

**FORM**(Blanks not to be photocopied.)

(Printed on 22-Sep-14 at 16:09)

**(SD-FO-237) APPLICATION FOR CERTIFICATE OF COMPLIANCE  
FOR SWIMMING POOL**

Section 22D, Swimming Pools Act 1992 and/or Section 73A of the Building Professionals Board Act 2005

Office Use	<b>Application Number:</b> _____
<b>PPIA DISCLAIMER</b> – The personal information provided on this form is collected by <i>Griffith City Council</i> for the purposes of processing this application by Council's employees and other authorised persons. This form will be stored within Council's record management system and may be available for public access and/or disclosure under various NSW Government legislation.	
<b>Part 1: Applicant's Details</b>	
Title: Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____	
Family name (or company): _____	
Given names (or ACN): _____	
Postal address: _____ Postcode: _____	
Phone: (w) _____ (h) _____ (m) _____ Fax: _____	
Contact person: _____ E-mail: _____	
Signature(s) _____ Date ____/____/____	
Application is hereby made for a Certificate of Compliance under s22D of the Swimming Pools Act 1992 in relation to the swimming pool located on the property identified below by.	
Delete whichever is not applicable	<div style="margin-left: 20px;">a) The owner of the building or part or the owner's solicitor, architect or agent;</div> <div style="margin-left: 20px;">b) The purchaser under a contract of sale of property which comprises or includes the building or part or the purchaser's solicitor or agent;</div> <div style="margin-left: 20px;">c) A public authority which has, before making this application served a copy of the application on the owner;</div> <div style="margin-left: 20px;">d) A lawful occupier of Crown Lands which comprise or includes the building or part, being a person to whom the lands are lawfully contracted to be sold, or;</div> <div style="margin-left: 20px;">e) A person with the consent in writing of the owner of the building or part or the owner's solicitor or agent</div>
<b>Part 2: Property Address of Swimming Pool</b>	
<i>(These details can be obtained from land ownership details or from Council's rates notice(s). If unsure, ask us for assistance)</i>	
Unit No _____ House No _____ Street _____ Locality/Town _____	
Lot(s) _____ Section _____ DP/ SP _____	
<b>Attach a copy of the <i>Certificate of Registration</i> obtained when you registered your pool online</b>	
<b>Part 3: Consent of Land Owner(s)</b>	
<i>(All persons or other legal entities who own the subject land(s) must give their written consent to this application, attach a separate sheet if necessary. If the owner is a company or owners' association, must be signed by a director or secretary. If you have acquired this property within the last 6 months please provide a copy of your Notice of Sale/Transfer or Certificate of Title)</i>	
As owner(s) of the land to which this application relates, I/we consent to this application. I/we also give consent for authorised Council officers to enter the land/premises to carry out inspections.	
Name	<div style="display: flex; justify-content: space-between;"><div>Address</div><div>Signature</div><div>Date</div></div> <div style="display: flex; justify-content: space-between;"><div>1 _____</div><div>_____</div><div>____/____/____</div></div> <div style="display: flex; justify-content: space-between;"><div>2 _____</div><div>_____</div><div>____/____/____</div></div> <div style="display: flex; justify-content: space-between;"><div>3 _____</div><div>_____</div><div>____/____/____</div></div>
<b>Part 4: Contact Details for Access to Premises</b>	
Name _____	
Phone (Work) _____	(Home) _____
Mobile _____	Fax _____

APPLICANTS ARE ADVISED THAT:

Approved: Building Certification Coordinator	Group / System: Sustainable Development	Document ID: SD-FO-237	Version: 2
Relevant To:	Date Issued: 21 Sep 2011	Revised: 08/04/2014	Status: Approved
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**Section 22D, Swimming Pools Act 1992 and/or Section 73A of the Building Professionals Board Act 2005**

1. You are entitled to appeal to the Land & Environment Court against Council's refusal of this application should that situation arise.
2. For the purposes only of any appeal proceedings arising in connection with an application under Section 22D of the Act, Council is taken to have refused the application if it has not finally determined the application within six (6) weeks after the application.
3. Section 22D of the Act and Regulation 13 are set forth in entirety

**Local Authority must grant certificate of compliance if swimming pool complies with this Part**

- 22D. (1) The requirements for the issue of a certificate of compliance in respect of a swimming pool are that:
- (a) The swimming pool is registered under Part 3A, and
  - (b) The swimming pool complies with the requirements of this Part.
- (2) A local authority or an accredited certifier must issue a certificate of compliance in respect of a swimming pool if the local authority or accredited certifier:
- (a) Has inspected the swimming pool under this Division, and
  - (b) Is satisfied that the requirements for the issue of a certificate of compliance have been met.
- (3) A local authority or an accredited certifier must not issue a certificate of compliance except as provided by subsection (2).
- (4) A local authority or an accredited certifier may refuse to issue a certificate of compliance until any fee payable for the inspection has been paid.
- (5) A certificate of compliance in respect of a swimming pool is to be issued to the owner of the premises on which the pool is situated in a form approved by the Director-General.
- (6) A certificate of compliance remains valid for a period of 3 years from the date on which it is issued but ceases to be valid if a direction is issued under section 23 in respect of the swimming pool to which the certificate relates.
- (7) A local authority or accredited certifier that issues a certificate of compliance in respect of a swimming pool must ensure that details of the certificate are entered on the Register, by providing the details to the Register-General in a form approved by the Director-General.
- (8) The regulations may make provision for or with respect to the time and manner in which any such information is to be entered on the Register.

**13 Fee for application for exemption**

- (1) A local authority may impose a fee of up to \$70 on an application for an exemption under section 22 of the Act.
- (2) An application made to a local authority that has imposed a fee must be accompanied by that fee.

**Lodgement of Application**

**Hours of Lodgement:**

Monday to Friday: 8:15am – 4:00pm

**Fees:**

Fees are payable on lodgement as per Council's current Revenue Policy. Quotations are available by contacting Council's Customer Service Centre on (02) 6962 8100.

**Payment methods:**

Payment can be made by cash, cheque, EFTPOS or Credit Card. Cheques are to be made payable to 'Griffith City Council'.

**Acknowledgement:**

A Tax Invoice/receipt specifying the type and amount of fees paid will be issued at the time of lodgement.

**How to contact us:**

Phone: (02) 6962 8100

Fax: (02) 6962 7161

**Postal address:**

The General Manager  
Griffith City Council  
PO Box 485  
GRIFFITH NSW 2680

**Courier or Personal Delivery:**

Customer Service Centre  
Ground Floor  
Griffith City Council Administration Building  
1 Benerembah Street  
GRIFFITH NSW 2680

E-mail: [admin@griffith.nsw.gov.au](mailto:admin@griffith.nsw.gov.au)

Web: [www.griffith.nsw.gov.au](http://www.griffith.nsw.gov.au)

<b>Approved:</b> Building Certification Coordinator	<b>Group / System:</b> Sustainable Development	<b>Document ID:</b> SD-FO-237	<b>Version:</b> 2
<b>Relevant To:</b>	<b>Date Issued:</b> 21 Sep 2011	<b>Revised:</b> 08/04/2014	<b>Status:</b> Approved
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## (SD-FO-245) AGREEMENT FOR CERTIFICATION WORK

### DETAILS OF CERTIFYING AUTHORITY

Griffith City Council  
1 Benerembah Street (PO Box 485)  
GRIFFITH NSW 2680  
Telephone 02 6962 8100  
Email: [admin@griffith.nsw.gov.au](mailto:admin@griffith.nsw.gov.au)

#### Accredited Certifiers:

Anthea Crack	BPB 2482
Craig Filmer	BPB 0945

### INSURANCE DETAILS

Statewide Mutual Liability Scheme – 000736 – Valid to 30 June 2019 (Anthea)  
Pen Underwriting – 1214-0023722 – Valid to 6 April 2019 (Craig)

### CLIENT DETAILS

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Number: \_\_\_\_\_  
Email address: \_\_\_\_\_

### PARTICULARS OF CERTIFICATION WORKS (please tick)

- |  |   |
|--|---|
| <input type="checkbox"/> Issue of a compliance certificate   | <input type="checkbox"/> Act as Principal Certifying Authority                              |
| <input type="checkbox"/> Issue of a construction certificate | <input type="checkbox"/> Issue certificate of compliance / non-compliance for swimming pool |
| <input type="checkbox"/> Issue of an occupation certificate  | <input type="checkbox"/> Issue of a Complying Development Certificate                       |

### PARTICULARS OF DEVELOPMENT

Description: \_\_\_\_\_  
Address: \_\_\_\_\_  
Lot & DP: \_\_\_\_\_

### IS THIS WORK SUBJECT TO ANY RELEVANT DEVELOPMENT CONSENT OR CERTIFICATE

- |  |                             |
|--|-----------------------------|
| <input type="checkbox"/> Yes - If yes, please complete the following | <input type="checkbox"/> No |
| <input type="checkbox"/> Development Application                     | Approval No: _____          |
| <input type="checkbox"/> Construction Certificate                    | Certificate No: _____       |
| <input type="checkbox"/> Complying Development Certificate           | Certificate No: _____       |

Name of the consent authority for the above: \_\_\_\_\_

Please list particulars of any plans, specifications or other documents the subject of any consent related to the above

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### INSPECTIONS

Inspections shall be carried out by one of the accredited certifiers listed at the top of the page, subject to availability and level of accreditation. The accredited certifiers employed or engaged by Council may change without notice prior to the completion of the certification works identified in this contract.

## (SD-FO-245) AGREEMENT FOR CERTIFICATION WORK

### FEES AND CHARGES

As per current Revenue Policy

Unforeseen contingencies or additional inspections will be charged in accordance with Council's current Revenue Policy. Any invoice for such is to be paid within 21 days after the completion of that work.

Date of Contract:

\_\_\_\_\_

Print name (Client):

\_\_\_\_\_

Signature (Client):

\_\_\_\_\_

Print Name (Certifying Authority):

\_\_\_\_\_

Signature (Certifying Authority):