



Animal Management Officer Information Pack



Dear Member

Welcome to the New Zealand Institute of Animal Management. (NZIAM) is a national body that has been proudly functioning for over 50 years. The elected members are active Animal Management Officers throughout New Zealand with representation from one of their seven branches in New Zealand. The National President fronts media on policies, legislative changes, incidents/attacks and sharing of information.

The NZIAM once a year facilitates a National Conference providing training in animal behavioural techniques, operational matters, self-defence, dog and human psychology and a huge range of other topics relating to our field of work. Aside of training benefits, this also provides an ideal opportunity to meet fellow officers and establish good networking relationships. This is held with an average of 100 delegates attending each year.

This sharing of resources and information enables the NZIAM to maintain its position as respected leaders in the animal management industry. The NZIAM recognises and makes available to it's members the DogSmart programme which is an industry leading interactive children's education programme promoting safe practices around dogs.

This is made available through our website (www.nziam.org).

Best Wishes

NZIAM Executive Committee

Executive Committee

National President

Bill Kohi

Christchurch City Council

E mail: president@nziam.org



National Secretary

Andrea McMurray

Ashburton District Council

Email: secretary@nziam.org



National Treasurer

Kieran Best

Stratford District Council

Email: treasurer@nziam.org



Branch Representatives

Northern Branch

Zarene Gerbich

Auckland Council

Email: Zarene@nziam.org



Waikato/BOP Branch

Brent Lincoln

Tauranga City Council

Email: Brent@nziam.org



Central Branch

Herb Verstegen

Rangitikei District Council

Email: Herb@nziam.org



Canterbury/Chathams Branch

Chris Todd

Christchurch City Council

Email: Chris@nziam.org



Top of The South

Sandy Vale

Nelson City Council

Email: Sandy@nziam.org



Southern Branch

Karan Whyte

Dunedin City Council

Email: Karan@nziam.org



Code of Conduct

As the field of Animal Management is one that is administered by way of statute and regulation compliance there is an expectation by Territorial Authorities and the public that application of duty will be carried out in a professional manner.

The New Zealand Institute of Animal Management is a professional body whose membership comprises mainly of Animal Management Officers. Therefore it follows that there is an expectation of how its members should act among each other and when those outside of the organisation. The set of principles that govern these expectations are listed below as a Code of Conduct.

The Code of Conduct is designed to build trust among members and to provide our organisation with a standard that compliments industry professionalism and are applicable to members participating in matters conducive with Institute business.

- **Discrimination and Harassment**

The Institute will not support any member displaying discrimination or harassment based on race, colour, religion or gender. Unacceptable behaviour will not be tolerated

- **Conflicts of Interest**

The Institute does not support any members; private interests that may have detrimental interference with the Institutes operation or constitution.

- **Sharing of Information**

Members who have access to information considered by the Institute to be confidential and pertaining only to the interests of the Institute are not permitted to use or share that information unless expressed permission to do so has been granted by Institute Executive.

- **Personal Gain**

No member may use Institute property, information or their position for personal gain.

- **Conference Attendance**

Members attending conferences are expected to conduct themselves in a manner that will not disgrace or damage the Institutes reputation. This includes inappropriate language, behaviour and standard of dress. Members are also expected to apply due respect to guest speakers, sponsors, stall holders and fellow members.

- **Executive**

The Executive Members are elected representatives and therefore expected to demonstrate a high standard of etiquette that befits a leadership role within the Industry. This includes a formal standard of dress whilst attending conference Annual General Meeting (AGM)

- **AGM Meeting Protocol**

Members attending the AGM are expected to demonstrate acceptable meeting standards including use of appropriate language, standard of dress and due respect for fellow members and process.

- **Professional Conduct as an AMO**

Although the Institute does not govern every day Animal Management Officer duties, it encourages its members to apply themselves in a professional manner in every aspect of Animal Management Duties in order for the industry to maintain a high level of respect throughout the wider community and other professional bodies.

Any breaches of the above codes may result in membership to the Institute being cancelled

Annual Training Conference

The Institute is instrumental in coordinating Annual National Conferences for it's members and any persons having interest in the Animal Management industry.

The conference focus is on providing training to members and delegates, the opportunity to learn and participate in a variety of industry related topics, presented by key note speakers, industry leaders and trainers.

Training provided to our members recently included key note speakers Nigel Latta, Mark Vette and Gary Jackson.

Themes included Operational Planning, Animal Management Officer Safety, Legislation, Animal Management in the Community and Successful Investigations.



Officer Training

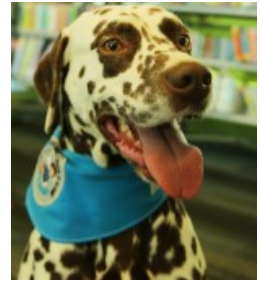
Currently Under Re-Development

The New Zealand Institute of Animal Management goal, is to provide an adequate standard of training.

New minimum standards and industry competency is currently under development.



Education



Christchurch City Council has developed a programme for the promotion of safety around dogs, and in particular, children around dogs. This fun and entertaining programme is called DogSmart.

The presentation takes the form of a PDF slide show/ video delivered by an Animal Management Officer. It covers dog safety and bite prevention and also incorporates stickers, hats, word finds, evaluation sheets, coloured posters and card presentations.

A licenced agreement has been reached between Christchurch City Council and the NZIAM which allows Animal Management Officers throughout New Zealand who are members of the NZIAM to use the DogSmart Education Programme. The DogSmart programme can be presented at your school by your local Animal Management Officer.

For NZIAM members, access and more details about Dogsmart is through the Members Zone on the NZIAM website. The Department of Internal Affairs promotes dog awareness and safety among children. The Department supports a school programme based on a resource kit called "The Dog Box".

The kit is aimed at year 1 to year 8 students and is available from the Department on request. The Department also runs a website www.dogsafety.govt.nz with helpful safety tips, educational video along with information aimed at children and their parents.



Website and Information

Website

We have our own website www.nziam.org that is informatively designed with the most up to date information on both the Institute and general Animal Management matters. You are encouraged to utilise this website and welcome any suggestions for its continued improvement.

You will find this to be a useful resource. This also provides further links and options which you may find useful.

ListServ

Local Government On-Line Limited (LGOL) offers an on-line service that is designed to promote discussion and the sharing of information within groups. It is known as a ListServ and the Animal Management industry has connected to this service for the benefits of its members.

To subscribe to the list, simply send an email to Animal Management Officers ANIMALCONTROL@LGCONNECT.CO.NZ and request to be added as a member.

The sharing of resources and information enables the Institute to maintain its position as respected leaders in the Animal Management industry.

SOLGM

The Society of Local Government Managers has produced two modules of use to Animal Management Officers as part of its risk management and leading compliance programme. The first of these is a module on dog control. While the second is on the National Dog Database.

These modules are developed by teams of experienced practitioners, who in the case of the Dog Control module included various experienced members of the Institute and the Animal Control industry. For access to this, you will need to liaise with your own Territorial Authority.

Department of Internal Affairs

The DIA has produced a document entitled National Enforcement Guidelines under the Dog Control Act 1996 for Dog Control Officer operations focusing on providing guidance and support to assist councils and Dog Control Officers in developing a consistent understanding and approach to dog control enforcement.

This guide is available through the DIA website www.dia.govt.nz and then by clicking on Dog Control.

Animal Welfare Sub Function

National Animal Welfare Emergency Sub Committee



The primary agency responsible for all animal welfare in a Civil Defence Emergency Management (CDEM) situation is the Ministry of Primary Industries (MPI).

As part of MPI's focus on their role they have established a subcommittee that sits under the National Welfare Group CDEM. The NZIAM is represented by the National President sitting on this committee. We are a strategic partner and seen as one of the primary support agencies to MPI.

This subcommittee is made up of representatives from RNZSPCA, Federated Farmers, New Zealand Companion Animal Council, Ministry of Civil Defence (MCDEM), Ministry of Primary Industries (MPI), New Zealand Vet Association and the NZIAM

Our role in this committee is to advise on companion animal welfare strategies during an emergency. Animal Management through Local Government are primarily responsible for the management of companion animals but we will also find ourselves being included in the welfare of larger animals such as horses, cattle and stock generally.

Another important part of our involvement in this group is the networking and strategic partnerships that are developed and the benefit of these alliances should flow down to the regions.

The NZIAM keeps a national contact database of its regional members so that we can on behalf of MPI and CDEM collect intelligence giving these agencies a better understanding (in real time) of what type of assistance and resources may be required during a civil emergency.

NZCAC

New Zealand Companion Animal Council



Although the NZIAM has been involved with the NZCAC for a number of years its position on the board has been made permanent since 2018. The NZIAM is now recognised as a strategic partner and a stake holder in the NZCAC.

The board is made up of representatives from national bodies including New Zealand Vet Association, New Zealand Vet Nurses Association, Dogs New Zealand, New Zealand Cat Fancy Inc, RNZSPCA, New Zealand Institute of Animal Management and four open positions.

The role of the NZCAC is to advance companion animal guardianship by influencing policy, codes of welfare and industry standards and promote a harmonious relationship between companion animals, the environment and people through the delivery of high quality research, advocacy and education.

The NZIAM is represented on the board by the current National President. Our organisation is considered to be experts in the management of dogs in the community, stock and public safety but we are also the link for this board to Local Government.

Impounding Act 1955

Wandering Stock

Local Authorities are required to appoint warranted officers under the Impounding Act 1955. The purpose of the Act is deal with wandering stock on the road.

The current legislation is antiquated and does not give Animal Management Officers the tools to effectively resolve wandering stock problems. The NZIAM is currently lobbying for practical changes to the Act to allow for Officers to quickly resolve issues around wandering stock.

Unlike the Dog Control Act there is no liability cover for any damage that officers may do to the property or stock while responding to a complaint. Animal Management Officers do not have the legal right to put any stock into a paddock with out the prior approval of the land owner.

To destroy stock that is too wild to handle and is a danger to people, Animal Management Officers must either have a notice signed by two of the Local Authority Elected Members or a Police Officer an make the decision to destroy.

With the advent of Mycoplasma Bovis, Officers must be aware of the MPI requirements regarding hygiene for entering properties that have been quarantined or are within a watch area.

Look for signage on gates to properties and ring the property owner before entering.

It is advisable that the Impounding Act 1955 is read by all warranted staff and systems put in place to ensure compliance with our warranted powers. Animal Management Officers can be charged and fined for breaches to their warranted powers under the ACT.



Useful Links



Dog Control Act 1996 and the Impounding Act 1955 can be viewed and downloaded electronically at www.legislation.govt.nz/act/public.



The National Dog Database (NDD) holds information on registered dogs including registration detail, microchip number (if applicable), breed and year of birth. Local Councils supply and maintain information held on the database, established by the Department of

Internal Affairs. More information visit www.dia.govt.nz



The New Zealand Companion Animal Register was established in 2007. This is a database for companion animals dedicated for microchipping of all pets. For further information please visit www.animalregister.co.nz.

.NZCAR has developed their own Web App utilising the power of facial recognition, microchipping, mapping and alerts to help reunite lost pets with their families. For further information relating to PIP Facial Recognition please visit. <https://pip.animalregister.co.nz/>



MOTOCHEK enables registered users to access Motor Vehicle Register information electronically. To find out more visit www.nzta.govt.nz on how to register using **MOTOCHEK**

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The New Zealand Institute of Animal Management



National President

Bill Kohi
Christchurch Council
PO Box 73-037
Christchurch 8154
Ph 03 941 7051

president@nziam.org

National Secretary

Andrea McMurray
Ashburton District Council
PO Box 94
Ashburton 7740
Ph 03 307 7785

secretary@nziam.org

www.nziam.org

APPLICATION FOR MEMBERSHIP
NEW ZEALAND INSTITUTE OF ANIMAL MANAGEMENT

Warranted Officer: Yes ☐

Please provide a copy of Warrant of Appointment (mandatory)

- Be nominated by a current Financial Member from your affiliated Branch, signed
- Brief profile background of yourself
- This application must be signed by you and your employer
- Send your completed application to your affiliated Branch Secretary/President

Approval to be a member of the Institute incurs a membership fee. For information on membership fee subscriptions please contact the National Treasurer treasurer@nziam.org

Applicant Name _____ Signature _____

Postal Address _____

E-Mail _____ Phone _____

Employer _____

Authoriser _____ Signature _____ Date _____

Nominator _____ Signature _____ Date _____

Branch _____

Executive Use Only

Application Approved

Yes

No

Reason why application declined _____

National President _____ Signature _____ Date _____

National Secretary _____ Signature _____ Date _____

Profile of Applicant

[illegible]

[illegible]

Applicant _____ Signature _____ Date _____