



## SWIMMING POOL CERTIFICATE OF COMPLIANCE APPLICATION FORM

Made under Section 22 & 22D Swimming Pools Amendment Act 2012

<b>Property Key:</b>	Office Use Only
<b>Swimming Pool Compliance App No:</b>	
<b>Date Received:</b>	035317.2014 (May 2019)

**LEGAL REQUIREMENTS REGARDING INFORMATION PROVIDED TO COUNCIL**

Council is obliged under s.6 of the *Government Information (Public Access) Act 2009* to publish details of all development applications (including names of applicants and owners) and any associated documents on the website, except for floor plans of any residential parts of a building. Please note that the information provided by you on this form will be used by Council or its agents to process this application and it can be made available, as required by law, to other government agencies. Under the *Privacy and Personal Information Protection Act 1998*, some personal information provided on this form, such as phone numbers, will not be published on Council's website. Information regarding access to or publication of information by Council, can be referred to Council's Privacy Contact Officer.

### Address details

Shop/Unit No:	House No:	<b>Office Use</b>	
Street:			
Suburb:	Postcode:		
Lot No:	Deposited / Strata Plan No:	Section:	<input type="checkbox"/>

### Description of Pool

Please indicate type of pool:  <input type="checkbox"/> Inground Swimming Pool <input type="checkbox"/> Semi-Inground Pool <input type="checkbox"/> Ground Swimming Pool <input type="checkbox"/> Spa Pool  Date of construction/installation:	
NSW Swimming Pool Register Registration Certificate No:	<input type="checkbox"/>

### Advice for Applicants

Applicants are advised that:  If Council refuses the application for an Compliance Certificate, or is taken to have refused the application, or imposes a condition on an exemption, the owner of the premises on which the relevant swimming pool is situated is entitled to appeal to the Land and Environment Court against the Council's refusal or against the condition	<input type="checkbox"/>
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**Digital requirements and naming convention**

- **Applications without a correctly formatted CD digital data disc or USB drive will not be accepted. These will be checked by Council before accepting the application**
- All documents (including written documents) and plans for all applications must be submitted on CD or USB and not password protected.
- **Each plan and each document must be single sided** and must be submitted as a **separate PDF** file and **named separately** eg Application form, site plan etc.
- **Signatures are not to be placed on supporting documents or plans** ie Waste Management Plan, Statement of Environment Effects, floor plans, site plans etc
- Individual files for each application must not exceed 20 MB. Large files must be split into smaller size files.
- **Standard documents are required under 400dpi resolution whether they are single pages or multipage documents and must not exceed 500MB in size.**
- File names for the electronic file are to be titled using the naming convention outlined below and where possible in alphabetical order, naming each document and plan individually, including the application form: **ie Document Type + Property Address and saved in PDF format.**

**Example:**

- **Application form – 33 Moore Street Liverpool.pdf**

**Amended Plans / Supply of Additional Information**

- SP Number – Additional Information – 33 Moore Street Liverpool.pdf

Does the CD or USB contain files which are named correctly and the content exactly matches all hardcopies and documents submitted with this application?

Yes     No

Office  
Use

**Applicant/s details and declaration**

**NOTE: Pages 3 - 5 are not available for viewing on Council's website**

Family Name(s)/Surname(s) (or company & ACN):		<b>Office Use</b>	
Full Given Names or Company Contact Person:			
House/Unit No:	Street:		
Suburb:	Postcode:		
Home Phone:	Business Phone:		Mobile:
Fax:	Email:		
Occupant / Tenant Name:			Phone:
<p><b>Applicant(s) Declaration</b></p> <p>I/we declare that all required documentation has been provided and is to an acceptable standard and all the information in the application and the checklist submitted are, to the best of my/our knowledge, true and correct.</p> <p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p>			
Signature(s):		Date:	
Print Name(s)		<input type="checkbox"/>	

**Release of certificate**

<p><b>Would you like your assessed application to be:</b> (Please tick relevant box)</p> <p><input type="checkbox"/> Posted    <input type="checkbox"/> Held for collection at Council</p>		<input type="checkbox"/>
<p>Signature when collected:</p> <p>(Only the applicant or person authorised by the applicant can collect the consent - Authorisation may be required)</p>		
<p>Date:</p>		

Once lodged, you can track the progress of your Application online via Council's e-planning tool, simply visit [www.eplanning@liverpool.nsw.gov.au](mailto:www.eplanning@liverpool.nsw.gov.au)

**Owner's consent and declaration**

Note: Pages 3 – 5 are not available for viewing on Council's website

Family Name(s)/Surname(s) (or company & ACN):		<b>Office Use</b>	
Full Given Names or Company Contact Person:			
House/Unit No:	Street:		
Suburb:	Postcode:		
Home Phone:	Business Phone:		Mobile:
Fax:	Email:		
<p><b>Owner(s) Declaration</b></p> <p>I/we own the subject land, consent to this application and consent to Council officers entering the premises during normal office hours for the purpose of conducting inspections relative to this application. I/we accept that all communication regarding this application will be through the nominated applicant.</p> <p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p>			
Signature(s):		Date:	
Name(s)		<input type="checkbox"/>	

**Owner(s) consent requirements**

- If you are signing on behalf of the owner as the owner's legal representative, you must state the nature of your legal authority and attach documentary evidence eg Registration of Power of Attorney, executor, trustee etc
- Strata Title/Body Corporate – If the property is a unit under strata title or a lot in a community title, then in addition to the owner's signature, the following must be provided if any works are proposed on common property:
  - (a) Common seal of the Body Corporate must be stamped on this form over the signature of the owner and signed by the chairman or secretary of the Body Corporate
- If the property has been recently sold, documentary evidence of the sale must be provided such as the Certificate of Title or a letter from your solicitor confirming settlement or the previous owner(s) providing owner's consent.

**Miscellaneous details**

**Note: Pages 3 – 5 are not available for viewing on Council's website**

Does Council require your presence for access to the site?

Yes  No

Office  
Use

**Contact Name:**

**Contact Phone:**

Is there a dog on the property?

Yes  No

Do you consent to receiving further information requests via email?

Yes  No

**Note:**

Council will not issue a Certificate of Compliance until all fees, including a reinspection fee (if imposed), have been paid.

The Swimming Pools Act 1992, the Swimming Pools Regulation 2008 and AS 1926.1 Australian Standard Swimming Pool Safety Part 1: Safety Barriers for Swimming Pool apply to all swimming pools (both indoor and outdoor) on premises where there is a residential building, a moveable dwelling (eg caravan) a hotel or a motel. If you are the owner of the premises on which a swimming pool is situated you must ensure the following in relation to your pool:

- The pool is surrounded by a child resistant barrier
- Ensure the barrier, gates and doors are in good working condition, the gates opens away from the pool and has a self-closing mechanism device
- Doors and gates that provide access to the pool area are to be kept securely closed at all times when not in use
- Display prominently an approved resuscitation sign in the immediate vicinity of the swimming pool/spa
- Maintain the 900mm non climbable zone areas around the swimming pool
- Spa pool is required to be covered or secured by a child safe structure

**Note:**

1. A certificate of compliance is issued under section 22D and remains valid for a period of 3 years from the date on which it is issued
2. A certificate of compliance ceases to be valid if a Direction is issued under section 23 of the Swimming Pools Act 1992 in respect of the swimming pool to which the certificate relates
3. Commencing 29 April 2015, a Compliance Certificate is required before selling or leasing a property with a pool

**Documentation checklist**

**Copies of documents required:**

- **Agreement for certification work.**
- **2 hardcopies of all documents are required**
- **Digitalised CD or USB is required for all applications. Please note that Council is unable to accept this application without a digitalised CD or USB, in the required format attached.**

**Office Use Only:**

Fee Type AP/MISC/SP	Application	\$	Receipt No.	Date
Swimming Pool Application Fee				
<b>TOTAL</b>				