

REGIONAL / UNITARY COUNCIL - DAM SAFETY SCHEME

FORM 3: ANNUAL DAM COMPLIANCE CERTIFICATE

Section 1: Dam

Dam name	
Relevant regional authority <i>(See point 4 of the guideline notes at the end of this form)</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	Date
Dam classification certificate regional authority number (if any)	

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 - See point 5 of the guideline notes at the end of this form)

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		

Billing details

(Please specify the billing details for this certificate.)

Full name		
Mailing address		
		Postcode

Phone number/s	Mobile	Business
Email address		
Preferred method of correspondence	<input type="radio"/> Email	<input type="radio"/> Post
Purchase order number (if required)		

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 in section 6 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 Dam Classification Certificate.

Signature of recognised engineer _____ Date _____

Full name of recognised engineer _____

Chartered professional engineer registration number _____

Section 7: Attachments

- ☐ Compliance with all the procedures in the dam safety assurance programme documentation
- ☐ Summary of the minor items of non-compliance with the procedures of the dam safety assurance programme in the previous 12 months documentation. Additional information to Section 6 above (minor items of non-compliance with the Dam Safety Assurance Programme)
- ☐ Evidence of recognised engineer documentation
- ☐ Letter of authority from owner (for applicant/agent if applicable)

Guideline notes

1. Please complete the additional fields beyond the mandatory requirements of Form 3 of Schedule 3 of the Building (Dam Safety) Regulations 2022. This data will be used to update your council's Dam Register and enable a better understanding of the region's dam portfolio.
2. If insufficient space available in form, please complete the required information in a separate attached document.
3. Fees and charges may vary between councils. Please refer to your relevant authority for details.
4. Regional or unitary authority (for Marlborough District Council, refer to their website)

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

5. For the purpose of the Building Act 2004 and Building (Dam Safety) Regulations 2022, the 'dam owner' is the person who legally owns the physical dam. 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.