

# APPLICATION TO REGISTER A SWIMMING POOL OR SPA BUILDING ACT 1993 BUILDING REGULATIONS 2018 Regulation 147P (1)

Form 22

## OWNER

Name of owner of the land (the *property*) on which the swimming pool or spa is located:

Name			
Surname			
Postal address		Postcode	
Email address			
Telephone / mobile			

## PROPERTY DETAILS

Include title details as and if applicable

Number		Street / Road		
City / Suburb / Town				Postcode
Lot/s		LP / PS		Section
				Volume
				Folio
Crown allotment		Parish		County
Municipal district	Gannawarra			

## TYPE OF SWIMMING POOL OR SPA

<input type="checkbox"/>	Permanent swimming pool	→	Approximate date of construction:	
<input type="checkbox"/>	Permanent spa	→	Approximate date of construction:	
<input type="checkbox"/>	Relocatable swimming pool	→	Date erected:	
<input type="checkbox"/>	Relocatable spa	→	Date erected:	

For **permanent swimming pools and permanent spas**, please advise the approximate date that the swimming pool or spa was constructed.


◆ Please provide copies of any relevant building permit if available and/or any other information or documentation that provides evidence of when the swimming pool or spa was constructed.

For **relocatable swimming pools and relocatable spas**, please advise the date that the relocatable swimming pool or relocatable spa was erected.

☐ Yes ☐ No Is there any other building work that has altered or resulted in changes to the barrier since the swimming pool or spa was constructed or erected?

If yes, please provide details and copies of any relevant building permit or other documentation.

I acknowledge that if lodging this request electronically, Council will accept this communication as containing my signature for the purposes of the *Electronic Transactions (Victoria) Act 2000 (Vic)*.

	Date	
Signature of applicant (if lodging electronically, type signature above)		
Printed name		

## CHECKLIST

- ☐ Have you fully completed all sections of the application?
- ☐ Have you signed and dated the application?

### Application for Permanent swimming pools and permanent spas

- ☐ Have you provided evidence documents?
  - ☐ Building permit (to determine the applicable barrier standard)
  - ☐ Certificate of Final Inspection (to determine the date of construction of the pool or spa)
  - ☐ Other \_\_\_\_\_

**\*NOTE:** If evidence documents are not provided, payment of the Information Search Fee is required

### Building work that has altered or resulted in changes to the barrier

- ☐ Have you provided details and copies of any relevant building permit or other documentation?

**Failure to register swimming pool or spa within relevant timeframe may incur a fine of up to \$2035.00**

FEES AND CHARGES (to 30 June 2026)		PAYMENT OPTIONS	CALL
Registration fee	\$ 36.10	<b>IN PERSON</b> Present this notice to: Customer Service Gannawarra Shire Council 47 Victoria Street Kerang or 23-25 King Edward Street Cohuna	Customer Service on 03 5450 9333 to make payment by card over the phone
Information Search Fee*	\$ 53.60		
Form 23 Lodgement	\$ 23.20		<b>MAIL</b> Send cheque or money order to: Gannawarra Shire Council PO Box 287 KERANG VIC 3579
<b>TOTAL</b>	<b>\$ _____</b>		
* if applicable			

### Please return application and documentation to Gannawarra Shire Council:

- Patchell Plaza, 47 Victoria Street Kerang or 23-25 King Edward Street Cohuna
- PO Box 287 Kerang VIC 3579 • [council@gannawarra.vic.gov.au](mailto:council@gannawarra.vic.gov.au)

Queries - please phone Building Surveyor on 03 5450 9333 or visit Council's website [www.gannawarra.vic.gov.au](http://www.gannawarra.vic.gov.au)

Gannawarra Shire Council collects and holds personal information for the purpose of carrying out its functions under the Local Government Act 1989 and facilitating the operation of other Acts of Parliament. Council will take all reasonable steps to protect all personal information from misuse, loss or from unauthorised access, modification or disclosure. Council may disclose this information to Government, Regulatory Authorities and Council contractors or where there is a legislated requirement. Otherwise, information held will only be disclosed or amended upon receipt of written instructions from the client or from parties authorised to act on their behalf. Please note that everyone has the right to access their own personal information subject to some exceptions permitted by law.

**From 1 December 2019 you, the property owner, are required to register your swimming pool and or spa with council.**

Refer to VBA website for deadlines and information -

<https://www.vba.vic.gov.au/consumers/swimming-pools/registration-requirements#>

### Registration required:

All swimming pools and spas containing water greater than 300 mm (30 cm) must have a compliant safety barrier to restrict access to the pool area by young children (under the age of five). Barriers are required for:

- in-ground pools and spas
- above-ground pools and spas, including inflatable pools, holding more than 300 mm (30 cm) of water
- indoor pools and spas
- bathing and wading pools containing more than 300 mm (30 cm) of water.

### Barriers are not required for: (Do not register)

- bird baths
- fountains
- water supply/storage tanks
- fish ponds
- dams
- baths used for personal hygiene and emptied after each use
- spas inside a building (e.g. in a bathroom) used for personal hygiene and emptied after each use
- pools or spas that cannot contain a water depth of more than 300 mm
- inflatable swimming pools (typically toddler or wading pools) that cannot contain a water depth greater than 300 mm.
- relocatable pool or spa in place for a period less than three consecutive days