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Introduction

The importance of the ecological balance between humans and the natural environment, social and economic equity, a safe physical environment and mental well-being has been well documented. Latrobe Council recognises the need for a holistic approach to community health in line with these realities.

Latrobe Council acknowledges the need for a combined effort by all levels of government, the private sector and the community in achieving these common goals. Many of Council’s traditional roles have and will continue to form the basis for our health programs. Many new and emerging community and environmental factors will shape the quality, quantity and nature of these services.

The corporate structure and principle functional activities of the Council are detailed in the Annual Report for 2013/14 pursuant to Section 72 of the Local government Act, 1993. The Council’s Development Services Department is a multi-disciplinary unit comprising building, planning and environmental health functions. The Environmental Health Unit is serviced by one full time staff member. Environmental Health unit functions are categorized as follows;

- Programmable duties (eg: work that can be identified in advance, such as water sampling, registration renewal and registered premises inspections)
- Reactive duties (eg: work generated from complaints, enquiries, building and development applications (BA/DA), licence/registration applications)
- Administration (eg: environmental health promotion, data entry and writing letters and reports)

Figure 1 Environmental Health Functions %

![Environmental Health Functions](image-url)
1. **Infectious Disease Control**

1.1 **Reporting of Notifiable Diseases**

1.1.1 **Target**
To fulfill Council’s statutory responsibilities by investigating all notified cases of infectious diseases within two (2) days of receipt of notification.

1.1.2 **Desired Outcomes**
That all notifiable disease reports received from the Department of Health and Human Services (DHHS) be addressed in a professional and timely manner in accordance with the Notifiable Disease Guidelines.

1.1.3 **Strategy**
Provide adequate staffing levels to ensure investigation, collection of samples (if required) and reporting to the Director of Public Health be conducted in a professional and timely manner.

1.1.4 **Performance Measures**

For the 2013-2014 financial year there was one (1) isolated case of a notifiable disease forwarded to Latrobe Council from the Department of Health and Human Services for investigation by the Environmental Health Officer.

This case was investigated within 48 hours of receipt of notification and a report was forwarded to the Department of Health and Human Services.

**CASE 1**
Salmonella spp.
2. Prevention and Control of Disease

2.1 Immunisations

2.1.1 Target
To meet Council’s statutory obligations through the provision of regular and professional public immunisation services in line with the Department of Health and Ageing: National Immunisation Program Schedule.

2.1.2 Desired Outcomes
The provision of a professional and accessible public and school immunisation service that allows individuals an opportunity to obtain and maintain the recommended immunisation regimen as prescribed by the Department of Health and Ageing, and to maintain accurate records for all vaccinations administered.

2.1.3 Strategy
- Council’s nominated Medical Officer of Health, Dr. T. G. Shannon provides monthly immunisation clinics in line with the Department of Health and Ageing: National Immunisation Program Schedule. This occurs at the Latrobe Family Medical practice which is within the municipality, where accurate records of vaccinations administered are maintained
- Latrobe Family Medical Practice provides the Australian Childhood Immunisation Register with reports of all vaccinations of children from birth up to 7 years of age.
- Provide schools located within the municipality with immunisation clinics in line with the Department of Health and Ageing: National Immunisation Program Schedule
- Provide the resources necessary to facilitate the delivery of a professionally administered immunisation program for schools and the public
- Maintain an accurate and accessible immunisation database for the recording of all school immunisations
- Provide immunisation certificates on request.
- Provide HPV immunisation data to the HPV register
- Advertise and promote the need for regular immunisations in line with the Department of Health and Ageing at least once per year through Council and school newsletters
- Provide and maintain an up-to-date immunisation information display and provide brochures promoting Councils services in the public foyer of the Municipal Council Chambers
- Provide access to appropriate vaccination for Council’s staff eg: seasonal influenza etc.

2.1.4 Performance Measures
Public immunisation clinics are provided on a monthly basis at the Latrobe Family Medical Practice, 45B Gilbert Street, Latrobe. The vaccinations identified in the Department of Health and Ageing: National Immunisation Program Schedule are provided at no cost to the individual.
School immunisation clinics were conducted at all high schools within the municipality in accordance with the Department of Health and Ageing: National Immunisation Program Schedule. Council’s Medical Officer of Health, Immunisation Nurse and Environmental Health Officer are in attendance at all school clinics.

Over this reporting period 306 school immunisations were administered during the latter part of 2013 and 302 during first half of 2014. The following chart provides a record of the number immunised over this reporting period compared with the previous financial year. Catch-up immunisations have been offered to Grade 9 boys for Gardasil and dTpa. In 2015 immunisations will only be offered to Grade 7 boys and girls.
Table 4 – Provision of School Clinics Performance Measure

<table>
<thead>
<tr>
<th>Target Number of school clinics per year</th>
<th>Actual Number</th>
<th>Actual Compliance %</th>
<th>Compliance Target %</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>4</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>

Information relating to school and public immunisation services has been circulated to all schools; brochures and posters are on display in the foyer of the Municipal Council Chambers and advertised on Council’s website.

Records of all immunisations administered during the prescribed reporting period are collated by the Environmental Health Officer and recorded on Council’s Immunisation Database, Vacciwise, for ease of information retrieval.

2.2 Sharps Disposal

2.2.1 Target
To meet Council’s statutory obligations through the provision of catering to the people in the community who are required to use sharps for various reasons as part of their daily routine.

2.2.2 Desired Outcomes
To provide a safe method of disposing of sharps and used syringes

2.2.3 Strategy
• Provide sharps containers to the members of the community on request
• Provide an appropriate method of disposing used/full sharps containers
• Dispose of used sharps in an appropriate manner
• Advertise and promote the service of safe needle disposal at least once per Year through Council and school newsletters

2.2.4 Performance Measures
For the 2013-2014 financial year there was one report of sharps found in a public area. Council has provided sharps containers in the form of 1.4, 3.2, and 8 Litre containers.
3. Safety of the Public at Events

3.1 Place of Assembly

3.1.1 Target
To fulfil Council’s statutory responsibilities through the Public Health Act 1997 by protecting and promoting the health of Tasmanian communities and to reduce the incidence of preventable illnesses, with regard to public health. This includes the health and safety of people gathered in places to which the public have access.

3.1.2 Desired Outcomes
Ensure that all buildings and locations/facilities that are used as Places of Assembly (POA) are registered and inspected to ensure that they comply with the requirements of the Public Health Act 1997 and Guidelines for Health and Safety in Public Places.

3.1.3 Strategy
- Carry out audits of the municipality and identify all premises prescribed in the Place of Assembly Guidelines and keep a register of these premises
- Provide advice on legislative requirements to applicants applying for Place of Assembly Licence
- Provide information and education as needed on ways to enhance the health of buildings and living conditions through the provision of relevant information brochures on the information display located at the Municipal Council Chambers

3.1.4 Performance Measures
The following tables indicate the type and number of premises regulated by the Place of Assembly Guidelines as identified as part of Council’s audit.

Table 5 – Number of Temporary Place of Assembly Licence

<table>
<thead>
<tr>
<th>Ownership</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Private application for a Temporary POA</td>
<td>4</td>
</tr>
<tr>
<td>Council application for a Temporary POA</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>5</strong></td>
</tr>
</tbody>
</table>

Table 6 – Ownership of POA within the municipality

<table>
<thead>
<tr>
<th>Ownership</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Privately owned building</td>
<td>16</td>
</tr>
<tr>
<td>Council owned building</td>
<td>15</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>33</strong></td>
</tr>
</tbody>
</table>
Table 7 – Types of Place of Assembly registered within the municipality

<table>
<thead>
<tr>
<th>Premises Type</th>
<th>No. Registered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public swimming pools</td>
<td>6</td>
</tr>
<tr>
<td>Public spa pools but not including spa pools in private rooms in paid accommodation</td>
<td>2</td>
</tr>
<tr>
<td>Public halls that are used for public events</td>
<td>6</td>
</tr>
<tr>
<td>Cinemas and theatres</td>
<td>0</td>
</tr>
<tr>
<td>Nightclubs</td>
<td>0</td>
</tr>
<tr>
<td>Mass gatherings of the public in outdoor areas which are being used for a public event</td>
<td>2</td>
</tr>
<tr>
<td>Circuses</td>
<td>0</td>
</tr>
<tr>
<td>Places of worship that are used for a public event, but not when being used for religious services or ceremonies</td>
<td>0</td>
</tr>
<tr>
<td>Outdoor sporting facilities that are being used for a public event</td>
<td>1</td>
</tr>
<tr>
<td>Gymnasia and indoor sporting facilities that are being used for a public event</td>
<td>13</td>
</tr>
<tr>
<td>Schools or premises used for educational purposes that are being used for a public event</td>
<td>1</td>
</tr>
<tr>
<td>Premises registered under the Food Act 2003 that are being used for a public event</td>
<td>1</td>
</tr>
<tr>
<td>Unlicensed clubs which are the subject of a special permit authorizing the sale of liquor under the Liquor Licencing Act 1990 and which are being used for a public event</td>
<td>0</td>
</tr>
<tr>
<td>Premises which contain a temporary structure that is being used for a public event</td>
<td>0</td>
</tr>
<tr>
<td>Outdoor markets which are not operated by Council</td>
<td>1</td>
</tr>
<tr>
<td>Indoor markets where associated buildings are not usually licenced as a place of assembly</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>33</strong></td>
</tr>
</tbody>
</table>

According to the Director of Public Health, a public event includes: any performance, exhibition, circus, festival, food festival, pageant, regatta, sports event, dance, publicly advertised lecture or other similar entertainment for the public.

During the 2013–2014 reporting period, no statutory notices relating to substandard premises were issued. Full compliance with Council directives was achieved in all cases.

Table 8 – Inspections of POA for Council owned buildings

<table>
<thead>
<tr>
<th>No. of Council Owned POA</th>
<th>No. of Inspections on Council Owned POA</th>
<th>Actual Compliance %</th>
<th>Compliance Target %</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>15</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>

Table 9 – Inspections of POA for privately owned buildings

<table>
<thead>
<tr>
<th>No. of Privately Owned POA</th>
<th>No. of Inspections on Privately Owned POA</th>
<th>Actual Compliance %</th>
<th>Compliance Target %</th>
</tr>
</thead>
<tbody>
<tr>
<td>16</td>
<td>16</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>
4. **Public Health Risk Activities**

4.1 **Public Health Risk Premises**

4.1.1 **Target**
To fulfil Council’s statutory responsibilities through the *Public Health Act 1997* by identifying and registering all public health risk premises within the municipal area and ensuring that these premises comply with the *Public Health Act 1997* and relevant guidelines.

4.1.2 **Desired Outcomes**
That all premises where public health risk activities are carried out be regulated to prevent the spread of disease.

4.1.3 **Strategy**
- Identify and register all places within the municipal boundaries where public health risk activities are carried out
- Conduct a minimum of an annual audit/inspection of all identified and registered public health risk premises and ensure compliance with relevant guidelines
- Rank premises in order of identified risk and formulate an inspection regimen which reflects the assessed risk
- Provide information and advice on the *Public Health Act 1997* and relevant guidelines to new operators of skin penetration premises.

4.1.4 **Performance Measures**
There is one (1) identified and registered public health risk businesses in Latrobe Municipality, which is a tattooist. Audits/inspections of this premise were conducted and operational procedures and practices were found to comply with the relevant legislation and guidelines.
5. Regulated Systems (Cooling Towers)

5.1 Cooling Towers

5.1.1 Target
To fulfil Council’s statutory responsibilities through the Public Health Act 1997 by providing the formulation and maintenance of a register of regulated systems.

5.1.2 Desired Outcomes
The registration of “regulated systems” within the municipal area, to ensure compliance with relevant guidelines, reducing the risk to human health. All premises where cooling towers and evaporative condensers are situated must register with their local authority.

5.1.3 Strategy
Maintain a registration system for regulated systems within the municipal boundaries.

- Identify and register all regulated systems within the municipal boundaries.
- Ensure accurate records are maintained on-site, including the following information:
  - The location of the regulated system
  - The type of cooling system
  - Details of their annual operation
  - Contact details for the person responsible for the operation and maintenance of the system; and
  - Ensure compliance with relevant guidelines

5.1.4 Performance Measures
There are currently two (2) registered cooling towers within the municipality.
6. Water Quality

6.1 Recreational Water Quality

6.1.1 Target
To fulfil Council’s statutory responsibilities through the monitoring of the quality of water bodies within the municipality and making informed decisions based upon this data regarding the appropriate use of those water bodies.

6.1.2 Desired Outcome
To ensure water bodies in the municipality are safe for recreational purposes.

6.1.3 Strategy
- Monitor and regulate public swimming pools and spas within the municipality and ensure they comply with the Public Health Act 1997 and Recreational Water Quality Guidelines 2007
- Carry out an audit of public and commonly used recreational water bodies within the municipal area and establish testing points and programs for each in line with the Public Health Act 1997 and Recreational Water Quality Guidelines 2007
- Assess and identify non-conformities, formulate an appropriate course of action and take necessary steps to ensure the safety of the public as required by the Public Health Act 1997 and Recreation Water Quality Guidelines 2007

6.2 Description of Current Water Sampling Program
Testing of recreational water bodies includes public swimming pools and spas, rivers and streams within the municipal boundary

6.2.1 Pools and Spas
Water samples are collected monthly by the Environmental Health Officer at premises which have public swimming pools and public spas (but not including spa pools in private rooms in paid accommodation). Most of the pools or spas were sampled a minimum of twelve (12) times during this reporting period, some were closed for maintenance during the winter months.

The premises are as follows:
- Rubicon Swim School
- Tudor Cabins
- Latrobe Swimming Pool
- Shearwater Resort (2 pools & 1 spa)
- Hydrotherapy Pool – Strathdevon Aged Care
- Lotus Waters Wellness Centre Spa

The monthly tests compliment the daily testing regimes currently obtained by attendants at each pool, the parameters for these tests being set out in the Place of Assembly Guidelines and Recommendations.

The results which were obtained for the recreational water quality are generally compliant with the Public Health Act 1997 and Recreational Water Quality Guidelines for the parameters of Thermo-tolerant Coliforms, SPC 35°C, and Enterococcus species for primary contact with water. If
tests results exceed the guideline limits set out in the Recreation Water Quality Guidelines 2007, closure of the pool or spa is enforced until satisfactory water quality is achieved.

### 6.2.2 Performance Measures

For the 2013-2014 financial year there have been a number of instances of non-compliance with pool or spa water in the municipal area. Four of these incidents did not require closure of the pool or spa as the follow up sample was clear in all instances, however in two instances a spa had to be closed due to two consecutive non-complaint results. The owner believes this occurred due to patrons dropping food into the spa. Patrons have now been advised that food is not allowed while in the spa.

Table 10 – Recreational Water Testing for Pools and Spas, testing compliance measure

<table>
<thead>
<tr>
<th>Number of tests (p.a.)</th>
<th>Analysis type</th>
<th>No. of non-conformances</th>
<th>Actual Compliance %</th>
<th>Compliance Target %</th>
</tr>
</thead>
<tbody>
<tr>
<td>93</td>
<td>Thermotolerant Coliforms</td>
<td>1</td>
<td>99%</td>
<td>100%</td>
</tr>
<tr>
<td>93</td>
<td>HPC 35°C</td>
<td>7</td>
<td>93%</td>
<td>100%</td>
</tr>
<tr>
<td>93</td>
<td><em>Pseudomonas aeruginosa</em></td>
<td>5</td>
<td>95%</td>
<td>100%</td>
</tr>
</tbody>
</table>

### 6.2.3 Rivers and Streams

There are two main bodies of water which are tested during the summer months for Recreational Water Testing. These bodies of water are known as the Mersey River and the Rubicon Estuary. The Mersey River includes rural and urban areas along the banks, including the town of Latrobe. The Rubicon Estuary includes settlements such as Port Sorell, Squeaking Point, Shearwater and Hawley Beach which front onto the Rubicon Estuary. The residential areas along these sections of water contain many recreational beaches and are very popular during the summer. The primary use of the recreational beaches includes swimming, fishing and boating. There are a number of dog exercise beaches along the areas which are identified as recreational beaches.

For the 2013-2014 financial year there were twelve instances in the Mersey River where the water quality results exceeded the limits set out in the Recreation Water Quality Guidelines 2007. The Department of Health and Human Services was notified about the water results and closure of this body of water was enforced, the Mersey River sites remained closed until satisfactory water quality results were achieved.

The recreational water samples are collected weekly from seven locations within the municipality. There were 16 samples taken from each sample site, from December 2013 until the end of March 2014. One extra sample was taken at Panatana Rivulet toddler’s pool to ensure compliance. An extra sample was also taken in the Mersey River to provide data on a possible alternate site which was non-compliant.

The sample results are not consistent and vary from week to week depending on, but not limited to the tidal movement, wildlife and rainfall.

The sampling sites are as follows:
- Mersey River – end of Shale Road
- Mersey River – Bells Parade
- Squeaking Point
- Panatana Rivulet
- Port Sorell Pontoon
- Freer Beach – Shearwater
- Hawley Beach
Diagram 1: Mersey River Recreational Water Sampling Locations

Diagram 2: Squeaking Point and Port Sorell Recreational Water Sampling Locations
6.3.4 Performance Measures

Where non-conformances are detected, immediate re-testing of the site is carried out by the EHO and samples are forwarded to the laboratory for analysis. Upon receipt of the test results, the most appropriate course of action is chosen depending on the nature of the use, and severity of the potential human health risk. Corrective action will incorporate increased monitoring of the site, posting of warning signs where deemed necessary, and closure of water bodies to recreational use when required. Permanent adjustable warning signs have been erected at Bells Parade to advise potential users of the river of the water quality.

For the 2013-2014 financial year there were eight water quality results which have exceeded the limits set out in the Recreation Water Quality Guidelines 2007. According to the guidelines, two consecutive sample failures warrants closure of the water body for primary use. The Mersey River at Bells Parade was closed for swimming for a number of weeks. In previous years this has been due to heavy rainfall and subsequent sewer overflows but this has not been the case this season in all instances. The Mersey River at Shale Road had four non-compliant results. Sample results indicated water quality from the Rubicon Estuary remained compliant throughout the summer season.
Table 11 – Recreational Water Testing for Rivers and Streams, testing compliance measure

<table>
<thead>
<tr>
<th>Number of tests (p.a.)</th>
<th>Analysis type</th>
<th>No. of non-conformances</th>
<th>Actual Compliance %</th>
<th>Compliance Target %</th>
</tr>
</thead>
<tbody>
<tr>
<td>114</td>
<td>Enterococcus spp.</td>
<td>13</td>
<td>89%</td>
<td>100%</td>
</tr>
</tbody>
</table>

**Bells Parade**

![Bells Parade Graph](image)

Figure 3 Bells Parade Results 2012/13

**End of Shale Road**

![End of Shale Road Graph](image)

Figure 4 End of Shale Road Results 2012/13
### Table 12 - Non Conformances in Mersey River

<table>
<thead>
<tr>
<th>Analysis type</th>
<th>Total no of tests</th>
<th>Non-conformances</th>
<th>Actual compliance</th>
<th>Compliance target</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enterococcus spp.</td>
<td>33</td>
<td>13</td>
<td>61%</td>
<td>100%</td>
</tr>
</tbody>
</table>

### Table 13 - Non Conformances in Rubicon Estuary

<table>
<thead>
<tr>
<th>Analysis Type</th>
<th>Total no of tests</th>
<th>Non-conformances</th>
<th>Actual Compliance</th>
<th>Compliance Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enterococcus spp.</td>
<td>81</td>
<td>0</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>

Figure 5 Sampling site at Mersey River end of Shale Road
6.4 Private Water Supplies

6.4.1 Target
To fulfil Council’s statutory responsibilities through the monitoring of a water supply obtained from a private water source for human consumption for commercial purpose or for human consumption in any place that is used for health, educational, imprisonment or detention purposes.

6.4.2 Desired Outcomes
Consumption of safe water which is not from Tas Water’s reticulated water supply

6.4.3 Strategy
• Monitor and regulate Private Water Supplies within the municipality and ensure they comply with the Public Health Act 1997 and Australia Drinking Water Guidelines.
• Carry out an audit of Private Water Suppliers within the municipal area and establish testing programs for each in line with the Public Health Act 1997 and Australian Drinking Water Guidelines.
• Assess and identify non-conformities, formulate an appropriate course of action and take necessary steps to ensure the safety of the public as recommended in the Public Health Act 1997 and Australian Water Quality Guidelines.

6.4.4 Performance Measures
For water quality management of private water suppliers under our jurisdiction, Latrobe Council has a register of all private water suppliers within the municipality during the 2013-2014 reporting period.
7. **Environmental Protection**

7.1 **Environmental Protection – General**

7.1.1 **Target**
To fulfil Council statutory responsibilities relating to environmental protection by monitoring and correcting any adverse pollutant that affects the health or wellbeing of individuals or the environment.

7.1.2 **Desired Outcomes**
Preservation of the natural environment by protecting and enhancing individual’s enjoyment of that environment.

7.1.3 **Strategy**
- Provide information and advice where required to persons and/or industries operating facilities or carrying out activities that may detrimentally affect the environment
- Monitor and regulate point source pollutants from industry, rural industries and residential premises in accordance with relevant guidelines
- Enforce relevant guidelines and standards where applicable in order to alleviate environmental harm
- Liaise with the Department of Health and Human Services (DHHS) and the Department of Primary Industries Parks Water and Environment (DPIPWE) Observe and administer requirements set out in the Incident Communication Protocol as provided by the DHHS

7.1.4 **Performance Measures**
Tas Water are the regional water corporation providing reticulated water & sewerage to the community and are responsible for reporting sewer spills from their infrastructure. There were numerous sewers spills due to wet weather and system failure experienced this year. TasWater contacted Council and DPIPWE when required. The Mersey River at Bells Parade was closed to swimming for some time due to poor water quality.

7.2 **Dairy Sheds**
The Tasmanian Dairy Industry Authority conducts inspections of dairies and encourages compliance with the Dairy Industry Code of Conduct. Dairies within the municipality that do not comply with this code are identified by the Dairy Industry Inspector as potential or real sources of pollution are notified to Council. Action is then taken to provide relevant information for suitable means of compliance and enforcement procedures taken if and when required.

There was one (1) notification of a defective dairy from the Tasmanian Dairy Industry Authority during this financial year. Council continues to liaise with dairy farmers to improve current practices.
7.3 Quarries

The regulation of quarries is defined as a Level 1 activity under the Environmental Management and Pollution Control Act 1994 (EMPCA) and it is Council’s responsibility to monitor this activity. In order to ensure sound environmental management of quarries under our jurisdiction, level 1 quarry’s are identified during the planning application process.

7.4 Refuse Disposal Sites and Transfer Stations

Council currently operates one (1) waste transfer station within the municipal boundary. This site is at Hawk Hill Road, Shearwater. The waste which is collected is sent to Dulverton Regional land fill. Council also offers tip tickets to provide access to waste management services at the Devonport Transfer Station located at Mersey Main Road, Spreyton. Dulverton Waste Management (DWM) is a regional landfill which is owned by Latrobe, Kentish, Central Coast and Devonport City Councils. All household waste is disposed of at this site.

7.5 Installation of On-site Wastewater

When installing on-site wastewater, an environmental consultants report and design for on-site wastewater disposal is required to be submitted to Council with the relevant Development and or Building/Plumbing application. This must include the design details, in accordance with the requirements of the Plumbing Regulations 2004 and Australian Standard AS1547:2012.

An application for a Special Plumbing Permit can be requested by an owner, or an agent for an owner, of a building or land which requires a Council’s Permit Authority to grant a special plumbing permit. These works can only be carried out by a registered plumber and all works must be signed off by a registered plumber. The number of Special Plumbing Permits issued in the 2013-2014 financial year was 23, of these, 18 were septic systems, 2 Aerated Wastewater Treatment Systems, 1 Advanced Enviro Septic (AES) System and 2 wastewater disposal systems for commercial chicken sheds.

A plumber must not carry out any of the following plumbing work, or cause or permit any of the following plumbing work under his or her control to be carried out, without a special plumbing permit:

- the installation of a fixture or appliance that—
  - discharges waste into a sewerage system; and
  - is located on a floor of a building or structure wholly or partly below ground level;
- the installation of a sanitary or food waste disposal unit;
- the installation of drainage from a polluted area or a swimming pool;
- the installation of an inlet for a sewerage installation at a level that is lower than 150 millimetres above the declared flood level for the land on which the sewerage installation is located;
- the installation of an on-site wastewater management system;
- the installation of a testable backflow prevention device;
- the connection of an unregisterable relocatable building to a water supply or sewerage system;
- the installation of trade waste drainage;
- the discharge of trade waste into a sewerage system;
- plumbing work involving the retention of an existing plumbing product or material that does not comply with the Plumbing Regulations.
It is the land owner’s responsibility to ensure that the on-site wastewater system on their property is maintained in a satisfactory condition and is not causing an environmental nuisance. Council is required to inspect annually each property that has on-site wastewater installed to protect the Public Health and amenity and minimise environmental damage. Council does some inspections of properties in the municipal area routinely on commissioning of the system and following complaints. There were 6 incidents of failing on-site wastewater systems over this financial year. This may be due to an extremely wet winter.

7.6 Environmental Incidents and Environmental Nuisance Complaints

The Environmental Health Officer (EHO) receives complaints regarding environmental incidents and nuisance complaints. All complaints are assessed by the nature of the complaint, relevant legislation which covers the complaint and in some instances, a site visit to which allows site testing and monitoring, to identify the offender, verify the nature of the complaint, assess and recommend a corrective action response and any relevant penalties or enforcement which is required to be carried out for non-compliance with directives.

There were 47 nuisance complaints that Council Officers have been working with other agencies to achieve a satisfactory outcome.

No Environmental Protection Notices (EPN’s) were required to be served in order to achieve satisfactory resolution from an environmental incident or nuisance complaint. The EPN for Glaxo Smith Kline was again revised due to a change in operating hours.

In order to ensure environmental management of level 1 activity under our jurisdiction, Latrobe Council is currently working on collating a register of known level 1 activities within the municipality.
8. **Food Surveillance**

8.1 **Registered Food Premises**

8.1.1 **Target**
To fulfill Council’s statutory obligations by identifying, registering and inspecting all premises within the municipality that is prescribed as a food business.

8.1.2 **Desired Outcome**
To ensure compliance with regulation including the *Food Act 2003*, Australian Food Safety Standards hence improved food safety for human consumption.

8.1.3 **Strategy**
- Conduct food premises inspections at a frequency determined by risk assessment
- Respond to complaints and take corrective action where necessary
- Promote safe food practices through communication and promotion during inspections
- Conduct classes to obtain a minimum acceptable standard of food handling knowledge

8.1.4 **Commentary**
Latrobe Council is committed to maintaining and utilising a risk analysis system for auditing of food handlers and food premises within the municipality. Information gained from this risk analysis forms the basis of inspection schedule that corresponds with the identified risk to human health through preparation and service of food from that premises. Those premises identified as high risk will attract additional inspections and administration fees in line with this increased workload. As an incentive, premises and operators that show a high level of compliance and food safety awareness receive fewer inspections and therefore reduced fees.

Criteria used for this risk assessment analyses the potential hazard which could arise, including types of food handled and produced, the number of consumers who receive the product, food hygiene, storage and safety, structural integrity of the building and the hours of operation. Council uses the Australia New Zealand Food Authority (ANZFA) priority classification system for food businesses.

The following table indicated the types of food premises registered and operating within the municipality.

<table>
<thead>
<tr>
<th>Types of Premises</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Low Risk</td>
<td>48</td>
</tr>
<tr>
<td>Medium Risk</td>
<td>66</td>
</tr>
<tr>
<td>High Risk</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>118</strong></td>
</tr>
</tbody>
</table>
8.1.5 **Performance Measures**
During the 2013-2014 reporting period there were 118 food businesses registered within the municipality. A number of businesses have changed hands/business name during the reporting period and some new businesses have commenced. During this reporting period there were 113 inspections of food businesses. Of the 113 inspections, 98 were satisfactory and 15 were unsatisfactory, 6 of these required letters to the managers highlighting minor issues that need rectification and 9 non-compliances which were identified as requiring a verbal warning. All these non-compliances will be followed-up up in the next scheduled inspection.

8.1.6 **Compliance Measures**
Figures indicate that a total of 87% of food premises complied with the *Food Act 2003* and Australian Food Safety Standards. This is a little down on the last financial year. Ongoing resources, allocating sufficient budgetary and staffing resources should help ensure efficient and effective training of food handlers within the municipality.

8.2 **Food Safety Surveillance Program**
Food Sampling along with other food safety issues are conducted in accordance with the Department of Health and Human Services and the department’s Food Safety Surveillance Program. This program is voluntary however approximately 16 councils are involved. Funding was received from the department for the *Salmonella Mississippi* survey. This covered cost of analysis at the Public Health Laboratory, New Town. Councils funded the purchase of products and courier costs.

Results from the surveillance program are not currently available.

Table 15 - 2013/14 Food Safety Surveillance Program

<table>
<thead>
<tr>
<th>Date</th>
<th>Subject</th>
<th>How data provided back to DHHS</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 2013</td>
<td>Hand washing compliance</td>
<td>Survey questions returned with data on excel spreadsheets</td>
</tr>
<tr>
<td>September 2013</td>
<td>Ready to eat Meat Manufacture</td>
<td>Survey questions returned with data on excel spreadsheets</td>
</tr>
<tr>
<td>October/November 2013</td>
<td>Cleaning &amp; Sanitising of contact surfaces</td>
<td>Swabs were sent to Council from DHHS – results sent back via excel spreadsheet</td>
</tr>
<tr>
<td>December 2013</td>
<td>Temperature Control</td>
<td>Survey questions/answers provide in excel spreadsheet</td>
</tr>
<tr>
<td>January February March 2014</td>
<td>Salmonella Mississippi – potentially found in Tasmanian produced salad items</td>
<td>Products were sourced through local shops then sent to Lab in Hobart for analysis</td>
</tr>
<tr>
<td>May 2014</td>
<td>Date Marking</td>
<td>Survey completed by Survey Monkey</td>
</tr>
<tr>
<td>June 2014</td>
<td>Eggs</td>
<td>Survey completed by Survey Monkey</td>
</tr>
</tbody>
</table>
8.3 Temporary Food Premises

8.3.1 Target
To fulfil Council’s statutory obligations through inspections and registration of Temporary Food Businesses and Food Vans/Trailers at markets and one off events.

8.3.2 Desired Outcome
To inspect temporary food businesses to ensure food is safe for human consumption.

8.3.3 Strategy
- Allocate sufficient budgetary and staffing resources to enable the efficient and effective achievement of the stated target
- Undertake inspections of Temporary Food Premises and Food Vans/Trailers operating in the municipality and maintain a register of these premises and vans/trailers
- Provide all temporary food premises operators with information relevant to the operation of temporary food premises at the time of registration/issue of licence

8.3.4 Commentary
Temporary food premises includes all food vans, trailers, food stalls, markets, fairs and the like where food for human consumption is prepared and/or sold. The businesses do not operate on a permanent basis.

8.3.5 Performance Measure
In order to ensure sound food safety management of temporary food businesses under our jurisdiction, Latrobe Council proposes to continue to identify, register and licence temporary food businesses within the municipality.
During the 2013-2014 reporting period there were 58 temporary food businesses registered within the municipality, some of these were food businesses registered with another Council or those operating at events for just one day such as service groups and community organisations. During this reporting period Councils EHO conducted an inspection of temporary food businesses at Chocolate Winterfest 7th July 2013. During the day 34 businesses were inspected. Some non-compliances noted were incorrect labeling, problems with temperature control, and no food business registration. Most businesses were compliant and commented they were pleased to under-go a random spot check as it helped ensure they were “doing the right thing”.

8.3.6 Corrective Action
When temporary food businesses are inspected if a licence holder is found to be in breach of statutory requirements, the EHO will provide immediate directives to ensure that the food handling procedures and food premises are adequate to meet the minimum prescribed requirements.

Written notice directives will be provided at the earliest convenience and all correspondence with the licenced food handler is filed for future reference. If this continues to occur a review of licence issue and revocation of licence is carried out. Penalties for non-compliance can occur through the Food Act 2003 and Australian Food Safety Standards.
9. Cemeteries and Crematoria

9.1 Cemeteries and Crematoria

9.1.1 Target
To fulfil Council’s statutory obligations relating to cemeteries and crematoria by correctly disposing of human remains.

9.1.2 Strategy
Assess all applications for private cemeteries and to report those applications to the Director of Public Health.

9.1.3 Performance Measures
No applications were received for private burial sites during the 2013-2014 reporting period.
10. Development Assessment

10.1 Planning

10.1.1 Target
To fulfil Council’s statutory responsibilities through the *Land Use Planning and Approvals Act 1993* by assessing all applications for development in relation to the impact it may pose on public and environmental health.

10.1.2 Strategy
- Each application is circulated to Development Services staff for comment and conditions, including Environmental Health
- Weekly meetings to discuss any issues which may arise from the proposed Planning Application

10.1.3 Performance Measures
Every Planning Application for the 2013-2014 reporting period that was circulated to the Environmental Health Department was assessed and conditioned accordingly.

10.2 Building

10.2.1 Target
To fulfil Council’s statutory responsibilities through the *Plumbing Code of Australia 2004* and *Tasmanian Building Act 2000* by assessing all building and plumbing applications in relation to the impact it may pose on public and environmental health.

10.2.2 Strategy
- Each application is to be circulated around the Development Services Department for comment and conditions from each section, including Environmental Health
- Weekly meetings to discuss any issues which may arise from the proposed Building or Plumbing Application

10.2.3 Performance Measures
Every Building and Plumbing Application for the 2013-2014 reporting period assessed by the Environmental Health unit and all applications were assessed and conditioned accordingly. There was 23 Special Plumbing Permits issued during the 2013-2014 reporting period.
11. Social Recovery

11.1 Social Recovery

11.1.1 Target
To fulfil Council’s statutory responsibilities through the Emergency Management Act 2006 and to develop and formalise arrangements for the effective management of the recovery process in the event of an emergency in the Latrobe Municipality.

11.1.2 Desired Outcome
To establish the commitments of various organisations involved in recovery management in the municipality, to enable effective and coordinated management of the recovery process in the event of an emergency and to facilitate the recovery of affected individuals, communities and infrastructure as quickly and practicably as possible.

11.1.3 Strategy
- Provide input and help maintain and review the Mersey-Leven Emergency Management Plan (MLEMP) every 2 years in order to meet statutory and community demands
- Allocate sufficient budgetary and staffing resources to enable the efficient and effective achievement of stated targets in the MLEMP
- Identify the trigger(s) for the activation of the MLEMP
- Identify, mobilise and co-ordinate a range of material, financial and social support services within the municipality to assist community recovery
- Identify primary agencies that will be responsible for the management of specific recovery support services
- Identify resources available for use in the recovery process

11.1.4 Performance Measures

During the reporting period there were two instances where the Latrobe Recovery Management Plan needed to be activated in the 2013/14 financial year. These instances were both due to families displaced after a house fire.
12. Management and Administration

12.1 Management and Administration

12.1.1 Target
To fulfil Council’s statutory responsibilities by providing sufficient staffing levels to meet Council’s statutory obligations whilst providing an acceptable level of environmental management and protection that will meet public expectations for community health.

12.1.2 Desired Outcome
The provision of effective Health and Environmental Management services efficiently.

12.1.3 Strategy
- Maintain and review the Municipal Health Report on an annual basis in order to meet statutory and community demands
- Allocate sufficient budgetary and staffing resources to enable the efficient and effective achievement of stated targets
- Develop strategies and protocol that will further enhance the effectiveness of the Municipal Health Report
- Identify ‘high risk’ activities and practices and allocate resources to these areas
- Provide continued educational training and briefing for Council Environmental Health Officers in order to keep abreast of legislative changes and community needs
- Provide accessible and current library resources of all relevant legislation, codes of practice and Department of Health and Human Services directives
- Liaise with DHHS officers in order to keep abreast of impending and current changes to legislation
- Encourage membership and participation of staff in Environmental Health Australia meetings, courses and workshops

12.1.4 Allocation of Financial Resources
The Council’s 2013-2014 Annual Budget Report indicates resources allocated to the Environmental Health functions. It is acknowledged by Council that there is a continued increase in the demands upon Council resources in relation to statutory health and environmental issues. Current funding levels will be monitored and reviewed in accordance with budgetary limitations in order to meet these demands.

12.1.5 Staff Development
Council supports professional development of all staff when the course relates to the employees work and will be of benefit to Council. Activities and training undertaken by Environmental Health staff include participation in the following courses offered and funded by the Department of Health and Human Services and the Department of Environment.
Table 16 – Courses/workshops attended by Environmental Health Staff

<table>
<thead>
<tr>
<th>Course type</th>
<th>Number attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>DHHS or EPA</td>
<td>3</td>
</tr>
<tr>
<td>General EH related topics</td>
<td>19</td>
</tr>
<tr>
<td>EHA meetings (including Board f2f meetings)</td>
<td>7</td>
</tr>
</tbody>
</table>

Attendance and participation at courses related to Environmental Health is a benefit to Council by increasing the knowledge of changing statutory requirements and uses of Environmental Health products. Staff attended as many workshops/meetings as was possible.

2.1.6 Physical Resources
Latrobe Council is committed to the provision of sufficient physical resources to enable staff to professionally and safely undertake all duties and activities required in the carrying out of day-to-day tasks.
13. Health Promotion

13.1 Health Promotion

13.1.1 Target
All sections of the community can at times be adversely affected by, for example, environmental conditions, or medical/health complaints. In this regard, local government is ideally placed to act as a resource, in providing advice or information that may assist people to deal with the situation that they find themselves in.

13.1.2 Desired Outcome
For the Latrobe Council to act as a resource for information, activities and programs that will help increase the status of health within the community.

13.1.3 Strategy
- For the Latrobe Council to become a resource, which ensures that reliable and accurate health promotional information is available to the community
- To involve the community in the planning and development of any health education or promotional program
- To liaise and work in conjunction with any government agency or health educational institute, on health promotion projects.
- To improve the motivation towards a higher status of health within the community through education and if required, counseling.

13.1.4 Performance Measures
Information is placed in the foyer of the Council office promoting health such as during Heart Week a number posters and information sheets were available for the general public. Information of a general nature is provide for residents as it becomes available.
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