

**(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	Application Number: _____																
<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) _____ 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. <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 15%;">Delete whichever is not applicable</div> <div style="width: 85%;"> <ul style="list-style-type: none"> <li>a) The owner of the building or part or the owner's solicitor, architect or agent;</li> <li>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;</li> <li>c) A public authority which has, before making this application served a copy of the application on the owner;</li> <li>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;</li> <li>e) A person with the consent in writing of the owner of the building or part or the owner's solicitor or agent</li> </ul> </div> </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 _____ <p style="text-align: center;"><b>Attach a copy of the <i>Certificate of Registration</i> obtained when you registered your pool online</b></p>																	
<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. <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Name</th> <th style="width: 35%;">Address</th> <th style="width: 25%;">Signature</th> <th style="width: 15%;">Date</th> </tr> </thead> <tbody> <tr> <td>1 _____</td> <td>_____</td> <td>_____</td> <td>____/____/____</td> </tr> <tr> <td>2 _____</td> <td>_____</td> <td>_____</td> <td>____/____/____</td> </tr> <tr> <td>3 _____</td> <td>_____</td> <td>_____</td> <td>____/____/____</td> </tr> </tbody> </table>		Name	Address	Signature	Date	1 _____	_____	_____	____/____/____	2 _____	_____	_____	____/____/____	3 _____	_____	_____	____/____/____
Name	Address	Signature	Date														
1 _____	_____	_____	____/____/____														
2 _____	_____	_____	____/____/____														
3 _____	_____	_____	____/____/____														
<b>Part 4: Contact Details for Access to Premises</b>																	
Name _____ Phone (Work) _____ (Home) _____ Mobile _____																	

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 Page: 1 of 2

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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 1300 176 077.

#### 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: 1300 176 777

#### 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)