <tr><td>Safety Data Sheets</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"> </td></tr> <tr><td colspan="2"><i>Extras for Lifeguards:</i></td></tr> <tr><td>1 pocket face mask</td><td><input type="checkbox"/></td></tr> <tr><td>1 pair of disposable gloves</td><td><input type="checkbox"/></td></tr> <tr><td colspan="2"><i>Note: Lifeguards should have ready access to gloves and a pocket face mask. For SDS, see 3.8 and 3.9.</i></td></tr> </table>	<i>Item</i>	<i>Checked</i>	Emergency phone no's	<input type="checkbox"/>	1 pr. scissors	<input type="checkbox"/>	1 box dispos. latex gloves	<input type="checkbox"/>	2 triangular bandages	<input type="checkbox"/>	4 sterile eye pads	<input type="checkbox"/>	20 safety pins	<input type="checkbox"/>	Adhesive tape	<input type="checkbox"/>	15 sterile large wound dr.	<input type="checkbox"/>	1 heavy crepe bandage	<input type="checkbox"/>	1 burns module	<input type="checkbox"/>	1 eye module	<input type="checkbox"/>	4 med. unmed. dressing	<input type="checkbox"/>	4 large unmed. dressing	<input type="checkbox"/>	2 pk. gauze, 7.5x7.5cm	<input type="checkbox"/>	1 pk. sterile adhesive dress	<input type="checkbox"/>	2 ice packs	<input type="checkbox"/>	1 pk. Sterile wound closure	<input type="checkbox"/>	1 thermometer	<input type="checkbox"/>	1 pr. tweezer	<input type="checkbox"/>	Basic first aid notes	<input type="checkbox"/>	Liquid skin antiseptic	<input type="checkbox"/>	 		<i>Extras for First Aid Room:</i>		1 pr. 125mm dress, Forceps	<input type="checkbox"/>	1 st. steel kidney tray	<input type="checkbox"/>	1 dispos. drinking vessel	<input type="checkbox"/>	1 pocket torch	<input type="checkbox"/>	Soap and nail brush	<input type="checkbox"/>	Paper towel in dispenser	<input type="checkbox"/>	Clean uniform(s)	<input type="checkbox"/>	Sunscreen	<input type="checkbox"/>	Towels	<input type="checkbox"/>	Safety Data Sheets	<input type="checkbox"/>	 		<i>Extras for Lifeguards:</i>		1 pocket face mask	<input type="checkbox"/>	1 pair of disposable gloves	<input type="checkbox"/>	<i>Note: Lifeguards should have ready access to gloves and a pocket face mask. For SDS, see 3.8 and 3.9.</i>	
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2.5	Is there at least one portable first aid kit? <i>Note: Lifeguards' bum-bags, if appropriately stocked, may be considered.</i>	0 or 5	5	C																																																																															



No.	Item	Range	Score	Comp.	Comments																
2.6	Is the first aid kit fully stocked? <i>Note: Stations without First Aid materials are "rescue" stations</i>	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>First Aid kit</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Pocket face mask</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Oxygen equipment</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Chair</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Blanket</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	First Aid kit	<input type="checkbox"/>	Pocket face mask	<input type="checkbox"/>	Oxygen equipment	<input type="checkbox"/>	Chair	<input type="checkbox"/>	Blanket	<input type="checkbox"/>				
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2.7	Is functioning oxygen equipment available?	0 or 5	5	C	Bag/Valve/Mask.																
2.8	Is the oxygen equipment stored safely ready for use?	0 or 5	5	C	<table border="0"> <tr> <td><i>Feature</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Cylinder is off</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Regulator correctly fitted</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Tubing in good condition</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Therapy mask</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare tubing</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare seal</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Spare cylinder</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Feature</i>	<i>Checked</i>	Cylinder is off	<input type="checkbox"/>	Regulator correctly fitted	<input type="checkbox"/>	Tubing in good condition	<input type="checkbox"/>	Therapy mask	<input type="checkbox"/>	Spare tubing	<input type="checkbox"/>	Spare seal	<input type="checkbox"/>	Spare cylinder	<input type="checkbox"/>
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Summary - Section 2		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	35	35



### 3. TECHNICAL OPERATIONS

No.	Item	Range	Score	Comp.	Comments
3.1	Is all pool water (including spa) monitored and maintained within regulations set by local statutory authorities?	0 or 5	5	C	Required test: Monitoring of pool water should comply with QLD Health Swimming & Spa Pool Water Quality and Operational Guidelines; September 2019.
3.2	Is there a plant operations logbook or diary and are adjustments and treatments recorded?	0 or 5	5	C	
3.3	Are pools open for use pools sufficiently clear?  <i>Note: Bottom of pool at deep end clearly visible from sides of pool.</i>	0 or 5	5	C	
3.4	Is the chemical storage area clean and tidy?	0 or 5	5	C	
3.5	Are dry chemicals stored off the floor?	0 or 5	5	C	
3.6	Are dry chemicals stored to prevent mixing?	0 or 5	5	C	
3.7	Can liquids spill onto dry chemicals?	0 or 5	5	C	
3.8	Are chemicals separated by the appropriate distance?	0 or 5	5	C	Hypo & HCL ≥ 5m <input type="checkbox"/> Dry Chlorine & HCL ≥ 5m <input type="checkbox"/> Hypo & Dry Chlorine ≥ 5m <input type="checkbox"/>
3.9	Has a risk assessment been done on the storage and use of Dangerous Goods and Hazardous Substances?	0 or 5	5	C	
3.10	Are all chemical storage areas clearly labelled?  <i>Note: Each chemical in the storage area should be labelled. Container labels may be large enough in some cases</i>	0 or 5	5	C	
3.11	Are "HAZCHEM" signs posted immediately outside plant rooms and at all entries to the facility?	0 or 5	5	C	
3.12	Is correct signage specifying, for each chemical, the HAZCHEM code, Class, and Subsidiary Risk, prominently displayed immediately outside storage areas and on storage containers?  <i>Note: Combination signs outside delivery points or storage areas should display the HAZCHEM code and Subsidiary risk labels</i>	0 - 5	5	C	
3.13	Are Safety Data Sheets (SDS) available for each stored chemical, including those used for cleaning?  <i>Note: 3.13 becomes non-compliant if either of 3.14 &amp; 3.15 are non-compliant</i>	0 or 5	5	C	
3.14	Have all SDS's been prepared by the manufacturer or importer?  <i>Note: Not generic or prepared by a third party.</i>	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments
3.15	Are all SDS's current? <i>Note: Within last 5 years.</i>	0 or 5	5	C	
3.16	Are SDS's stored in the chemical storage area and one other location remote from the chemical storage area?	0 or 5	5	C	
3.17	Has a Dangerous Goods manifest been prepared as per OH&S Act 2000 No.40?	0 or 5	5	C	
3.18	Has a Dangerous Goods manifest been prepared as per OH&S Act 2000 No.40?	0 or 5	5	C	Name & contact details of the occupier of the premises <input type="checkbox"/> Address of the premise <input type="checkbox"/> Date the manifest was prepared <input type="checkbox"/> Contact details (2 people) <input type="checkbox"/> Summary list of classes and packing groups of the dangerous goods <input type="checkbox"/> A plan of the premises <input type="checkbox"/>
3.19	Has a Hazardous Substances register been prepared? <i>Note: Register should contain list of substances and relevant SDSs</i>	0 or 5	5	C	
3.20	Is spill containment sufficient (110% of capacity) for bulk storage of liquid chemicals?	0 or 5	5	C	
3.21	Is the crest locus limit angle $\geq 26.5^\circ$ ? <i>Note: See diagram below</i>	0 or 5	n/a		<p>Diagram description: A side-view diagram of a tank and a spill container. The tank is on the left. A spill container is positioned to the right of the tank. A right-angled triangle is formed by the height of the spill container (labeled 'a'), the horizontal separation distance between the tank and the spill container (labeled 'b'), and the crest locus limit angle (labeled 'Q'). The angle Q is indicated as a 'Minimum Angle 26.5 deg'. The formula <math>\tan Q = b/a</math> and <math>Q = 26.5 \text{ deg min}</math> is shown. Labels include 'Tank', 'Height of Container from top edge of spill container', 'Minimum Angle 26.5 deg', 'a', 'b Separation distance', and 'Edge of Spill Container'.</p>
3.22	Is an emergency procedure in place for chemical spills and leaks?	0 or 5	5	C	
3.23	Is appropriate Personal Protective Equipment (PPE) provided in plant rooms and chemical handling areas?	0 or 5	5	C	PPE <span style="float: right;"><i>Checked</i></span> Eye (goggles) <input type="checkbox"/> Face (shield) <input type="checkbox"/> Respiratory (dust mask) <input type="checkbox"/> Hearing (earmuffs) <input type="checkbox"/> Hand (gloves) <input type="checkbox"/> Foot (boots) <input type="checkbox"/> Body (overalls or apron) <input type="checkbox"/>
3.24	Is PPE stored and maintained for immediate and correct operation?	0 or 5	5	C	



No.	Item	Range	Score	Comp.	Comments
3.25	Is signage displayed in plant rooms and chemical handling areas promoting the use of the required PPE (refer question 3.13)?	0 - 5	5	C	
3.26	Are all pipes, valves and pumps, controlling water and chemical feeds, clearly labelled?	0 - 5	5	C	
3.27	Do pipe markers have the correct colour?	0 - 5	5	C	Water - Green <input type="checkbox"/> Hypo - Violet <input type="checkbox"/> Chlorine Gas - Violet <input type="checkbox"/> CO2 - Yellow Ochre <input type="checkbox"/>
3.28	Is there signage prohibiting smoking and indicating restricted access (e.g. "Staff Only") at entrances to, and inside, the plant room and chemical storage areas?	0 - 5	5	C	  "Staff Only"
3.29	Is a dump shower and eye wash provided within 7 metres of the chemical delivery point?  <i>Note: A first aid eye module may be provided in place of eyewash.</i>	0 or 5	5	C	
3.30	Is a functional self-contained breathing apparatus provided?	0 or 5			

*In those facilities using chlorine gas for water sanitation:*

3.31	Are chlorine gas cylinders stored appropriately?	0 or 5			Away from heat sources? <input type="checkbox"/> 3m away from combustible matter? <input type="checkbox"/> With adequate ventilation? <input type="checkbox"/> On a base / floor which is in good condition? <input type="checkbox"/>
3.32	Are cylinder outlets plugged and securely capped when not in use?	0 or 5			
3.33	Is chlorine gas stored at an appropriate distance from public and protected places?  <i>Note: See definition of protected and public places below</i>	0 or 5			≥15m from a public place <input type="checkbox"/> ≥25m from a protected place <input type="checkbox"/>
3.34	Are chlorine cylinders secured to prevent their falling and sustaining damage to tanks or fittings?	0 or 5			
3.35	Is there a functional gas leak detection system installed with audible and visual alarms?	0 or 5			



Australian Standard AS/NZS 2927:2001  
The Storage and Handling of Liquefied Chlorine Gas defines a Protected Place as:

- a) "A dwelling, place of worship, public building, school or college, childcare facility, hospital, theatre, or any building or open area in which people are accustomed to assemble, whether within or outside the property boundary of the installation;
- b) A factory, workshop, office, store, warehouse, shop or building where people who are not associated with the operation of the chlorine installation are employed;
- c) A ship lying at permanent berthing facilities;
- d) Any storage facility for dangerous goods that exceeds minor storage quantities and is outside the property boundary of the installation."

Australian Standard AS/NZS 2927:2001 The Storage and Handling of Liquefied Chlorine Gas defines a Public Place as:  
"Any place other than private property, open to the public, which the public has a right to use and which includes a public road. Private car parking areas are not considered to be public places".

No.	Item	Range	Score	Comp.	Comments
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*In facilities generating Ozone:*

3.36	Is there a functional ozone detection system that shuts down the ozone plant at atmospheric concentrations of 0.3 ppm and triggers audible and visual alarms at 0.1 ppm?	0 or 5			
3.37	Is there a remote switch to shut down ozone generation?  <i>Note: The switch should be outside the ozone generation area.</i>	0 or 5			

*In those facilities using carbon dioxide gas for pH control:*

3.38	Are carbon dioxide gas cylinders secured to prevent their falling and sustaining damage to tanks or fittings?	0 or 5			
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*In those facilities generating sodium hypochlorite:*



3.39	Is hydrogen gas vented to the atmosphere or otherwise prevented from building up in the generation plant?	0 or 5			
3.40	Is there a functional gas leak detection system installed with audible and visual alarms?	0 or 5			

**Summary - Section 3**

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	135	135





No.	Item	Range	Score	Comp.	Comments																		
4.12	Are depth markers clearly visible from within the pool? <i>Note: Additional markings may increase visibility and reduce uncertainty.</i>	0 or 5	0	NYC	Depth Marking Markings <sup>3</sup> 100mm high <input type="checkbox"/> Contrasting colour <input type="checkbox"/> Visible from pool <input type="checkbox"/> <span style="float: right;">Checked</span>																		
4.13	Are depth markers clearly visible from the concourse? <i>Note: Additional markings may increase visibility and reduce uncertainty.</i>	0 or 5	0	NYC	Depth Marking Markings <sup>3</sup> 100mm high <input type="checkbox"/> Contrasting colour <input type="checkbox"/> Visible from concourse <input type="checkbox"/> <span style="float: right;">Checked</span>																		
4.14	Is there sufficient signage identifying deep water, shallow water, particularly at pool entry points? <i>Note: Advisory warnings may include "Danger - Deep Water" and "Caution - Shallow Water."</i>	0 or 5	4	C	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">Pool</td> <td style="width: 33%; text-align: center;">Deep</td> <td style="width: 33%; text-align: center;">Shallow</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>At gradient changes: <input type="checkbox"/></p>	Pool	Deep	Shallow	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
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_____	<input type="checkbox"/>	<input type="checkbox"/>																					
_____	<input type="checkbox"/>	<input type="checkbox"/>																					
4.15	Is deep water / shallow water signage compliant with the current Australian Standard?	0 or 5	4	C																			
4.16	Is all Do Not Dive signage compliant with the current Australian Standard?	0 or 5	4	C																			
4.17	In water under 1.8 metres in depth, is do not dive signage displayed?	0 or 5	4	C																			
4.18	If diving is to be conducted in water depth under 2.0 metres is appropriate signage displayed?	0 or 5	4	C																			
4.19	Are there barriers, appropriate signage or other management measures to control traffic on the concourse adjacent to deep water?	0 or 5	2	NYC																			
4.20	Are toddlers' and learners' pools located away from deep-water pools, or are there sufficient and appropriate barriers between adjacent shallow and deep- water areas?	0 or 5	0	NYC																			
4.21	Are ladders only used as entries and exits into deep water?	0 or 5	5	C																			
4.22	Are entry and exit points provided on both sides of pool at each end?	0 - 5	5	C																			
4.23	Are lanes wide enough for their intended use? <i>Note: At time of assessment.</i>	0 or 5	5	C																			
4.24	Are leisure activities conducted in appropriate water depths? <i>Note: At time of assessment</i>	0 or 5	5	C																			



No.	Item	Range	Score	Comp.	Comments														
4.25	Are backstroke flags present when lap swimming is being conducted?	0 or 5	5	C															
4.26	Do backstroke flags contrast against background and located 5 metres from pool edge? 0 or 5	0 or 5	5	C															
4.27	Are advisory signs, other than those associated with depth markings, used, when and where appropriate?  <i>Note: At time of assessment.</i>	0 or 5	5	C	<table border="0"> <tr> <td>Sign</td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>"Slippery when wet"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Cleaning in progress"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Pool closed"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Changing water conditions"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Lap lane speeds</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Swim lessons/programs</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	Sign	<i>Checked</i>	"Slippery when wet"	<input type="checkbox"/>	"Cleaning in progress"	<input type="checkbox"/>	"Pool closed"	<input type="checkbox"/>	"Changing water conditions"	<input type="checkbox"/>	Lap lane speeds	<input type="checkbox"/>	Swim lessons/programs	<input type="checkbox"/>
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"Changing water conditions"	<input type="checkbox"/>																		
Lap lane speeds	<input type="checkbox"/>																		
Swim lessons/programs	<input type="checkbox"/>																		
4.28	Is the nature of the concourse surface intended to be slip-resistant?  <i>Note: Evidence of the standard of slip resistance may be supplied.</i>	0 or 5	4	C															
4.29	Does the concourse appear to be maintained?  <i>Note: Maintenance may include regular cleaning.</i>	0 - 5	4	C															
4.30	Is there sufficient drainage of the concourse?	0 - 5	4	C															
4.31	Is equipment stored on the pool concourse positioned to allow safe traffic flow?	0 - 5	5	C															
4.32	Is the concourse width, without obstructions or fittings, 3.0 metres or greater?	0 - 5	5	C															
4.33	Does any equipment stored on the concourse, obstruct lifeguards' sight lines? i.e. Pool cover reels or play	0 - 5	5	C															
4.34	Is the concourse free of any trip and entrapment hazards? i.e. Equipment anchors, or other fittings, or are such trip or entrapment hazards reduced through management?  <i>Note: Hazards include starting block or flagpole anchors. Management may include signage or barriers.</i>	0 or 5	5	C															
4.35	Is permanently installed electrical equipment located away from the pool(s)?  <i>Note: P.A. systems, lighting, etc.</i>	0 or 5	5	C															
4.36	Are General Power Outlets (GPO's) located at least 3.0m from the pool(s)?	0 or 5	5	C															
4.37	If GPO's are located within 3m of the pool, are they a minimum of 1m above finished surface?	0 or 5	5	C															
4.38	If GPO's are located within 3m of the pool or outdoors, do they have waterproof covers?	0 or 5	5	C															



No.	Item	Range	Score	Comp.	Comments												
4.39	<p>Do steps provided for entry and exit to pool(s) or its surrounds have handrails that conform to the following access standards?</p> <p>Feature                      Standard                      Diameter                      30-50mm                      Distance from wall.      ³ 50mm                      Dist. Above steps      865-1000mm</p>	0 or 5	5	C	Location: _____ Diameter 30-50mm Dist. To walls ³ 50mm Avg. height. _____ Location: _____ Diameter 30-50mm Dist. To walls ³ 50mm Avg. height. _____ Location: _____ Diameter 30-50mm Dist. To walls ³ 50mm Avg. height. _____												
4.40	Are change rooms easily accessible?	0 - 5	5	C													
4.41	<p>Are change rooms lit to a level of 80 lux or greater?</p> <p><i>Note: At time of inspection only.</i></p>	0 - 5	5	C													
4.42	Are change room floors, including those in the showers and shower walls, of a slip-resistant nature?	0 - 5	5	C													
4.43	Do the change room floor and shower walls appear to be maintained?	0 - 5	5	C													
4.44	Is the water temperature in hand basins and showers no more than 43°C?	0 or 5	5	C													
4.45	Are change rooms clearly identified with signage?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>"Male"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Male symbol</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Female"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Female symbol</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Disabled" or "Family"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	"Male"	<input type="checkbox"/>	Male symbol	<input type="checkbox"/>	"Female"	<input type="checkbox"/>	Female symbol	<input type="checkbox"/>	"Disabled" or "Family"	<input type="checkbox"/>
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4.46	<p>Is there consideration given to special needs users?</p> <p><i>Note: Disabled change rooms may also be designated as "family" change rooms.</i></p>	0 - 5	2	NYC	<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Ramps in pool</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Ramps on concourse</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Handrails</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Assisted lifting equipment</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Disabled change rooms or cubicles</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Ramps in pool	<input type="checkbox"/>	Ramps on concourse	<input type="checkbox"/>	Handrails	<input type="checkbox"/>	Assisted lifting equipment	<input type="checkbox"/>	Disabled change rooms or cubicles	<input type="checkbox"/>
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Disabled change rooms or cubicles	<input type="checkbox"/>																

*Equipment for competitive events or training:*

4.47	Are starting blocks, whether permanent or removable, installed only over water 1.35 metres or deeper?	0 or 5	5	C	
4.48	Are starting blocks, when installed over water less than 2.0 metres in depth, isolated when not in use?	0 or 5	5	C	
4.49	<p>Are touch panels designed with smooth edges?</p> <p><i>Note: Panels are not required to be in situ to be assessed.</i></p>	0 or 5			



No.	Item	Range	Score	Comp.	Comments
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*Spectator stands:*

4.50	Do grandstands provide entry and exit to the concourse?	0 or 5			
4.51	Do entry and exit points to concourse affect concourse traffic flow?	0 - 5			
4.52	Are steps or other passages separated from seating areas?	0 or 5			
4.53	Do steps, or other entry and exit passages, have at least 2.2 metres clearance overhead?	0 or 5			

*Movable floor:*

4.54	Where a movable floor is installed, has the depth signage been calibrated to actually reflect the current depth?	0 or 5			
4.55	Can the depth signage be seen from within the pool?	0 or 5			
4.56	Can the depth signage be seen from the pool concourse?	0 or 5			
4.57	Are controls for the movable floor adjacent to that area and restricted to staff use?	0 or 5			
4.58	Do the controls for the movable floor require constant manual operations? i.e. Controls must be held to move the floor.	0 or 5			

*Bulkheads (booms):*

4.59	Are bulkheads properly installed? i.e. anchored when in position, etc.	0 or 5			
4.60	Is the upper surface of the bulkhead of a slip resistant nature?	0 or 5			
4.61	Is the surface of the bulkhead maintained?	0 - 5			

*Other wet areas:*

4.62	Does the hydrotherapy pool have the following features?	0 - 5			<table border="0"> <tr> <td><i>Feature:</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Disabled change room nearby</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Rectangular</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>800 to 1500mm deep</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Contrasting edges</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td><i>Handrails:</i></td> <td></td> </tr> <tr> <td>38mm diameter</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>50mm wall clearance</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Begin 75mm below surface</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Ramp 1:14 gradient</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Risers 100-150mm</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Treads <sup>a</sup> 280m</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Feature:</i>	<i>Checked</i>	Disabled change room nearby	<input type="checkbox"/>	Rectangular	<input type="checkbox"/>	800 to 1500mm deep	<input type="checkbox"/>	Contrasting edges	<input type="checkbox"/>	<i>Handrails:</i>		38mm diameter	<input type="checkbox"/>	50mm wall clearance	<input type="checkbox"/>	Begin 75mm below surface	<input type="checkbox"/>	Ramp 1:14 gradient	<input type="checkbox"/>	Risers 100-150mm	<input type="checkbox"/>	Treads <sup>a</sup> 280m	<input type="checkbox"/>
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Treads <sup>a</sup> 280m	<input type="checkbox"/>																												
4.63	Are there procedures for, and measures to control usage of, the sauna or steam room?	0 - 5			<table border="0"> <tr> <td><i>Measure:</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Entry can be locked open</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Restriction on entry</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Time of occupancy</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Nature of activity allowed</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Signage</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Procedure for emergency</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Measure:</i>	<i>Checked</i>	Entry can be locked open	<input type="checkbox"/>	Restriction on entry	<input type="checkbox"/>	Time of occupancy	<input type="checkbox"/>	Nature of activity allowed	<input type="checkbox"/>	Signage	<input type="checkbox"/>	Procedure for emergency	<input type="checkbox"/>										
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<b>Summary - Section 4</b>		
<b>Item</b>	<b>Achieved</b>	<b>Total Possible</b>
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	201	240



**5. SPA (s)**

No.	Item	Range	Score	Comp.	Comments
5.1	Is the spa suitable located for constant supervision?	0 or 5			
5.2	Is the spa sufficiently supervised?	0 or 5			
5.3	Is the maximum static water depth 1.1m?	0 or 5			
5.4	Is the static water depth for seating depth no more than 0.6m?	0 or 5			
5.5	Are handrail(s) provided with steps?	0 or 5			
5.6	Is the spa fitted with a functional thermostat which prevents the water temperature from exceeding 38°C and which must be manually reset?	0 or 5			
5.7	Is there an emergency stop button that switches off filtration and jets and triggers an audible and visible alarm?	0 or 5			
5.8	Is resetting the emergency stop restricted to staff only?	0 or 5			
5.9	Is there an automatic shutdown to prevent entrapment of foreign objects in suction inlets? <i>Note: "Wet deck" or skimmer box inlets may not require automatic shutdown. System may also provide multiple suction inlets.</i>	0 or 5			
5.10	Does the spa have a "shut down" period every 15 minutes?	0 or 5			
5.11	Can the depth signage of the spa be clearly viewed from within the spa?	0 or 5			
5.12	Can the spa depth signage be clearly viewed from outside of the spa?				
5.13	Is signage relating to the use and restrictions of the spa clearly displayed? <i>Note: Conditions marked * may be observed depending on the location of the spa and rules for supervision of children.</i>				<p><i>Obligatory Conditions</i></p> <p>General medical warning <input type="checkbox"/></p> <p>"Never put head under water" <input type="checkbox"/></p> <p>Child supervision in area* <input type="checkbox"/></p> <p>Drug and alcohol warning <input type="checkbox"/></p> <p>15 minutes maximum use <input type="checkbox"/></p> <p><i>Optional Conditions</i></p> <p>Pregnancy warning <input type="checkbox"/></p> <p>Heart condition warning <input type="checkbox"/></p> <p>Age limits* <input type="checkbox"/></p> <p>No use alone* <input type="checkbox"/></p>

Summary - Section 5		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		







No.	Item	Range	Score	Comp.	Comments																
6.11	<p>Are dive pools designed to GSPO recommendations?</p> <table border="0"> <tr> <td>Dimension</td> <td>Distance</td> </tr> <tr> <td>Overhead</td> <td>5.0m</td> </tr> <tr> <td>To side wall</td> <td>2.5m</td> </tr> <tr> <td>Between plummets</td> <td>2.5m</td> </tr> <tr> <td>Board/platform overhang</td> <td>1.5m</td> </tr> <tr> <td>Handrail height</td> <td>1.0m</td> </tr> <tr> <td>Between rails</td> <td>£ 0.33m</td> </tr> <tr> <td>Rail overhang</td> <td>£ 0.3m</td> </tr> </table> <p><i>Note: Recommended that boards under 1m have Perspex or similar transparent guard and boards over 1m have plummets on one side only.</i></p> <p>Note: All measures in metres. FINA: 378-379</p>	Dimension	Distance	Overhead	5.0m	To side wall	2.5m	Between plummets	2.5m	Board/platform overhang	1.5m	Handrail height	1.0m	Between rails	£ 0.33m	Rail overhang	£ 0.3m	0 or 5			<p>Plummet on one side only:</p> <p>Plummet 1: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 2: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 3: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Plummet 4: Nominal height: _____ Overhead: _____ To side or adj. plummet: _____ Board/Platform overhang: _____ Handrail height: _____ Distance between rails: _____ Rail overhang: _____ Transparent guard: _____</p> <p>Note: All measures in metres. FINA: 378-379</p>
Dimension	Distance																				
Overhead	5.0m																				
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Board/platform overhang	1.5m																				
Handrail height	1.0m																				
Between rails	£ 0.33m																				
Rail overhang	£ 0.3m																				
6.12	<p>Does the dive pool meet FINA specifications?</p> <table border="0"> <tr> <td>Plummet</td> <td>Depth</td> <td>Dist. Ahead</td> </tr> <tr> <td>1.0m</td> <td>3.4m</td> <td>5.0m</td> </tr> <tr> <td>3.0,5.0m</td> <td>3.7m</td> <td>6.0m</td> </tr> <tr> <td>7.5m</td> <td>4.1m</td> <td>8.0m</td> </tr> <tr> <td>10m</td> <td>4.5m</td> <td>11.0m</td> </tr> </table>	Plummet	Depth	Dist. Ahead	1.0m	3.4m	5.0m	3.0,5.0m	3.7m	6.0m	7.5m	4.1m	8.0m	10m	4.5m	11.0m	0 - 5			<p>Plummet 1: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 2: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 3: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>Plummet 4: Actual height: _____ Depth: _____ Distance ahead for depth: _____</p> <p>FINA: 378-379</p>	
Plummet	Depth	Dist. Ahead																			
1.0m	3.4m	5.0m																			
3.0,5.0m	3.7m	6.0m																			
7.5m	4.1m	8.0m																			
10m	4.5m	11.0m																			

Summary - Section 6		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



## 7. WATER SLIDE (s)

Note: This section refers to water slides as defined in AS 3533.1: 2009 'Amusement rides and devices - Design and construction: a sloping flume over 3.0m in height from the top to the bottom'. In this assessment, slides under this height are classified as water features.

No.	Item	Range	Score	Comp.	Comments														
7.1	Is the slide inspected each day before it is opened?	0 or 5																	
7.2	Is the slide sufficiently supervised? <i>Note: At time of assessment.</i>	0 or 5																	
7.3	Where more than one lifeguard supervises the slide, is an effective communication system employed? <i>Note: Supervision may be insufficient because of lack of effective communication (7.2)</i>	0 or 5			<i>Note: Make note of communication procedures or systems used.</i>														
7.4	Is signage displaying rules of conduct at the entry point and at the base of the slide?	0 - 5			<table border="0"> <tr> <td>Advisory Sign</td> <td>Checked</td> </tr> <tr> <td>Assembly (stairs, platforms)</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Numbers on platforms</td> <td><input type="checkbox"/></td> </tr> <tr> <td>"One rider at a time"</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rider orientation</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Exit splash pool</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Age/ability limits</td> <td><input type="checkbox"/></td> </tr> </table>	Advisory Sign	Checked	Assembly (stairs, platforms)	<input type="checkbox"/>	Numbers on platforms	<input type="checkbox"/>	"One rider at a time"	<input type="checkbox"/>	Rider orientation	<input type="checkbox"/>	Exit splash pool	<input type="checkbox"/>	Age/ability limits	<input type="checkbox"/>
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"One rider at a time"	<input type="checkbox"/>																		
Rider orientation	<input type="checkbox"/>																		
Exit splash pool	<input type="checkbox"/>																		
Age/ability limits	<input type="checkbox"/>																		
7.5	Can access to the slide be prevented when it is not in use? i.e. by locking a gate at the bottom of the staircase and blocking access to the flume.	0 or 5																	
7.6	Are stairways and ladders straight (not spiral) and are landings provided?  <table border="0"> <tr> <td>Feature</td> <td>Landing Every</td> </tr> <tr> <td>Ladders</td> <td>≤ 6.0m</td> </tr> <tr> <td>Stairways</td> <td>≤ 18 steps</td> </tr> </table>	Feature	Landing Every	Ladders	≤ 6.0m	Stairways	≤ 18 steps	0 or 5											
Feature	Landing Every																		
Ladders	≤ 6.0m																		
Stairways	≤ 18 steps																		
7.7	Are the stairs wide enough to allow passage of two people?	0 or 5			Width of stairs:      mm														
7.8	Do the stairs or ladders have handrails on both sides?	0 or 5																	
7.9	Do all stairs, landings, and flumes have sufficient drainage?	0 - 5																	
7.10	Is the nature of the stairs, ladders and landing surfaces intended to be slip resistant?	0 or 5																	
7.11	Does the surface of the stairs, ladders and landings appear to be maintained?	0 - 5																	
7.12	Is the splash (landing) area separate from the swimming area? <i>Note: The landing and swimming areas may be separated by a lane rope or other suitable barrier.</i>	0 or 5																	
7.13	Is the length of the splash (landing) area in front of the flume at least 6.0m? <i>Note: "Splash" pools with water agitation designed to slow riders may be shorter.</i>	0 - 5																	
7.14	Is the pool surface in the splash (landing) area intended to be slip-resistant?	0 or 5																	



No.	Item	Range	Score	Comp.	Comments
7.15	Is the splash landing area free of drains or gates?	0 or 5			
7.16	Does the concourse around the splash area have sufficient drainage?	0 - 5			
7.17	If the exit of the flume is up to 150mm above the static water surface, is the depth of the splash (landing) area at least 1.0m?	0 or 5			

#### Summary - Section 7

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		

**8. WAVE POOL (s)**

No.	Item	Range	Score	Comp.	Comments																
8.1	Is the wave pool sufficiently supervised? <i>Note: At time of assessment. Lifeguard to bather ratio = 1:40 when waves are operating.</i>	0 or 5																			
8.2	Does the wave pool have a bather free zone at the wave generation end?	0 or 5																			
8.3	Is the wave pool free from obstructions likely to cause injury during wave motion?	0 or 5																			
8.4	Are steps into the wave pool provided only in areas whose static water depth is 0.40m or less?	0 or 5																			
8.5	Are handrails provided at these step entries?	0 or 5																			
8.6	Is there signage displaying rules of conduct and any restrictions on use?	0 - 5			<table border="0"> <tr> <td><i>Item</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Parental supervision (Waves)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Parental Supervision (no waves)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>"Changing water conditions"</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Bather-free zone advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Heart problem advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Pregnancy advisory</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Rules	<input type="checkbox"/>	Parental supervision (Waves)	<input type="checkbox"/>	Parental Supervision (no waves)	<input type="checkbox"/>	"Changing water conditions"	<input type="checkbox"/>	Bather-free zone advisory	<input type="checkbox"/>	Heart problem advisory	<input type="checkbox"/>	Pregnancy advisory	<input type="checkbox"/>
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8.7	Are wave controls adjacent to the wave pool and restricted to staff use only?	0 or 5																			
8.8	Is there an emergency stop button?	0 or 5																			
8.9	Are measures taken to ensure patrons are aware of commencing wave sessions and children under the age of 10 are appropriately supervised?	0 or 5			<table border="0"> <tr> <td><i>Measure</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Alarm</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Announcement</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Systematic checking</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Measure</i>	<i>Checked</i>	Alarm	<input type="checkbox"/>	Announcement	<input type="checkbox"/>	Systematic checking	<input type="checkbox"/>								
<i>Measure</i>	<i>Checked</i>																				
Alarm	<input type="checkbox"/>																				
Announcement	<input type="checkbox"/>																				
Systematic checking	<input type="checkbox"/>																				
8.10	What criteria are taken into account when choosing the wave pattern, frequency and amplitude?	0 - 5			<table border="0"> <tr> <td><i>Criteria</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Age of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Experience of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Number of swimmers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criteria</i>	<i>Checked</i>	Age of swimmers	<input type="checkbox"/>	Experience of swimmers	<input type="checkbox"/>	Number of swimmers	<input type="checkbox"/>								
<i>Criteria</i>	<i>Checked</i>																				
Age of swimmers	<input type="checkbox"/>																				
Experience of swimmers	<input type="checkbox"/>																				
Number of swimmers	<input type="checkbox"/>																				

Summary - Section 8		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



**9. RIVERS**

No.	Item	Range	Score	Comp.	Comments
9.1	Is the river sufficiently supervised? <i>Note: At time of assessment. Evidence may be presented.</i>	0 or 5			
9.2	Is there adequate space beside the river for lifeguard supervision and intervention?	0 - 5			
9.3	Is the river free of undertows, eddies and cross-currents	0 or 5			
9.4	Are the river's surfaces free of abrasion or cut hazards?	0 or 5			
9.5	Are there appropriate supports along the river's edge?	0 or 5			
9.6	Is there at least 2.0m of headroom over all parts of the river? <i>Note: Clearance should be increased to 3.0m where the river enters or exits a wave pool.</i>	0 or 5			
9.7	Are river controls adjacent to the river and restricted to staff use only?	0 or 5			
9.8	Does an emergency stop button exist?	0 or 5			

**Summary - Section 9**

Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		

### 10. WATER FEATURES

*Note: Includes Tarzan ropes, water jets, play equipment, inflatables, showers and water curtains etc.*

No.	Item	Range	Score	Comp.	Comments																
10.1	Is water features sufficiently supervised? <i>Note: At time of assessment. Degree of supervision may vary with the nature of feature.</i>	0 or 5			<table border="0"> <tr> <td><i>Feature</i></td> <td><i>Recommended</i></td> </tr> <tr> <td>Tarzan Rope Swing</td> <td>Lifeguard</td> </tr> <tr> <td>Cargo net</td> <td>Lifeguard</td> </tr> <tr> <td>Small slides</td> <td>Guardian</td> </tr> <tr> <td>Playground style equipment</td> <td>Guardian</td> </tr> <tr> <td>Water shower</td> <td>Guardian</td> </tr> <tr> <td>Water jets</td> <td>Guardian</td> </tr> <tr> <td>Inflatables</td> <td>Lifeguard</td> </tr> </table>	<i>Feature</i>	<i>Recommended</i>	Tarzan Rope Swing	Lifeguard	Cargo net	Lifeguard	Small slides	Guardian	Playground style equipment	Guardian	Water shower	Guardian	Water jets	Guardian	Inflatables	Lifeguard
<i>Feature</i>	<i>Recommended</i>																				
Tarzan Rope Swing	Lifeguard																				
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Small slides	Guardian																				
Playground style equipment	Guardian																				
Water shower	Guardian																				
Water jets	Guardian																				
Inflatables	Lifeguard																				
10.2	Are any rules or restrictions clearly displayed next to the water feature(s)?	0 - 5			<table border="0"> <tr> <td><i>Item</i></td> <td><i>Checked</i></td> </tr> <tr> <td>Rules</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Parental supervision</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Access restrictions</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rider advice</td> <td><input type="checkbox"/></td> </tr> </table>	<i>Item</i>	<i>Checked</i>	Rules	<input type="checkbox"/>	Parental supervision	<input type="checkbox"/>	Access restrictions	<input type="checkbox"/>	Rider advice	<input type="checkbox"/>						
<i>Item</i>	<i>Checked</i>																				
Rules	<input type="checkbox"/>																				
Parental supervision	<input type="checkbox"/>																				
Access restrictions	<input type="checkbox"/>																				
Rider advice	<input type="checkbox"/>																				
10.3	Are surfaces on and around the feature intended to be slip resistant?	0 or 5																			
10.4	Do the surfaces on and around the water feature(s) appear maintained?	0 or 5																			
10.5	Is movement to, from, and around each feature restricted as necessary? <i>Note: The direction of movement may be restricted by design (e.g. a toddlers' slide) or supervision (e.g. Tarzan rope swing).</i>	0 - 5																			
10.6	Does the fall or spray of water from any feature interrupt lifeguards' sightlines? <i>Note: The score should be given for visibility.</i>	0 - 5																			
10.7	Are features' controls adjacent to pools where the water features are installed and restricted to staff access only?	0 or 5																			
10.8	Is there an emergency stop button for each motorised or pressurised feature?	0 or 5																			
10.9	Is the emergency reset restricted to staff only?	0 or 5																			

Summary - Section 10		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items		



**11. GENERAL SUPERVISION**

No.	Item	Range	Score	Comp.	Comments																
11.1	Are there qualified staff members on duty in a supervisory role at any one time?	0 or 5	5	C	Refer Supervision Plan																
11.2	Are there sufficient lifeguards supervising the pool area and related activities?	0 or 5	5	C																	
11.3	Are all pools adequately supervised at time of assessment?	0 or 5	5	C																	
11.4	What criteria are considered when deploying lifeguards?	0 - 5	5	C	<table border="0"> <tr> <td><i>Criterion</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Number of bathers</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Size of pools</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Shape of pools</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Relative locations of pools and water features</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Surface reflection</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Activities and programs</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criterion</i>	<i>Checked</i>	Number of bathers	<input type="checkbox"/>	Size of pools	<input type="checkbox"/>	Shape of pools	<input type="checkbox"/>	Relative locations of pools and water features	<input type="checkbox"/>	Surface reflection	<input type="checkbox"/>	Activities and programs	<input type="checkbox"/>		
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Number of bathers	<input type="checkbox"/>																				
Size of pools	<input type="checkbox"/>																				
Shape of pools	<input type="checkbox"/>																				
Relative locations of pools and water features	<input type="checkbox"/>																				
Surface reflection	<input type="checkbox"/>																				
Activities and programs	<input type="checkbox"/>																				
11.5	Are guarding positions sufficient to observe any part of the pool(s) without excessive reflection from the water's surface?	0 or 5	5	C																	
11.6	Is the lifeguard uniform suited to the performance of lifeguard duties, including aquatic rescue, easily recognized by customers and staff, and distinguishable from uniforms worn by other staff?	0 - 5	5	C																	
11.7	Are isolated areas sufficiently supervised?	0 or 5	5	C	<table border="0"> <tr> <td><i>Criteria</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Change rooms (30 - 60 min.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Sauna/Steam (15 - 20 min.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Other (as approp.)</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Criteria</i>	<i>Checked</i>	Change rooms (30 - 60 min.)	<input type="checkbox"/>	Sauna/Steam (15 - 20 min.)	<input type="checkbox"/>	Other (as approp.)	<input type="checkbox"/>								
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Change rooms (30 - 60 min.)	<input type="checkbox"/>																				
Sauna/Steam (15 - 20 min.)	<input type="checkbox"/>																				
Other (as approp.)	<input type="checkbox"/>																				
11.8	Do lifeguards maintain supervision of program participants? <i>Note: Procedures may be presented if no programs are running.</i>	0 or 5	5	C																	
11.9	Do lifeguards have sufficient lines of sight to the pools it is their duty to supervise?	0 - 5	5	C																	
11.10	Do lifeguards vary duties and take sufficient breaks to maintain vigilant supervision? <i>Note: At time of assessment.</i>	0 - 5	5	C	Rotation/break every: _____ min.																
11.11	Are effective and sufficient emergency methods of communication available?	0 - 5	5	C	<table border="0"> <tr> <td><i>Method</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Spoken</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>P.A. System</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Hand signals</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Two-way radios</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Whistles</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Method</i>	<i>Checked</i>	Spoken	<input type="checkbox"/>	P.A. System	<input type="checkbox"/>	Hand signals	<input type="checkbox"/>	Two-way radios	<input type="checkbox"/>	Whistles	<input type="checkbox"/>				
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Hand signals	<input type="checkbox"/>																				
Two-way radios	<input type="checkbox"/>																				
Whistles	<input type="checkbox"/>																				
11.12	Is there signage at the facility entrance which specifies the conditions of use of the facility?	0 - 5	5	C	<table border="0"> <tr> <td><i>Item/Condition</i></td> <td style="text-align: right;"><i>Checked</i></td> </tr> <tr> <td>Sign at facility entrance</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Child age for supervision</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian age for supervision</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Guardian responsibilities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Customer responsibilities</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Disclaimer</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Rules</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	<i>Item/Condition</i>	<i>Checked</i>	Sign at facility entrance	<input type="checkbox"/>	Child age for supervision	<input type="checkbox"/>	Guardian age for supervision	<input type="checkbox"/>	Guardian responsibilities	<input type="checkbox"/>	Customer responsibilities	<input type="checkbox"/>	Disclaimer	<input type="checkbox"/>	Rules	<input type="checkbox"/>
<i>Item/Condition</i>	<i>Checked</i>																				
Sign at facility entrance	<input type="checkbox"/>																				
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Guardian age for supervision	<input type="checkbox"/>																				
Guardian responsibilities	<input type="checkbox"/>																				
Customer responsibilities	<input type="checkbox"/>																				
Disclaimer	<input type="checkbox"/>																				
Rules	<input type="checkbox"/>																				
11.13	Is there signage that encourages responsible behaviour? <i>Note: Rules signage may be assessed.</i>	0 or 5	5	C																	





No.	Item	Range	Score	Comp.	Comments
11.14	Is there signage that encourages parental supervision in appropriate areas?	0 - 5	5	C	<i>Compulsory</i> Wave Pool <input type="checkbox"/> Toddlers pool <input type="checkbox"/> Learners pool <input type="checkbox"/> <i>Recommended</i> Entry / Exit to Change rooms <input type="checkbox"/> Other _____ <input type="checkbox"/>
11.15	Is the rule that children under a certain age (under 10) be supervised by guardians over a specified age (16 or older) enforced?	0 or 5	5	C	
11.16	Is sufficient attention given to protecting staff from excessive exposure to environmental factors and disease?	0 - 5	5	C	<i>Measure Taken</i> Time of exposure <input type="checkbox"/> Long-sleeved shirt <input type="checkbox"/> Broad-brimmed hat <input type="checkbox"/> Sunglasses <input type="checkbox"/> Sufficient drinks <input type="checkbox"/> Sunscreen <input type="checkbox"/> Pocket face mask <input type="checkbox"/> Disposable gloves <input type="checkbox"/>
11.17	Is there rescue equipment located on the concourse in reasonable reach of lifeguards (i.e. less than 10 seconds)?	0 - 5	5	C	<i>Rescue Aid</i> Reach poles <input type="checkbox"/> Throw ropes <input type="checkbox"/> Floatation aid (board or tube) <input type="checkbox"/> Pocket face mask <input type="checkbox"/> Disposable gloves <input type="checkbox"/> Spinal board <input type="checkbox"/> Spinal collars <input type="checkbox"/>

Summary - Section 11		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	85	85



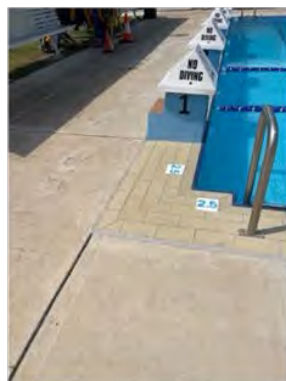
**12. LEARN TO SWIM**

No.	Item	Range	Score	Comp.	Comments
12.1	Are teachers trained in the emergency action plan (EAP)?	0 or 5	5	C	
12.2	Is information about swimming class participants' medical histories sought and made available to teachers?	0 or 5	5	C	
12.3	Are emergency procedures practiced with lesson groups?	0 or 5	5	C	
12.4	Are recommended teacher-to-pupil ratios not exceeded?	0 or 5	5	C	Age/Ability <span style="float:right">Checked</span> 3-5 years, 1:5 <input type="checkbox"/> Beginners, 1:10 <input type="checkbox"/> Intermediate, 1:12 <input type="checkbox"/> Advanced, 1:15 <input type="checkbox"/> Disability, 1:6 <input type="checkbox"/>
12.5	Are lessons held in areas appropriate to the level and activity being taught and the abilities of pupils?	0 - 5	5	C	
12.6	Are pre-school aquatic programs held in warmer water or for less time?	0 or 5	5	C	
12.7	Is sufficient attention given to protecting pupils from excessive exposure to wind, cold, heat and UV light (sun)?	0 - 5	5	C	Measure Taken <span style="float:right">Checked</span> Time of exposure <input type="checkbox"/> Protective clothing <input type="checkbox"/> Access to drinks <input type="checkbox"/> Sunscreen <input type="checkbox"/>
12.8	Do teachers observe guidelines for the teaching of diving?	0 or 5	n/a		Practice <span style="float:right">Checked</span> Running dives prohibited <input type="checkbox"/> Surface glide (waist depth) <input type="checkbox"/> Crouch dive (1.5m) <input type="checkbox"/> Standing dive (1.5m) <input type="checkbox"/>
12.9	If diving is taught in depths below 1.5m, has a risk assessment been done?	0 or 5	n/a		

Summary - Section 12		
Item	Achieved	Total Possible
Compliances - Qualification Items		
Compliant - All Items		
Score - All Items	35	35



### OBSERVATIONS - WANDAI SWIMMING POOL



### OBSERVATIONS - WANDAI SWIMMING POOL





## SAFETY IMPROVEMENT PLAN WANDAI SWIMMING POOL

<b>Facility:</b> Wandai Swimming Pool	<b>Site Supervisor:</b> Natalie Mann
<b>Inspection date:</b> 9 October 2023	<b>Auditor:</b> Les Mole

Item	Risk (L, M, H)	Priority (1 to 4)	Time frame to rectify	Proposed Rectification	Cost	Approved
- Diving block isolation cones require the correct "No Diving" pictogram.	H					
- The pool deck markings are to be updated to meet the Australian Standard AS2416 and the GSPO.	H					
- Remove the "Low Patronage" sign	H					
- Change room braille markings to be located at correct height from the ground level (1.5m)	H					
-						
-						





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### **12.3 REQUEST TO APPLY FOR THE ACTIVE WOMEN AND GIRLS GRANT**

**File Number:** 29/11/2023

**Author:** Manager Facilities and Parks

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Request for Council to apply for the Active Women and Girls Grant.

#### **SUMMARY**

Application for funding under the Active Women and Girls Program, which promotes increased participation of women and girls in sport and active recreation.

---

#### **OFFICER'S RECOMMENDATION**

That the Committee recommend to Council:

That Council make application for funding under the Active Women and Girls Program, which promotes increased participation of women and girls in sport and active recreation.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

This grant requires no financial contribution from Council. Council officers to administer the grant expenditure and reporting on the grant activities.

#### **LINK TO CORPORATE/OPERATIONAL PLAN**

EC17 Support for the implementation of the adopted Sport and Recreation Plan through prioritised annual action plans.

OPL/01 Support community development and wellbeing through delivery of Council's Community Grants programme

OPL/04 Provide well planned and maintained open space, parks and rail trails network to meet the recreation and social needs of the community.

#### **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Consultation has been held within internal sections for Council. Further consultation will occur with community organisations in the South Burnett Region that provide sport and active recreation activities.

#### **LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

No direct Legal Implications

#### **POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

No direct Policy/ Local Law Delegation Implications

#### **ASSET MANAGEMENT IMPLICATIONS**

Council parks will be used to provide sites for the delivery of fitness sessions.

#### **REPORT**

The Active Women and Girls Program provides funding to organisations to promote and increase the participation of women and girls in all areas of sport and recreation. This includes providing opportunities for women and girls in coaching, playing, volunteering, umpiring and team

management. The total funding available for this program is \$15 million. Applications will be assessed as they are received until the Project funding has been expended.

Eligible applicants include Local Government who can apply for \$25,000 under Category 2 of the program. Under this category, applicants must nominate a key focus area that their project will address, such as employment and education in sport and active recreation.

Eligible projects include delivering physical activity programs in local council parks and reserves for inactive women and girls. SBRC can provide local parks as locations for fitness sessions to be held at. The sessions would be held in the morning before participants have to go to work or school and run for a 6-month period excluding the winter months. Personnel to deliver the sessions would be brought on for the duration of the project.

Applicants under Category 2 must demonstrate that they have the capability and the resources to meet the physical activity needs of the women and girls within their community. This grant, therefore, presents an opportunity to utilise Council assets to promote and support the participation of women and girls in sport and recreation activities.

Applications for the grant close 6 March 2024 or earlier if the Project budget has been expended.

## **ATTACHMENTS**

### **1. Active Women and Girls Program Guidelines**





## Active Women and Girls

Program guidelines

17 November 2023



The Department of Tourism, Innovation and Sport (the department) will provide and pay for qualified interpreting services for customers who are hearing impaired or have difficulties communicating in English. Please [contact the department](#) if you require interpreting services.

#### ACKNOWLEDGEMENT OF COUNTRY

Sport and Recreation respectfully acknowledge and recognise Aboriginal and Torres Strait Islander peoples as the Traditional Owners and Custodians of the lands, winds and waters where we live, learn and work.

We pay our respects to the Elders past, present and emerging for they hold and continue the memories, the traditions, cultures and the ailan kastom of Aboriginal and Torres Strait Islander people across the nation.

We will walk together with Aboriginal and Torres Strait Islander peoples, communities and organisations in our journey to enrich lives and strengthen community connection through the power of sport and recreation.

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### Updates to the guidelines (as at 17 November 2023)

The following changes have been made to the guidelines since publication on 6 November 2023:

- Appendix 1 – Eligible sport and active recreation activities
  - Addition of Dodgeball
- Addition of Category 2 focus area **Promotional materials or opportunities**

## 1. What is the Active Women and Girls Program?

**Activate! Queensland 2019-2029** (*Activate!*) is the Queensland Government's 10-year strategy outlining a new collaborative direction for physical activity and movement in Queensland.

Through *Activate!* the Queensland Government is committed to supporting opportunities that empower more Queenslanders to enjoy physical activity to improve their health and wellbeing.

*Accelerate 2022-2025*, the second 3-year Action Plan under *Activate!* has a commitment to 'Collaborate with the active industry to get more Queenslanders moving'.

Active Women and Girls is a rolling program which will provide funding to not-for-profit local and regional sport and active recreation organisations, state level sport and active recreation organisations (SLOs) and local government authorities (LGAs) to ensure quality participation opportunities for women and girls.

It is important that organisations have the capability and resources to provide physical activity opportunities which better meet community preferences and emerging needs of Queensland's women and girls.

## 2. Objective

The objective of Active Women and Girls is to provide funding to eligible organisations to support opportunities to increase sport and recreation participation for women and girls.

## 3. Important dates

Date	Activity
20 November 2023	Applications open
6 March 2024	Applications close (5pm AEST)*
December 2023 - May 2024	Successful projects announced**
June 2025	Project completion
30 June 2025	Acquittal and final reporting complete

\*Applications will close earlier if the Program budget has been expended.

\*\*Projects can commence subject to receipt of written project approval from the department.

## 4. Funding available

The total funding for the Active Women and Girls program is \$15 million (GST exclusive). This is a rolling program where applications are assessed as they are received until all funding has been expended, or 6 March 2024, whichever occurs first.

## 5. Eligible Organisations

Eligible organisations will have one application approved under the Program. Eligible organisations can only apply for funding for the listed sport or active recreation activities (refer to Appendix 1).

In assessing eligibility, the department may conduct due diligence in relation to officers of the organisation and consider associated funding and obligation compliance history for officers and related organisations.

At the time of the department considering the application, organisations should:

- have no more than 1 annual report outstanding with the Office of Fair Trading;
- have met all obligations for projects/activities currently funded by the department; and
- have no debt owing to the department.

Before applying contact the Office of Fair Trading or telephone 13 QGOV (13 74 68) or your nearest [Sport and Recreation office](#) to determine whether the organisation has any outstanding compliance issues.

### Who can apply?

Organisations are only eligible in one of the following categories:

#### Category 1: \$7,500 (GST exclusive)

- have a registered ABN; and
- be a local or regional level Queensland not-for-profit sport or recreation organisation or not-for-profit community organisation (with an objective of delivering sport or active recreation activities) incorporated under the:
  - *Associations Incorporation Act 1981* (Qld)
  - *Corporations Act 2001* (Cwlth)
  - *Co-operatives National Law Act 2020* (Qld)
  - *Corporations (Aboriginal and Torres Strait Islander) Act 2006* (Cwlth); or
- be a sport or recreation club incorporated within a Queensland university.

*Eligible multi-activity organisations may submit one application per eligible activity (refer to Appendix 1) for Category 1 of the program.*

#### Category 2: \$25,000 (GST exclusive)

- have a registered ABN; and
- be a State level sport or active recreation organisation or eligible Multi-location organisation\*(refer to Appendix 4) incorporated under the:
  - *Associations Incorporation Act 1981* (Qld)
  - *Corporations Act 2001* (Cwlth)
  - *Co-operatives National Law Act 2020* (Qld)
  - *Corporations (Aboriginal and Torres Strait Islander) Act 2006* (Cwlth); or

- Queensland Local government authority (refer to Appendix 2)
  - Local Government Act 2009 (Qld)

*\*Eligible multi-location organisations (refer to Appendix 4) will only be considered for Category 2. Individual applications from branches will not be eligible.*

## 6. Eligible projects

Applicants will be required to nominate one key focus area when applying, but expenditure may include elements from other focus areas.

The below table provides some examples of projects that would be eligible under this Program. Please note this list is not exhaustive.

Category One - \$7,500 (GST exclusive)	
Focus area	Examples
Education and training	<ul style="list-style-type: none"> <li>• Online training programs for women and girls in remote and regional areas.</li> <li>• Targeted education and training for women and girls' staff and/or volunteers e.g. coach, instructor or officiator accreditation courses.</li> <li>• Leadership training opportunities for women and girls from diverse backgrounds.</li> </ul>
Equipment	<ul style="list-style-type: none"> <li>• <b>On-field</b> - Equipment retained by the organisation including safety equipment, bats, balls, racquets, safety pads, nets, bibs, first aid, uniforms or apparel.</li> <li>• <b>Off-field</b> - Equipment retained by the organisation including software, IT equipment hardware, white goods, child friendly activity space/equipment, club signage, display stands.</li> </ul>
Resources	<ul style="list-style-type: none"> <li>• <b>Participation activities and events</b> – Costs associated with planning and delivery of women and girls sign-on days, come and try days, carnivals, mental and/or physical first aid, venue hire, equipment hire.</li> <li>• <b>Participation programs</b> – Resourcing costs to operate online, modified, target group or social participation programs e.g., advertising, venue hire, presenters.</li> <li>• <b>Develop systems and practices</b> – Costs associated with enhancing women and girls' involvement in the organisational/club environment.</li> </ul>
Category Two - \$25,000 (GST exclusive)	
Focus area	Examples
Education and training	<ul style="list-style-type: none"> <li>• Online education and training opportunities in remote and regional areas for women and girls.</li> <li>• Targeted education and training for women and girls' staff and/or volunteers e.g., coach, instructor or officiator accreditation courses.</li> <li>• Leadership training opportunities for women and girls from diverse backgrounds.</li> </ul>
Employment	<ul style="list-style-type: none"> <li>• Personnel to deliver a physical activity program in local council parks and reserves targeting inactive women.</li> <li>• Engage a coaching or officiating development expert to support or mentor emerging female coaches/officials/technical officers.</li> <li>• Personnel to deliver engaging participation initiatives that drive growth for women and girls in your activity.</li> </ul>
Resources and Equipment	<ul style="list-style-type: none"> <li>• Purchase equipment and resources required to conduct a virtual physical activity program to support inactive women and girls.</li> <li>• Purchase equipment to deliver a modified/flexible program to respond to emerging market needs for women and girls.</li> <li>• Purchase equipment for a series of skills sessions to support women and girls with a disability.</li> <li>• Purchase equipment or resources to create a welcoming space/environment for women and girls.</li> </ul>

Active Women and Girls

Program guidelines

	<ul style="list-style-type: none"> <li>• Purchase equipment to support the delivery of a female senior's program in local council parks and green spaces.</li> </ul>
<b>Promotional materials or opportunities</b>	<ul style="list-style-type: none"> <li>• Create promotional material for an introductory program supporting women and girls in regional or remote communities.</li> <li>• Launch a promotional campaign for women's and girl's involvement in sport and active recreation programming.</li> <li>• Develop a campaign or materials promoting positive sideline behaviour.</li> </ul>

## 7. What will not be funded?

### Ineligible items

The following are ineligible items:

- merchandise for retail sale
- general operational expenses (e.g. insurance, maintenance, venue hire, electricity unless specifically related to a one-off event)
- capital works or fixed structures (e.g. shade sails and stands)
- consultancy that does not have education/training for the organisation e.g. developing a strategic plan/grant application or administration fees
- feasibility studies/research
- prizes/giveaways/alcohol/cash/gift cards
- programs with on-going subscription costs (e.g. MYOB, Xero)
- expenditure not directly related to the eligible project.

## 8. What is the application process?

To apply for funding under this program, the organisation must be registered in the [Sport and Recreation Grant Registration Portal](#) (GRP). GRP registration should be commenced as early as possible prior to submitting an application.

Please note that the online applicant portal is **not compatible with mobile devices**. If further assistance is required to complete the online application, email [srsgportal@dtis.qld.gov.au](mailto:srsgportal@dtis.qld.gov.au) or call 13 QGOV (13 74 68).

Applicants should review the terms and conditions at Appendix 5 or on the department's website, before proceeding with an application. The terms and conditions will apply from the date of funding approval and are non-negotiable.

Applications must be submitted using the online application form by **5.00pm (AEST) on 6 March 2024**. Your application is complete when you receive an acknowledgement email. Active Women and Girls applications may be closed prior to 6 March 2024 if all funding is expended.

It is the applicant's responsibility to follow up before the program closes if they do not receive the acknowledgement email.

**Late application received after 5:00pm AEST on 6 March 2024 will not be considered for funding under this program.**

## 9. How will applications be assessed?

Applications will be assessed by the department against the program eligibility criteria.



### Stage 1: Assessment

Applications will be assessed as they are received by the department, against the program eligibility criteria.

Assessment will include verifying if the application:

- has been submitted by an eligible organisation (refer to *Eligible Organisations*).
- is for an eligible activity.
- is for an eligible project.
- additionally, assessment of Category 2 applications will consider alignment to the objective of the program and the need for the project.

### Stage 2: Quality Review

Quality review will include a check of the Stage 1 Assessment.

Once the above considerations have been assessed, the application will move to Delegate approval.

Applications with incorrect bank details will not progress for further assessment until correct bank details have been provided (Refer Section 13.3).

Where the program budget has been expended, or the program has closed, incorrect bank details will result in the application being deemed ineligible.

## 10. Stage 3: Approval process

Recommendations will be made to the department's delegate on the outcome of the assessment process.

Applicants will receive written notification on the outcome of their application advising whether the project was approved or not approved.

### Application process terms and conditions

Submitting an application does not guarantee the application will be approved. The department reserves the right (at the department's sole discretion) to refuse an application, not assess an application or not approve funding, for any reason, irrespective of whether the eligibility and assessment criteria have been met. The department's decision in relation to an application or the process is final.

The department reserves the right, at any time, whether before or after the closing date to:

- cancel or vary the assessment process;
- close early, suspend, stop, or extend the operation of the program or the application process;

- amend dates including extending the closing date;
- vary the program, including the proposed terms and conditions of funding and/or these guidelines;
- consider or reject an application received after the closing date and time;
- consider an application submitted other than in accordance with the requirements of the application process, including accepting a non-conforming or incomplete application;
- determine whether a project meets the eligibility criteria, project requirements and other requirements set out in these guidelines and should be deemed ineligible; or
- change the allocation of funding available under the program, the eligibility criteria or the types of projects that will be considered.

Any action taken to close early, suspend, stop, or extend the program will be notified on the program website.

Organisations accept the risk, responsibility and liability connected with submitting an application and will not make any claim in connection with a decision by the department to exercise or not to exercise any of its rights in relation to the application process.

The department may seek (at its discretion) clarification or further information from an applicant, where the provision of such further information may assist in assessment.

The department will retain all documents submitted and will not return these to the organisation. The organisation must ensure that its officers, employees, agents and/or sub-contractors do not make any public announcement or advertisement in any medium in relation to the process or the program without the prior written consent of the department.

The application and participation in the application process does not constitute an offer or an invitation to make an offer under the application process. It also does not indicate an intention by the department to enter into any form of legal relations with any party, until the parties form an agreement as set out in the terms and conditions. Nothing in this application process amounts to any process contract and in making the application available and conducting this application process, the department expressly excludes any process contract arising.

**Late applications will not be considered for funding under this program.**

Organisations will receive written notification of the outcome of their application.

Applicants accept the Active Women and Girls program Terms and Conditions when submitting their online application form. The Terms and Conditions are also available on the department's website.

Organisations that are not approved under Active Women and Girls program can contact the department to seek further information as to the application not being approved.

## 11. Privacy

Any personal information will be handled in accordance with the Information Privacy Act 2009. Information regarding the department's privacy policy can be found online [here](#).

For audit purposes, the department is required to retain the applications and other supplied supporting material.

The department considers the protecting of a person's right to privacy and managing personal information in accordance with the IP Act in the highest regard. If you do not feel that the department has adhered to the IP Act, you can raise your concerns with [DTISPrivacy@dtis.qld.gov.au](mailto:DTISPrivacy@dtis.qld.gov.au)



## 12. Appeals

Departmental staff can provide an applicant that has not been approved for funding, with an initial explanation of the rationale for the decision.

If an applicant is not satisfied with a decision, such as an application not being approved for funding, the grant applicant can request a review of the decision. The request is required in writing. An appeal can be requested where the applicant believes the decision does not adhere to the program guidelines and/or the department process of the application.

The appeals process does not include applicants challenging the program guidelines or seeking variations or exceptions to the program guidelines.

Appeals will only be considered if received by the department within 10 business days from the date of the department's written notification of the outcome of the organisation's application. Appeals must be lodged in writing to [SR\\_info@dtis.qld.gov.au](mailto:SR_info@dtis.qld.gov.au). Organisations will be notified in writing of the appeal outcome.

## 13. Payments

Funding will be processed as one payment by the department to the approved organisation after the organisation has been notified of its approval.

**Category 1** – Organisations will be required to provide a compliant bank statement at the time of application.

**Category 2** – Organisations will be required to provide a compliant bank statement and a signed EFT form at the time of application.

It is the organisation's responsibility to ensure that the name on the bank account details provided match the organisation's legal name.

### 13.1 Goods and Services Tax (GST)

Goods and Services Tax (GST) is a broad-based tax of 10 per cent on the sale of most goods and services purchased in Australia.

Organisations with current or projected annual turnover for all revenue activities of \$150,000 or more (including this project), must be registered for GST. Compliance with the legislation is a requirement of Federal taxation legislation. For more information refer to the Australian Taxation Office website [www.ato.gov.au](http://www.ato.gov.au) or telephone 13 24 78.

The grant funding amounts referenced in this guideline are GST exclusive.

Organisations that are registered for GST will be paid a GST component in addition to the approved funding and will be issued with a Recipient Created Tax Invoice (RCTI) for the funding payment.

Organisations that are not registered for GST can receive funding up to the maximum funding amount with no additional GST component, and the department will issue a remittance advice. Organisations not registered for GST need to be aware funding received will need to cover any GST payable. Any shortfall between the funding provided and the GST inclusive project cost will need to be met by the funding recipient.

### 13.2 Payment Compliance

At the time of payment, organisations should be compliant with the following:

- have no more than 1 annual report outstanding with the Office of Fair Trading

- have met all obligations for projects/activities currently funded by the department;
- have no debt owing to the department;
- provide a compliant bank statement; and
- Electronic Fund Transfer Form for Category 2 applicants only.

Applicants are encouraged to contact the [Office of Fair Trading](#) or telephone 13 QGOV (13 74 68) to determine whether the organisation has any outstanding issues.

### 13.3 Bank Details

Applicants are to carefully check the details of their bank statement for accuracy, as **incorrect** details may result in non-payment of the approved funding.

Organisations will be contacted by the department if a non-compliant bank statement has been submitted.

It is the organisation's responsibility that the name on the bank account details provided with the application must match the organisation's legal name. To confirm the organisation's legal name see Office of Fair Trading Certificate of Incorporation or [Australian Business Register](#).

In order for the department to make payment of the approved grant funding, the following conditions must be met:

An official bank statement needs to be provided with your application. Please note these important and mandatory requirements:

- the bank statement should not be older than 3 months from the date of application.
- the bank statement must be an official statement from your bank in PDF format.
- it must clearly state "statement" on the document.

Bank statements can be downloaded from your banking institutions internet banking facility.

We **do not** accept online printouts, transaction listings, account confirmations, screen captures or mobile app screenshots.

If you are unable to provide an official statement, we will accept another document from your bank **only** if it has a bank stamp and bank signature and is not older than 3 months from the date of application. The letter must include account organisation name, account name, account number and BSB.

It is important that the organisation name on the bank statement matches **exactly** to the organisation's legal name as per the Office of Fair Trading website listing of Incorporated Associations.

Additionally, your Australian Business Number (ABN) is to be provided at time of application. The name on the ABN needs to match the legal name **exactly**. You can check your ABN listing [here](#).

Before applying for this program contact the [Office of Fair Trading](#) or telephone 13 QGOV (13 74 68) or your nearest [Sport and Recreation office](#) to determine whether the organisation has any outstanding compliance issues.

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## 14. Reporting Requirements

Approved organisations are required to acquit the funding spent on the approved project using a template provided by the department. All organisations funded are required to keep accurate records of expenditure and provide evidence in the acquittal form supplied to support the delivery of the approved project for the required legislative period. Approved organisations may be subject to an audit by the department. The department may undertake a random audit of approved projects to ensure they are delivered as approved.

Additionally, approved organisations under Category 1 will be required to complete a survey and approved organisations under Category 2 will be required to provide a case study upon project completion. The information within the survey or case study will be used to help the department evaluate and promote the outcomes of the program.

## Appendix 1 – Eligible sport and active recreation activities

Absailing	Diving	Motor Sport	Softball
Acrobatics	Dragon Boating	Motorcycling	Shooting - Target
Active Recreation	Drill Dance	Mountain Bike Orienteering	Sport Climbing
Adventure Racing	Endurance Riding	Mountain Biking	Squash
Aerobics	Equestrian	Netball	Stand Up Paddleboarding
Aerobics - Aqua	Extreme Sport	Netball - Indoor	Surf – Other (e.g. Kitesurfing)
Aikido	Fencing	Orienteering	Surfing
Air Sport	Fistball	Outrigger Canoeing	Surfing - Body Boarding
Archery	Fitness	Oztag	Swimming
Athletics	Floorball	Paintball	Swimming - Synchronised
Athletics Little	Football	Parachuting	Table Tennis
Australian Football	Football - Indoor	Parkour	Taekwondo
Badminton	Futsal	Petanque	Tai Chi
Baseball	Gaelic Football	Pickleball	Tennis
Basketball	Gateball	Pilates	Tenpin bowling
Baton Twirling	Gelball	Polo	Touch
Beach Volleyball	Geocaching	Polocrosse	Traditional Indigenous Games
Billiards/Snooker	Gliding	Pony Club	Trail Bike Riding
BMX	Goalball	Power Boats	Trampolining
Bocce	Golf	Power Lifting	Triathlon
Boccia	Gridiron	Recreational Fishing	Underwater Sports
Bowls - Indoor	Gymnastics	Riding For Disabled	Vigoro
Bowls - Lawn	Handball	Rock Climbing	Volleyball
Boxing	Hang Gliding	Rodeo	Wakeboarding
Boxing - Kick	Hockey	Rogaining	Walking
Broomball	Horse Riding - Recreational	Roller Blading	Water Polo
Bushwalking	Hurling	Roller Derby	Water Skiing
Calisthenics	Ice Hockey	Roller Skating	Wave Ski Surfing
Campdraft	Ice Racing	Roller Sports	Weightlifting
Canoeing	Ice Skating	Rowing	Wheelchair Basketball
Carriage Driving	Inline Hockey	Rugby League	Wheelchair Rugby
Cheerleading	Ju Jitsu	Rugby Union	White Water Rafting
Climbing - Indoor	Judo	Running	Windsurfing
Cricket	Karate	Sailing	Woodchopping
Cricket - Indoor	Karting	Scuba	Wrestling
Croquet	Kayaking	Shooting	Yachting
Curling	Kendo, Iaido, Jodo	Shooting - Clay Target	Yoga
Cutting	Lacrosse	Shooting - Pistol	Zen Do Kai
Cycling	Laser tag	Shooting - Rifle	Zumba
Dance	Life Saving Royal	Shooting - Sporting	
Dancesport	Life Saving Surf	Shooting - Sporting Clays	
Darts	Martial Arts	Skate - Scooter Activities	
Dodgeball	Medieval Combat	Skate Boarding	
Disc – Ultimate, Flying (inc Disc Golf)	Mixed Martial Art	Skiing	
Disability Sports	Modern Pentathlon	Snow Sports	

## Appendix 2 – Queensland Local Government Areas

Regional Queensland Local Government Areas			
Aurukun	Cloncurry	Livingstone	Pompuraaw
Balonne	Cook	Lockhart River	Richmond
Banana	Croydon	Longreach	Rockhampton
Barcaldine	Diamantina	Mackay	South Burnett
Barcoo	Doomadgee	Mapoon	Southern Downs
Blackall-Tambo	Douglas	Maranoa	Tablelands
Boulia	Etheridge	Mareeba	Torres
Bulloo	Flinders	McKinlay	Torres Strait Island
Bundaberg	Fraser Coast	Mornington	Townsville
Burdekin	Gladstone	Mount Isa	Weipa
Burke	Goondiwindi	Murweh	Western Downs
Cairns	Gympie	Napranum	Whitsunday
Carpentaria	Hinchinbrook	North Burnett	Winton
Cassowary Coast	Hope Vale	Northern Peninsula Area	Woorabinda
Central Highlands	Isaac	Palm Island	Wujal Wujal
Charters Towers	Kowanyama	Paroo	Yarrabah
Cherbourg			

South East Queensland Local Government Areas	
Brisbane	Noosa
Gold Coast	Redland
Ipswich	Scenic Rim
Lockyer Valley	Somerset
Logan	Sunshine Coast
Moreton Bay	Toowoomba

## Appendix 3 – Key contacts and links

Sport and Recreation Grant Registration Portal - [www.qld.gov.au/recreation/sports/funding/grants-portal](http://www.qld.gov.au/recreation/sports/funding/grants-portal)

Office of Fair Trading - Certificate of Incorporation - <https://www.qld.gov.au/law/laws-regulated-industries-and-accountability/queensland-laws-and-regulations/check-a-licence-association-charity-or-register/check-a-charity-or-association>

Australian Business Register - <https://abr.business.gov.au/>

How to register for an ABN - <https://www.business.gov.au/registrations/register-for-an-australian-business-number-abn>

Office of Fair Trading - <https://www.qld.gov.au/law/laws-regulated-industries-and-accountability/queensland-laws-and-regulations/fair-trading-services-programs-and-resources/fair-trading-services-and-contact-information/contact-us>

Sport and Recreation Offices - <https://www.qld.gov.au/recreation/sports/office-locations>

Australian Taxation Office - [www.ato.gov.au](http://www.ato.gov.au)

### Resources to support Queensland's Active Industry

Club Development - [Game Plan | Australian Sports Commission \(sportaus.gov.au\)](#)

Volunteer Hub - [Volunteer Resource Hub | Australian Sports Commission \(ausport.gov.au\)](#)

Participation Design Toolkit - [Participation Design Toolkit | Australian Sports Commission \(sportaus.gov.au\)](#)

Safe and Inclusive Sport - [Safe and Inclusive Sport | Australian Sports Commission \(sportaus.gov.au\)](#)

## Appendix 4 – Definitions

**Active recreation:** Any physical activity undertaken during leisure time outside of structured, competitive sport, including unstructured play involving physical activity/exertion.

**Queensland Local Government Authority:** Queensland Local Government recognised under the Local Government Act 2009.

**Multi-activity organisations:** Multi-activity organisations are legal entities which represent multiple 'sub-clubs' or branches, carrying out eligible activities, but without constituting a separate legal entity to the multi-activity organisation. Eligible multi-activity organisations may submit one application per eligible activity for Category 1 of the Program.

**Multi-location organisations:** Multi-location organisations (also known as umbrella organisations) are legal entities which carry out eligible activities (predominantly one activity but can be multiple) across multiple locations or branches, but without the locations/branches constituting a separate legal entity to the multi-location organisation. The following organisations are recognised multi-location organisations under the Program and can make one application under Category 2:

- Guides Queensland, The Boys Brigade Queensland, Police Citizens Youth Club, Parkrun Australia, The Young Men's Christian Association of Brisbane, The Scout Association of Australia Queensland Branch.

**Organisation:** Interchangeable with a 'club' or 'association' and includes those legal entities that meet the eligibility criteria for the program, as outlined in Section 5, and provide physical activity programs and services at the local community level.

**Participant/Participation/Participating:** Refers to a direct 'joining-in' and active engagement by a person with:

- a particular sport; or
- an active recreation; or
- other forms of physical activity.

**Physical activity:** Any bodily movement produced by skeletal muscles that requires energy expenditure and produces progressive health benefits.

**Regional organisation:** An organisation that has affiliated member organisations and is responsible for the coordination of an activity across a specified area.

**Sport:** Human activity capable of achieving a result requiring physical exertion and/or physical skill which, by its nature and organisation, is competitive and is generally accepted as being a sport.

**State Level Sport or Active Recreation Organisation:** Organisations that are responsible for developing their sport or active recreation activity in Queensland from community participation to high performance levels.

**Volunteer:** Time willingly given for the common good and without financial gain. The term 'volunteering' covers a diverse range of activities and includes formal volunteering, which takes place within organisations in a structured way and informal volunteering, acts that take place outside the context of a formal organisation.

## Appendix 5 – Terms and Conditions

**The following terms and conditions will apply to the funding if the application is approved, from the date of the department's letter/email of funding approval (the Approval Letter).**

1. The department reserves the right to withdraw the Program or make changes at any time. Any changes to the Program will be publicly advertised on the Department's website at <https://www.qld.gov.au/active-women-girls-program>
2. In consideration of the Organisation complying with the Funding Agreement (including clause 5), the Department will provide the Organisation with the Approved Funding, within 60 days of the date of the Department's Approval Letter.
3. The Department may withhold payment of the Approved Funding, where it reasonably believes the Recipient has not complied with the Funding Agreement, failed to provide all information necessary for payment or is unable or unwilling to undertake the Approved Project.
4. Any payment to the Organisation by the Department is not an admission or acceptance by the Department that the Organisation has complied with the Funding Agreement.
5. Payment of the Approved Funding is subject to and conditional upon the Organisation being compliant as at the date of the Approval Letter, with:
  - a. have no more than 1 annual report outstanding with the Office of Fair Trading where the Organisation is incorporated under the relevant State association legislation;
  - b. the Organisation's name on bank account details supplied with application matching the Organisation's legal name; and
  - c. the Organisation providing a copy of their actual bank statement which must state BSB, Account Number and Account Name of Organisation. Bank statements should not be older than three months from the time of application. The Department can alternatively accept a print-out or letter which has been bank stamped and verified by the bank. The details must match the Australian Business Register printout regarding the legal Organisation's name and the details supplied with the application.
6. Where the Recipient fails to rectify its non-compliance with clause 5(a), (b) or (c) within the period notified by the Department, this Funding Agreement immediately terminates. The Department has no obligation to pay the Approved Funding, and neither party will be liable to the other in connection with the Funding Agreement.
7. The Funding Agreement commences on the date of the Approval Letter and ends 30 days after Project Completion Date, unless terminated earlier in accordance with clauses 6, 21 or 22. The Organisation accepts that by making its application it agrees to these Terms and Conditions and is bound by the Funding Agreement upon the Department issuing the Approval Letter.
8. The Organisation warrants that it is an **Eligible Organisation**.
9. Payment will be made by electronic transfer in accordance with the bank account details specified in the application. It is the Organisation's responsibility to notify the Department of any changes to its bank details by providing either a bank statement which details the Organisation's account information or a letter from the financial institution with details of the Organisation's account for the payment of the Approved Funding.
10. The Organisation must deliver the Approved Project by the Project Completion Date.
11. The Organisation agrees to:
  - a. undertake the Approved Project; and
  - b. spend the Approved Funding:
    - i. only on the Approved Project;



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- ii. on Eligible Expenditure;
    - iii. for expenditure incurred after the date of the Approval Letter; and
    - iv. on or before 30 June 2025; and
  - c. not spend the Funding on Ineligible Expenditure;
  - d. be responsible for providing any additional funds (in excess of the Approved Funding) required to complete the Approved Project;
  - e. keep accurate records and accounts of expenditure of the Approved Funding;
  - f. use the Approved Funding in a way to ensure value for money, transparency, and accountability of public funds;
  - g. complete expenditure acquittal and any other reporting requirements in the template provided by the Department by the Project Completion Date;
  - h. complete an online survey provided by the Department after the Project Completion Date;
  - i. acknowledge the Queensland Government's funding contribution as specified at [www.qld.gov.au/recreation/sports/funding/acknowledgement](http://www.qld.gov.au/recreation/sports/funding/acknowledgement); and
  - j. return to the Department any part of the Approved Funding not spent, expended, or legally committed, in accordance with the Funding Agreement (as determined by the Department) as follows:
    - v. in accordance with the amount and date specified in the notice provided in clause 22, where the Funding Agreement is terminated by the Department;
    - vi. immediately where the Organisation terminates the Funding Agreement pursuant to clause 21;
    - vii. within 10 business days of receipt of the invoice and written notice requiring the Organisation to return the amount of Approved Funding where (i) and (ii) above, do not apply;
  - k. maintain public liability insurance for a sum of not less than \$20 million for any one event and workers compensation insurance for a sum as required by law during the Funding Agreement Term. Certificates of currency must be provided at any time upon the request of the Department;
  - l. keep all records relating to the Approved Project for a period of seven years, and permit the Department access to such records for audit purposes, upon reasonable notice;
  - m. provide to the Department all information as requested by the Department, in relation to the Approved Project and Approved Funding;
  - n. comply with all relevant Acts, subordinate legislation, and lawful requirements in carrying out the Approved Project; and
  - o. comply with any Special Conditions specified in the Approval Letter.
12. If the Organisation is a multi-activity organisation, the Organisation agrees that the Approved Funding or any part of the Approved Funding must be expended for the relevant sub-club (as applicable) for approved purposes under the Funding Agreement. Failure to comply with this clause or return unspent money to the Department by 30 September 2025, will deem the relevant amount to be a liquidated debt due and payable to the Department.
13. The Organisation releases, discharges, indemnifies and keeps indemnified the Department and its employees, contractors, agents and representatives from and against any loss, damages, claims, legal costs, expenses, and costs arising from or in connection with:
- a. the Approved Project;

- b. the Organisation's performance of or non-compliance with the Funding Agreement;
  - c. any negligent act or omission or wilful misconduct by the Organisation, its employees, contractors, volunteers, agents, or other authorised representatives in connection with the Approved Project;
  - d. contravention by the Organisation of any Commonwealth, State, or local law;
  - e. death or personal injury of any person, or loss or damage to property of any person; or
  - f. an actual breach of any third party's intellectual property rights or moral rights.
14. The Organisation agrees that the Department may disclose the following information (including, without limitation, the Organisation's confidential information), to third parties or advisers:
- a. some or all the information contained in the application form or Funding Agreement, to publicise funding arrangements and programs of the Department; or
  - b. the Organisation's general details and information concerning the Approved Project, to publicise funding arrangements and programs of the Department; or
  - c. any information, for the purposes of undertaking an audit or an evaluation of the Funding Agreement or the Program.
15. The Organisation agrees in relation to any personal information it provides to the Department in connection with this Agreement, that it will obtain a consent from the individual concerned:
- a. For the disclosure of the personal information to the Department; and
  - b. For the Department's use of the personal information for the purpose of administration and evaluation of the Program; and
  - c. For the Department's disclosure of the personal information to other Queensland government agencies and/or contracted service providers, for use for the purpose of administration and evaluation of the Program and public accountability purposes.
16. Ownership of all intellectual property rights in all material the Organisation creates pursuant to the Approved Project ('the Material') vests in the Organisation.
17. The Organisation grants the Department a perpetual, irrevocable, royalty-free, worldwide, and non-exclusive licence (including a right to sub-licence) to use, communicate, reproduce, publish, adapt, and modify, the Material for any purpose.
18. The Approved Funding is exclusive of Goods and Services Tax, or similar tax, levy or impost imposed by the Commonwealth ('GST').
19. Where the Organisation is registered for GST:
- a. the Department will pay the Organisation the GST amount at the same time as paying the Approved Funding
  - b. the Organisation agrees to allow the Department to issue the Organisation with a Recipient Created Tax Invoice (RCTI) in respect of GST applicable to advances of the Approved Funding. The following requirements will apply for the duration of the Funding Agreement:
    - i. the Department can issue the Organisation with an RCTI in respect of the supplies
    - ii. the Organisation will not issue tax invoices in respect of the supplies for which the Department issues RCTIs
    - iii. the Organisation acknowledges that it is registered for GST and agrees to notify the Department if the Organisation ceases to be registered
    - iv. the Department acknowledges that it is registered for GST and agrees to notify the Organisation if the Department ceases to be registered for GST

- v. by fulfilling all these conditions, the Department will issue a RCTI upon each payment made to the Organisation under the Funding Agreement; and
  - vi. both parties to this supply agree that they are parties to an RCTI agreement as outlined in GSTR2000/10.
20. The Department may suspend or terminate the Funding Agreement immediately by written notice if the Organisation:
- a. does not comply, to the Department's satisfaction, with a notice to remedy a default (within the timeframe specified in the notice) of any provision in the Funding Agreement
  - b. becomes insolvent, enters into external administration, is wound up (except if the stay on enforcing rights under Part 5.1 of the Corporations Act 2001 (Cth) applies), or in the Department's opinion, suffers financial distress which may have an adverse effect on the Organisation's ability to complete the Approved Project; or
  - c. is no longer eligible to receive the funding, including without limitation, if the Organisation is no longer an Eligible Organisation.
21. Either party may terminate the Funding Agreement for any reason, on the provision of one month's written notice to the other party. If the Funding Agreement is terminated under this clause 23, neither party will have any liability to pay the reasonable costs of the other party in relation to the termination.
22. If the Funding Agreement is terminated under clause 20 or 21 or otherwise expires, the Organisation agrees to comply, to the Department's satisfaction, with the requirements specified in any notice given by the Department, including any directions regarding the return of any unspent part of the Approved Funding, or return of Approved Funding not expended or legally committed in accordance with the Funding Agreement.
23. General
- a. The Organisation agrees that it will not assign, novate or subcontract its rights and obligations in relation to the Approved Project, without the Department's prior written consent.
  - b. No rights under the Funding Agreement will be waived except by notice in writing signed by each party.
  - c. The Approved Project and the Funding Agreement are governed by the laws of the State of Queensland.
  - d. All notices under the Funding Agreement must be in writing and may be delivered by hand, pre-paid post, or email to the other party, unless a specific mode of delivery is specified by either party (except email). In the case of the Organisation, notices are to be provided to the Accountable Officer in the application form.
  - e. The Funding Agreement may only be varied by:
    - i. a document signed by or on behalf of each party
    - ii. an email exchange between the parties for the Organisation as specified in the Organisation's login; and for the Department being the email address of your closest Sport and Recreation Service Area Office (<https://www.qld.gov.au/recreation/sports/office-locations>). The Electronic Transactions (Queensland) Act 2001 specifies applicable rules for time of dispatch (s23), time of receipt (s24), and place of dispatch and receipt (s25), which will apply unless otherwise agreed between the parties; or
  - f. If any provision of the Funding Agreement is held to be illegal or unenforceable, the provision will be severed from the Funding Agreement and the remaining provisions will govern the relationship of the parties.

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- g. Clauses 6, 11, 12, 13, 14, 16, 17, 17, 19, 22, 23, 24 and 25 will survive expiration or termination of the Funding Agreement.
- h. The use of the word 'includes' in any form, is not a word of limitation.
24. If there is any ambiguity in or inconsistency between the various parts of the Funding Agreement, the following order of precedence applies to resolve the ambiguity or inconsistency:
- the Department's approval letter/email
  - these Funding Terms and Conditions
  - the application form; and
  - the Program Guidelines.
25. The following definitions apply to these conditions:
- 'Approved Funding'** means that funding amount as specified in the Approval Letter.
  - 'Approval Letter'** means the letter/email from the Department to the Organisation advising that the funding has been approved and specifying the Approved Project details.
  - 'Approved Project'** means the project approved by the Department as specified in the Approval Letter, or other Eligible Expenditure.
  - 'Department'** means the State of Queensland acting through the Department of Tourism, Innovation and Sport.
  - 'Eligible Expenditure'** means those items and expenditure listed as eligible in the Program Guidelines and for the purpose of the Approved Project.
  - 'Eligible Organisation'** means an organisation that meets the eligibility criteria specified in section 5 of the Program Guidelines.
  - 'Funding Agreement'** means the Approval Letter, the application form, these Funding Terms and Conditions and the Program Guidelines.
  - 'Ineligible Items or Ineligible Expenditure'** means those items and expenditure listed as ineligible in the Program Guidelines and any items not for the purpose of the Approved Project.
  - 'Organisation'** means the organisation specified in the application form which has been approved by the Approval Letter to receive funding under the Program.
  - 'Project Completion Date'** means 30 June 2025.
  - 'Program'** means the Active Women and Girls program.
  - 'Program Guidelines'** means the Active Women and Girls guidelines available at <https://www.qld.gov.au/active-women-girls-program>

## **13 PARKS & GARDENS**

### **13.1 FACILITIES AND PARKS OPERATIONAL UPDATE**

**File Number:** 29-11-2023

**Author:** Manager Facilities and Parks

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Liveability – Facilities and Parks Operational Update.

#### **SUMMARY**

Liveability – Facilities and Parks Operational Update.

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#### **OFFICER'S RECOMMENDATION**

That the Facilities and Parks Operational update be received for information.

#### **BACKGROUND**

Nil

#### **ATTACHMENTS**

- 1. Facilities and Parks Operational Report**

**LIVEABILITY – FACILITIES AND PARKS OPERATIONAL UPDATE**

**Leanne Petersen**  
Manager Facilities and Parks

**2022/23 Capital Works - South Burnett Regional Council**  
Facilities

Project Name	Description	Status
Kingaroy Memorial Park and Memorial Swimming Pool Masterplan	Concept Plans for Kingaroy Swimming Pool and Memorial Park	Kingaroy Memorial Swimming Pool Growing Regions Program Round 1 Expression of Interest submitted 1 <sup>st</sup> of August. Kingaroy Memorial Park Catchment Flood Study Tender awarded to Bligh Tanner. Draft Flood study will be presented to Council. Kingaroy Youth Precinct detailed design for construction of multipurpose court and Ninja course tender awarded to Greenedge Design. Detail design has commenced.
Kingaroy Depot Car Park	Construct 12 additional carparks at Kingaroy Depot	Scope of works and plans being finalised and works to go out for Tender in June. No offers received.
Nanango Pioneer Park	Reinstate walking track	Engaged with local contractor for quotes. Walking track has been repaired. Job completed.
Murgon PCYC	Renovate Toilets and add PWD facilities	Tender awarded to AKR builders. Works to commence in 2024.

**2022/23 Capital Works - South Burnett Regional Council**  
Parks

Project Name	Description	Status
Parks	Kingaroy Apex Park – Carpark	Reseal of carpark and driveway completed.

**2022/23 Works for Queensland Projects**

Department of State Development, Infrastructure, Local Government and Planning  
Queensland State Government

**Facilities**

Project Name	Description	Status
Regional Maintenance	Operational Maintenance projects	Ongoing maintenance projects within community buildings.

**Parks**

Project Name	Description	Status
Kingaroy Parks Refurbishment	Lions Park Refurbishment	Concrete slabs and construction of shelters has been completed in Lions Park. The new playground equipment has been installed. Rubber soft fall will be installed on Monday 13 <sup>th</sup> November. Playground will be completed late November.

		New Restroom construction due for completion by approx. 17/11/23. Concrete paths and demolition of existing building scheduled for early to mid-December.
Benarkin Parks Refurbishment	First Settlers Park Refurbishment	The new shelter has been constructed. The new basketball hoop has been ordered. The shelter slab has been poured and the shelter has been constructed. 130 new bollards will be installed mid-December.
Murgon Parks Refurbishment	QEII Park renewal	Concrete work has been completed. The new shelters have been erected. 10 trees will be planted late November. Turf will be laid on the 28 November. The park is due to open on the 15 December.
Proston Park Refurbishment	Railway Park renewal	Railway Park is complete, the weaners and southern cross windmill are in place.
Kumbia Park Refurbishment	Play equipment, landscaping, and car parking	Draft masterplan adopted by Council and community top priorities for projects
Kingaroy Memorial Park Redevelopment	Delivery of concept design	Construction of the shelters has been awarded. Demolition of the old concrete table settings will start on Monday 17 <sup>th</sup> July. Concrete slabs and paths have been poured. New table settings have been installed along William Street. Construction of the new shelters is underway.
Wondai 24hr Stop Over carpark and drainage		Drainage and carpark have been constructed. Carpark has been sealed.
Nanango Tipperary Flats	Restoration of carpark and free camping area at the Nanango Tipperary Flat	Nanango Parks team have installed the water feature. Irrigation system has been installed. 2 new table settings have been installed. Grass seed has been planted. Mind shaft is currently being restored, plants and shrubs have been planted on Fountain Hill. Ongoing establishment and watering of grass.
Carew Park Project	Restore Park new landscape design.	Proposed works commenced early October. Trees planted, irrigation laded, garden edging installed, and gardens mulched. Final plant of shrubs will be planted out next week. Waiting on final tree and plant order, arriving next week. Meeting with stakeholder on 5/12/23

**2022/24 Building Better Regions Round 5 (BBRF)**

Department of Infrastructure, Transport, Regional Development, Communication, and the Arts.  
Australian Government

Project Name	Description	Status
Wondai Swimming Pool Building Better Regions Project	Upgrade toilets and create water play area.	Water Splash Play Area completed and operational by January 2023.

		Contractor for toilet refurbishment commenced April. Toilet refurb minor defects to be rectified by 8 <sup>th</sup> of September. All works complete and refurbished toilets operational.
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**2022/24 Local Government Grants and Subsidies Program (2022-24 LGGSP)**

Department of State Development, Infrastructure, Local Government and Planning  
Queensland State Government

Project Name	Description	Status
Blackbutt Memorial Hall	Roof replacement on Blackbutt Hall	Grant approved. Project to commence in 23/24. Tender documents released 4 <sup>th</sup> of August. Contract has been awarded to local builder NC Webber with work scheduled to commence on 04/03/24

**2022/24 Gambling Community Benefit Fund**

Department of Justice and Attorney-General

Project Name	Description	Status
Mondure Hall Committee	Roof replacement on Mondure Hall. Application submitted by Mondure Hall Committee.	Grant approved. AKR Builders have been appointed and will commence 23/24. Work to commence 31/7. Estimated 6-week construction period. Re-roof work to be completed by end of September. All work is now complete.

**2022/24 Kingaroy to Kilkivan Rail Trail**

Department of Tourism, Innovation and Sport- Community and Recreational Assets Recovery and Resilience Program

Queensland Reconstruction Authority – Flood Recovery

Australian Local Government Association – Local Roads and Community Infrastructure Program

Project Name	Description	Status
Kingaroy to Kilkivan Rail Trail	Rehabilitation and rectification work.	Redfrost engaged to prepare scope of works, project plan and coordinate contractor engagement for flood repairs and resilience repairs. Reseal works on the rail trail to commence 27 <sup>th</sup> of November, weather permitting.

**2023/24 Growing Workforce Project**

Department of Youth Justice, Employment, Small Business and Training

Project Name	Description	Status
Sport and Recreation Industry Mentoring Program	Employ young Aboriginal people between the ages of 16 to 25 in Swimming Pools and Parks. Improve skill shortage in industry.	Steering Committee discuss recruitment process, position descriptions, and training program. Round 1 funding received. Positions have been advertised. Positions close 24 November 2024

**FACILITY & PARKS MAINTENANCE**

Project Name	Description	Status
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Parks Maintenance update	General Operations	<p>Parks Teams have completed the following maintenance works under the 23/24 Operational Budget for Parks.</p> <p>Kingaroy</p> <ul style="list-style-type: none"> <li>• Selective mowing</li> <li>• QE2 irrigation</li> <li>• Christmas tree installs.</li> <li>• Mulching northern entrance to M</li> <li>• Carew Park upgrades</li> <li>• Assisting with capital works Lions Park and memorial Park</li> <li>• Load training all staff.</li> <li>• Turfing job Murray St</li> <li>• CBD replants and garden clean ups</li> <li>• Turf rejuvenation CBD</li> <li>• Hand watering of gardens, trees, and turf</li> <li>• Completing Park audit recommendations</li> <li>• Tree requests</li> <li>• Safety Reset</li> </ul> <p>Nanango</p> <ul style="list-style-type: none"> <li>• Tipperary Flats Maintenance</li> <li>• Restoring Mind shaft Tip Flats</li> <li>• Maintenance on lawn tip flat.</li> <li>• Bunya Mountains working clean up assisting with working bee.</li> <li>• Several burials</li> <li>• On going watering</li> <li>• Weed spraying Nanango and Blackbutt</li> <li>• CRM</li> <li>• Vandalism repairs/ Graffiti removal</li> <li>• Planted 2x new water gums in blackbutt CBD.</li> <li>• Mowing maintenance blackbutt cemetery</li> <li>• Load restraint training</li> </ul> <p>Wondai</p> <ul style="list-style-type: none"> <li>• Watering and fertilising.</li> <li>• General maintenance.</li> <li>• Maintenance on sunflowers</li> <li>• Rail trail from Wooroolin to Wondai spray praying completed.</li> <li>• Installing irrigation in all gardens where there is water available – Heritage Museum, Art gallery, Wondai council chambers grassed area.</li> </ul>
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		<ul style="list-style-type: none"> <li>• Planting sunflowers everywhere.</li> <li>• Mulching gardens and street trees.</li> <li>• Tree trimming.</li> <li>• Garden maintenance</li> <li>• Safety reset.</li> <li>• Reset Christmas tree footing.</li> <li>• Load restraint training</li> </ul> <p>Murgon</p> <ul style="list-style-type: none"> <li>• Murgon working with minimal staff.</li> <li>• General maintenance.</li> <li>• Burials</li> <li>• Weed spraying.</li> <li>• Replanted Memorial Garden for Remembrance Day</li> <li>• Re – paved memorial garden edging.</li> <li>• In- kinds</li> <li>• Installed our Sunflower at cemetery entrance.</li> <li>• Mowing schedule</li> <li>• Hand watering grass and gardens</li> <li>• Safety reset.</li> <li>• Mulched all trees at entries to Murgon.</li> <li>• Load restraint training</li> </ul> <p>Proston</p> <ul style="list-style-type: none"> <li>• Proston all areas mowed, weeded.</li> <li>• Weed spraying.</li> <li>• Planted out and mulched 2 gardens colling wood street.</li> <li>• Liquid fertilising on gardens and open park areas</li> <li>• Cemetery- watering, and mow of lawn cemetery.</li> <li>• Lookout- push mowed twice, watering.</li> <li>• Watering Tuesday and Thursday</li> <li>• Planted out all sunflowers.</li> <li>• Durong, Installed tank dual action float.</li> <li>• Pusher washed toilets and oiled timber.</li> <li>• Hanging flower baskets and renewed flowers</li> <li>• Toilet cleaning and rubbish runs.</li> <li>• Load restraint training</li> </ul>
Kingaroy to Kilkivan Rail Trail	Kingaroy to Murgon	Ongoing maintenance along the Rail Trail whipper sniping long grass, cleaning up fallen trees. Several CRM

**FACILITIES & PARKS ASSET MANAGEMENT**

Item	Background	Actions
WIP Capitalisation	Completed projects require accurate cost break up to allow capitalisation of the expenditure.	Review completed projects and provided asset cost break up. Update Delta S database accordingly. Current WIP completed.

**LAND REVIEW**

Item	Description	Actions
<b>LAND ASSET DIVESTMENT UPDATE</b>		
Old Boondooma School Community Centre Community Consultation	Community consultation period completed	Resolved to enter into lease/license agreement with the Boondooma Community Hall Committee.
Lot 104 Kingaroy Burrandowan Road, Inverlaw	Tender closed	Tender completed. Contract of sale being executed.
142 MacAlister Street, Murgon	Tender closed	Tender completed. Property being prepared for sale by agent.
1 Avoca St, Kingaroy SB Child Care	Subdivision of allotment in line with current lease area.	Engaging Surveyors and planning consultant.
Lots 36, 37 & 53 Morris St, Blackbutt	Listed on the Environmental Management Register.	Environmental Consultants preparing site investigation report for removal of the lots from the EMR.
Agnes St, Kingaroy – vacant residential lot	Owned by Council for flood/drainage purposes.	Held for Affordable Housing opportunities – grant funding submission.
Cornish Street, Kingaroy – Kingaroy Regional Enterprise Centre	Contract of Sale executed	Settled 2 <sup>nd</sup> August 2023
232-234 Kingaroy Street, Kingaroy RSL Transfer	Investigating transferring to RSL for potential Welfare Centre	Decision notice approval. Appeal process suspended.
Lot 1 Blackbutt-Crows Nest Road, Blackbutt South	EOI sent to Adjoining owners	EOI closed.
54 Safflower Street, Memerambi	EOI sent to Adjoining owners	EOI closed. No successful tenderers.
Lot 11 Kingaroy – Cooyar Road, Brooklands	EOI sent to Adjoining owners	EOI closed. No successful tenderers.
Lot 11 Two Twelve Street, Proston	EOI sent to Adjoining owners	EOI closed. Contract of sale being executed.
Lot 46 & 47 Hodge St North, Wondai	Engaging Surveyors	Awaiting plans for amalgamation and removal of drainage area to new road.
Middle Road, Proston	Engaged Surveyors & Planning Consultants	Site identification and amalgamation of six allotments into three. Plan sealed and

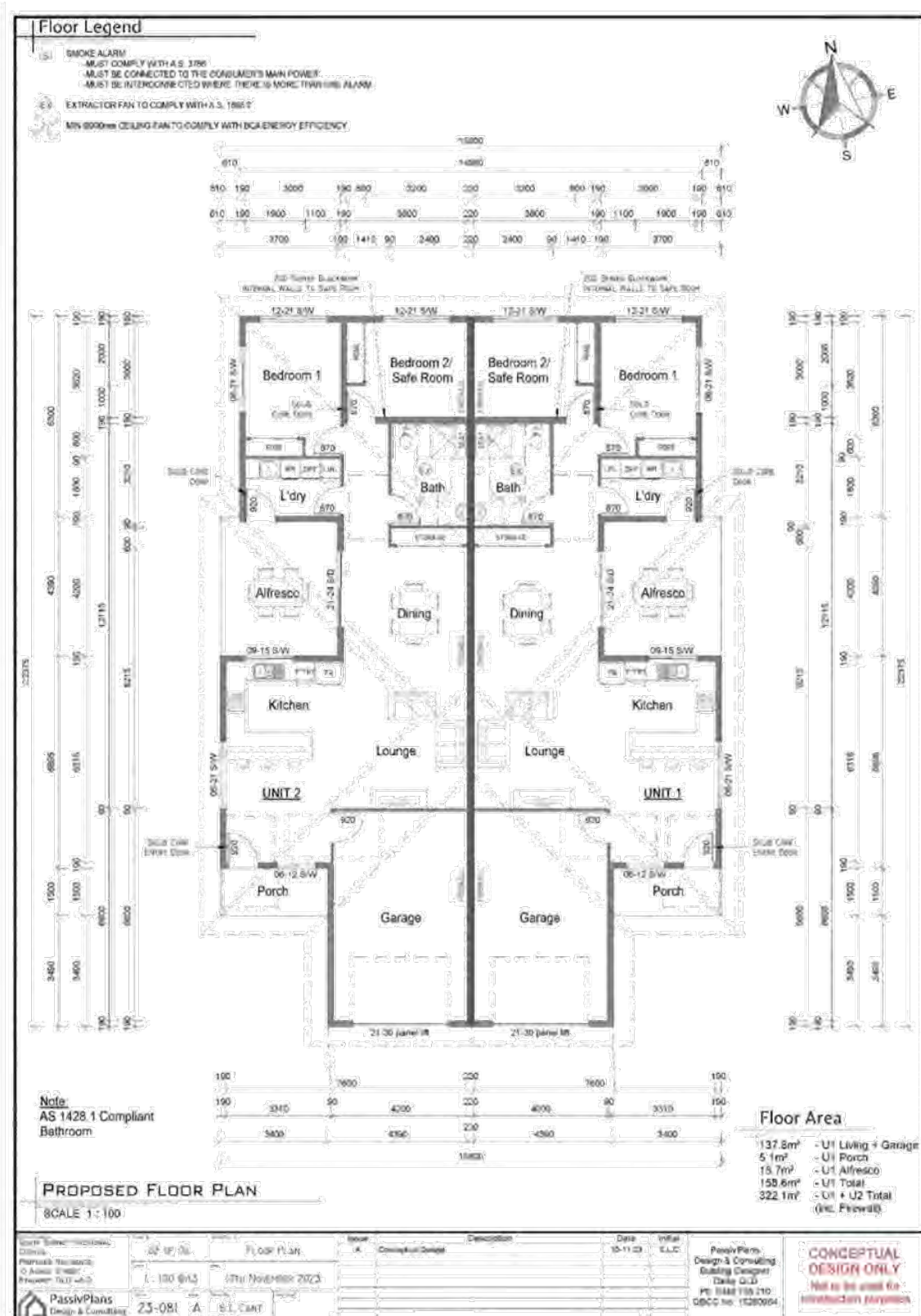
		tender documents being prepared for public tender.
<b>LAND ASSET DIVESTMENT – OPEN MARKET</b>		
Lot 36 Burrows St, Wondai Land not used – Council approved to be sold by tender.	Tender completed – No responses	Block slashed. Listed with local agent.
29 Jellicoe Street, Proston	Tender closed 4 <sup>th</sup> July 2023 – No responses	Property settled successfully.

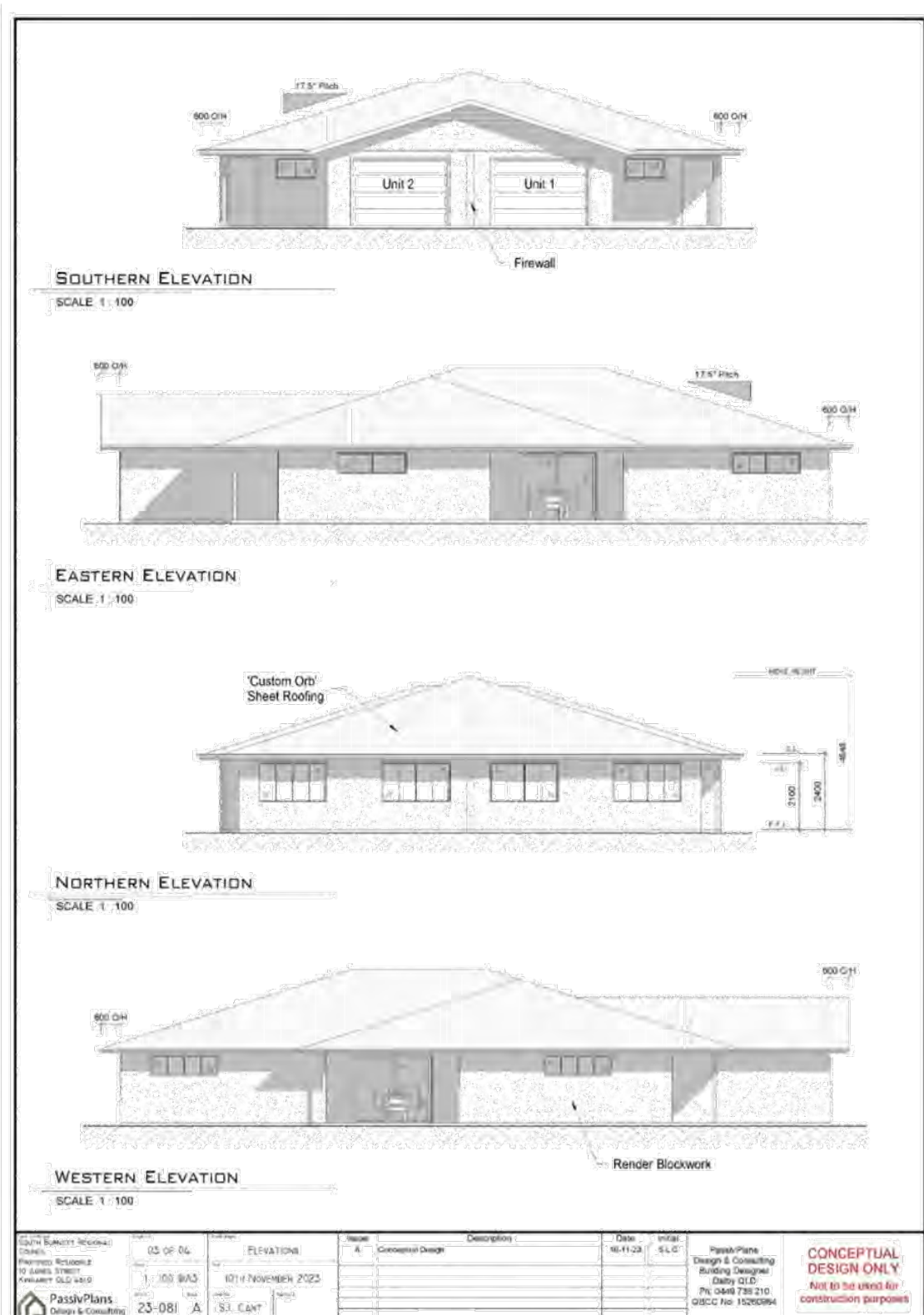
<b>DIVESTMENT STATS</b>								
	INVESTIGATE/PREPARED FOR SALE	APPROVED TO DIVEST	TENDERED FOR SALE	LISTED FOR SALE	UNDER NEGOTIATION	UNDER CONTRACT	SETTLED	PROCEEDS
29 Jellicoe St, Proston	Y	Y	Y	Y	Y	Y	-	\$39,000
24-26 Burrows St, Wondai	Y	Y	Y	Y	-	-	-	\$
Lot 104 Kingaroy Burrandowan Rd, Inverlaw	Y	Y	Y	-	-	Y	-	\$75,000
142 MacAlister St, Murgon	Y	Y	Y	-	-	-	-	\$

#### Grant Funding Applications

Grant Name	Project
Safe Places Inclusion Round (Australian Government)	<p>Provide emergency accommodation to women and children within the South Burnett Region who are experiencing domestic violence and/or who live with a disability.</p> <p><b>Locations: Murgon, Nanango, Kingaroy &amp; Blackbutt</b></p> <p><b>Total cost of project: \$4,972,996.54</b></p> <p><b>Co-contribution amount:</b></p> <ul style="list-style-type: none"> <li>- \$60,000.00 (Land at Murgon)</li> <li>- \$25,000 (Third party Contribution - SBCTC)</li> </ul> <p><b>Requesting from Department: \$4,887,996.54</b></p> <p><i>*Concept Designs below</i></p>
Minor Infrastructure and Inclusive Facilities Fund (Queensland State Government)	<p>Replacement of existing amenities at Butter Factory Park, Nanango with a new, larger accessible amenities building.</p> <p><b>Total cost of project: \$281,642.00</b></p> <p><b>Co-Contribution amount: \$90,000.00</b></p> <p><b>Requesting from Department: \$191,642.00</b></p>
Minor Infrastructure and Inclusive Facilities Fund (Queensland State Government)	<p>Construction of a new, accessible amenities building at the Rotary and Youth Park in Murgon. Used to be known as the Murgon Skate Park.</p> <p><b>Total cost of project: \$282,730.00</b></p> <p><b>Co-Contribution amount: \$90,000.00</b></p> <p><b>Requesting from Department: \$192,730.00</b></p>







**3D VIEW 1**

**3D VIEW 2**

**3D VIEW 3**

SOUTH BUMBLEY REGIONAL COUNCIL PLANNING RESPONSE TO 24/01/2023 KILMARRY QLD 4410	06 OF 06	3D VIEWS	Issue A	Description Conceptual Design	Date 16-11-23	Initial S.L.C.	PassivPlans Design & Consulting Dalby QLD Ph. 0440 739 210 QBCC No: 15260964	<b>CONCEPTUAL                  DESIGN ONLY</b> Not to be used for construction purposes
	WAS	10TH NOVEMBER 2023	(S.L. CANT)	Description	Date	Initial		

PassivPlans Design & Consulting 23-081 A



## **14 QUESTIONS ON NOTICE**

### **14.1 QUESTION ON NOTICE - INFRASTRUCTURE**

**File Number:** 29.11.2023

**Author:** Coordinator Infrastructure Services

**Authoriser:** Chief Executive Officer

The Infrastructure Department has received the below Question on Notice.

#### **Questions**

1. At what point can Council purchase additional water allocation that we can onsell to, in particular the Blackbutt Irrigators?
2. Is there any opportunity to transfer water from McCauley Weir to irrigation or agriculture and has work ever been done in that regard?
3. Who is responsible for the maintenance and service levels of the bus shelters & how many bus shelters are there in the region? Can this information be brought back at 1st quarter budget review?
4. What is the maintenance and operation costs as well as the revenue for the existing Electric Vehicle Charging Station in Alford Street Kingaroy?
5. Do the steel drum rollers meet the IPWEAQ benchmark and can these be sold to negate hire of multi tyre rollers for unsealed road maintenance?

#### **Response**

Please refer to attachments for the responses.

#### **RECOMMENDATION**

That the response to the questions on notice from be received and noted.

#### **ATTACHMENTS**

##### **1. December Responses**

### Infrastructure's December - Questions on Notice

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(Q1) Question on Notice received from Cr Schumacher:

**At what point can Council purchase additional water allocation that we can onsell to, in particular the Blackbutt Irrigators?**

Council does not own any additional available allocation that can be transferred to the Blackbutt Irrigators. Council has the ability to convey the water with a number of hydraulic limitations: Flow rates and daily volumes etc. The Irrigators will need to seek approval from Council prior to purchasing any additional temporary high priority allocation.

The Blackbutt irrigators can seek a temporary transfer from an allocation owner along the SunWater pipeline. They will buy this temporary transfer directly from the allocation owner and pay Council for the consumption charges as per the standard agreement. Council will assist to facilitate the temporary transfer with SunWater and allocation owner.

(Q2) Question on Notice received from Cr Schumacher:

**Is there any opportunity to transfer water from McCauley Weir to irrigation or agriculture and has work ever been done in that regard?**

Council has an extraction licence of 320ML/annum for un-supplemented drinking water supply. There is currently no infrastructure in place to extract water from the weir. An amendment would need to be made to the existing drinking water licence through DRDMW to state the purpose of extraction.

These permits/licences to extract, fall under a different set of rules to SunWater allocations. A temporary transfer of allocation is not available under an un-supplemented surface water licence. Council would be responsible for the extraction of water if irrigation water is needed.

(Q3) Question on Notice received from Cr Schumacher:

**Who is responsible for the maintenance and service levels of the bus shelters & how many bus shelters are there in the region? Can this information be brought back at 1st quarter budget review?**

Maintenance responsibility lies with Infrastructure Works Maintenance Department.

These are the bus shelters in Council's register:

- (1) Murgon – Bunya Highway Bus Shelter
- (2) Wondai – Coronation Park Bus Shelter Taxi Rank
- (3) Wondai – Gordon McKell Park – Bus Shelter
- (4) Wondai – Hodge Street Bus Shelter
- (5) Kingaroy – Markwell Street – School Bus Turnaround Shelter – Disabled Parking Shelter
- (6) Kingaroy - Markwell Street – School Bus Shelter x 2
- (7) Mondure – McConnel Way – Bus Shelter
- (8) Kingaroy – South Burnett Catholic College – Bus Shelter

Year to date Council has spent \$13,278 on bus shelter maintenance.

(Q4) Question on Notice from Councillor Schumacher:

**What is the maintenance and operation costs as well as the revenue for the existing Electric Vehicle Charging Station in Alford Street Kingaroy?**

- Income generated by the station - \$984.62
- Admin fees charged – \$49.22
- Estimated Ergon Charges - \$919.48

For 22/23 Council made a \$15.92 profit on the EV Charger at Alford street

(Q5) Question on Notice from Councillor Schumacher:

**Do the steel drum rollers meet the IPWEAQ benchmark and can these be sold to replace with multi tyre rollers for unsealed road maintenance?**

Council owns four mechanical vibrating rollers greater than 7t which have an IPWEAQ benchmark rate of 500 hours per annum and an optimum replacement of 8 years or 5000 hours.

Machines are as follows:

Roller	Avg Hours Per annum	Age
<b>Ammann 13 tonne</b>	291	10 years
<b>Amman 13 tonne</b>	191	9 years
<b>Bomag 20 tonne</b>	343	7 years
<b>New roller in commission</b>	-	-

With lower utilisation than benchmark Council has been keeping its steel drum rollers longer than optimum. The new roller in commissioning replaced a 14 year old machine and the utilisation of plant has been under review by the asset utilisation review group. There is currently one steel drum roller and a multi tyre roller due for replacement as part of the 2024/25 program and the second Amman is due for replacement the following years. It is likely that at least one of the steel drum rollers will be recommended not to be replaced to increase utilisation and Council may redirect those fleet funds to purchase multi tyre provided Council alters its service levels and increases operational funding for unsealed roads.

**15 CONFIDENTIAL SECTION**

**16 CLOSURE OF MEETING**