

# POOL CHECKLIST

The pool safety requirements as defined by this document apply wherever a pool is situated (e.g. even if the pool is wholly enclosed within a house).



## TYPE(S) OF POOL(S) ON THE PROPERTY

Pool(s) on the property	A.	Artificial lake, garden pond or water hazards such as stormwater retention ponds	<input type="checkbox"/>	Yes <sup>(1)</sup>	<input type="checkbox"/>	N/A	
	B.	[Any] pool <b>not capable of holding more than 40 cm of water</b>	<input type="checkbox"/>	Yes <sup>(1)</sup>	<input type="checkbox"/>	N/A	
	C.	In-ground pool <b>capable of holding more than 40 cm of water</b>	<input type="checkbox"/>	Yes <sup>(2)</sup>	<input type="checkbox"/>	N/A	
	D.	Above-ground pool <b>less than 1.2 m high AND capable of holding more than 40 cm of water</b>	<input type="checkbox"/>	Yes <sup>(2)</sup>	<input type="checkbox"/>	N/A	
	E.	Above-ground pool <b>1.2 m high or more</b> <span style="float: right;"><i>(if 'Yes', answer G to M)</i></span>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	N/A	
	F.	<b>Small heated pool</b> (e.g. spa pool, hot tub) <span style="float: right;"><i>(if 'Yes', answer N to P)</i></span>	<input type="checkbox"/>	Yes	<input type="checkbox"/>	N/A	
Above-ground pool 1.2 m high or more	<b>If the answer to <u>ALL</u> the following points (G to M) is 'Yes', the pool is not required to be surrounded by a pool fence:</b>						
	G.	Pool has side walls unclimbable from the outside (smooth vertical side walls), AND	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No <sup>(2)</sup>	
	H.	pool has no projection or indentation greater than 1 cm on its side walls (unless these projections or indentions are at least 90 cm apart vertically), AND	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No <sup>(2)</sup>	
	I.	pool has no part of its side walls less than 1.2 m above the adjacent ground level, AND	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No <sup>(2)</sup>	
	J.	pool has no part of its side walls less than 1.2 m above any permanent projection from the ground outside of the pool and within 1.2 m of the walls of the pool, AND	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No <sup>(2)</sup>	
	K.	pool has no part of its side walls less than 1.2 m above any object standing on the ground outside of the pool and within 1.2 m of the walls of the pool, AND	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No <sup>(2)</sup>	
L.	pool has means of accessing the interior of the pool (ladder, etc.) that can be readily removed or made inoperable, AND	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No <sup>(2)</sup>		

	<b>M.</b> pool has means of accessing the interior of the pool (ladder, etc.) that are removed or made inoperable when the pool is not in use.	<input type="checkbox"/> Yes	<input type="checkbox"/> No <sup>(2)</sup>
<b>Small heated pool</b>	<b>If the answer to <u>ALL</u> the following points (N to O) is 'Yes', the pool physical barrier can consist only of a pool cover (fence not required) <sup>(3)</sup>:</b>		
	<b>N.</b> Heated pool with a water surface area of 5 m <sup>2</sup> or less AND designed for therapeutic or recreational use, AND	<input type="checkbox"/> Yes	<input type="checkbox"/> No <sup>(2)</sup>
	<b>O.</b> Top surface of every wall (without cover) at all points not less than 76 cm above the adjacent floor or ground, AND	<input type="checkbox"/> Yes	<input type="checkbox"/> No <sup>(2)</sup>
	<b>P.</b> Walls of the pool inhibiting climbing.	<input type="checkbox"/> Yes	<input type="checkbox"/> No <sup>(2)</sup>

<sup>(1)</sup> Not required to comply with the pool safety legislation (**checklist non-applicable**).

<sup>(2)</sup> The pool **MUST be surrounded by a fence compliant with the specifications** defined by this checklist. This requirement applies even if the level of water is maintained to less than 40 cm.

<sup>(3)</sup> When a small heated pool physical barrier consists only of a pool cover, the pool and its cover **MUST at all times be compliant with the specifications** defined by this checklist (see point 1 to 13, on page 4).

## WATER SUPPLY/DRAINAGE

- |            |   |                               |                               |
|------------|---|-------------------------------|-------------------------------|
| <b>i.</b>  | Backflow prevention device fitted to whatever means is used to fill the pool <sup>(4)</sup> | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| <b>ii.</b> | Approved discharge from the pool <sup>(5)</sup>   | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |

<sup>(4)</sup> For hose-filled pools, the most common device is a hose connection vacuum breaker.

<sup>(5)</sup> Pool water must be drained into an outlet (sewer, not stormwater).

**POOL(S) COMPLIANCE with the pool safety provisions enacted by the Building Act 2004**

If any 'Fail' box is ticked in the checklist below then the pool is non-compliant.

A non-compliant pool must be drained immediately and be kept empty of water at all times until the pool is fenced in a manner that complies with the pool safety provisions enacted by the Building Act 2004.

**Note:** Any existing fencing must be retained around a drained pool to prevent injury from falling.

**POOL COVER**

Small heated pools ONLY (spa pools, hot tubs)

Yes

N/A

**Note:**

**ONLY applies** for a **heated pool** fulfilling **ALL** four conditions below:

- |   |                          |     |                          |    |
|---|--------------------------|-----|--------------------------|----|
| a. water surface area of 5 m <sup>2</sup> or less   | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| b. designed for therapeutic or recreational use   | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| c. top surface of every wall (without cover) at all points not less than 76 cm above the adjacent floor | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| d. walls of the pool inhibiting climbing  | <input type="checkbox"/> | Yes | <input type="checkbox"/> | No |

If **'No'** is ticked on any of the four conditions above then:

- '1' to '13'** (next page) **does not apply**, AND
- the heated pool **MUST be surrounded by a fence compliant with the specifications defined by this checklist**, regardless of the presence of a cover.

If **'Yes'** is ticked on the four conditions above then:

- '1' to '13'** (next page) **applies**, AND
- provided that 'Pass' is ticked on ALL the points on next page ('1' to '13')**, the heated pool is **not required to be surrounded by a pool fence**.

- |     |   |                          |      |                          |      |
|-----|---|--------------------------|------|--------------------------|------|
| 1.  | Walls of the pool are vertical or slope outwards at no more than 15° from vertical  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 2.  | No external objects or projections within 76 cm of the top edge that could assist climbing  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 3.  | No projections or indentations on the pool wall itself greater than 1 cm horizontally from the plane of the wall  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 4.  | Cover remaining at all times closed and locked when the pool is not in use and full of water  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 5.  | Cover firmly held in place with straps fitted with lockable snap fasteners or with fastenings using metal padlocks  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 6.  | Lockable snap fasteners with a minimum width of 33 mm on their main body  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 7.  | Cover and fasteners well maintained (e.g. UV light affects straps and plastic fasteners)  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 8.  | Cover able to withstand a load of 20 kg at the centre   | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 9.  | Cover able to be readily returned to the closed position  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 10. | Top surface of the cover constructed with a slope from the centre to the outside edges  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 11. | Cover has a sign fixed on two opposite sides containing the text<br><b>'WARNING: This spa pool cover must be kept locked except when under adult supervision'</b> | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 12. | Warning signs design compliant with Paragraphs 2.2 and 3.2.2 of F8/AS1 <sup>(6)</sup>   | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 13. | Warning signs written with black letters not less than 5 mm in height   | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |

<sup>(6)</sup> *Acceptable Solutions and Verification Methods for New Zealand Building Code Clause F8 ('Signs').  
See current version of F8/AS1 at <https://www.building.govt.nz/building-code-compliance/f-safety-of-users/f8-signs/>*

**POOL AREA**

**N/A to small heated pools relying on a COVER**

**Yes**

**N/A**

- |     |  |                          |      |                          |      |
|-----|--|--------------------------|------|--------------------------|------|
| 14. | <b>Confined</b> area containing items used ONLY for activities carried out in relation to the pool or involving the pool | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 15. | No thoroughfare through the pool area  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |

BALCONIES

**'16' to '38'** (below) **applies to balconies** -

- (a) when the floor of the balcony is **less than 2.4 m vertically** above the immediate pool area; **o**
- (b) when the floor of the balcony is **more than 2.4 m vertically** above the immediate pool area but there are **projections within 1.2 m below** the top of it (such as a wall or landscaping feature) **that could assist a child to climb down.**

**'16' to '28'** (below) **does not apply to balconies** <sup>(?)</sup> when the floor of the balcony is **more than 2.4 m vertically** above the immediate pool area **and** there are **no projections within 1.2 m below** the top of it (such as a wall or landscaping feature) **that could assist a child to climb down.**

<sup>(?)</sup> *Instead, a barrier compliant with Clause F4 may be used.*

*Acceptable Solutions and Verification Methods: <https://www.building.govt.nz/building-code-compliance/f-safety-of-users/f4-safety-from-falling/>*

**FENCE (other than boundary fence) & GATES**

May apply to balconies on the property

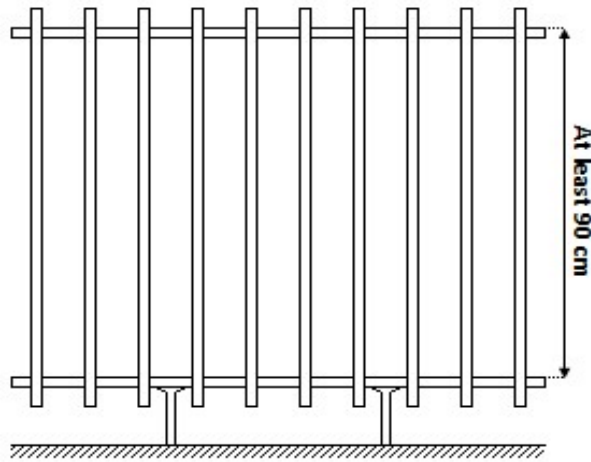
Yes

N/A

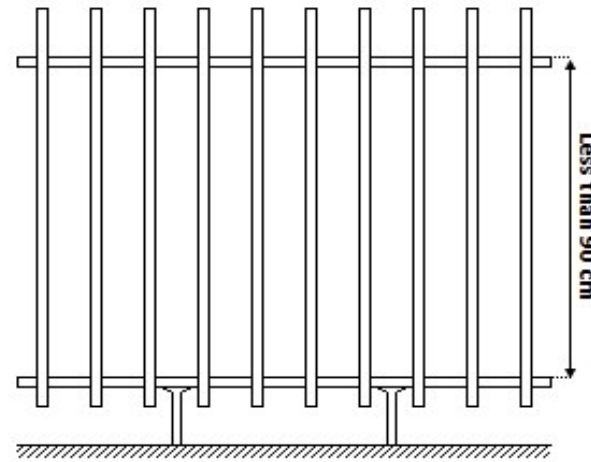
**Note: A pool does not have to be fenced on all four sides if the access of children is adequately excluded. E.g. a cliff face or an infinity pool feature where children cannot get access are acceptable.**

16.	Rigid permanent structure, strong and made of durable materials	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
17.	Gap under fence/gates not greater than 10 cm	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
18.	Extending at least 1.2 m above the ground on the outside of the pool fence	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
19.	Extending at least 1.2 m above any permanent projection from the ground outside and within 1.2 m of the pool fence	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
20.	Extending at least 1.2 m above any object standing on the ground outside and within 1.2 m of the pool fence	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
21.	Angle between 0° and 15° maximum	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
22.	Not sloping towards the pool	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail

- 23. Thin vertical rails not more than 10 cm apart  Pass  Fail  N/A
- 24. Vertical boards not more than 1 cm apart  Pass  Fail  N/A
- 25. Horizontal boards not more than 1 cm apart  Pass  Fail  N/A
- 26. No projection or indentation greater than 1 cm on the outside of the fence itself (unless these projections or indentions are at least 90 cm apart vertically)  Pass  Fail
- 27. Horizontal supports inaccessible from the outside of the fence or at least 90 cm apart  Pass  Fail



**Compliant**

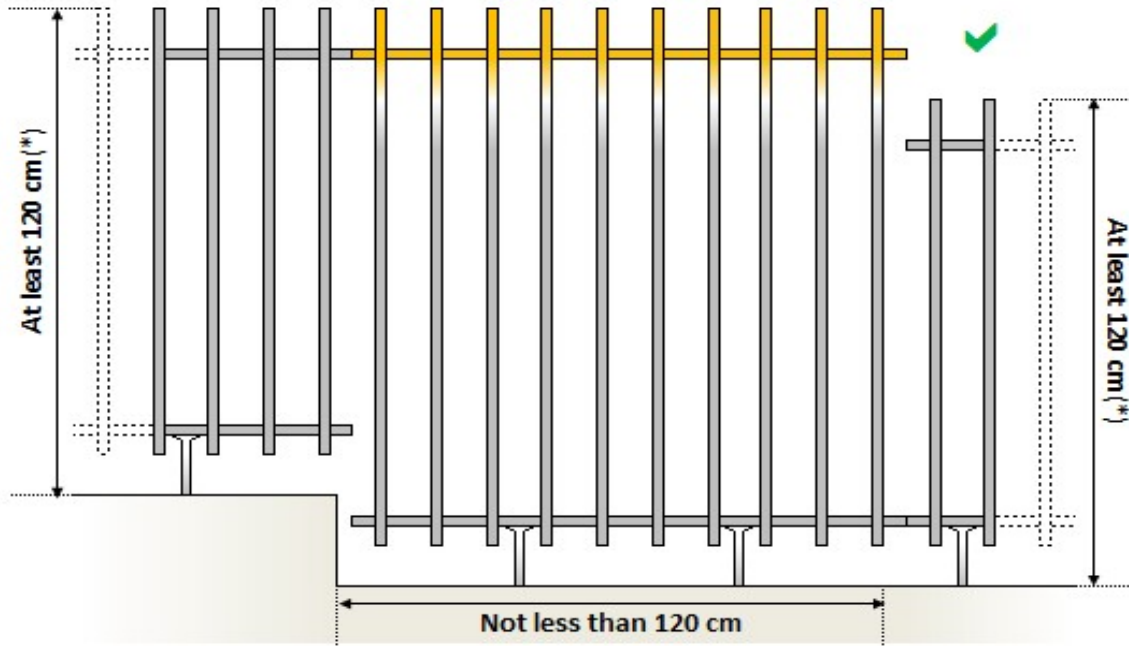


**Non-compliant**

- 28. No supports other than vertical or horizontal supports  Pass  Fail
- 29. '16' to '28' and '31' to '38' applying at least 1.2 m beyond the pool fence junctions (outside the fence) to prevent access across them  Pass  Fail  N/A

30. '16' to '28' and '31' to '38' applying at least 1.2 m beyond any change to the outside ground level (taking into account any object/structure/projection on the ground outside and within 1.2 m of the fence)

Pass  Fail  N/A



(\*) See '18' to '20'.

**MESH or TRELLIS MATERIAL**

When used to clad a pool fence/gate

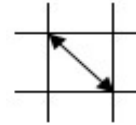
Yes  N/A

31. No opening in the mesh/trellis greater than 3.5 cm
32. Mesh/trellis firmly attached at both top and bottom

Pass  Fail

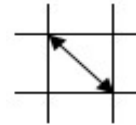
Pass  Fail

**Openings LESS THAN 1.3 CM WIDE**



- |     |                       |   |                               |                               |
|-----|-----------------------|---|-------------------------------|-------------------------------|
|     |                       |   | <input type="checkbox"/> Yes  | <input type="checkbox"/> N/A  |
| 33. | Fence/gates extending | at least 1.2 m above the ground on the outside of the fence   | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| 34. | Fence/gates extending | at least 1.2 m above any permanent projection from the ground outside and within 1.2 m of the fence | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| 35. | Fence/gates extending | at least 1.2 m above any object standing on the ground outside and within 1.2 m of the fence        | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |

**Openings BETWEEN 1.3 CM AND 3.5 CM WIDE**



- |     |                       |   |                               |                               |
|-----|-----------------------|---|-------------------------------|-------------------------------|
|     |                       |   | <input type="checkbox"/> Yes  | <input type="checkbox"/> N/A  |
| 36. | Fence/gates extending | at least 1.8 m above the ground on the outside of the fence   | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| 37. | Fence/gates extending | at least 1.8 m above any permanent projection from the ground outside and within 1.2 m of the fence | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| 38. | Fence/gates extending | at least 1.8 m above any object standing on the ground outside and within 1.2 m of the fence        | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |

**POOL GATES**

Yes  N/A

- |     |   |                               |                               |
|-----|---|-------------------------------|-------------------------------|
| 39. | Fully compliant with '16' to '38' (above)   | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| 40. | Fitted with hinges                          | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| 41. | Never opening inwards towards the pool area | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| 42. | Clear of any means of holding the gate open | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| 43. | Fitted with a latching device               | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |



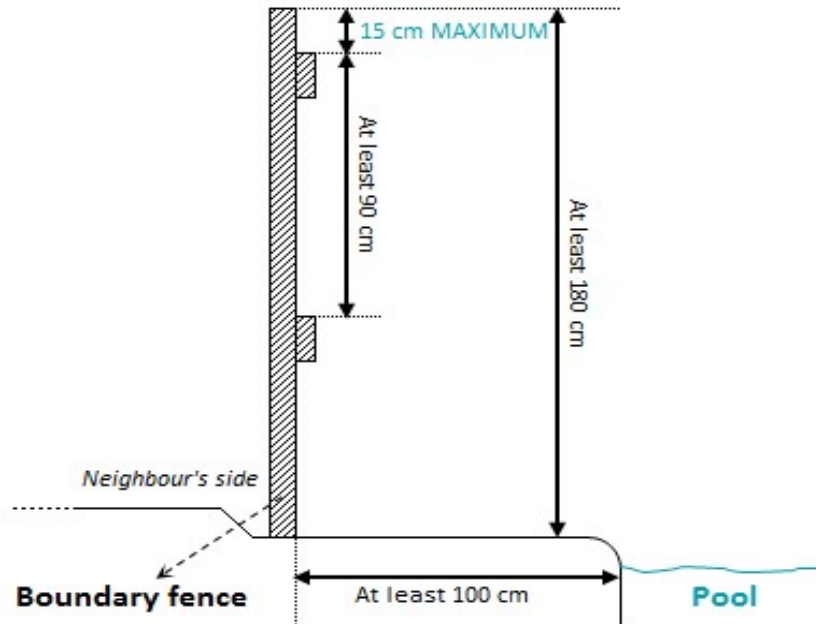
- |     |  |                          |      |                          |      |                              |
|-----|--|--------------------------|------|--------------------------|------|------------------------------|
| 44. | Fitted with a self-closer  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |                              |
| 45. | When lifted up or pulled down, gate  |                          |      |                          |      |                              |
|     | ■ not releasing the latching device,   | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |                              |
|     | ■ not coming off its hinges,   | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |                              |
|     | ■ not providing a ground clearance greater than 10 cm.   | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |                              |
| 46. | Closing and latching <b>automatically</b> from any position with a stationary start ( <i>i.e. without being pushed</i> )   | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |                              |
| 47. | Latching device positioned   |                          |      |                          |      |                              |
|     | ■ <b>at least 1.2 m above the ground on the outside</b> of the pool fence when the latching device is accessible from the outside of the fence only                  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail | <input type="checkbox"/> N/A |
|     | □ <b>by reaching over the fence/gate</b> , or  |                          |      |                          |      |                              |
|     | □ <b>through a hole in the fence/gate</b> <sup>(8)</sup>   |                          |      |                          |      |                              |
|     | ■ <b>at least 1.5 m above the ground on the outside</b> of the pool fence when the latching device is <b>otherwise accessible</b> from the outside of the fence/gate | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail | <input type="checkbox"/> N/A |
| (8) | <i>In this case, the <b>lowest point</b> of the hole must be at least 1.2 m above the ground on the outside of the fence.</i>  | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |                              |

**BOUNDARY FENCE used as a pool fence**

**Yes**       **N/A**

- |     |   |                          |      |                          |      |
|-----|---|--------------------------|------|--------------------------|------|
| 48. | Rigid permanent structure, strong and made of durable materials | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 49. | Located at least 1 m from the water's edge                      | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 50. | Extending at least 1.8 m above the ground on the pool side      | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 51. | Angle between 0° and 15° maximum                                | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |
| 52. | Not sloping towards the pool                                    | <input type="checkbox"/> | Pass | <input type="checkbox"/> | Fail |

- 53. No openings that a 10 cm diameter sphere could pass through  Pass  Fail
- 54. No projection or indention greater than 1 cm on the boundary fence itself (*on either side of the fence*) **unless** these projections or indentions are at least 90 cm apart vertically  Pass  Fail
- 55. 90 cm high zone on the pool side begins not more than 15 cm from the top (*see below*)  Pass  Fail



Note:

*'50' to '55' also apply for 1.2 m more beyond the barrier junctions\* to prevent access across them.*

*\* Points where the pool physical barrier and the boundary fence meet*

**DOORS giving access to the pool area**

Yes  N/A

**Note: Doors will usually require two-handed operation, one to release the self-latching device and the other to operate the door handle lock set.**

- 56. Single leaf door not more than 1 m in width  Pass  Fail
- 57. Door either side hinged or sliding  Pass  Fail

- |     |   |                               |                               |                              |
|-----|---|-------------------------------|-------------------------------|------------------------------|
| 58. | Clear of any means of holding the door open   | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |                              |
| 59. | Fitted with a self-latching positioned not less than 1.5 m above the inside floor   | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |                              |
| 60. | Self-latching device requiring to be released manually AND automatically operating on the closing of the door   | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |                              |
| 61. | Fitted with a self-closer or with an audible warning alarm  | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |                              |
| 62. | Door <b>opening towards the pool</b> that closes and latches <b>automatically</b> from <b>any position</b> with a stationary start ( <i>i.e. without being pushed</i> )                                   | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A |
| 63. | Door <b>not opening towards the pool</b> that closes and latches <b>automatically</b> with a stationary start ( <i>i.e. without being pushed</i> ) <b>15 cm away</b> from the closed and latched position | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail | <input type="checkbox"/> N/A |
| 64. | <b>Optional:</b> homeowners <b>may choose to fit signs</b> to their pool access doors as a reminder.<br><br>A sign must:  |                               |                               |                              |
|     | ▪ be fixed adjacent to the inside door handle between 1.2 m and 1.5 m AND   | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |                              |
|     | ▪ state 'SWIMMING POOL. CLOSE THE DOOR.' AND  | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |                              |
|     | ▪ be composed of black letters of minimum height 5 mm complying with Paragraphs 2.2 and 3.2.2 of F8/AS1 (°)   | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |                              |
| 65. | A <b>door alarm</b> must  |                               |                               |                              |
|     | ▪ produce an alarm tone that commences 7 sec after the door's self-latching device is released AND  | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |                              |
|     | ▪ produce an alarm tone of 75dBAL <sub>10</sub> when measured at a distance of 3 m AND  | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |                              |
|     | ▪ automatically return to a state of readiness when the door is closed and latched AND  | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |                              |
|     | ▪ have a low battery charge warning that may be visual or audible.  | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |                              |

66. **Optional:** Alarms **may be provided with a deactivation switch** only if

- the deactivation switch is placed not less than 1.5 m above floor level AND
- the deactivation switch silences the alarm for not more than 15 seconds.

<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail
<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail

(<sup>9</sup>) *Acceptable Solutions and Verification Methods for New Zealand Building Code Clause F8 ('Signs').*

See current version of F8/AS1 at <https://www.building.govt.nz/building-code-compliance/f-safety-of-users/f8-signs/>

### WINDOWS opening on the pool area

<input type="checkbox"/>	Yes	<input type="checkbox"/>	N/A
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**Note: ONLY applies if the vertical distance between the pool area and the opening portion of the window is within 2.4 m.**

67. **Inside** the building:

- lower edge of the opening not less than 1 m above the floor AND
- no projections greater than 1 cm underneath the lower edge of the opening.

<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A
<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A

OR

68. **Restrictor** permanently limiting the size of the opening to 10 cm maximum

<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A
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OR

69. **Over the opening:**

- **Permanently fixed screen** with openings not allowing a 10 cm diameter sphere to pass through

<input type="checkbox"/>	Pass	<input type="checkbox"/>	Fail	<input type="checkbox"/>	N/A
--------------------------	------	--------------------------	------	--------------------------	-----

### COMPLIANCE

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No *
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\* For assistance, please contact a Swimming Pool Officer at Hutt City Council on 04 570 6666