

## HEALTH CHECKLIST FOR COMMERCIAL APPLICATIONS

DESCRIPTION	✓	HEALTH REQUIREMENTS – COMMERCIAL APPLICATIONS
<p><b>Food businesses</b></p> <p>Eg cafes, restaurants, kiosks, food prepared in residential premises, hotels, lunch bars</p>		<p>Required to comply with the <i>Food Act 2008</i>, the <i>Food Regulations 2009</i> (available to download from <a href="http://www.legislation.wa.gov.au">www.legislation.wa.gov.au</a>) and the <i>Australia New Zealand Food Safety Standards</i> (available to download from <a href="http://www.foodstandards.gov.au">www.foodstandards.gov.au</a> ).</p> <p>One complete set of scaled plans (minimum 1:100) detailing the design and fit out specifications for the premises shall be submitted to the City’s Health Services for assessment and approval <b>prior</b> to commencing development.</p> <p>The plans and specifications shall include the following details:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> the use of each room/area</li> <li><input type="checkbox"/> the structural finishes of walls, floors, ceilings, benches, shelves and other surfaces</li> <li><input type="checkbox"/> the position and type of all fixtures, fittings and equipment</li> <li><input type="checkbox"/> all sanitary conveniences, floor wastes/bucket traps/cleaner’s sinks, grease traps etc</li> <li><input type="checkbox"/> waste storage and disposal areas</li> <li><input type="checkbox"/> plans and specifications of the mechanical exhaust system if cooking is to take place in the food business</li> <li><input type="checkbox"/> specifications of all cooking equipment (stoves, ovens, fryers etc)</li> <li><input type="checkbox"/> elevations of food handling areas</li> <li><input type="checkbox"/> details of the types of food being prepared or sold</li> </ul> <p>Please refer to the City’s Requirements for the Establishment, Construction and Fit Out of Food Premises available on the website at <a href="http://www.bunbury.wa.gov.au">www.bunbury.wa.gov.au</a></p> <p><b>NB A final inspection of the premises will be required to be carried out by the City’s Health Services prior to commencing operation. Please contact Health Services on 9792 7100 to arrange an inspection</b></p>
<p><b>Public Buildings</b></p> <p>Eg halls, sporting clubs, liquor licensed premises</p>		<p>Required to comply with the <i>Health (Public Buildings) Regulations 1992</i> (available to download from <a href="http://www.legislation.wa.gov.au">www.legislation.wa.gov.au</a>)</p> <p>One complete set of scaled plans shall be submitted to the City’s Health Services for assessment and approval <b>prior</b> to commencing development.</p> <p>The plans and specifications shall include the following details:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> location and width of emergency exits</li> <li><input type="checkbox"/> location of emergency exit signage</li> <li><input type="checkbox"/> location and number of sanitary facilities</li> <li><input type="checkbox"/> emergency lighting</li> <li><input type="checkbox"/> intended use of each public building area</li> </ul> <p><b>NB A final inspection of the premises will be required to be carried out by the City’s Health Services prior to commencing operation. Please contact Health Services on 9792 7100 to arrange an inspection</b></p>

<p><b>Aquatic facilities – public and semi-public swimming pools, spas, spraygrounds</b></p>	<p>Required to comply with the <i>Health (Aquatic Facility) Regulations 2007</i> and the <i>Code of Practice for the Design, Construction, Operation, Management and Maintenance of Aquatic Facilities</i>. These documents may be downloaded from the Department of Health WA (DoH) website at <a href="https://ww2.health.wa.gov.au/Articles/A_E/Aquatic-facilities">https://ww2.health.wa.gov.au/Articles/A_E/Aquatic-facilities</a></p> <p>The DoH is required to approve the construction, alteration or extension of an aquatic facility. Evidence of this approval is required to be submitted to the City’s Health Services <b>prior</b> to commencing development.</p> <p><b>NB A final inspection of the premises will be required to be carried out by the City’s Health Services prior to commencing operation. Please contact Health Services on 9792 7100 to arrange an inspection</b></p>
<p><b>Beauty therapy/skin penetration premises</b></p>	<p>Required to comply with the <i>Health (Skin Penetration Procedures) Regulations 1998</i> and the <i>Code of Practice for Skin Penetration Procedures</i>. These documents can be downloaded from the Department of Health WA (DoH) website at <a href="https://ww2.health.wa.gov.au/Health-for/Environmental-Health-practitioners/Personal-appearance">https://ww2.health.wa.gov.au/Health-for/Environmental-Health-practitioners/Personal-appearance</a></p> <p>One complete set of scaled plans and specifications (minimum 1:100) shall be submitted to the City’s Health Services for assessment and approval <b>prior</b> to commencing development.</p> <p>The plans and specifications shall include the following details:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> the use of each room/area</li> <li><input type="checkbox"/> the structural finishes of walls, floors, benches, shelves and other surfaces</li> <li><input type="checkbox"/> the location of sinks and hand washing basins</li> </ul> <p><b>NB A final inspection of the premises will be required to be carried out by the City’s Health Services prior to commencing operation. Please contact Health Services on 9792 7100 to arrange an inspection</b></p>
<p><b>Hairdressing premises</b></p>	<p>Required to comply with the <i>Hairdressing Establishment Regulations 1972</i> (available to download from <a href="http://www.legislation.wa.gov.au">www.legislation.wa.gov.au</a>).</p> <p>One complete set of scaled plans and specifications (minimum 1:100) shall be submitted to the City’s Health Services for assessment and approval <b>prior</b> to commencing development.</p> <p>The plans and specifications shall include the following information:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> the use of each room/area</li> <li><input type="checkbox"/> the structural finishes of walls, floors, benches, shelves and other surfaces</li> <li><input type="checkbox"/> the location of sinks and hand washing basins</li> </ul> <p><b>NB A final inspection of the premises will be required to be carried out by the City’s Health Services prior to commencing operation. Please contact Health Services on 9792 7100 to arrange an inspection</b></p>
<p><b>Accommodation – lodging houses</b></p>	<p>Required to comply with the <i>Health Act 1911 (as amended)</i> (available to download from <a href="http://www.legislation.wa.gov.au">www.legislation.wa.gov.au</a>) and the <i>City of Bunbury Health Local Laws 2001</i> (available to download from <a href="http://www.bunbury.wa.gov.au">www.bunbury.wa.gov.au</a>).</p> <p>One complete set of scaled plans and specifications (minimum 1:100) shall be submitted to the City’s Health Services for assessment and approval <b>prior</b> to commencing development.</p> <p>The plans and specifications shall include the following information:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> the use of each room/area</li> </ul>

	<ul style="list-style-type: none"> <li><input type="checkbox"/> the structural finishes of walls, floors, benches, shelves and other surfaces in the kitchen</li> <li><input type="checkbox"/> the location of sinks and hand washing basins in the kitchen</li> <li><input type="checkbox"/> the position and type of all fixtures, fittings and equipment in the kitchen</li> <li><input type="checkbox"/> details of sanitary facilities</li> <li><input type="checkbox"/> details of laundry facilities, numbers of dryers and washing machines</li> <li><input type="checkbox"/> the number of people intended to be accommodated in each bedroom</li> </ul> <p><b>NB A final inspection of the premises will be required to be carried out by the City's Health Services prior to commencing operation. Please contact Health Services on 9792 7100 to arrange an inspection</b></p>
<p><b>Unsewered properties – on site sewage and effluent disposal (eg septic systems, ATUs etc)</b></p>	<p>Required to comply with the <i>Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974</i> (available to download from <a href="http://www.legislation.wa.gov.au">www.legislation.wa.gov.au</a>)</p> <p>New developments will require an Application to Construct or Install an Apparatus for the Treatment of Sewage to be submitted to the City's Health Services for assessment and approval <b>prior</b> to commencing development. Application forms are available to download from the City's website at <a href="http://www.bunbury.wa.gov.au">www.bunbury.wa.gov.au</a>. The application shall include the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Scaled site plan (1:100)</li> <li><input type="checkbox"/> Location of the system and all drains and pipework</li> <li><input type="checkbox"/> Distance of the system from boundaries, buildings, bores, water bodies and waterways</li> <li><input type="checkbox"/> Setback of drainage from trafficable areas</li> <li><input type="checkbox"/> Fees</li> </ul> <p>Please refer to the application form for further information.</p> <p><b>NB A final inspection of the septic system on completion of installation and prior to occupancy is required to be carried out by the City's Health Services. Please contact Health Services on 9792 7100 to arrange an inspection</b></p> <p>Additions/alterations to existing unsewered developments will require the location and dimensions of any existing on site sewage treatment and disposal systems to be accurately marked on the plans in relation to the proposed development and showing setbacks to buildings and boundaries.</p>
<p><b>Unsewered properties – waste water treatment and disposal for wash down bays</b></p>	<p>Required to comply with the <i>Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974</i> (available to download from <a href="http://www.legislation.wa.gov.au">www.legislation.wa.gov.au</a>)</p> <p>New developments will require an Application to Construct or Install an Apparatus for the Treatment of Sewage to be submitted to the City's Health Services for assessment and approval <b>prior</b> to commencing development. Application forms are available to download from the City's website at <a href="http://www.bunbury.wa.gov.au">www.bunbury.wa.gov.au</a>. The application shall include the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Scaled site plan (1:100)</li> <li><input type="checkbox"/> Location of the system and all drains and pipework</li> <li><input type="checkbox"/> Distance of the system from boundaries, buildings, bores, water bodies and waterways</li> <li><input type="checkbox"/> Setback of drainage from trafficable areas</li> <li><input type="checkbox"/> Fees</li> <li><input type="checkbox"/> Manufacturer's specifications of the system being installed</li> <li><input type="checkbox"/> Specifications of leach drain/soak well for any on site disposal (size dependent on volume of waste water being disposed of). Alternative methods of disposal will be considered – to be detailed</li> </ul>

in application

- Type of degreasers and detergents being used (should be of the "quick break" type)
- Ongoing maintenance program for system ie testing of water for compliance with recommended parameters (provision of an industrial waste water sampling point), regular cleaning out of spoon drains, silt pits, pump pits, disposal of waste oil and the like
- Details of use of wash down area eg type and frequency of machinery/vehicles being washed down, possible types of chemicals going through system and the like
- Provide documentation demonstrating the ability of the system to treat the water to the following parameters for waste water being disposed of on site:
  - hydrocarbons < 15ppm
  - suspended solids < 1500ppm
  - pH 6-9
- Expected volume of waste water requiring disposal
- Capacity of silt pits for adequate retention time to enable settling of solids
- Wash down bay is to be roofed or documentation provided to show it can cope with a 1 in 10 year storm event
- Wash down bay is to be bunded to a minimum height of 75mm

Please refer to the application form for further information.

**NB A final inspection of the wash down bay will be required to be carried out by the City's Health Services prior to commencing operation. Please contact Health Services on 9792 7100 to arrange an inspection**