



MINUTES of a meeting of the BOARD OF DIRECTORS held on **Wednesday 11 March 2026** commencing at 2.00pm.

PARTICIPATION: C Rafton (Deputy Chair) S McFadden (**by Zoom**)
N Curwen J Bryson (**by Zoom**)
G Vernon A Moy (**by Zoom**)
K Charnock V Harris
L Brand (**by Zoom**) T Hofman
K Hedberg BVSc P Brown (**by Zoom**)
A McIlrath (**by Zoom**)

IN ATTENDANCE: V Gagan-Wilson (Company Secretary)
A Khamis (Operations Manager)
L Hadley (Committee Secretary/Examinations Administrator)

APOLOGIES: R Sinclair, S Hannigan

MOVED G Vernon SECONDED K Charnock
THAT the apologies be received.

CARRIED

A. Recording of Board Meeting

MOVED G Vernon SECONDED N Curwen
THAT Directors **note** that, in accordance with the resolution of the Board at Item 5.1 of the Board of Directors meeting held on 8 December 2021, **this Board meeting is being recorded** for the purposes of confirmation of the Minutes and once confirmed at a future Meeting the recording will then be deleted.

CARRIED

B. Confirmation of Review of READING ROOM

MOVED T Hofman SECONDED K Charnock
THAT Directors in attendance at this meeting confirm that they have read and understand the documents contained in the BoardEffect Reading Room as @ 11 March 2026.

CARRIED

IN CAMERA

1. CONFIRMATION OF PREVIOUS MINUTES

MOVED P Brown SECONDED T Hofman
THAT the Minutes of the following Board Meetings, be **confirmed**:-

- 1.1 **Face to Face Meeting – 4/2/2026**
- 1.2 **Electronic Motion – 13/2/2026 – Approval of Judges Minutes**
- 1.3 **Electronic Motion – 13/2/2026 – CJEP Resit Date**
- 1.4 **Electronic Motion – 20/2/2026 – DPIRD – POCTA Act Review Submission**

CARRIED

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2. **PRIORITY MATTERS**

2.1 **President's Report**

- 2.1.1 **Calendar of Events**
- 2.1.2 **Action List**
- 2.1.3 **Expressions of Interest – Knowledge Tree & Volunteer Framework**
- 2.1.4 **Town Halls**

DEFERRED

2.2 **Directors Updates**

Director G Vernon

- **DOTY POTY NOTY**

I am pleased to report our DOTY POTY NOTY event was an overwhelming success. With a great entry, upmarket catalogue, live entertainment, awesome industry best practice live streaming, super ring props and generous sponsors all contributed to making the event the envy of our Interstate Member Bodies. Congratulations to the three (3) Committee members shouldering much of the workload; Lynda Brandt, Rosemary Duffy and Marilyn Parker.

Special mention to both Lorne and Scott for their overwhelming support re setup. I know Scott worked from 10am Saturday until 1am Sunday.

Many of the Committee exhibited on the night except for those in contact with our Mystery Judges (Rosemary & Lynda).

We look forward to making this event even better next year.

- **Reporting for Affiliates**

We are currently working on a complete overhaul of the Regulations with input from stakeholders including our Honorary Solicitor. A first draft has been achieved, and we hope to have them completed for the April Board meeting.

- **2027/2028 Calendar Update**

After much work, the first three months are complete. This is a very complex task. The hard-working team: Jane Fisher, Deb Harbin, Simon Mills and Shireece Buddee (staff) are working overtime to get the best result for Affiliates and the Company. We **MUST** put the brake on and stop the late changes.

- **Shows for 27 April 2026**

The Show Committee approved the Complex Fundraising Working Party to run two (2) Championship shows on 27 April 2026 (newly gazetted public holiday). This will give our grounds a 4-show Cluster for the Anzac weekend. The Vendors have been informed and are very excited about the additional shows.

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- Late/Incomplete Draft Schedules
Currently we ask for all applications to be in four (4) months before an event. Now, with the explosion of the new and exciting dog sport events we are happy to move the application cut off for dog sports to (three) 3 months. With this concession we expect the applications to be complete with all information correct including contracts. We have put forward; if an application is received and is incomplete, we give the affiliate five (5) days to fix the issues and if the application isn't fixed in the time frame the event will be cancelled. There will be exceptions such as late additions to the calendar trying to stay flexible for our part of the business with strong growth. Let's work smarter not harder.

We have also requested the Operations Manager to put together a training webinar or the like to assist Affiliates and Committees with requirement for draft schedules.

Director N Curwen

- The Aggressive Dog Committee met and have made some recommendations to be voted on today. These proposed changes help align our Regulations with current State legislation. These will need to be continually reviewed as there are changes made to legislation.
- I am currently working on writing a procedure for the conduct of Temperament Tests as there is no procedure in place.
- There is one Temperament Test booked that will be conducted regionally at Yass.
- Planning is well under way for the upcoming Southern Region show in July to be hosted by Harden Kennel Club. Judges are all contracted and airfares booked.
- I attended the recent Dogs Australia February 2026 Special Board meeting in Melbourne as a Delegate.
- I am currently working closely with the Western Region Committee as Cowra & District Kennel Club will be the host club this year.
- Attended a meeting of the Hilltops Companion Animal Committee and they are planning a "Dogs Day Out" for mid 2027 and would be looking to have DOGS NSW to be in attendance.

Director V Harris

- During the last month I have spent a minimum of three hours per day on the phone dealing with issues.
- I have worked extensively with Donna Puttock on Scent Work Judges Training and Rule changes.
- I have assessed at Scentwork Judges Training.
- I have worked extensively with Jackie Winders, the DOGS NSW President and the Operations Manager on getting the area ready for Lure Coursing Trial in April. Thanks to all as this is proceeding well.
- I worked for three days on the SprintDog™ Team.
- I have been working with Belinda Mitchell organising two workshops one at Gunnedah and the other at Attunga. This will introduce the regional people to SprintDog™ and offer the opportunity to learn and participate. Also working on SprintDog™ Judges Training.

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- I worked on DOTY with the DOGS NSW President and Director Glen Vernon.
- Working on getting the defibrillators into the correct places in the Region. This has been established.
- Working with Susan Dellas on the Draft dog training.
- Participated in the Strategic Planning.
- Participated in the Show Committee planning.
- Trial managed and judged a Trick, Rally, Obedience and Scent Trial, offering my regional people the opportunity to trial.
- Working with Kathy Griffiths to ensure the Herding goes ahead.

Director J Bryson - NIL

Director A McIlrath - NIL

Director A Moy

- Defibrillators are being distributed to areas in the Region.

Director S McFadden

Since our last Board meeting, the Grounds Development Committee has:-

- Run another successful BBQ.
- Attended the RAS Show Bag Reveal with kids from the Westmead and Randwick Children's Hospitals which had very good media coverage. Thank you to our Committee members: Nina Estatheo and Bel Neves, for attending with their puppies.
- Offered BBQ dates to the Collie Club for their National which were declined.
- Have now provided dates for the British Terrier Club and the Pomeranian Club to assist in their fundraising efforts.
- Will be doing the meet and great and morning tea for the DOGS NSW Seminar on 22 March 2026.

P Brown

- The last month has seen me Chair the Public Relations Committee and, while I could not be in attendance for the Canine Sports Spectacular, it was well attended and I believe lessons were learnt.
- I was involved in the development of the Strategic Plan which has just been approved.
- Planning is almost complete for the Fast N Furious shows on 13 March 2026.

Director L Brand

- Participated in the Strategic Planning Meetings on Zoom.
- Attended the Grounds Development Committee Fundraiser at Rouse Hill.
- Donated sponsorship to DOTY and POTY. (Value over \$300.00).

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Director T Hofman

- Affiliates Matters
 - Spoke with Malcolm and Carrie Paine – still working on new applications (but was detracted by other urgent work)
 - Research continuing
- Governance
 - Child Safeguarding
 - GAME ON Grant – submitted
 - Policies/Operational Guides in Development (5)
 - DOGS NSW Statement of Commitment (submitted for Board consideration)
 - DOGS NSW One Page Child Safeguarding Governance Model (submitted for Board consideration)
 - 2 x Risk Assessments completed
 - Drafted document to be tabled at Board re WWCC matters
 - Version control guideline development
 - Need to get EOI for Governance Framework Working Group out
 - Conflict of Interest Guide for Directors
 - Boardroom Governance & Protocols
 - Reviewing Bullying Guidelines
- Judicial Co-ordinator
 - Finalised EOI review and recommendations
 - Developed welcome pack for new ‘members’
- Strategic Planning Workshops
 - Attended and contributed to all Working Group meetings
- Member Enquiries & Correspondence
 - DAP related
 - Vale
- Engagements (representing the Board)
 - DOTY, POTY & NOTY

Director K Hedberg BVSc

- RNSWCC Health & Welfare Charity - involving upcoming grants for research.
- Media & Government Legislation Committee - finalising reply to Government re proposed changes to POCTA.
- Aggressive Dog Committee - updating Regulations particularly in regards to severe injuries.
- Members Education Committee - ensuring education material is being constantly updated and that questions are relevant.
- National Canine Health & Wellbeing Committee - Zoom meeting scheduled for this weekend - will discuss ramifications of the removal of the Limited Register.
- Other various issues.

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Director K Charnock

- Registered Training Organisation
 - Up to 3rd iteration of the draft SLA contract.
 - Require feed back from Directors by COB Wednesday 25 March 2026 with any suggested changes, etc.
 - Next steps then to send for legal review, then finalise negotiations with the provider.
 - Once the above is complete Director K Charnock to form a Working Party.
- Fast N Furious
 - All preparations completed.
 - Director K Charnock unable to attend due to surgery on that day.
- Obedience, Tracking & Performance Disciplines Judges Committee
 - New cohort of Candidates have commenced their Theory component.

Director C Rafton

- Spring Fair
 - contacted Judges regarding airfares and times of arrival and departures or in relation to possibly increase in petrol and oil cost costs which will impact travel.
 - also investigated alternate Judges regarding subcontracting and consideration, given to alternate Judges if there is an issue with flights.
 - schedule is almost complete to submit for approval by Office
- Attended Dogs Australia meeting

MOVED G Vernon

SECONDED K Hedberg BVSc

THAT the Directors' Reports be **received**.

CARRIED

2.3 **Strategic Planning Committee**

MOVED K Charnock

SECONDED N Curwen

THAT the Minutes of the following Strategic Planning Committee Meetings, be **received**:-

2.3.1 **Meeting 30/1/2026**

2.3.2 **Meeting 5/3/2026**

CARRIED

2.3.3 **Strategic Plan – Board Sign Off**

MOVED T Hofman

SECONDED K Charnock

THAT the approval to sign off the DOGSNSW Strategic Plan 2026/2030 be **DEFERRED** for consideration by the Board via Electronic Motion.

CARRIED

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3. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA

3.1 Executive Committee Decisions - NIL

3.2 Operations Manager's Report

The Board noted the following items in the Operations Manager's Report:-

- Monthly Safety Incident Snapshot Report – March 2026
- Proposed Change to Membership Class Name
- Pre-Event Checklist – Member Correspondence and Implementation
- Administrative Process Enhancements

MOVED T Hofman

SECONDED N Curwen

THAT the Operations Manager's Reports be **received**.

CARRIED

T Hofman left the meeting @ 2.33pm

3.3 Finance Committee - 26/2/2025

3.3.1 Recommendation 1 – Item 8: Committees – Purchase of Equipment

MOVED G Vernon

SECONDED K Hedberg BVSc

THAT Recommendation 1, which reads as follows, be approved:-

THAT the Board direct that Committees are not permitted to purchase any equipment of any type unless approved by the Office, through an "Authority to Debit Form", signed by two (2) Committee members, and the equipment be added to the Asset Register.

CARRIED

T Hofman rejoined the meeting @ 2.35pm

3.3.2 Recommendation 2 – Item 8: PR Events Committee – Expenses

MOVED K Hedberg BVSc

SECONDED N Curwen

THAT Recommendation 2, which reads as follows, be approved:-

THAT the PR Events Committee be required to minimise expenses, ie, use local Judges.

CARRIED

P Brown ABSTAINED

3.3.3 Recommendation 3 – Item 8: Financial Statements as @ 31 January 2026

MOVED N Curwen

SECONDED K Hedberg BVSc

THAT Recommendation 2, which reads as follows, be approved:-

THAT the Financial Statements as @ 31 January 2026 be approved by the Board of Directors.

CARRIED

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being whelped, pursuant to the member's prefix,
are kept. **(03/26)**

AMENDMENT

THAT the words "member must provide "**written** consent"
be included.

CARRIED

Deirdre Crofts left the meeting @ 3.25pm

Meeting recessed @ 3.25pm

Meeting resumed @ 3.32pm

MOVED N Curwen

SECONDED K Hedberg BVSc

THAT the Minutes of the Serious Animal Welfare Committee meeting held on 17 February
2026 be **received**.

CARRIED

3.6 **Company Secretary's Report – NIL**

3.7 **Aggressive Dogs Committee – 13/2/2026**

3.7.2 **Recommendation 2 – Item 6.1: Aggressive Dog Regulations**

MOVED N Curwen

SECONDED T Hofman

THAT Recommendation 2, which reads as follows, be **approved**:-

THAT DOGS NSW Regulations Part II-Show, Clause 14.10, Clauses (c) & (i) be
amended as follows:-

Currently reads:

14.10 **(Revised 12/12)**

(c) *If the incident causes serious damage to the victim who, subsequently,
requires immediate medical attention, the local council must be informed. If
it occurs out of council hours the police must be informed. (08/25)*

AND

(i) *Within 2 calendar months of receipt of the report referred to in (g) the Board of
Directors shall consider the report and if satisfied that the dog is likely to
constitute a danger to persons, other dogs or property at any Show, taking into
consideration the responsibility of the handler or of any individual involved,
may for such period as the Board of Directors consider appropriate (08/25):-*

(i) *suspend or disqualify or otherwise debar the dog from being an exhibit,*

(ii) *impose conditions in relation to the exhibition of that dog at a Show,*

(iii) *direct that the dog is not to be bred with,*

(iv) *direct that the dog not be transferred within the register, or (06/16)*

(v) *cancel the registration of the dog,*

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- (vi) impose a requirement that the dog undertake a temperament test in accordance with Part I of the Regulations (Section 20) and impose any such conditions relating thereto.
- (vii) record a breach of Clause 14.10 **(10/18)**:
 - (a) It is the obligation of each owner, exhibitor and handler at a show to take all such steps as may be necessary to ensure that any dog under that person's care or control or for which that person is responsible does not behave in an aggressive manner.
 - 1st Offence: Reprimand Letter
 - 2nd Offence: \$100.00
 - 3rd Offence: Matter referred to Inquiry **(10/18)**
- (viii) Require the owner/handler or other persons concerned to complete an examination based on the DOGS NSW Regulations Part XIII-Code of Ethics and DOGS NSW Regulations as set by the Members Education Committee. **(10/18)**

Should the Board of Directors make a determination that the dog is not likely to constitute a danger as described above, the Board may resolve to immediately end any suspension that was imposed in accordance with (f)(ii). **(08/25)**

Be amended to read:

14.10

- (c) If the incident causes serious damage to ~~the victim~~ **a person or another dog** who, subsequently, requires immediate medical attention, the local council must be informed. If it occurs out of council hours the police must be informed. **(03/26)**
 - (i) It is the responsibility of either the President or the Secretary of the club to contact the council or police. (03/26)**
 - (ii) If the local council and or police are called the offending dog must automatically be declared aggressive. (03/26)**

AMENDMENT

MOVED G Vernon

SECONDED K Charnock

THAT an additional clause (numbered (ii)(a) be included to read as follows:-

****if the dog has been tested by the Department of Local Government, the owner must provide a copy of the report to DOGS NSW within eight (8) weeks, failure to do so would render the dog to remain on suspension until the report is provided.(03/26)**

CARRIED

- (iii) Where the council or police declare the dog a Dangerous Dog in line with NSW legislation DOGS NSW must ban the dog for life. (03/26)**
- (iv) An Aggressive Dog Hearing is still required to be held to gather all relevant paperwork, witness statements and videos, if available, and must be submitted to DOGS NSW within 48 hours. (03/26)**

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- (v) **Upon receipt of the Aggressive Dog Report the Office within 48 hours must notify the owner/s by email and registered post that the dog has been declared a Dangerous Dog in line with NSW legislation and the dog has been banned for life. (03/26)**

AND

- (i) Within 2 calendar months of receipt of the report referred to in (g) the Board of Directors shall consider the report and if satisfied that the dog is likely to constitute a danger to persons, other dogs or property at any Show, taking into consideration the responsibility of the handler or of any individual involved, may for such period as the Board of Directors consider appropriate **(08/25)**:-
- i. suspend or disqualify or otherwise debar the dog from being an exhibit,
 - ii. impose conditions in relation to the exhibition of that dog at a Show,
 - iii. direct that the dog is not to be bred with,
 - iv. direct that the dog not be transferred within the register, or **(06/16)**
 - v. cancel the registration of the dog,
 - vi. impose a requirement that the dog undertake a temperament test in accordance with Part I of the Regulations (Section 20) and impose any such conditions relating thereto.
 - vii. record a breach of Clause 14.10 **(10/18)**:-

- (viii) where a dog is reported to the Council or Police in accordance with Clause 14.10(c) as an aggressive dog, however, is not declared to be a Dangerous Dog, the dog will automatically receive a six (6) month suspension, OR, at the discretion of the Board, may be banned for life. (03/26)**

- (a) It is the obligation of each owner, exhibitor and handler at a show to take all such steps as may be necessary to ensure that any dog under that person's care or control or for which that person is responsible does not behave in an aggressive manner.

- 1st Offence: Reprimand Letter
- 2nd Offence: ~~\$100.00~~ **\$200 (03/26)**
- 3rd Offence: Matter referred to Inquiry

and consideration that dog be banned for life (03/26)

- (ix) Require the owner/handler or other persons concerned to complete an examination based on the DOGS NSW Regulations Part XIII-Code of Ethics and DOGS NSW Regulations as set by the Members Education Committee.

Should the Board of Directors make a determination that the dog is not likely to constitute a danger as described above, the Board may resolve to immediately end any suspension that was imposed in accordance with (f)(ii). (08/25)

For the Office: To update the Aggressive Dog Pack and upload to website.

For the Show Committee: To arrange a training session on dealing with Aggressive Dog Incidents for Affiliates

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MOVED G Vernon

SECONDED T Hofman

THAT the Minutes of the Aggressive Dog Committee meeting held on 13 February 2026 be **received**.

CARRIED

3.11 Conformation Judges Training Committee – 25/2/2026

3.11.1 Recommendation 1 – Item 3.3: DOGS NSW Regulations Part III-CJEP, Clause 10 – AMENDMENT

MOVED T Hofman

SECONDED N Curwen

THAT Recommendation 1, which reads as follows, be **approved**:-

THAT DOGS NSW Regulations Part III-Conformation Judges Education Program (CJEP), Clause 10, be amended as follows:-

Currently reads:

10.15 *Should a Trainee not achieve a pass result in a Practical Examination, then to qualify To take a further Group Practical Examination a Trainee Judge must enrol as a Continuing Trainee, judge a further fifty (50) dogs at Field Events, Open Shows and Sweepstakes or personally with a MENTOR and examine and critique a further twenty five (25) dogs concurrent with the training program in progress, in accordance with Clause 6.1.2, above, and submit the approved enrolment form, accompanied by the requirements of this Clause. They may then attempt the next available Practical Examination in that training Program. (08/25)*

Be amended to read:

10.15 Should a Trainee not achieve a pass result in a Practical Examination, then to qualify to take a further Group Practical Examination a Trainee Judge must enrol as a Continuing Trainee, judge a further fifty (50) dogs at Field Events, Open Shows and Sweepstakes or personally with a MENTOR. **And (03/26)**

A Trainee must also examine and **critique** a further twenty five (25) dogs ~~concurrent with the training program in progress, in accordance with Clause 6.1.2, above,~~ and submit the approved enrolment form, accompanied by the requirements of this Clause. They may then attempt the next available Practical Examination in that training Program. **(03/26)**

CARRIED

K Hedberg BVSc ABSTAINED

MOVED N Curwen

SECONDED K Hedberg BVSc

THAT the Minutes of the Conformation Judges Training Committee meeting held on 25 February 2026 be **received**.

CARRIED

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- 3.12 **Governance Framework Working Party**
 - 3.12.1 **Child Safeguarding Framework**
 - 3.12.2 **DOGS NSW Governance Model**
 - 3.12.3 **DOGS NSW Statement of Commitment**

MOVED T Hofman

SECONDED G Vernon

THAT the Board agrees to the abovementioned documents being distributed to Directors as late items for consideration at this Board meeting.

CARRIED

Director T Hofman spoke to the abovementioned documents which briefly proposes what the Child Safeguarding Government Framework will look like – noting no action by the Board is required at this time.

The DOGS NSW Governance Model is also just for noting at this time and is a one page presentation of what that Model might look like and what will be involved.

Directors discussed the content of the documents.

MOVED T Hofman

SECONDED G Vernon

THAT the following documents be noted:-

- Child Safeguarding Framework
- DOGS NSW Governance Model
- DOGS NSW Statement of Commitment

CARRIED

A Moy, L Brand, S McFadden, A McIlrath ABSTAINED

4. **GENERAL BUSINESS** – NIL

5. **BUSINESS ARISING FROM MINUTES**

- 5.1 **Electronic Motion – 13/2/2026 – Judges not Judged in 3 Years**
(Refer Item 5.3-Judges Minutes 12/2/2026)(Refer Item 4-BOD EM 13/2/2026)

MOVED K Hedberg BVSc

SECONDED G Vernon

THAT the Motion in respect of Judges not having judged in three (3) years be **REFERRED** back to the Judges Committee to reconsider Clauses (c) & (f) of DOGS NSW Regulations Part IV-Judges, for rewording and, subsequently, be reviewed legally.

CARRIED

- 5.2 **Registered Training Organisation – DOGS NSW & The Pet Industry College Agreement**
(Refer Item 4.3-BOD Minutes 12/11/2025)

Director K Charnock sought feedback from Directors on the proposed DOGS NSW/The Pet Industry College Agreement.

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Director T Hofman sought confirmation that if anything was to happen, would we lose access to the student records. Director K Charnock agreed to seek confirmation from The Pet Industry College and come back to the Board.

L Brand left the meeting @ 4.23pm

MOVED K Charnock

SECONDED G Vernon

THAT the DOGS NSW/The Pet Industry College Agreement be **approved In principle AND DEFERRED** for two (2) weeks allowing feedback from Directors and, in the meantime, Director K Charnock obtain legal opinion.

CARRIED

K Hedberg BVSC left the meeting @ 4.25pm

A Moy left the meeting @ 4.26pm

S McFadden left the meeting @ 4.26pm

J Bryson left the meeting @ 4.27pm

K Hedberg BVSC re- joined the meeting @ 4.28pm

Meeting recessed @ 4.28pm as there was not a quorum.

The Chair declared the meeting closed as there was not a quorum and directed that the remaining items on the Agenda be dealt with via an Electronic Motion.

MEETING CLOSED: 4.28pm

NEXT MEETING: Wednesday 8 April 2026 commencing @ 2.00pm

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