



Government of **Western Australia**  
Department of **Health**

# Local government reporting requirements under the *Food Act 2008*

## **Local government reporting requirements under the *Food Act 2008***

Produced by the Government of Western Australia, Department of Health

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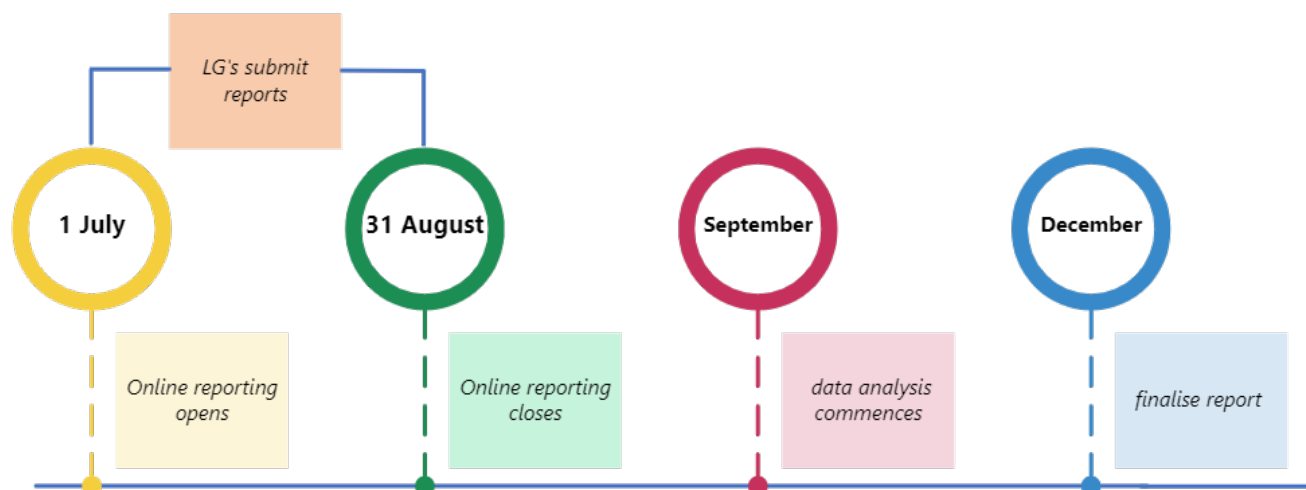
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## Introduction

The Department of Health (the department) requires enforcement agencies (local governments) to submit an annual report based on their performance under the *Food Act 2008* (the Act).



Reports are mandatory under s121 of the Act and are submitted between 1 July to 31 August each year.

These reports assist the department to:

- monitor issues associated with the administration of the Act
- monitor the level of consistency in which the Act is being administered across WA
- identify knowledge gaps and areas for future policy development.

Reports provided under this section allow the department to evaluate the State of Western Australia's performance with the Act. The data is also used by the department to assist with the consistent and effective implementation of food safety legislation.

Monitoring performance of functions by enforcement agencies provides the department with the opportunity to report back on key areas through analyses and comparisons between enforcement agencies.

As co-regulators in the administration of the Act, local governments are provided with a report which identifies key indicators relative to the administration and performance functions under the Act.

## What information should be reported?

Each year local governments are asked key questions, which are the same each year, and focus questions, which may change.

The key questions asked cover topics such as the:



number of registered food businesses



number of inspections



details of any compliance and enforcement action



number of authorised officers



risk profile of the food industry within the local government area.

This information forms the basis for year-on-year historical data and trend analysis.

Questions about focus areas provide the department with the flexibility to target certain sectors or practices.

These may include topics such as:

- compliance rates with a new standard
- introduction of a novel food
- targeting a specific food sector based on evidence identified through an outbreak investigation
- food recall data
- epidemiological data.

All information requested through this data collection relates to the local government's function as an enforcement agency responsible for administering the Act

## How should local governments provide this information?

The department uses an online platform to gather information related to the section 121 reporting requirements.

Each year, an information pack is distributed to local government Chief Executive Officers, which includes:

- instructions on accessing the electronic platform
- explanatory information on the survey questions
- key dates.

The department endeavours to collect, collate, analyse, and publish a report in a timely manner. Therefore, it is essential for local government reports to be accurate and submitted within prescribed timeframes.

## How is this information used?

Measuring and reporting public health activities in a consistent way promotes transparency and accountability, and enables the comparison of activities across local governments.

The information may also be used by the department to:

- respond to requests and enquiries from the Minister for Health or the Director General
- develop reports in relation to the administration of the *Food Act 2008*
- publish dashboard of relevant information
- identify knowledge gaps
- develop policy to support local governments in their activities
- evaluate policies and food legislation
- monitor resource allocation
- risk profile the WA food industry.

The department publishes a consolidated report for each reporting period as soon as practicable. A summary dashboard of information is developed and published to highlight key indicators and show trend analysis of reporting information.

For more information and to see previous reports, visit the [Department of Health](#)

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