

Forbes Olympic Public Swimming Pool Policy

MINUTE NUMBER	334/2019
DATE APPROVED	19 September 2019
EFFECTIVE	19 September 2019
AUTHORITY	General Manager
CONTACT OFFICER	Manager Community and Tourism

1 PURPOSE

- 1.1 The purpose of this Policy is to establish a framework for the management and supervision of the Forbes Olympic Swimming Pool (the facility) to ensure the safety of all patrons and provide clear guidelines to the Contractor.

2 SCOPE

- 2.1 This Policy applies to all Council Officials, including any contractors/operators, and all patrons, including swimming clubs and schools, of the Forbes Olympic Swimming Pool.

3 DEFINITIONS

- 3.1 For the purposes of this Policy, the following definitions apply:

Term	Definition
Act	<i>Local Government Act 1993 (NSW)</i>
Council Officials	<i>Contractors; Volunteers, All Staff; Elected Members and basically anyone under Council's PCBU title</i>

4 RESPONSIBILITIES

4.1 Council

4.1.1 Council will:

- i. Engage a suitably qualified and experienced contractor/operator for the management of the facility;
- ii. Annually review entry fees in accordance with its Schedule of Fees and Charges;
- iii. Maintain a Swimming Pool Liability Policy with its insurer;
- iv. Undertake an annual review of safety advisory signage in accordance with NSW Office of Local Government's *Practice Note No. 15 (Water Safety)*;
- v. Undertake regular inspections of the facility in accordance with Statewide Mutual's *Guidance Note on Swimming Pool Operations (Guidance Note)*;
- vi. Meet regularly with the Contractor/Operator to ensure adherence to provisions of the contract; and
- vii. Maintain accurate records in accordance with the Guidance Note.

4.2 Contractor/Operator

- 4.2.1 The Contractor/Operator must act in accordance with the requirements of the contract including, but not limited to, the following:

- i. Provide adequate supervision relevant to the number of patrons at all times;

- ii. Adhere to all relevant legislation, including the applicable prescribed operating requirements in Schedule 1 or *Public Health Regulation 2012*, and Australian Standards where applicable;
- iii. Abide by Council's Schedule of Fees and Charges;
- iv. Maintain the minimum insurance requirements;
- v. Engage suitably qualified and experienced employees in accordance with the minimum requirements outlined in the Contract;
- vi. Implement management, operational and safety systems;
- vii. Undertake regular inspections of the facility in accordance with Guidance Note;
- viii. Maintain accurate records in accordance with Guidance Note; and
- ix. Advise Council's Contract Manager immediately of any safety incidents or hazards requiring immediate rectification.

4.3 Patrons

4.3.1 Patrons of the facility must at all times, abide by:

- i. Rules of entry, including safety advisory signage; and
- ii. Directives from Council Officials, including Contractors/Operators and their staff.

4.3.2 The minimum age of unsupervised children at the facility is 12 years old. All children aged 12 years and under must be accompanied by a responsible parent or guardian.

4.3.3 Further to cl 3.3.2 parents and guardians of children have a responsibility to provide adequate supervision of those under their care and control in accordance with Royal Life Saving Australia *Guidelines for Sale Pool Operations* as follows:

- i. Children five (5) years or under must be within arm's reach supervision;
- ii. Children aged six (6) to 12 years must be actively supervised; and
- iii. All children must follow the instructions of the Contractor/Operator and their staff at the facility.

5 POLICY STATEMENT

5.1 The safety of patrons at the Forbes Olympic Swimming Pool is a key priority for Council. The objectives of this Policy are to:

- i. Promote and ensure water safety for all patrons of the facility;
- ii. Uphold a responsibility to the community to provide a facility which protects children; and
- iii. Provide guidance to contractor/operator(s) for the management of pool operations at the facility.

6 VARIATION

- 6.1 Council reserves the right to vary the terms and conditions of this policy subject to a report Council.

Revision History

Version	Adoption Date	Authorised by	Approved by	Revision Date
V1	19/09/2019	Manex	Council	19/09/2019

Change History

Version Change Details

V1 Initial Policy developed as per Council Resolution 434/2018:

That Council:

- 1. Apply the rule that patrons 12 years and under to the Forbes Olympic Swimming Pool must be accompanied by a responsible person.*
- 2. Develop a Swimming Pool Policy in consultation with the public. (Cr J Webb/Cr G Clifton) Cr G Miller, Cr S Karaitiana, Cr S Chau voted against this resolution.*

Related Documents

Title

Local Government Act 1993

Local Government Amendment (Governance and Planning) Act 2016

Local Government (General) Regulations 2005

Council's Schedule of Fees and Charges

Statewide Mutual's Guidance Note on Swimming Pool Operations

NSW Office of Local Government's Practice Note No. 15 (Water Safety)

Royal Life Saving Australia Guidelines for Safe Pool Operations

Child Safety Policy