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To: "Mark Neeson (E-mail)" <neesonm@maf.govt.nz>
Date: 21 October 1998 9:21pm
Subject: Animal Welfare Bill and Approved Organisations

CONFIDENTIAL

Mark

I had a meeting with Barry O'Neil some weeks ago to discuss how the Waitakere City Council programme can go through a transitional stage now that territorial authorities are not be "approved organisations". Waitakere are currently training some further officers who will operate under the approved programme which of course will not fit the concept of "approved organisation" as proposed in the Bill.

I have run this outline past David Bayvel but I would also appreciate your comments, albeit off the record.

The Bill provides for "approved organisations". In many respects approved organisations fit the model of "training and accrediting bodies" as per Barry's article in Vetscript some years ago.

The criteria for an approved organisation are:

- * Principle purpose is the promotion of animal welfare
- * There is provision for suitable:
 - * accountability arrangements
 - * financial arrangements
 - * management
- * There is no conflict of interest
- * Employment contracts or arrangements between the organisation and inspectors and auxiliary officers are suitable
- * Employees, members or volunteers have relevant technical expertise and experience.

Over the past 12 months planning has been underway to form a charitable trust to be known as the Animal Welfare Institute of New Zealand (AWINZ). The founding trustees will be appointed by the Waitakere City Council but the Board of trustees will have the power to appoint further trustees. The Trust will act independently. No Trustee will be an officer of a territorial authority (elected or staff).

To fulfil the understanding with Barry that I will make a detailed proposal on how the operation of AWINZ will be consistent with the proposals in the Bill I propose to submit the following:

1. A draft deed of AWINZ which will show the objects, powers, etc.
2. Detail of the provisions for accountability arrangements, financial arrangements and management
3. Draft employment contract or arrangements between the organisation and inspectors and auxiliary officers.
4. Detailed standards for technical expertise and experience for inspectors.
5. Detail on arrangements for training to National Certificate standards.
6. Detail on quality systems, intention to be ISO 9000 certified, provision for extrinsic and intrinsic audits and MAF Compliance audits.
7. Detail of transitional arrangements.
8. Draft Memoranda of Understanding - MAF Reg and AWINZ,; AWINZ and Inspector's employer
9. A detailed time line. The goals are:
 - * Detailed formal proposal based on this outline submitted to CVO by 30th October.
 - * CVO decision to approve (or not) interim proposal by 14th November
 - * Trust operational by 20th December and registered with Ministry of Commerce
 - * Training assessments completed by 7th December
 - * Warrants issued by 12th December
 - * Waitakere interim programme to operate until AWINZ becomes an approved organisation (or until terminated by CVO in the unlikely event that the Act changes the criteria and AWINZ can't meet them).
 - * Application to become "approved organisation" as soon as Act is passed (say May).
 - * MAF Compliance Group audit of WCC and AWINZ around August 1999
 - * All criteria for an "approved organisation" in place by the commencement date of the Act (1st October).

Mark, I intend the proposal to be as detailed as possible. Are there any other aspects that you think should be included?

Kind regards
Neil

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