



PO Box 183  
Camden NSW 2570  
02 4654 7777

# Application Form

Swimming Pool Certificate of Compliance  
Section 22D *Swimming Pools Act 1992*

## Office use only

Receipt No                      Receipt Date                      Fee Paid \$                      Application No.

## Location Address of Swimming Pool

Unit/Street No  Street Name   
Suburb  Post Code   
Lot No  DP/SP No

## Purpose for application for Certificate of Compliance

Sale of property:   
Lease of property:   
Other:  Please specify: .....

## Swimming Pool Details

Approximate year the swimming pool was approved/constructed.....  
Development/Building Application number (if known):.....  
Type of swimming pool: In-ground  Semi in-ground  Above ground  Spa/Hot Tub  SwimSpa   
Construction materials Concrete  Fibreglass  Metal  Other.....  
Has the swimming pool barrier/fence (including boundary fences) been modified since original construction of the swimming pool? Yes  No   
If yes, approximate year of modifications:.....  
Does the swimming pool barrier/fence incorporate any glass panels? Yes  No   
If yes, certification from a Glazier will need to be provided prior to the issue of any Certificate of Compliance.  
NSW Swimming Pool Register No.....  
*(NB Pool must be Registered to apply for a certificate)*

## Applicant Details / Owners Consent (Note: must be the owner of the land)

Title  Given Name  Family Name   
Organisation/Company   
Address   
Contact Phone Number  Email Address

Signature of <b>all</b> owners	<input type="text"/>	Date	<input type="text"/>
	<input type="text"/>		<input type="text"/>
A separate written authority is also acceptable. <b>Note: Certificates of Compliance, Certificates of Non-compliance, Notices and Directions will only be issued to the Owner of the Premises.</b>			

Note & Service Agreements:

- (a) If the Council fails to finally determine the application within 6 weeks after it is made, then the Council is taken, for the purposes of any appeal proceedings, to have refused the application, and
- (b) If the Council refuses the application for a certificate of compliance, or is taken to have refused the application, the owner of the premises on which the swimming pool is situated is entitled to appeal to the Land and Environment Court against Councils refusal.
- (c) If the swimming pool does not comply with standards and a re- inspection is required, a fee of \$100 will be payable prior to the re-inspection.**
- (d) Council will undertake an inspection within 10 working days of receipt of the application, subject to access to the property being provided.
- (e) Failure to comply with the relevant standards may result in Council taking action under the Swimming Pools Act 1992.

Privacy Statement: The information requested by Council on this form may constitute personal information under the *Privacy & Personal Information Protection Act 1998*. Council is allowed to collect the information from you to consider this matter. Supplying this information is voluntary. However, if you cannot or do not wish to provide the information, we may not be able to consider the matter. For further details please contact Customer Service at Camden Council.

**Note:** The Services Contract on the following pages forms part of the application and must also be completed and returned with the Application Form.



## CONTRACT FOR UNDERTAKING OF CERTIFICATION WORK

This contract meets the requirements of Section 73A of the Building Professionals Act 2005 and clause 19A of the Building Professionals Regulation 2007.

This is a contract between the applicant and Camden Council, where Council will carry out certification work for the applicant (as described below) in relation to the subject development.

<b>1. Accredited Certifier</b>	
Name	Camden Council
Address	70 Central Avenue Oran Park
Postal Address	PO Box 183 Camden NSW 2570
Email	mail@camden.nsw.gov.au
Telephone Number	(02) 4654 7777
<p>The details of the officers employed by Council as accredited Certifiers, any of whom may carry out certification work and inspections under this contract, can be found on the Building Professionals Board Website at <a href="http://www.bpb.nsw.gov.au/page/engaging-a-certifier/find-a-certifier/">http://www.bpb.nsw.gov.au/page/engaging-a-certifier/find-a-certifier/</a></p> <p>Council may also elect separate suitably appointed Council Officer to undertake the Certification Service.</p>	
<b>2. Details of the Applicant/Owner (Note: must be owner of the land)</b>	
Name	
Company/Organisation	
Postal Address	
Telephone Number	
Email	
<b>3. Insurance</b>	
<p>Accredited certifiers employed by Council exercising the certifying functions on Council's behalf are not required to be covered by insurance for the purposes of Division 2 of Part 6 of the <i>Building Professionals Act 2005</i></p>	

**4. Description of Services / Details of the Certificate Work to be Undertaken**

The Certifier will perform all work that is necessary to comply with relevant statutory requirements, including:

- Inspecting the swimming pool;
- Assessing whether the swimming pool complies with the requirements for the issue of a certificate of compliance under s.22D Swimming Pools Act 1992;
- If the swimming pool complies, issuing a certificate of compliance to the Client;
- If the swimming pool does not comply, issue a written notice under Cl. 18B of the Swimming Pools Regulations 2008 and a Certificate of Non-Compliance under Cl. 18BA;
- If necessary, re-inspecting the swimming pool;
- updating the property record on the NSW Swimming Pool Register, as required.

**5. Fees & Charges**

**Certification Work**

Fees and Charges for certification work will be charged in accordance with Councils Adopted Fees & Charges which are published on its website at [www.camden.nsw.gov.au](http://www.camden.nsw.gov.au). Fees for carrying out inspections of the swimming pool are in accordance with Clause 18A of the EP&A Regulation 2008:

- (a) if it is the first inspection since the person became the owner - \$150, or
- (b) if it is the second inspection since the person became the owner - \$100, or
- (c) if it is the first inspection since a certificate of compliance in relation to the premises ceased to be valid - \$150, or
- (d) if it is the second inspection since a certificate of compliance in relation to the premises ceased to be valid - \$100.

**6. Payment**

You must pay the fees and charges on or before the lodgement of the application for the Certificate of Compliance.

The fee for the second inspection must be paid at the time of booking and prior to the inspection being carried out.

**7. Applicant’s Signature**

I accept the terms and conditions of this contract including the associated payment of fees:

<b>Signature</b>	
<b>Date</b>	

## 8. Council's Signature

Signed for and on behalf of Council by an authorised officer:

Officer's Name	
Officer's Position	
Signature	
Date	

## 9. Statutory Obligations of Accredited Certifiers

This contract must attach any document containing information about the statutory obligations of accredited certifiers that is published by the Building Professionals Board for the purpose of clause 19A of the Building Professionals Regulation 2000 and available on its website.

*Note: No document published as at date of this contract.*

Information regarding the obligations of accredited certifiers is available at:

<http://bpb.nsw.gov.au/certifiers-role/obligations-certifiers>