**Terms of reference for review of the health response into Waikouaiti water supply lead transgression February 2021**

**Purpose and role of the review**

The Director-General of Health has commissioned a review of the health system response to the Waikouaiti water supply lead transgressions.

The review will examine how local and central government health agencies have responded and consider if there are any required amendments to health legislation, compliance and operational processes to improve public safety and reduce risk to health and wellbeing.

The review will include the following:

* analysis of the water testing results
* actions taken in response to the lead readings
* when and what information was passed on to relevant organisations and or authorities
* appropriateness and timeliness of how the relevant information was disseminated
* what levers/powers within the current regulatory system were/are being used to address this situation
* recommendations for changes that could be undertaken immediately or that need to be considered as part of the wider regulatory changes currently being considered
* provide advice on any other matters that may be relevant arising from this review

**Scope**

Evaluation of the health sector response to intermittent elevated lead levels in the Waikouaiti drinking water supplies including current local and national procedures for responding to notifications of chemical transgression in a drinking-water supply.

**Lead reviewers**

Dr Heather Uwins-England (lead)

Dr Jill McKenzie

**Stakeholder engagement**

The review will be informed by the following stakeholders:

* Ministry of Health
* Department of Internal Affairs
* Taumata Arowai
* Dunedin City Council
* Public Health South
* Wai Comply (compliance advisor)
* ESR
* Agreed subject matter experts
* Community representatives
* Local iwi.

**Review Process**

Review personnel will evaluate the relevant documentation, held by the Ministry, Public Health South, Wai Comply Limited and Institute of Environmental Science and Research (ESR) relating to this response and conduct interviews with relevant staff and stakeholders.

**Deliverables**

Review personnel will provide a written report to the Director-General of Health, setting out their evidence-based findings, and recommend any actions or improvements to policies, processes and practices as a result of the findings from the audit.

The Director-General of Health will consider the findings of the review. Any urgent recommendations will be actioned, and findings shared with Taumata Arowai to inform their operational policy development.

**Confidentiality**

Review personnel will be required to agree not to disclose to any person, otherwise than with the Ministry’s express written permission or as required by law, any information acquired for the purposes of or incidental to this review. If required to disclose any information by law, review personnel will notify the Ministry prior to disclosing the information (unless prohibited by law from doing so).

**Issues, conflicts and risk resolution**

Issues and potential conflicts or risks will be identified and documented.

**Travel and expenses**

The Ministry of Health will cover the costs of the review including travel and reasonable expenses which have been agreed in advance in line with Ministry of Health policy.

**Accountability**

To report to Director-General of Health through the provision of a preliminary report by the middle of March 2021 and a final report by end of March 2021.

**Timing**

The review is to start on 19 February and be complete by 31 March 2021.