

2.0 Health Services

Requirements for Applications

As part of the audit three health requirements will be assessed. Information about what you need to do to comply is set out below.

Health approvals

If your business falls into one of the below categories you are required to obtain health approval. Please answer 'yes' or 'no' in relation to businesses and activities operating at your property.

Food business including storage and distribution of food and/or beverages	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Accommodation for people to live on site	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Rooms where groups of the public meet (aka public buildings)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Tattooing, piercing, beauty or hairdressing services	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If you answered 'no' to all of the above please go to the next section.

If you answered 'yes' to any of the above you should be the holder of a health approval¹. If you do not have health approval please complete and return an application form relevant to your business and/or activity and an Environmental Health Officer will contact you.

Onsite wastewater disposal system (ATU, septic tank etc.)

Do you have documentation² for the onsite wastewater disposal system located on your property? Systems installed post 1997 should have been issued with a minimum of three documents:

1. **Approval to construct** or install an apparatus for the treatment of sewerage;
2. **Permit to use** an apparatus; and
3. Plans including an **as constructed diagram** mapping the system exactly as it was installed.

If you have the above three documents and an Environmental Health Officer inspected the system to confirm it was installed in accordance with the documentation then no action is required.

If you do not have one or all of these documents the system could have been installed prior to 1997 or be operating illegally without approval. Please contact an Environmental Health Officer on 08 9186 8555 to request a records search.

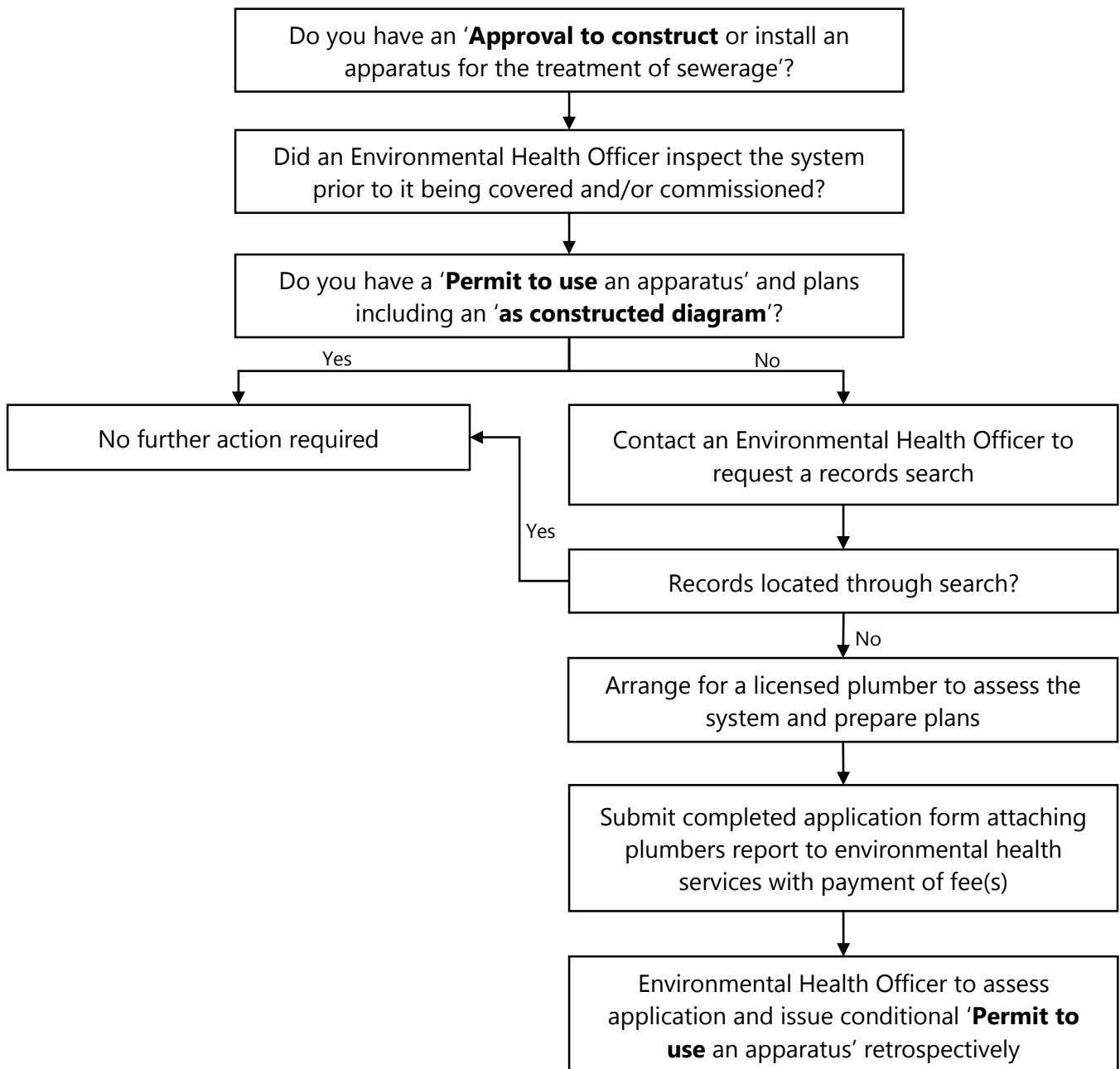
Conditional approval can be issued retrospectively by consulting a licensed plumber to assess the system and prepare plans. Information in the plumbers report should include but is not limited to:

¹ Approvals come in different forms i.e. registration, licence, certificate or notification and are based on requirements under the relevant piece of legislation.

² Documents may differ depending on the age of the system.

- Make and model of the system
- Number of septic tanks
- Capacity of septic tanks
- Method of disposal
- Number of leach drains
- Length of leach drains
- Setbacks from buildings and property boundary

The plumbers report should then be attached to an application submitted to the City's Environmental Health Service. Application forms are available on the City's website. The below flow chart displays this information in a step by step process.



Mosquito breeding

Environmental health officers will inspect the property for sources of pooling water. Prior to the inspection, you are encouraged to assess storage arrangements to eliminate places where water can pool. It is good practice to do this periodically especially after heavy rainfall events. Sources of pooling water that are not always obvious include unsealed septic tanks and vents not fitted with shade cloth. Information about mosquito breeding and control will be left at each property.

Should you require any further information in regards to the above matters please contact the City's Health Team on 9186 8555.

Associated Documents

- 2.1** Application to construct or install an apparatus for the treatment of sewage
- 2.2** Notification of a skin penetration hairdressing beauty therapy business
- 2.3** Notification registration of a food business
- 2.4** Application to construct, extend or alter a public building (Form 1)
- 2.5** Application for registration of a lodging house