

**The safety of children is of great importance to the Shire of Chittering. Constant supervision of children while using a swimming pool is the most effective way to protect them from drowning and injury. A compliant swimming pool barrier with self-closing gate has also been proven to assist with their safety.**

The Western Australian Building Act 2011, Building Regulations 2012 and Addendum 2024 states (in summary) that a swimming pool barrier is to be constructed around every new swimming pool and an officer from the Local Permit Authority (Shire of Chittering) is to inspect the swimming pool barrier for compliance within 30 days of completion and issue a Compliance Certificate when compliant.

This information sheet provides an overview of what is required to apply for a swimming pool and the steps taken to make it compliant.

**STEP ONE – COMPILE YOUR BUILDING PERMIT**

<b>CHECKLIST</b>	
<input type="checkbox"/>	<p><b>Application for Building Permit – a BA1 or a BA2</b> See: <a href="https://www.commerce.wa.gov.au/building-and-energy/building-approval-forms-0">https://www.commerce.wa.gov.au/building-and-energy/building-approval-forms-0</a></p>
<input type="checkbox"/>	<p><b>If providing a BA1</b> <b>Certificate of Design Compliance (BA3)</b> that has been issued and signed by a Private Building Surveyor. All supporting documentation listed on the BA3 must be supplied if providing a BA1 + BA3</p>
<input type="checkbox"/>	<p><b>A completed BCITF Levy form</b> (only for developments \$20,000 and above)</p>
<input type="checkbox"/>	<p><b>A form of payment for the fees</b></p>
<input type="checkbox"/>	<p><b>Site Plan</b></p> <ul style="list-style-type: none"> <li>• Scaled and dimensioned with the scale noted on them.</li> <li>• Depth of the swimming pool.</li> <li>• Indicative location of permanent swimming pool barrier and gates</li> <li>• Indicative location of proposed pool pump and equipment</li> <li>• Street, lot number and street/road name</li> <li>• North point.</li> <li>• Existing buildings, showing areas that are to be retained and the areas to be demolished (if applicable)</li> <li>• Retaining wall position (if applicable)</li> <li>• Access points: driveways and/or right of way access and pedestrian access.</li> <li>• Boundaries and lot dimensions.</li> <li>• Setbacks to all boundaries.</li> <li>• Details and location of any fencing.</li> <li>• Outline of all existing buildings/structures on adjoining properties.</li> <li>• Street verge including; street verge trees, power poles, drainage pits, manholes, crossovers, footpaths, and any other obstructions.</li> <li>• Location of any easements.</li> <li>• Location of existing and/or proposed Septic/ATU location.</li> </ul>
<input type="checkbox"/>	<p><b>Swimming Pool / Retaining Details</b></p> <ul style="list-style-type: none"> <li>• Swimming pool construction details and engineering</li> <li>• Swimming pool cover/blanket details</li> <li>• Retaining wall details/engineering (if applicable)</li> <li>• Recirculation and heater details</li> <li>• Swimming pool water disposal</li> </ul>
<input type="checkbox"/>	<p><b>Permanent and Temporary Barrier Details</b></p> <ul style="list-style-type: none"> <li>• Compliance statement and for proposed permanent swimming pool barrier to AS 1926.1-2012 and AS1926.2-2007</li> <li>• Compliance statement for temporary swimming pool barrier to AS1926.1-2012 and AS1926.2-2007 (if required until the construction of a permanent barrier.)</li> <li>• Swimming pool barrier construction details.</li> </ul>
<input type="checkbox"/>	<p><b>A completed Swimming Pool Barrier Declaration Form</b> See: <a href="https://www.chittering.wa.gov.au/build-develop/building/swimming-pools-barriers.aspx">https://www.chittering.wa.gov.au/build-develop/building/swimming-pools-barriers.aspx</a> The responsibility for the construction and maintenance of the permanent swimming pool barrier will then become the responsibility of the owner.</p>

## STEP TWO – SUBMIT YOUR APPLICATION

Once your application has been compiled, you can submit it to us by emailing all forms and supporting documentation to [chatter@chittering.wa.gov.au](mailto:chatter@chittering.wa.gov.au).

A Planner will review the application first and make sure it complies with our Local Planning Scheme. If it is compliant, the application will be sent to our Building Department to process into the system.

## STEP THREE – APPLICATION ASSESSMENT AND BUILDING PERMIT ISSUED

Once the application has been processed it will be assessed by a Building Surveyor. Any outstanding items will be requested in writing. Once everything is in order, a Building Surveyor will issue the applicant with a Building Permit (BA4) to construct the swimming pool. We will also issue the applicant a copy of the Notice of Completion form (BA7).

## STEP FOUR – CONSTRUCTION AND COMPLETION OF THE SWIMMING POOL AND BARRIER

Any swimming pool or spa containing over 300mm depth of water is to be always isolated by a temporary or permanent swimming pool barrier compliant to AS1926.1-2012. A temporary swimming pool barrier is to remain in place until a permanent swimming pool barrier has been constructed and certified compliant to AS1926.1-2012 by the Shire of Chittering.

The Notice of Completion (BA7) is to be completed and returned to the Shire of Chittering within **seven days** of completion of the swimming pool installation.

The Shire of Chittering will book an inspection of the permanent swimming pool barrier with the owners of the property. Our Principal Building Surveyor will inspect the completed swimming pool and barrier within 30 days of the receipt of the Notice of Completion (BA7). When the barrier is compliant, a Compliance Certificate will be issued by the Shire of Chittering.

### More information and contact

For more information, please contact the Shire's Building Team on (08) 9576 4600 or email [chatter@chittering.wa.gov.au](mailto:chatter@chittering.wa.gov.au).

**NOTE: The owner of the property is responsible for the ongoing maintenance and compliance to AS 1926.1-2012 of the swimming pool barrier and gates.**