

Kylie Flood

From: Administration Requests
Sent: Monday, 22 July 2019 4:33 p.m.
To: [REDACTED]
Cc: Administration Requests
Subject: FW: Reminder: Ministry of Health Request for Information about use of the Environmental Health Officers Qualifications Regulations 1993 in your local authority

Hi Janet

Please find below our responses in red. Again I apologise, I did not receive this earlier.

1 How many EHOs does your local authority currently employ ? **(KDC Response: One)**

2 When it employs EHOs does your local authority use the list of suitable qualifications on the Ministry of Health's website* to ensure EHO candidates are qualified? YES/NO **(KDC Response: YES)**

* Please refer to the Ministry link to suitable qualifications:

<https://www.health.govt.nz/our-work/environmental-health/environmental-health-officers-qualifications-regulations-1993>

3 For EHO appointments are the Regulations referred to in your local authority's:

(a) recruitment policies? YES/NO **(KDC Response: YES)**

(b) job descriptions? YES/NO **(KDC Response: YES)**

4 Are the Regulations fit for purpose? YES/NO **(KDC Response: YES)**

5 Could the Regulations be improved on from your perspective? If yes, in what ways? **(KDC Response: NO)**

Regards Linda



Linda Osborne | Administration Manager
Kaipara District Council, Private Bag 1001, Dargaville 0340
Freephone: 0800 727 059 | 09 439 3123
council@kaipara.govt.nz | www.kaipara.govt.nz

From: Nadine Spring

Sent: Saturday, 20 July 2019 3:48 PM

To: Administration Requests <administrationrequests@kaipara.govt.nz>

Subject: RE: Reminder: Ministry of Health Request for Information about use of the Environmental Health Officers Qualifications Regulations 1993 in your local authority

Hi Linda

My apologies, I've found the original email which was incorrectly forwarded to Prue by one of the team and not sent to you as a LGOIMA.

Did you want me to respond to the customer?

Ngā mihi



Nadine Spring | Kaitiaki Kiritaki | Customer Services Manager
Kaipara te Oranganui | Kaipara District Council, Private Bag 1001, Dargaville 0340
Freephone: 0800 727 059 | 021 862 717
council@kaipara.govt.nz | www.kaipara.govt.nz
Dargaville Office: 42 Hokianga Road, Dargaville 0310
Mangawhai Office: Unit 6, The Hub, 6 Molesworth Drive, Mangawhai 0505
Opening Hours: Monday, Tuesday, Thursday, Friday 8 am to 4.30 pm and Wednesday 9am to 4.30 pm

From: Administration Requests

Sent: Friday, 19 July 2019 4:37 p.m.

To: Council <Council@kaipara.govt.nz>

Cc: Nadine Spring <nspring@kaipara.govt.nz>

Subject: RE: Reminder: Ministry of Health Request for Information about use of the Environmental Health Officers Qualifications Regulations 1993 in your local authority

Hi

Ok – shall I go back the them and advise we didn't receive it?

Thanks Linda



Linda Osborne | Administration Manager
Kaipara District Council, Private Bag 1001, Dargaville 0340
Freephone: 0800 727 059 | 09 439 3123
council@kaipara.govt.nz | www.kaipara.govt.nz

From: Council

Sent: Friday, 19 July 2019 4:21 PM

To: Administration Requests <administrationrequests@kaipara.govt.nz>

Cc: Nadine Spring <nspring@kaipara.govt.nz>

Subject: Reminder: Ministry of Health Request for Information about use of the Environmental Health Officers Qualifications Regulations 1993 in your local authority

Tēnā koe Linda

I have searched under the customer and searched under Ministry of Health I cannot see any record of her I will put a record of her and the email today in the system.

I have CC Nadine in and she might be able to track the email back.

If you require any further assistance please contact the Kaipara District Council email council@kaipara.govt.nz, telephone 0800 727 059 or visit our website www.kaipara.govt.nz.

Kind regards

Customer Services



Debbie Ravji | Kaitiaki Kiritaki | Customer Services
Kaipara te Oranganui | Kaipara District Council, Private Bag 1001, Dargaville 0340
Freephone: 0800 727 059 | 09 439 7059
council@kaipara.govt.nz | www.kaipara.govt.nz
Dargaville Office: 42 Hokianga Road, Dargaville 0310
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Opening Hours: Monday, Tuesday, Thursday, Friday 8am to 4.30pm and Wednesday 9am to 4.30pm

-----Original Message-----

From: Administration Requests [<mailto:administrationrequests@kaipara.govt.nz>]

Sent: Friday, 19 July 2019 4:00:13 PM

To: Council, Administration Requests

Subject: Reminder: Ministry of Health Request for Information about use of the Environmental Health Officers Qualifications Regulations 1993 in your local authority

Hi

I haven't seen this before –when did you guys send it through?

Thanks Linda



Linda Osborne | Administration Manager

Kaipara District Council, Private Bag 1001, Dargaville 0340

Freephone: 0800 727 059 | 09 439 3123

council@kaipara.govt.nz | www.kaipara.govt.nz

From: Council

Sent: Thursday, 18 July 2019 11:29 AM

To: Administration Requests <administrationrequests@kaipara.govt.nz>

Subject: FW: Reminder: Ministry of Health Request for Information about use of the Environmental Health Officers Qualifications Regulations 1993 in your local authority

Tēnā koe

The below email was received in the Council Inbox, can you check your records to see if you have completed this as I can't find anything here and it is overdue.

Kind regards

Customer Services



Kerry Ryan | Kaitiaki Kiritaki | Customer Services
Kaipara te Oranganui | Kaipara District Council, Private Bag 1001, Dargaville 0340
Freephone: 0800 727 059 | 09 439 7059
council@kaipara.govt.nz | www.kaipara.govt.nz
Dargaville Office: 42 Hokianga Road, Dargaville 0310
Mangawhai Office: Unit 6, The Hub, 6 Molesworth Drive, Mangawhai 0505
Opening Hours: Monday, Tuesday, Thursday, Friday 8am to 4.30pm and Wednesday 9am to 4.30pm

-----Original Message-----

From: [REDACTED]

Sent: Wednesday, 17 July 2019 3:03:39 PM

To: Council,mailroom@wdc.govt.nz

Cc: [REDACTED]

Subject: Re: Reminder: Ministry of Health Request for Information about use of the Environmental Health Officers Qualifications Regulations 1993 in your local authority

Greetings

I don't appear to have received your response to the LGOIMA request below which I sent on 31 May. Could you please respond as a matter of urgency.

If you have by any chance responded in substance, could you please resend that response.

regards

Janet

Janet Lewin
Principal Advisor
Public Health Capability
Public Health
Population Health and Prevention
Ministry of Health

<http://www.health.govt.nz>

Document: Ministry of Health Request for Information about use of the Environmental Health Officers Qualifications Regulations 1993 in your local authority, forwarded by Janet Lewin on 17/07/2019 11:04 am -----

Sent By: Janet Lewin/MOH on 31/05/2019 11:43:28 a.m.

To: info@adc.govt.nz, info@boprc.govt.nz, info@bdc.govt.nz, ecinfo@ecan.govt.nz, info@cdc.govt.nz, info@chbdc.govt.nz, codcalex@codc.govt.nz, info@cic.govt.nz, info@ccc.govt.nz, help.desk@cluthadc.govt.nz, dcc@dcc.govt.nz, service@gdc.govt.nz, info@goredc.govt.nz, info@greydc.govt.nz, info@hcc.govt.nz, council@hdc.govt.nz, info@hauraki-dc.govt.nz, info@hbrc.govt.nz, enquiries@horowhenua.govt.nz, info@hurunui.govt.nz, contact@huttcity.govt.nz, service@icc.govt.nz, kdc@kaikoura.govt.nz, council@kaipara.govt.nz, kapiti.council@kapiticoast.govt.nz, kaweraudc@kaweraudc.govt.nz, info@mackenzie.govt.nz, public@mdc.govt.nz, help@horizons.govt.nz, mdc@marlborough.govt.nz, mdc@mstn.govt.nz, info@mpdc.govt.nz, info@napier.govt.nz, enquiry@ncc.govt.nz, enquiries@npdc.govt.nz, mailroom@nrc.govt.nz, info@odc.govt.nz, info@orc.govt.nz, info@otodc.govt.nz, info@pncc.govt.nz, enquiries@porirua.govt.nz, services@qldc.govt.nz, info@rangitikei.govt.nz, info@rotorualc.govt.nz, info@ruapehuc.govt.nz, admin@selwyn.govt.nz, contact@stdc.govt.nz, info@southwaikato.govt.nz, enquiries@swdc.govt.nz, emailsdcsouthlanddc.govt.nz, service@es.govt.nz, stratforddc@stratford.govt.nz, info@trc.govt.nz, info@tararua.govt.nz, info@tasman.govt.nz, info@taupo.govt.nz, info@tauranga.govt.nz, customer.services@tcdc.govt.nz, enquiry@timdc.govt.nz, askus@uhcc.govt.nz, info@waidc.govt.nz, office@wmk.govt.nz, council@waimatedc.govt.nz, info@waipadc.govt.nz, administrator@wairoadc.govt.nz, service@waitaki.govt.nz, info@waitomo.govt.nz, info@wcc.govt.nz, info@gw.govt.nz, info@wrc.govt.nz, customerservice@westernbay.govt.nz, council@westlanddc.govt.nz, information@whakatane.govt.nz, wdc@whanganui.govt.nz, mailroom@wdc.govt.nz

Copy To:

Subject: Ministry of Health Request for Information about use of the Environmental Health Officers Qualifications Regulations 1993 in your local authority

Greetings

To the officer responsible for appointing and managing Environmental Health Officers

Introduction

This email from the Ministry of Health is part of some preliminary scoping work on the Environmental Health Officers Qualifications Regulations 1993 ([the Regulations](#)) and Environmental Health Officer (EHO) qualifications. It is being sent to all 67 territorial authorities. Can you please direct it to the officer within your organisation responsible for appointing and managing EHOs so they can respond to this information request.

In late March 2019 representatives from the Ministry of Health had a brief teleconference with the President and Vice President of the New Zealand Institute of Environmental Health and a representative from the New Zealand Defence Force.

One of the action points from that meeting was to circulate some questions to local authorities to better identify and understand local practice in recruiting EHOs. As the agency responsible for administering the Regulations, which are issued under the Health Act 1956, the Ministry of Health is considering whether the Regulations are fit for purpose.

This information request is being made under section 10 of the Local Government Official Information and Meetings Act 1987. Replies should be emailed to the following address **no later than 1 July 2019**:

EHO Quals/MOH (ehoquals@health.govt.nz)

Thank you for your anticipated response to this information request.

Questions

1 How many EHOs does your local authority currently employ ?

2 When it employs EHOs does your local authority use the list of suitable qualifications on the Ministry of Health's website* to ensure EHO candidates are qualified? YES/NO

* Please refer to the Ministry link to suitable qualifications:

<https://www.health.govt.nz/our-work/environmental-health/environmental-health-officers-qualifications-regulations-1993>

3 For EHO appointments are the Regulations referred to in your local authority's:

(a) recruitment policies? YES/NO

(b) job descriptions? YES/ NO

4 Are the Regulations fit for purpose? YES/NO

5 Could the Regulations be improved on from your perspective? If yes, in what ways?

regards

Janet

Janet Lewin

Principal Advisor

Public Health Capability

Population Health and Prevention

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