

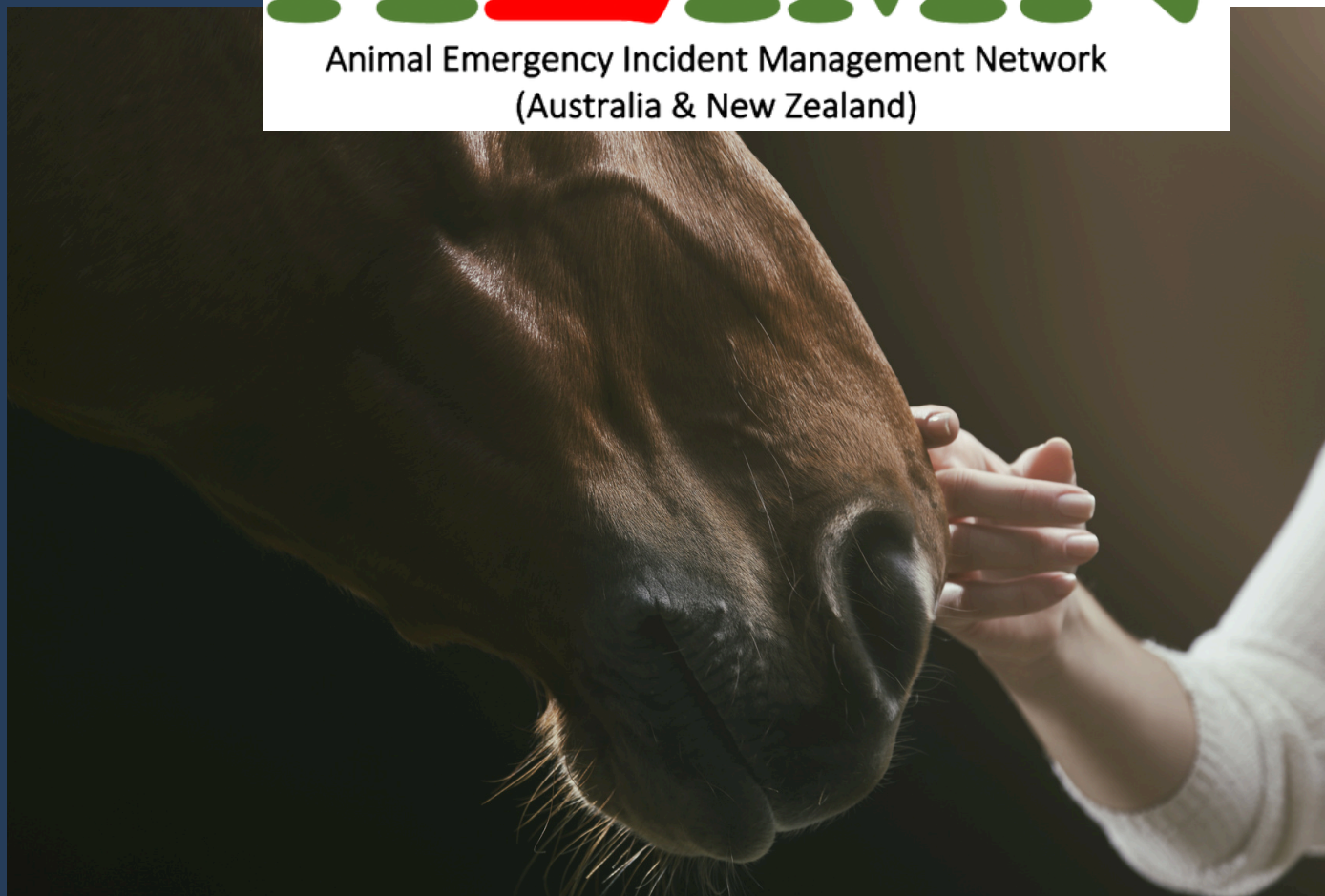
2024

# ANNUAL REPORT

JULY 2023-JUNE 2024

**AEIMN**

Animal Emergency Incident Management Network  
(Australia & New Zealand)



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## **AEIMN ANZ AGM 2024 Chair's Report**

2024 has been another busy year for the AEIMN ANZ and I am grateful to all our board members for their hard work and for generously donating their time to support the Network. The AGM in October marks the start of our third year of formal operations as the Network and it is a pleasure to reflect back on our many achievements during our second year of operations in my annual report.

We have continued to focus on our mission of joining up the skills and expertise of emergency responders, veterinary practitioners and nurses, wildlife groups, welfare groups and other disciplines related to animal emergency and disaster response from around Australia and New Zealand. We have achieved this through our stakeholder forums, virtual conference, on-line education events, on-line networking meetings, our newsletter and our website and we hope you have found these valuable. We welcome feedback and ideas from you about what we can do to add further value to your membership, as well as ways in which we can extend our reach to new members. We have been thrilled to see new members joining the Network this year and have enjoyed hearing your stories during our regular stakeholder forums and member meetings.

I am very grateful to David King for his endless energy in driving our engagement activities and for producing our newsletters. We hope these have been a useful source of inspiration and information for you. We would be delighted to have articles, news and announcements from members – please contact our secretary Julie Fiedler with your contributions. We have a focus on producing educational and guidance materials for our members and the emergency/disaster community, and we're proud to be represented by David King and Erica Honey as working group members and contributors to the Planning for Animals (Animals in Disaster) Handbook (Australian Disaster Resilience Knowledge Hub).

We started our second year of operations by developing our new strategic plan that will shape and prioritise our activities through to the end of 2026. The plan provides an ambitious and aspirational forwards view of the Network and articulates where we hope to be by the end of 2026. Our vision and purpose remain unchanged – the plan explains how we will deliver these by setting out three strategic themes, each of which has four outcomes. The first theme, *Education and Information*, promotes the Network's aspirations to be the premier source of education and information on animal emergency incident management. Ensuring that our annual conference is a leading 'must attend' international event, that our on-line learning platform is comprehensive, and that we are engaging with, and influencing, local, regional and national educational and training programs are at the centre of this theme.

The second theme, *Stakeholder and Connections*, realises our ambition for the Network to be the hub of an inclusive national and international collaborative community which engages all stakeholders and is valued. Ensuring that all stakeholders are considered and that the Network community grows through individual and group membership will ensure that networking and information sharing opportunities are expanded and will increase our relevance and impact.

The third theme, Standards and Policy, realises our aspiration for the Network to be a leading contributor to animal emergency incident management policy, to be advising at state and federal levels, and to be setting standards nationally and globally.

Ensuring that the Network is visible and ensuring that we have effective relationships with policy makers will lay the foundations for us to be able to advocate for policy change. The strategic plan is underpinned by four targeted action plans addressing important cross-cutting operational needs identified by the Board and by three foundational key enablers that address current capability gaps and will play a critical role in delivering our strategy.

The Network has participated in, and delivered presentations at, several educational events over the last year, including Vet Expo (Melbourne), Australian Veterinary Association Conference (Melbourne), AFAC conference (Sydney), British Animal Rescue and Trauma care Association (BARTA) Conference (Glasgow), New Zealand Veterinary Association Conference (Christchurch) and the WA Horse Council 'Incidents involving animals in transit' workshop (Perth). Our strategic plan identified that facilitating educational events related to emergency incident and disaster management hosted by other organisations is an important means of raising our profile and attracting new stakeholders and members. We have committed to providing speakers for suitable events, and I am grateful to all our board members, including David, Christine and Patrice, who have contributed their time to several workshops and conferences this year.

We decided to pivot our planned 2024 New Zealand conference to an on-line event and postpone the in-person conference to 2025 (program planning for this is well underway). We made this decision because it had been a challenging 12 months for NZ with an overwhelming amount happening in the animal emergency incident management space. We were delighted to have 232 international registrations for the on-line conference in July. The program had six presentations covering case studies, veterinary capability building, and disaster preparedness and response, including temporary animal sheltering. The success of this event means that we will assess the feasibility of running similar events in future years, possibly alternating with our in person conferences (previously held in Melbourne and Sydney).

The Network was represented by three Board members, each of whom were speakers and facilitators, at the third international BARTA conference in Glasgow in June. The final day of this three day conference was dedicated to the establishment of an International Community of Practice, known as InCOP. The Network will be an active contributor to this community of emergency and disaster responders which will extend our mission to connect our region globally. The InCOP will provide a conduit for two-way flow of information into and out of the Network and give us access to the latest ideas and shared resources for the benefit of our members.

The Board has worked hard on further developing its policies and procedures during the last year. This has included updated our constitution in line with the new State of Victoria Model Rules for societies and associations published by the Victorian Consumer Affairs department. We have also developed multiple Board policies including Register of Interest and Privacy policies, a Code of Conduct for Board Members, a Code of Conduct for Members and position descriptions for the roles of Chair, Vice-Chair, Secretary, Treasurer, Board member. We would encourage all Network members to consider becoming Board members – do speak to any of the current or incoming Board members to learn more. We do need to expand our membership to continue to grow and would be grateful if you could promote the AEIMN ANZ to your local and State agencies, groups and committees. During 2024 we introduced a new agency or organisation membership which allows up to 25 of your agency, group or organisation members to join in on our stakeholder forums and online conferences, which we hope will attract agency and organisations to join and become stakeholders in the Network.

I look forward to you joining us for the Annual General Meeting on the 3 October 2024. In closing I would like to say a huge thank you to our outgoing 2023-2024 Board and welcome our 2024-2025 board. Over the next ten months think about whether you would like to join AEIMN ANZ Board and contribute to the growth of the Network.



*Josh Slater Chair,  
AEIMN ANZ*

## **AEIMN ANZ - Treasurer's Report (2023-2024)**

*Year 2023-2024 Highlights: The financial health of AEIMN ANZ is stable in the 2023-2024 financial year, despite the reduced sponsorship. The following key financial metrics and highlights demonstrate the organisation's current state:*

**Profits and Loss Revenue:** The majority of our earnings have been generated from an increase in membership registrations, totalling \$3,410. Compared to \$2140.00 in 2022-2023. **Donations:** We are grateful for the donations received, amounting to \$1,131.13 which have made a significant difference to the organisation's financial stability this year.

**Expenses:** The organisation's most significant expenses for the year were related to insurance, followed by administration costs. AEIMN ANZ's financial records and bookkeeping services were managed by KAW Bookkeeping Solutions up until 30 June 2024. The total expenses for the year amounted to \$4,211.20 compared to \$5,932.68 in 2022-2023.

**Net Profit:** AEIMN ANZ had a net profit of \$329.93 during the 2023-2024 financial year. which was reduced from \$8,609 the previous year.

AEIMN ANZ did not receive sponsorship this year, however, a new agency/organisation membership fee has been introduced for \$550.00 per annum. The face-to-face conference did not occur this year due to unforeseen circumstances, however, this will resume next year.

### **Balance Sheet**

**Total Assets:** On June 30, 2024, the organisation held \$10,156.61 in the Commonwealth Bank account, an increase compared to the balance of \$9,826.68 in June 2023.

This balance also reflects the total equity of AEIMN ANZ.

**Liabilities:** It is worth noting that the organisation currently holds zero liabilities, indicating a healthy financial position with no outstanding debts.

In conclusion, the financial report for the 2023-2024 financial year demonstrates AEIMN ANZ's slight growth, stable financial position, and commitment to responsible financial management. For a comprehensive overview of our financial performance, please refer to the Balance Sheet and Profit and Loss Statements.

### **Acknowledgments:**

Thank you to KAW's Bookkeeping Solutions for their work over the past three years. As they are no longer available, we have enlisted a new bookkeeper, 'Absolute Book Keeping Perth' active as of 1 July 2024. Lastly, I extend my appreciation to the AEIMN ANZ Board for their dedication and support in my two years as the Treasurer.



*Erica Honey Treasurer, AEIMN ANZ*

*29 August 2024*

Schedule 1 Regulation 15

Form 1

*Associations Incorporation Reform Act 2012*

Sections 94 (2)(b), 97 (2)(b) and 100 (2)(b)

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Annual statements give a true and fair view of financial performance and position of incorporated association

We *Erica Honey* and *Josh Slater* being members of the committee of the *Animal Emergency Incident Management Network ANZ* certify that –

“The statements attached to this certificate give a true and fair view of the financial performance and position of the above named association during and at the end of the financial year of the association ending *30th June 2024*.”

Signed: Erica Honey

Date: 29/8/2024



Signed: Josh Slater

Date: 6/9/2024



## Profit and Loss Report

01 Jul 2023 - 30 Jun 2024

	<b>Total</b>
<b>Income</b>	
<b>4-2000 Donations &amp; Sponsorship</b>	
4-2035 Donations (Public collections)	1,131.13
<b>Total Donations &amp; Sponsorship</b>	<b>1,131.13</b>
<b>4-4000 Revenue</b>	
4-4080 Membership Fees	3,410.00
<b>Total Revenue</b>	<b>3,410.00</b>
<b>Total Income</b>	<b>4,541.13</b>
<b>Cost Of Sales</b>	<b>0.00</b>
<b>Gross Profit</b>	<b>4,541.13</b>
<b>Expenses</b>	
<b>6-0010 Other Expenses &amp; Payments</b>	
6-0015 Events/Workshop Expenses	191.44
6-0052 Bookkeeping	625.75
6-0055 MYOB Expenses	282.20
6-0075 Trybooking Expenses	1.72
6-0222 Website	354.86
6-0330 Fees & Permits	63.60
<b>Total Other Expenses &amp; Payments</b>	<b>1,519.57</b>
6-1560 Insurance - Business	2,691.63
<b>Total Expenses</b>	<b>4,211.20</b>
<b>Operating Profit</b>	<b>329.93</b>
<b>Other Income</b>	<b>0.00</b>
<b>Other Expenses</b>	<b>0.00</b>
<b>Net Profit</b>	<b>329.93</b>



## Balance Sheet Report

01 Jul 2023 - 30 Jun 2024

	<b>Total</b>
<b>Assets</b>	
<b>1-1000 Current Assets</b>	
<b>1-1100 Bank Accounts</b>	
1-1110 Working - Society Cheque Act	10,156.61
<b>Total Bank Accounts</b>	<b>10,156.61</b>
<b>Total Current Assets</b>	<b>10,156.61</b>
<b>Total Assets</b>	<b>10,156.61</b>
<b>Liabilities</b>	<b>0.00</b>
<b>Net Assets</b>	<b>10,156.61</b>
<b>Equity</b>	
3-9000 Current Year Earnings	329.93
<b>Total Equity</b>	<b>329.93</b>