

# REGIONAL / UNITARY COUNCIL - DAM SAFETY SCHEME

## FORM 2: DAM SAFETY ASSURANCE PROGRAMME

The dam safety assurance programme consists of this form, the attached documents, and any other referenced documents.

### Section 1: Dam

#### Dam name\*

*\*If 2 or more dams are owned by the same owner and form a single reservoir, state the names of all of those dams to which the dam safety assurance programme applies and add a statement to the effect that those dams are owned by the same owner and form a single reservoir. In the case of a canal, if the whole canal is not owned by a single owner, specify the dams to which the dam safety assurance programme applies. See sections 148A and 148B of the Act.*

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**Relevant regional authority:**  
(Refer Guidance notes 4)

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### 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

<b>Dam classification certificate approval date (if any)</b>	Date:
<b>Dam classification certificate regional authority number (if any):</b>	Date:

### Section 3: Owner (Dam Owner - refer guidance note 5)

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

**Billing details***(Please specify the billing details for this certificate)*

<b>Full name:</b>		
<b>Mailing address:</b>		
		Postcode:
<b>Phone number/s</b>	Mobile:	Business:
<b>Email address:</b>		
<b>Preferred method of correspondence:</b>	<input type="radio"/> Email	<input type="radio"/> Post
<b>Purchase Order number:</b> <i>(if required)</i>		

**Section 4: Summary of compliance with criteria and standards**

Attach a brief summary of how each of the criteria and standards set out in regulations 10 to 18 of the Building (Dam Safety) Regulations 2022 have been addressed and indicate where these are addressed in the dam safety assurance programme. This should include brief descriptions of the following (Refer guideline notes 2):

<p><b>how the general requirements for dam safety assurance programmes have been met</b> <i>(see regulation 11)</i></p>
<p><b>the procedures for the operation and maintenance of dams and reservoirs</b> <i>(see regulation 12)</i></p>
<p><b>the surveillance procedures</b> <i>(see regulation 13)</i></p>
<p><b>the procedures for the inspection and maintenance of appurtenant structures</b> <i>(see regulation 14)</i></p>
<p><b>the procedures for the inspection, maintenance, and testing of gate and valve systems with dam or reservoir safety functions</b> <i>(see regulation 14)</i></p>
<p><b>the procedures for intermediate dam safety reviews</b> <i>(see regulation 15)</i></p>

**the procedures for comprehensive dam safety reviews**  
(see regulation 16)

**the procedures for emergency planning and response**  
(see regulation 17)

**the procedures for identifying and managing dam safety issues**  
(see regulation 18)

## Section 5: Documentation of dam safety assurance programme

**1. List the location of all documentation, manuals, and publications referred to in the dam safety assurance programme**  
(if applicable)

**2. State the location(s) of the dam safety assurance programme**  
(see section 148(a) of the Act for where the programme must be kept)

**The documents (other than those listed in item 1 above) that form the dam safety assurance programme are attached in the Attachment section below as follows:**

## Section 6: Appurtenant structures

**Full list of the dam's appurtenant structures as determined by the recognised engineer:**

## Section 7: Certificate of recognised engineer

I certify that the dam safety assurance programme prepared for the above dam:

- meets the criteria and standards for dam safety prescribed by regulations 10 to 18 of the Building (Dam Safety) Regulations 2022; and
- contains a full list of the dam's appurtenant structures that I have determined.

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 23 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 safety assurance programme.

Signature of recognised engineer: \_\_\_\_\_ Date \_\_\_\_\_

Full name of recognised engineer: \_\_\_\_\_

Chartered professional engineer registration number: \_\_\_\_\_

## Section 8: Attachments

### Attachments:

- Summary of compliance with criteria and standards documentation (Section 5)
- Documentation of dam safety assurance programme documentation (Section 6)
- Appurtenant structures documentation (Section 7)
- 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 2 of Schedule 3 of the Building (Dam Safety) Regulations 2022. These changes are to enable your council to manage your DSAP more effectively
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	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 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. Re Canals, refer to sec 148A, (3) regarding whole canals not owned by a single owner.