

This checklist is designed to assist in ensuring compliance with your site-specific conditions of approval. You should be aware that this document is only a guideline for compliance with your conditions and your general obligations under Council's Local Law. It does not limit your legal responsibilities and obligations under the local law or state legislation.

\*\*\* signifies "best practice"

| Pool management                 |   |   |
|---------------------------------|---|---|
| Aspect                          | Requirement   | ✓ |
| <b>Procedures and training</b>  | Development approval and local law conditions for the pool are kept onsite and complied with.   |   |
|                                 | Emergency evacuation procedures are documented; staff are trained in these procedures and drills are regularly conducted.   |   |
|                                 | A faecal accident/incident policy is developed and employees sufficiently trained.  |   |
|                                 | A pool management plan is developed for the management of the pool.   |   |
|                                 | All staff are trained in the site's procedures and conditions.  |   |
|                                 | All staff training is documented and maintained on-site.  |   |
| <b>Qualifications</b>           | The operator and a sufficient number of staff have suitable qualifications for the operation of the pool facility and water quality. It is recommended that a nationally recognised training and assessment program be undertaken (ie National Swimming Pool Institute Accredited Specialist Training Program in Domestic/Commercial Pool Water Service). |   |
| <b>General</b>                  | Cleaning schedules for the pool, equipment and facilities are developed and completed by staff.   |   |
|                                 | *** A copy of the Queensland Health Swimming Pool and Spa Water Quality and Operational Guidelines is kept on site, and staff are trained and familiar with its contents.   |   |
|                                 | *** A copy of the Royal Life Saving Society of Australia's Guidelines for Safe Pool Operations is kept on-site and staff are trained and familiar with its contents.  |   |
| Facilities and equipment        |   |   |
| Aspect                          | Requirement   | ✓ |
| <b>Cleaning and maintenance</b> | Dressing rooms, bathrooms and other public use facilities are cleaned daily or as otherwise required.   |   |
|                                 | Facilities and equipment (ie pool filtration and circulation devices) are maintained regularly.   |   |
| <b>Fencing</b>                  | Fencing is provided and maintained in accordance with Council's requirements.   |   |
| <b>General</b>                  | Pool filter equipment has a water turnover rate of at least 5-6 hours.  |   |
|                                 | Lining of swimming pool is free from open cracks and joints.  |   |
|                                 | *** Automatic chemical monitoring and dosing systems are installed and operational.   |   |
|                                 | *** Where automated systems are utilised, calibration of systems occur regularly.   |   |

For more information, contact your local Council

| Water quality    |   |   |
|------------------|---|---|
| Aspect           | Requirement   | ✓ |
| Testing          | Swimming pools are tested at least twice daily for Category 3 pools (low risk); three times daily for Category 2 pools (medium risk); five times daily for Category 1 pools (high risk). (Refer to the Queensland Health Swimming Pool and Spa Water Quality and Operational Guidelines for categorisation of swimming pools).<br>Note: where chemical monitoring and dosing systems are operational, testing requirements will differ. |   |
|                  | Chemical water quality complies with the Council's parameters as specified under the local law or as per the Queensland Health Swimming Pool and Spa Water Quality and Operational Guidelines.  |   |
|                  | Water quality sampling is taken at a location furthest from inlets (ie a suction point) where swimmers have not been within the last 60 seconds and at a depth of 300mm.  |   |
|                  | Microbiological samples for heterotrophic colony count (HCC), thermotolerant (faecal) coliforms or Escherichia coli and Pseudomonas aeruginosa are conducted quarterly for Category 3 pools (low risk), two monthly for Category 2 pools (medium risk) and monthly for Category 1 pools (high risk), or as specified by Council.  |   |
|                  | Records of water quality testing maintained for at least a two year period.   |   |
|                  | Records of all health and safety incidents, faecal accidents and other significant events are maintained for at least a two year period.  |   |
| General          | People with contagious or offensive diseases are prohibited from entering the pool area.  |   |
|                  | Swimming pool water clarity is maintained at all times to ensure that sharply defined lane markings or other features on the pool bottom at its greatest depth are clearly visible from the side of the pool.   |   |
|                  | Swimming pool is free from extraneous material at all times.  |   |
|                  | Scum lines around pool are cleaned regularly (i.e. daily) depending upon the pool usage.  |   |
|                  | Pool surrounds are to be cleaned and maintained regularly.  |   |
|                  | Animals are not permitted to enter the pool area.<br>Measures are taken to restrict wildlife from entering the pool area where necessary.   |   |
| Spa pools        |   |   |
| Aspect           | Requirement   | ✓ |
| General          | The spa pool is drained and cleaned at least once a month.  |   |
|                  | Spa pool temperatures do not exceed 40°C and are regularly monitored.   |   |
|                  | Spa pools have a turn over rate of 1 hour.  |   |
|                  | Signs are displayed advising patrons of any dangers associated with the spa pool (e.g. heated water, bather limits).  |   |
| Waste            |   |   |
| Aspect           | Requirement   | ✓ |
| Waste containers | No evidence of waste spillage from containers.  |   |
|                  | Waste containers are regularly emptied and sanitised.   |   |
|                  | Waste containers are constructed and maintained to minimise the entry of insects and vermin.  |   |
| General          | Wastewater from pool is disposed of in accordance with Local Government's requirements.   |   |
|                  | The Council is sufficiently notified prior to the emptying of a public pool and any conditions imposed by the Council are complied with.  |   |
|                  | Waste chemicals are stored and disposed of in accordance with the manufacturer's specifications.  |   |

| Health and safety                 |  |   |
|-----------------------------------|--|---|
| Aspect                            | Requirement  | ✓ |
| <b>Supervision</b>                | Sufficient numbers of staff with life saving qualifications are on-site during operating times. (Refer to the Royal Life Saving Society of Australia's Guidelines for Safe Pool Operations.) |   |
|                                   | Supervision is suitable to the type and risk of the pool facility. (Refer to the Royal Life Saving Society of Australia's Guidelines for Safe Pool Operations.)                              |   |
|                                   | Health information notices are appropriately located within the facility.  |   |
|                                   | Warning signage is present where there are particular dangers, eg changes in water depth.  |   |
|                                   | All signage is clearly visible and not faded or obstructed by other objects/structures.  |   |
| <b>Dangerous goods management</b> | Chemicals are stored as to prevent contamination to the environment.   |   |
|                                   | Chemicals are stored separately from each other, handled, labelled and stored in a dry, cool and well-ventilated area.   |   |
|                                   | Material safety data sheets are stored in an accessible location for all chemicals.  |   |
|                                   | Sufficient ventilation is provided for indoor swimming pools.  |   |
|                                   | Spill kits are located in chemical storage areas.  |   |
| <b>General</b>                    | A safety risk assessment of the facility has been conducted and risks reduced where identified.  |   |
|                                   | Adequate levels of fresh air are maintained for the public in indoor swimming pool areas.  |   |
|                                   | A sufficient number of first aid kits are provided and maintained in accessible locations.   |   |
|                                   | Staff have completed workplace health and safety training, applicable to the facility and its operations.  |   |
| General conditions                |  |   |
| Aspect                            | Requirement  | ✓ |
| <b>Applicable legislation</b>     | Any food sold on the premises complies with the <i>Food Act 2006</i> .   |   |
|                                   | Any liquor sold on the premises complies with the <i>Liquor Act 1992</i> .   |   |
|                                   | Chemicals are stored correctly and facility complies with with the <i>Work Health and Safety Act 2011</i> .  |   |
|                                   | The facility complies with the <i>Environmental Protection Act 1994</i> .  |   |
| <b>General</b>                    | The facility does not create a noise or lighting nuisance to surrounding neighbours.   |   |
|                                   | The facility does not create a harbourage for pests and vermin.  |   |
|                                   | Current insurance policies are held for the site.  |   |

Your name: \_\_\_\_\_ Date: \_\_\_\_\_