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BROWN HILL COMMUNITY SWIMMING POOL

SEASON REPORT DECEMBER 1st 2019-MARCH 8th 2020

1. Attendance Records

Total patrons for December	1699	
January	2989	
February	1563	
March	199	SEASON TOTAL 6450

2. Season Pass Sales

Total Family Season Pass – 38 (Includes Season Pass allocated to volunteer families)

3. Report on staff's ability to implement EEP

All 9 of our lifeguards and all the volunteer staff are returned employees and assistants from last season and are fully briefed on emergency exits, contents of each shed, first aid and kiosk, documentation and the evacuation procedure in the case of emergency . Two of the regular volunteers that assist in the kiosk completed their level 2 First Aid Certificate update in early November.

An Induction session for the Lifeguards and volunteers was held on Saturday Nov 23rd to go through the general running procedures of the pool and kiosk plus the Emergency Procedures, Equipment and Documentation needed.

4. Staffing at the facility

The Brown Hill Progress Association has opted for volunteer Mr Brendan Stevens to act as Kiosk and Lifeguard manager this season and one of the senior lifeguards that has returned to Brown Hill again this summer, Mr Connor MacDonald, as the roster facilitator/main contact for the lifeguards on our list. Both these staff members have a strong background in water facility management and have worked in our facility or similar for over 4 seasons. There are 8 additional qualified casually employed Lifeguards with a broad range of experience and ages and 2 also have Swim Teaching certification. The annual Learn to Swim Classes began on Monday 7th of January thanks to our Volunteer Organiser and Lifeguard Ms Rachel Zuidland and the generosity of the Brown Hill Uniting church. This will involve one extra Swim teacher employed for the 2 week period.

We have a nominated volunteer, Mr Peter Fisher ,who has been trained in Pool Plant Operation and is our key contact for pool plant function . Two kiosk volunteers have Senior First Aid certificates. Volunteers assist with kiosk duties, cleaning tasks and general grounds maintenance and tidying.

5. Emergency Episodes

Only 6 small first aid incidents have been reported. There were 6 minor abrasions that required a small dressing or bigger band-aid. There has been several insect bites, usually bees, that have required no treatment other than cool pack and reassurance. A single non-conformance behaviour incident was documented that resulted in 3 young lads being asked to leave the premises in mid-January. There were 2 assisted rescues with young teenage girls being helped to exit with pole or rope after struggling in the mid pool deep end during school swim carnival events .

6. Volunteer Hours

Preparation of pool grounds, pump room and pool itself.

The BHPA Committee organised several weekend working bees in early October and November. These weekends allowed team tasks to be completed and also allowed other individual tasks to be rostered during the mid week for volunteers who are retirees or not working. The Pool was completely emptied at the end of October and was pressure cleaned and scrubbed and covers laid out and washed.

The Chlorine injection system was cleaned and calibrated by Peter. The pool was refilled to correct water level and chemistry added and balanced up to required levels. The toilets and change rooms were pressure washed and cleaned . The store sheds were tidied and restocked as needed . Trimming, cutting and weed poisoning was carried out by the council contractors in the mid part of November.

There is still no hot water in the change room showers. We have a new solar hot water unit and panels stored in the sheds but the council plumbing contractor was reticent to install the unit on the change room roof as we would have liked. We may investigate a solution over the Autumn /Winter break.

The toddlers pool was repainted by Council contractors with Chlorinated rubber paint with grit added to hopefully improve the grip of the surface when wet as it had become quite slippery at the end of last season. The same process was carried out by volunteers on the large pool edges to minimize slip risks as well

The pool opened on Sunday Dec 1st with the first week of December being unfortunately a bit cooler and quite wet but the remainder of the month and over Xmas it again got up into the warmer temperatures with patrons returning and several school groups using the facility for the whole school day

Preparation of kiosk and First Aid Room.

A new electric hot water system and hand wash basin and fittings were installed in the kiosk by council contractors. The drain from the kiosk was also redirected and made compliant. The kiosk and First aid room were emptied and cleaned and all fridges were cleaned and turned on. The fridges and kiosk were restocked prior to our opening day. The first aid kit was checked and stocked and oxygen bottle and fittings purchased. The Defibrillator was returned to the Pool after residing in the Brown Hill Hall over the off season. All electrical equipment and cords were tested and tagged thanks to Mr Aaron Hodge a local Electrician and volunteer.

Total volunteer hours in preparation was approximately 200.

Learn to Swim was organised and coordinated by Rachel Zuidland . This season saw 70 kids under 12 years and 1 adult improve their swimming ability and water awareness . Learn to Swim was included with a seasons pass price which a lot of families took advantage of. It was also funded from a generous donation of \$2000 from Brown Hill Uniting Church.

Despite being cold some mornings these learners always showed up and were kept keen with a warm Milo and a biscuit after their immersion, proudly provided by our kiosk volunteers John O'Brien and Kevin Holloway.

Total volunteer hours for Learn to Swim. 160

The kiosk was manned by volunteer people over the season especially on the warmer days of season when patron numbers was predictably higher. Volunteers were also vital on the bigger school gathering days , notably the 2 x Swim Carnivals and end of year multiple class days. We also had several booked afternoons with youth groups and Girl Guide groups that required a extra hands on deck in the kiosk.

Total volunteer hours for the Kiosk. 220

Pool Plant Maintenance during the season was carried out mostly by Peter Fisher with visits and checks every evening and bigger repairs during the mornings prior to pool opening with assistance from Brendan Stevens.

Total volunteer hours for Pool Plant Maintenance. 250

The Financial Management with stock purchase and utilities payments plus the wages and superannuation for our Lifeguards was carried out by Mr Ron Damen plus assistance through A.C. Accounting Services.

Total volunteer hours for Financial Management. 78

Zumba water classes ran on Tuesday and Thursday evenings from January 21st until the end of the season . Unfortunately the weather was against us for a lot of February but we still managed to run 5 classes with our biggest turnout of 62 one evening

Total volunteer hours for Zumba. 10

7. Changes in operating practices that input on OH&S.

From the first day of the season we have two lifeguards on deck to open and prepare the facility for patron entry. On days 35 degC or more we have a third lifeguard starting in mid-afternoon approximately 2:30pm to allow rotation of the guards from pool deck back to the shade of the kiosk over the hotter late afternoons to give them a break out of the sun. We have uniforms for our guards with collars, long sleeve and a breathable wicking material to assist in keeping them cool and wide brimmed hats available to wear. Large bottles of Sunscreen 50+ are available for Lifeguards and Patrons to use.

On 18th November 2019 the facility was independently Safety Inspected with Allan Glenwright, Coordinator Aquatic Service
Brooke Slater, Risk and Insurance Administration Officer
Anthony Powell, Business Partner Health and Safety.

This actual very comprehensive report reached us on the 18th of February with a reinspection to be carried out on the 19th of February. That is 3 weeks before we close the pool for the season. 3 months to get a Safety report out when the whole season is 3 months and 10 days long is a complete waste of time and effort by the inspectors and completely leaves the Management Committee out of the loop. We heard of this inspection from hearsay and continued along our normal pool preparation and repaired some of the problems as part of our own work in November/December and council contractors also worked on some non-compliant plumbing issues but really an audit is only useful if the feedback is returned quickly so action can happen.

8. Down time as a result of equipment failure

No down time in December.

The Toddlers Pool is still a difficult task due to the design of filling and draining the low lying structure from the main pool. We still suggest a filling and emptying pump be installed to maintain a circulation between the Main Pool and the Toddlers.

In January with increased school holiday usage plus 2 week of morning Learn to Swim there was the usual increase of leaf litter that required regular filter cleaning and more frequent backwashing of the main filter. In late January there was a pinhole leak discovered in the Chlorine delivery line outside the pump room. The damaged section was cut out and line re-joined. However 3 weeks later the line again split so Peter and Brendan replaced the full length of line after hours with piping provided by Mr Allan Glenwright. No other major issues with the Filtration or Chlorine injection unit over the season.

9. Major Maintenance Items.

The Chlorine Injection line replacement as mentioned above.

Otherwise the usual painting and the continuing patchwork of the plumbing in the aging change rooms toilets and showers.

10. Changes to asset register.

Some new pool toys and noodles were purchased

11. Month to date revenue and expenditure

See attached report

12. Media activity.

Our established Facebook page is still our main source of promotion and feedback. We have now established a Brown Hill Community Hub website , www.brownhill.vic.au . As part of this hub there is a dedicated page with information on the pool plus a payment portal for Seasons Passes etc. We have sold 30 Seasons Passes via this portal which saves bigger cash handling at the kiosk and allows the use of EFT or Credit Card. The bimonthly Brown Hill Newsletter also has an update on happenings at the Pool.

Our Learn to Swim to Swim Classes have been promoted on the Brown Hill Community Hub website , Facebook, via email and Newsletter promotion. We again ran Water Zumba classes at the end of January and promoted our Australia Day Pool Party through local media and the web sites mentioned above. Similarly our Toys at the Pool Day in late February in partnership with the Ballarat Toy Library was signed on the fence, and promoted through the Toy Library Web site as well as our own Facebook and Hub websites.

On Valentines Day, 14/02/2020 at 7:30 am the local radio station 3BA ran their well promoted Dive for a duck / lucky diamond competition with 50 competitors, 60 plus friends and general public enjoying a balmy morning. Lots of fun all with live telecast from the edge of our Toddlers Pool back to PT in the studio. Great fun and a happy diamond winner at the end.

13. Daily Checklist

Pool water testing and facility cleaning has been carried out as required and documented along with fridge and freezer temperatures and stock register in the kiosk.

14. Community Events.

No community events were held in December.

During January there were several community events carried out. These include the Learn to Swim classes for 2 weeks in mid January, Water Zumba classes in late January and February and our usual Community Party for Australia Day on Sunday January 26th from 12 midday to late afternoon. Gate takings, raffle money and donations from the Australia Day Party were to be donated to a Fire Relief Charity.

The 3BA Valentines Event was an out of the blue invitation that we hope can lead to further outside broadcast events happening in upcoming years.

SEASON 2019-20 SEASON ATTENDANCE RECORDS BROWN HILL COMMUNITY SWIMMING POOL

Adults 2223

Children 4227

TOTAL 6450

2 x School group from Mt Clear and Mt Rowan used the pool for end of term Activity and Phys Ed classes in December.

The same occurred in February with Woodman's Hill and Mt Rowan Colleges having multiple Phys-Ed classes at the facility with both schools ultimately holding their school Swim Carnivals at the pool in late February. We opened quite often in the morning to accommodate the morning class times for Woodman's Hill. This was greatly appreciated by the school as the students only have a 10 minute walk to and from the school to the pool and there is no need for bus transportation. This school usage kept the pool alive in what was a cool month temperature wise and we are very grateful for their continued patronage.

The schools enjoys the boutique size of the smaller facility and appreciate having it to themselves on these class days. There only complaint especially this season was with rain and no roof on the change rooms the students clothing and bags got soaked on several occasions and the lack of hot water in the change room showers.

**BROWN HILL COMMUNITY SWIMMING POOL
SEASON 2019-20 INCOME AND EXPENDITURE**

INCOME	\$
FAMILY SEASONS PASS	3000.00
GENERAL ADMISSIONS	8537.50
KIOSK	8015.95
LEARN TO SWIM	2478.00
FUND RAISING	2104.90
CITY COUNCIL FUNDING	39000.00

EXPENDITURE	\$
KIOSK SUPPLIES	
STOCK	4601.25
FOOD REG PERMIT	120.00
SUNDRY ITEMS	706.17
(Aust Day & Learn to Swim)	
STATIONARY	120.00
LIFEGUARDS Etc	
FIRST AID and TRAINING	280.00
WAGES	35353.00
SUPERANNUATION	2846.22
INSURANCE (Indemnity/Workcare)	5365.82
AUST TAX OFFICE	4144.00
UTILITIES AND CHEMICALS	
POWER AND WATER	4397.98
PHONE-TELSTRA	392.25
CHLORINE AND CHEMICALS	2219.05

TOTAL VOLUNTEER HOURS FOR THE SEASON approx. 918
(VALUE IMMEASURABLE)

BROWN HILL COMMUNITY POOL ASSETS REGISTER 2019/20

Reach poles x 2	Throw ropes x 2
Spinal Board	Spinal Collars
Sun Lounges x 10	Barbeque
Oxygen Equipment	Swim Noodles
Kickboards	Leaf Scoops x 2
Radio	Amplifier
Outdoor Speakers	Hot water Urn
Pool Test Kit	PPE gear
First Aid Room	Microwave
First Aid Bed new 2014	Whiteboard
Outdoor Chairs	Outdoor tables
Miscellaneous recreational toys	Basketball ring and balls
Karcher Pressure Washer	Mobile Pump/Vacuum
Garden Tools—Rakes, Brooms, Shovels	Laminator—kiosk
Printer—kiosk	15 Park benches and 5 tables New 2016
Shade Sail over Toddlers Pool new 2014	Drinks fridge x 2 (new 2014 and 2015)
Defibrillator	Drop in Stairs new 2015
Main Pump, Filter , Pick up valve ,new 2018	
New hot water service in kiosk (2019 Nov)	
Mobile Amp and Speakers with Bluetooth used for Zumba and other events (new 2018)	