

Application for a Certificate of Compliance (Swimming Pool) made under the *Swimming Pools Act 1992* section 22 D

OFFICE USE

Application No

A1. Owner (Applicant must be Owner)

Surname/s	<input type="text"/>	Given Name/s	<input type="text"/>
OR			
Company/ Organisation	<input type="text"/>	ABN	<input type="text"/>
Postal Address	<input type="text"/>		
Telephone	<input type="text"/>	Mobile	<input type="text"/>
Facsimile	<input type="text"/>	Email	<input type="text"/>
Access instructions; or real estate agent name and contact number; or tenant name and contact number	<input type="text"/>		

A2. Owner's Consent

As the owner/s of the subject land, I/we give consent to the lodgement of this application and to an authorised officer of Council to enter the premises for the purposes of inspecting work relevant to this application.

Name/s ALL owners	<input type="text"/>
Company (provide name & title of signatory)	<input type="text"/>
Signature/s ALL owners	<input type="text"/>

A3. Land Description

Lot Number	<input type="text"/>	Section	<input type="text"/>	DP/NPP/SP	<input type="text"/>
	<input type="text"/>		<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>		<input type="text"/>
Unit/Street No	<input type="text"/>	Street	<input type="text"/>		
Suburb/Town	<input type="text"/>				

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A4. Payment of Application

Once your application(s) has been lodged, you will receive a Debtor Invoice(s). Please indicate how you wish to pay.

- By Post Please post your cheque, made payable to Tweed Shire Council.
- Electronically BPAY and Post Billpay options are available. Please refer to the payment information on your Debtor Invoice for further information.
- In Person Cash, cheque, EFTPOS and credit cards (Visa and MasterCard) are accepted at either of the Customer Service offices between 8.30am and 4.00pm (AEST) Monday to Friday.

NOTE! A surcharge applies to payment via credit card.

A5. Pool and Property Details - please complete all of this section

1. Pool Type
- Above ground
- In ground
- Spa/Hot Tub
- Indoor
2. For outdoor pools has the child resistant pool barrier been substantially (more than 50%) altered or rebuilt since its construction?
- Yes
- No
3. For indoor pools have the premises in which the swimming pool been situated been substantially altered or rebuilt to affect the means of access to the swimming pool?
- Yes
- No
4. Age of Pool
- Constructed prior to 1 August 1990
- Constructed between 1 August 1990 and 31 August 2008
- Constructed between 1 September 2008 and 29 April 2013
- Constructed after 29 April 2013
- Construction date unknown
5. Pool to be assessed
- Under current legislation OR
- The legislation relevant to the age of the pool
6. Which best describes your property?
- A waterfront property of any size
- A property of two hectares or more in size
- A property of 230 m² or less in size
- None of these
7. Which best describes your dwelling?
- Single dwelling
- Dual occupancy
- Multi-residential (more than 2)
- Tourist/Visitor Accommodation
- Caravan park
- Hotel/Motel

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A6. How the Process Works

The start

1. An application for a Certificate of Compliance (Swimming Pool) to TSC can be submitted:
 - in person at the Tweed Heads or Murwillumbah Council Offices;
 - mailed to PO Box 816, Murwillumbah NSW 2484;
 - emailed to tsc@tweed.nsw.gov.au; or
2. Council may initiate the requirement for an application via the adopted Pool Program targeted inspection.

Fees

3. A reinspection fee is added if the pool fence is found not to comply at the first inspection.
4. The invoice for the fee is emailed to you after the first inspection
5. If the report or compliance certificate is to be posted, a printing and postage fee will be charged.

The inspections

6. A Council Officer will contact you to arrange an inspection date when the application form is received.
7. You do not need to be home for the inspection if we can access the pool in your absence with your consent.
8. Your pool will be inspected applying the fencing rules in force at the time your pool was built unless it has been substantially altered since.
9. If your pool/spa fails the first inspection, you will be emailed or posted a copy of the non-compliance report in the following few days.
 - This report details why the pool failed, includes photos of the failures and also suggests possible rectifications. The report will also advise an allocated re-inspection date, usually 21 days after the report is issued. If you believe that the rectifications won't be fixed by the reinspection date, please contact Council, in writing, before the reinspection date.
10. Where minor simple non-compliance is found an inspection report will be left on site on the day of inspection.

The Certificate of Compliance

11. When your pool is found to be compliant a certificate will be emailed or posted to you.
12. The certificate will be valid for three years but you must maintain the fence in the same condition.

What should you do before we inspect?

13. Make sure your pool is registered on the State Government Pool register www.swimmingpoolregister.nsw.gov.au.
14. Check your fence to ensure it complies particularly:
 - that the gates self-close,
 - that you have a current pool resuscitation poster,
 - that there are no gaps under or in the fence that exceed 100mm (the 100mm is measured to solid ground or surface not lose soil or mulch).
 - that there are no shrubs or trees with 900mm of the fence that could allow climbing.

A7. Notes

- (a) Under the provisions of Section 26 of the *Swimming Pools Act 1992* the applicant is entitled to appeal to the Land and Environment Court against the local authority's within TWENTY EIGHT (28) DAYS of refusal of the application, and
- (b) The local authority's failure to determine the application within six weeks after it is made is taken, for the purposes of any such appeal, to be a refusal of the application.

**For a full list of fees applicable see Council's Fees and Charges at
www.tweed.nsw.gov.au**