



Classification: Official
Our Ref: 25-001756-32
Contact: (08) 9222 2000

Attention: Local Government Chief Executive Officer

Via email

Dear Sir/Madam

**LOCAL GOVERNMENT 2025/26 REPORTING REQUIREMENTS -
FOOD ACT 2008 AND PUBLIC HEALTH ACT 2016**

Please be advised that the Department of Health (the Department) is now collecting information from local government enforcement agencies on the performance of functions under the *Food Act 2008*, as required by Section 121, and the *Public Health Act 2016*, as required by Section 22, for the period 1 July 2025 to 30 June 2026.

Mandatory reporting - *Food Act 2008* and *Public Health Act 2016*

To meet your mandatory reporting requirements please complete the reporting form [online](#) by 31 August 2026.

The reporting questions are attached for your reference; however, the report must be submitted online. Authorised Officers completing the online report are required to obtain approval from the local government's Chief Executive Officer.

This year the reporting form includes a new question to support public health planning. The Department is collecting information on local public health plan's published by local government in accordance with the *Public Health Act 2016*.

Further information about the *Food Act 2008* and *Public Health Act 2016* reporting requirements, including a guideline to the questions, can be found on the Department of Health website at [Annual performance reporting](#) for local government enforcement agencies

Optional reporting - *Public Health Act 2016*

In addition to the mandatory reporting, the Department is seeking to refine the collection of operational data as per section 22 of the *Public Health Act 2016* as stage 5 of the implementation begins.

It is preferred that the additional reporting is completed online, however if you would prefer to submit a hard copy please contact the Department's System Performance Team on (08) 9222 2000 or via email EHD.CustomerService@health.wa.gov.au.

Additional reporting questions are being asked to provide the Department with data from across the state. This data will be compiled in a series of reports to local government to assist with regional comparison of risks and inform public health planning under the *Public Health Act 2016*. Previous summary reports for each of the 10 health regions can be found under the Public Health Act Reports tab at [Annual performance reporting](#) for local government enforcement agencies. The Environmental Health indicators reporting for public health planning survey can be completed online at:

<https://datalibrary-rc.health.wa.gov.au/surveys/?s=J9HCAMPY3WD793D4>

It is requested that you submit your optional report by 31 August 2026.

Should you have any questions:

- For Part A questions 2-5 - *Public Health Act 2016* reporting queries, contact the System Performance Team on (08) 9222 2000 or via email EHD.CustomerService@health.wa.gov.au
- For Parts B and C - *Food Act 2008* reporting queries, contact the Food Team on (08) 9222 2000 or email foodsafety@health.wa.gov.au

Thank you for your assistance with this matter.

Yours sincerely



Peter Gray
EXECUTIVE DIRECTOR
ENVIRONMENTAL HEALTH DIRECTORATE

1 July 2026

Att:

1. Food and Public Health Act reporting questions 2025-26
2. Food and Public Health Act reporting guidelines 2025-26