

REGIONAL / UNITARY COUNCIL - DAM SAFETY SCHEME

FORM 3: ANNUAL DAM COMPLIANCE CERTIFICATE

Section 1: Dam

Dam name:	
Relevant regional authority: <i>(Refer Guidance notes 4)</i>	

Section 2: Potential impact classification

Potential Impact Classification

(determined under section 134B of the Building Act 2004 and regulation 9 of the Building (Dam Safety) Regulations.)

High Medium Low

Dam classification certificate approval date (if any)	Date:
Dam classification certificate regional authority number (if any):	Date:

Section 3: Approval of dam safety assurance programme

Date of approval of the dam safety assurance programme	Date:
Date by which the dam safety assurance programme must next be reviewed under section 146 of the Act	Date:

Section 4: Owner (Dam Owner - refer guidance note 4)

Name of owner:		
Chief executive of owner or equivalent (if owner is a body corporate) <i>*if there is no chief executive, specify a person with an equivalent position in the body corporate.</i>		
Business Address:		
		Postcode:
Postal address: <i>(if different from business address).</i>		
		Postcode:
Phone number/s	Mobile:	Business:
Email address		
Purchase Order number: <i>(if required)</i>		

Section 5: Compliance

- All the procedures in the dam safety assurance programme have been fully complied with during the previous 12 months (*except for the minor items of non-compliance identified below):

Signature of, or on behalf of, dam owner

**The certificate must be signed by: if the owner is an individual, that individual; or if the owner is a body corporate, the chief executive of that body corporate or, if there is no chief executive, a person with an equivalent position in the body corporate.*

Signature: _____ Date _____

Full name of dam owner: _____

Section 6: Certificate of recognised engineer

- I have reviewed the owner's reports and other documents relating to the procedures in the dam safety assurance programme that the owner has followed in the previous 12 months.

The following is a summary of the minor items of non-compliance with the procedures of the dam safety assurance programme in the previous 12 months (if applicable)

I am a recognised engineer in accordance with section 149 of the Building Act 2004 because I:

- meet the requirements of section 149(1)(a) and (b) of that Act; and
- have the qualification and competency prescribed under regulation 22 of the Building (Dam Safety) Regulations 2022.
- I have attached evidence that I am a recognised engineer in the Attachment section below.
- The dam owner has been advised they are responsible for all payments to council associated with this Annual Dam Compliance Certificate.

Signature of recognised engineer: _____ Date _____

Full name of recognised engineer: _____

Chartered professional engineer registration number: _____

Section 7: Attachments

Attachments:

- Compliance with all the procedures in the dam safety assurance programme documentation (Section 4)
- Summary of the minor items of non-compliance with the procedures of the dam safety assurance programme in the previous 12 months documentation (Section 6):
- Evidence of recognised engineer documentation
- Letter of authority from owner (for applicant/agent if applicable)

Guideline notes

1. Council have included some additional fields beyond the mandatory requirements of Form 3 of Schedule 3 of the Building (Dam Safety) Regulations 2022. These changes are to enable your council to manage your DSAP more effective
2. If insufficient space available in form, please complete information required in a separate attached document
3. Fees and Charges
Please refer to your relevant regional authority, as these costs / deposits may vary between councils.

4. Regional Authority (*For Marlborough District Council, refer to their website*)

Auckland Council	Greater Wellington Regional Council	Otago Regional Council
Bay of Plenty Regional Council	Hawkes Bay Regional Council	Taranaki Regional Council
Environment Canterbury	Horizons Regional Council	Tasman District Council
Southland Regional Council	Nelson City Council	Waikato Regional Council
Gisborne District Council	Northland Regional Council	West Coast Regional Council

5. For the purpose of the Building Act and regulations, the 'dam owner' is the person who legally owns the physical dam itself. Typically, the landowner will also be the dam owner, however this will not always be the case as there are a variety of different scenarios when it comes to dam ownership. If the owner of the dam is not the same person as the owner of the land the dam is located on, there will likely be a record of this. Generally, where multiple people own the dam, they will collectively be the 'dam owner'. In most cases, it should be apparent who the owner/s of a dam is.