



# Swimming Pool Inspection Program

## Program Information

An inspection of a swimming pool is to be carried out by Council, where any of the following circumstances exist:

### 1. Complaints

On receipt of a complaint by Council concerning an alleged defective swimming pool barrier, a written request will be forwarded to the owner of the swimming pool to arrange access for an inspection. Where a complaint is substantiated after an inspection, a Notice of Proposed Direction will be issued to the owner of the swimming pool.

### 2. Certificate of Compliance Applications

Section 22D of the Swimming Pools Act 1992 (the Act) provides for a swimming pool owner to make application to Council or an Accredited Certifier for a Certificate of Compliance. On receipt of an application and payment of the inspection fee, Council will undertake an inspection of the swimming pool.

Where the application form indicates that it relates to the sale or lease of the premises, the inspection will be undertaken within 10 business days after receiving the application and inspection fee. Where a defective barrier has been identified, a Notice of Proposed Direction will be issued to the swimming pool owner. After a period of 15 calendar days, a final Direction will be issued to the swimming pool owner.

A re-inspection will be undertaken by Council and the appropriate re-inspection fee will be paid by the swimming pool owner. A certificate of compliance will be issued in respect of a swimming pool that is registered on the Division of Local Government Swimming Pools Register and that complies with the requirements of Part 2 of the Act.

### 3. Exemption Applications

Section 22 of the Act provides for a swimming pool owner to make application to Council for an Exemption from all or any of the requirements of Part 2 of the Act, in certain circumstances. On receipt of an application and the appropriate fee, Council will undertake an inspection of the swimming pool. After determination of the Exemption Application, where further works are necessary to make the swimming pool barrier compliant, Council will issue a Notice of Proposed Direction to the swimming pool owner.

### 4. Other Inspections at Request of Owner

Section 22C of the Act provides for a swimming pool owner to make application to Council for an inspection, which includes advice about swimming pool compliance. On receipt of an application and payment of the inspection fee, an inspection of the swimming pool will be undertaken.

### 5. Notices Issued by an Accredited Certifier

Section 22E of the Act requires that an Accredited Certifier must provide a Notice to the owner of a swimming pool after inspection if not satisfied that the swimming pool is compliant.

A copy of the Notice is required to be provided to Council. On receipt of a notification from an Accredited Certifier, a written request will be forwarded to the owner of the swimming pool to arrange access for an inspection to be undertaken and payment of the inspection fee in accordance with Section 22F of the Act.

## 6. The Development Certification Role and Building Certificate Applications

Where Council is engaged as a Certifier and/or on receipt of an application for a Building Certificate for a property which has a swimming pool, arrangements will be made with the swimming pool owner for an inspection to be undertaken of the swimming pool.

## 7. Tourist and Visitor Accommodation or Premises with more than Two Dwellings

**'Tourist and visitor accommodation'** means a building or place that provides temporary or short term accommodation on a commercial basis and includes any of the following:

- Backpacker's accommodation, bed and breakfast accommodation, farm stay accommodation, hotel or motel accommodation, service departments, but does not include camping grounds, caravan parks or eco tourist facilities.

**'Dwelling'** means a room or suite of rooms occupied or used or so constructed or adapted as to be capable of being occupied or used as a separate domicile. Premises containing more than two dwellings would include a residential flat building, town houses, villas or the like.

These categories of premises are to be inspected at least once every three years. A written request will be forwarded to the owner of the swimming pool to arrange access for an inspection to be undertaken and payment of the inspection fee in accordance with Section 22F of the Act.

## 8. Random Audit

Where inspection resources permit, the swimming pool register will be reviewed to identify swimming pools where there is not a valid Certificate of Compliance or a relevant Occupation Certificate in existence and Council have not carried out an inspection of the swimming pool in the past five years.

A written request will be forwarded to the owner of the swimming pool to arrange access for an inspection to be undertaken and payment of the inspection fee in accordance with Section 22F of the Act.

## 9. Defective Barrier

Where a defective barrier is identified, a Notice of Proposed Direction will be issued to the swimming pool owner.

## 10. Notice of Proposed Direction

Where a defective swimming pool barrier has been identified, the non-compliant aspects will be notified to the swimming pool owner, initially as a Notice (covering letter) with a copy of a draft Direction. The purpose of the Notice is to encourage the swimming pool owner to bring the swimming pool into compliance with the Act, before a formal Direction is subsequently issued.

After a period of 15 days from the issue of the Notice, Council will forward the final Direction to the swimming pool owner. The Direction is a legally enforceable document and provides the swimming pool owner with a right of appeal to the Land and Environment Court.

After the time period for compliance with the Direction has expired, a reinspection of the swimming pool would be carried out by Council to determine if compliance has been achieved. Given the safety issues, any failures to comply would result in Council seeking legal enforcement of the Direction through an application to the Land and Environment Court.

## 11. Inspection and Re-inspection Fees

Section 22F of the Act allows Council to charge an inspection fee for all inspections carried out under Division 5 of the Act.

An initial inspection fee will be payable by the swimming pool owner at the time of making an application or request to Council for an inspection of a swimming pool.

An application will not be taken as being lodged until payment of the application fee has been received by Council.

Where Council has initiated the need for an inspection in accordance with this program, other than for a complaint, an invoice will be forwarded to the owner of the swimming pool.

Council acknowledges *Kids Health at The Children's Hospital at Westmead*, for the use of the above images (L-R: images 2 & 3).



This document contains important information.  
If you do not understand it, contact the  
Telephone Interpreter Service on 131 450.



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