



Food Act 2008 and Public Health Act 2016 Reporting Form

Information from Local Government (LG) on the performance of functions under the *Food Act 2008* (Food Act) and the *Public Health Act 2016* (PH Act) for the period 1 July 2024 to 30 June 2025

Please note the following:

- This form is provided to assist you in collating your responses, please do not submit this form to the Department of Health.
- Your report must be submitted to the Department of Health online at <https://consultation.health.wa.gov.au/environmental-health-directorate/2024-25-food-act-public-health-act-reporting> by **31 August 2025**.
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- When collating this information please refer to the Guideline on Food Act 2008 and Public Health Act 2016 Enforcement Agency Reporting on the [Department of Health website](#)

1.	What is your LG name?	
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Part A The information gathered in this section relates to your functions under the PH Act

Public Health Act authorised officers			
2.	How many full-time equivalent (FTE) PH Act authorised officers worked in your LG?		
3.	How many FTE persons that assisted authorised officers with their duties in your LG worked in your LG?		
4.	Did your LG experience difficulties recruiting appropriately qualified persons to be designated as authorised officers under the PH Act during the reporting period?	Yes No	
	If yes, please specify		
5.	Did any authorised officers return their certificate of authority (i.e cease to be authorised officers) during the reporting period?	Yes No	
	If yes, how many?		

Part B The information gathered in this section relates to your core functions under the Food Act

Food Act authorised officers							
6.	<p>How many FTE Food Act authorised officers did the council have for the reporting period?</p> <p>(The response should be on a full-time equivalent basis, which is a calculation of the total time that all Food Act authorised officers in your enforcement agency perform Food Act/food safety activities, where one day per week is 0.2 full-time equivalent. The response must be numeric (decimals accepted).</p>						
7.	<p>Of these reported in Question 6, how many were:</p> <p>a. Food Act authorised officers employed by the enforcement agency? <input type="text"/></p> <p>b. persons appointed to assist with the discharge of duties of Food Act? <input type="text"/></p> <p>c. authorised external contractors to perform duties under the Act? <input type="text"/></p>						
8.	<p>If you had Food Act authorised officers who are not Environmental Health officers, what were their primary qualifications?</p> <p>All EHO's Non-EHO Qualifications</p> <p>If non-EHO qualification, specify type and number of each</p> <input type="text"/>						
Food businesses							
9.	What is the total number of food businesses in the enforcement agency's jurisdiction? (for the reporting period)						
10.	How many food businesses were assessed at the frequency determined by the enforcement agency?						
11.	How many routine food safety assessments were conducted?						
12.	What is the number of food businesses by risk rating? (for the reporting period)						
	High	<input type="text"/>	Medium	<input type="text"/>	Low	<input type="text"/>	Very Low/exempt
	Not determined/other risk categories are used						
13.	<p>How many food businesses considered allergen management as part of their food operations?</p> <p>only a few around a quarter around half nearly all</p>						
14.	<p>What is the number of Food businesses captured by standard 3.2.2A?</p> <p>Category 1 -</p> <p>Category 2 -</p>						
15.	How many of these food businesses captured by standard 3.2.2A have appointed a Food Safety Supervisor?						

Food Act compliance and enforcement activities		
16.	Number of prosecutions instigated	
17.	Number of successful prosecutions	
18.	Number of improvement notices served	
19.	Number of infringement notices served	
20.	Number of prohibition orders served	
21.	Number of seizures performed	
22.	Number of re-inspections	
23.	Number of food complaints investigated	

Part C The information gathered in this section relates to a focus area for the reporting period

Regulatory food safety auditing		
24.	What is the total number of food businesses captured under Standard 3.3.1? (for the reporting period)	
25.	Does your LG conduct routine inspections of these premises in addition to reviewing regulatory food safety auditor reports? Yes No	
26.	How many of these food businesses have a verified food safety program?	
27.	How many of these food businesses are undergoing regulatory food safety auditing?	
28.	How many businesses were not audited at their required frequency?	
29.	How many regulatory food safety audits led to compliance and enforcement action during the reporting year?	

		Seafood primary producer/ processor (other than bivalve molluscs) (Standard 4.2.1)	Poultry producer (Standard 4.2.2)	Poultry processor (Standard 4.2.2)	Meat producer/ processor (Australian Standards related to meat and Standard 4.2.3)	Dairy primary producer/ processor (Standard 4.2.4)	Egg producer/ processor (Standard 4.2.5)	Seed sprout producer/ processor (Standard 4.2.6)	NEW Berries producer / processor (Standard 4.2.7)	NEW Leafy vegetable producer / processor (Standard 4.2.8)	NEW Melon producer / processor (Standard 4.2.9)	NEW Food business that serves food to vulnerable populations (Standard 3.3.1)
30	How many food businesses are captured by the Standard/s?					(Department of Health only)						
31	How many of these food businesses are registered?					(Department of Health only)						
32	How many of these food businesses have a food safety program/ management system/ statement/ approved arrangement that has been verified or approved or recognised?	(bivalve molluscs - Department of Health only, not applicable to Division 2 general seafood safety requirements)				(Department of Health only)						
33	How many of these food businesses were assessed/inspected by authorised officers during the reporting period?					(Department of Health only)						

Part D

34	Is there any other feedback that you would like to provide?

Signed declaration by enforcement agency

Enforcement Agency:			
Authorised by enforcement agency Chief Executive Officer:			
Signature:		Date:	

This report must be submitted online at

<https://consultation.health.wa.gov.au/environmental-health-directorate/2024-25-food-act-public-health-act-reporting> by 31 August 2025

For enquiries regarding the online form please contact the Food Team, Environmental Health Directorate on (08) 9222 2000 or email foodsafety@health.wa.gov.au

This document can be made available in alternative formats on request for a person with a disability.

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