

**MINUTES** of a meeting of the BOARD OF DIRECTORS held on **Wednesday 12 March 2025**

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**MINUTES** of a meeting of the BOARD OF DIRECTORS held on **Wednesday 12 March 2025** commencing at 2.41pm.

**PARTICIPATION:**

L Brand	C Rafton
S Oliver	K Hedberg BVSc
S Hannigan	K Charnock ( <b>by Zoom</b> )
J Bryson	A McIlrath
S McFadden	A Moy
G Spagnolo	N Curwen
L Brown	V Harris ( <b>by Zoom</b> )

**IN ATTENDANCE:** V Gagan-Wilson (Company Secretary), L Hadley (Committee Secretary/Examinations Administrator)  
**For part of meeting:** A Khamis (Operations Manager), D Crofts (Animal Welfare & Community Officer) – **by Zoom**

**APOLOGIES:** NIL

**A. Recording of Board Meeting**

MOVED S Oliver

SECONDED J Bryson

**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**

**IN CAMERA**

**1. CONFIRMATION OF PREVIOUS MINUTES**

**1.1 Electronic Meeting – 28/2/2025**

MOVED G Spagnolo

SECONDED N Curwen

**THAT** the Minutes of the Electronic Board Meeting held on 28 February 2025 be **confirmed**.

**CARRIED**

**2. PRIORITY MATTERS**

**2.1 Strategic Planning**

**2.2 Orchard Hills Lease**

**3. GENERAL BUSINESS TO BE DEALT WITH IN CAMERA**

**3.1 Executive Committee Decisions**

**3.1.1 ECD 4/2025: Honorary Solicitor Draft Response to N Matthews**

MOVED K Charnock

SECONDED C Rafton

**THAT** a **notification be published to the membership**, drafted by the Operations Manager, the Company Secretary and approved by the Executive Committee, within seven (7) days, to include the advice of the Honorary Solicitor, Mr Andrew Greenwood, advising the members of the costs involved in allowing livestreaming of Board Meetings and drawing to the attention of the membership that those costs would be reflected on membership fees in the future.

**CARRIED**

**3.2 Operations Manager's Report**

**3.2.1 Recommendation 1 – Item 1.1: Replacement of Welfare Officer's Vehicle**

MOVED S Oliver

SECONDED S McFadden

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

**THAT** the Board of Directors approve the immediate replacement of the Welfare Officer's vehicle with the quoted option from McGrath Liverpool.

**CARRIED**

MOVED A Moy

SECONDED S McFadden

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

**CARRIED**

**3.3 Finance Committee – 27/2/2025**

**3.3.1 Recommendation 1 – Item 8.1.3: Financial Statements as @ 31 January 2025**

MOVED K Hedberg BVSc

SECONDED N Curwen

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

**THAT** the Financial Statements as @ 31 January 2025 be approved by the Board of Directors.

**CARRIED**

*C Rafton, L Brown, K Charnock ABSTAINED*

**3.3.3 Recommendation 3 - Item 10.1.3: 2025 Community Building Partnership Grants**

MOVED S McFadden

SECONDED K Hedberg BVSc

**THAT** Recommendation 3, which reads as follows, be **approved**:-

**THAT** the Board of Directors **approve** a co-contribution to the Community Building Partnership Grants for improving the GSDL area if the grant application is successful.

**CARRIED**

*C Rafton, L Brown, K Charnock ABSTAINED*

Director S McFadden thanked the Operations Manager for the work he had done in applying for the Grant on behalf of DOGS NSW in such a short period of time and, particularly, when he was on leave.

**3.3.4 Recommendation 4A & 4B – Item 10.1.4: Insurance Policy Increases and Cost Recovery from Affiliates**

**3.3.4.1 Recommendation 4A**

MOVED K Hedberg BVSc                      SECONDED G Spagnolo  
**THAT** Recommendation 4A, which reads as follows, be **approved**:-  
**THAT** the Board of Directors **approve** the new Insurance Recovery Cost Fee to Affiliate for 2025.

**CARRIED**

*C Rafton, L Brown, K Charnock ABSTAINED*

**3.3.4.2 Recommendation 4B**

MOVED S McFadden                      SECONDED A McIlrath  
**THAT** Recommendation 4B, which reads as follows, be **approved**:-  
**THAT** the Board of Directors **direct** the Show Committee to implement the required risk mitigation strategies that the Insurer has identified for each Show.

**CARRIED**

*C Rafton, L Brown, K Charnock ABSTAINED*

**3.3.5 Recommendation 5 – Item 10.4: Canine Sports Spectacular – Advertising Budget**

MOVED K Hedberg BVSc                      SECONDED J Bryson  
**THAT** Recommendation 5, which reads as follows, be **approved**:-  
**THAT** Option 2 of the Advertising Budget for the Canine Sports Spectacular be approved.

**CARRIED**

*C Rafton, L Brown, K Charnock ABSTAINED*

MOVED K Hedberg BVSc                      SECONDED S McFadden  
**THAT** the Minutes of the Finance Committee meeting held on 27 February 2025 be **received**.

**CARRIED**

*C Rafton, L Brown, K Charnock ABSTAINED*

**3.4 Compliance Investigative Panel**

*The Board noted that this Committee did not meet.*

**3.5 Judges Committee**

*The Board noted that this Committee did not meet.*

*D Crofts joined the meeting @ 3.22pm*

**3.6 Animal Welfare & Community Liaison Officer Report – February 2025**

MOVED K Hedberg BVSc                      SECONDED G Spagnolo  
**THAT** the Animal Welfare & Community Liaison Officer’s Report for February 2025 be **received**.

**CARRIED**

*D Crofts left the meeting @ 3.33pm*

3.6.5 **Serious Animal Welfare Committee**

*The Board noted that this Committee did not meet.*

3.7 **Company Secretary's Report**

3.7.1 **Recommendation 1 – Item 1.1: DOGS NSW Regulations Part XI-Inquiries, Investigations & Appeals – Clause 6.6 – AMENDMENT**

MOVED C Rafton

SECONDED S Oliver

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

**THAT** DOGS NSW Regulations Part XI-Inquiries, Investigations & Appeals, Clause 6.6, be amended to read:-

6.6 *Within 7 days of receipt by the DOGS NSW Secretary of the report of the Committee pursuant to Regulation 6.1, the DOGS NSW Secretary shall send to the person who lodged the complaint in respect of which the inquiry was initiated and to the member concerned a copy of the report and shall at the same time advise the defendant and complainant concerned of the right of appeal provided for herein. The members concerned shall be deemed to have received the report no later than the ~~third~~ **fifth** business day after posting. **(02/25)***

**CARRIED**

3.7.2 **Recommendation 2 – Item 1.2: DOGS NSW Delegate – National Breed Standards Co-ordination Group**

MOVED C Rafton

SECONDED K Hedberg BVSc

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

**THAT** Mr Wayne Burton be appointed as DOGS NSW Delegate on the National Breed Standards Co-ordination Group and that Dogs Australia be advised accordingly.

**CARRIED**

MOVED S McFadden

SECONDED G Spagnolo

**THAT** the Company Secretary's Report be **received**.

**CARRIED**

3.8 **Aggressive Dogs Committee – 27/2/2025**

MOVED A McIlrath

SECONDED G Spagnolo

**THAT** the Minutes of the Aggressive Dogs Committee meeting held on 27 February 2025 be **received**.

**CARRIED**

**3.9 CJEP Examinations Committee – 3/3/2025**

**3.9.1 Recommendations 1 & 2 – Item 6.1: Examinations Protocol**

**3.9.1.1 Recommendation 1 – Clause 14**

MOVED J Bryson

SECONDED S Oliver

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

**THAT** the Practical Examination Protocol Document Clause 14, which currently reads:-

14. *The Secretary to the CJEC along with a representation from the CJEC shall correlate the results on the next working day available.*

**Be amended to read:-**

14. The Clerk of Examinations shall correlate the results on the day of the Practical Examination.

**CARRIED**

*N Curwen, S Hannigan, K Hedberg BVSc, K Charnock, V Harris ABSTAINED*

**3.9.1.2 Recommendation 2 – Clause 25**

MOVED S McFadden

SECONDED A McIlrath

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

**THAT** the Practical Examination Protocol Document Clause 25, which reads as follows:-

25. *Group Co-ordinators must leave the Grounds after the commencement of the Practical Examination.*

**Be amended to read:-**

25. Group Co-ordinators must leave the immediate vicinity at the commencement of the Practical Examination.

**CARRIED**

*N Curwen, S Hannigan, K Hedberg BVSc, K Charnock, V Harris ABSTAINED*

**3.9.2 Recommendation 3 – Item 6.4: Committee Name Change**

MOVED S McFadden

SECONDED G Vernon

**THAT** Recommendation 3, which reads as follows, be **approved**:-

**THAT** the name of the CJEP Examinations Committee be changed to the “CJEC”, ie, Conformation Judges Examinations Committee.

**CARRIED**

*N Curwen, S Hannigan, K Hedberg BVSc, K Charnock, V Harris ABSTAINED*

MOVED A McIlrath

SECONDED S McFadden

**THAT** the Minutes of the CJEP Examinations Committee meeting held on 3 March 2025 be **received**.

**CARRIED**

**3.11 Conformation Judges Training Committee – Presentation to Board**

Prior to today's Board meeting, the Conformation Judges Training Committee gave a presentation to the Board in relation to the conduct of the 2026 Conformation Judges Education Program and related Regulations.

The following members of the Committee were in attendance:-

- Brad Santas
- Toni Comerford
- John Comerford
- Robyn Williams

MOVED L Brown

SECONDED K Hedberg BVSc

**THAT** the proposed 2026 Conformation Judges Education Program Regulations, as drafted by the Conformation Judges Training Committee, be **REFERRED** to the Conformation Judges Examination Committee for consideration and comments.

**CARRIED**

**4. GENERAL BUSINESS**

**4.1 Shellharbour Council Meeting – DRAFT Keeping of Animals in Residential Areas Policy**

Director S Hannigan advised the meeting that she, in company with the DOGS NSW President, attended the Shellharbour Council meeting on 25 February 2025 at which time the President and DOGS NSW member, Mr B Wenzel, spoke on the areas the DOGS NSW had highlighted stating that one size does not fit all and a blanket number does not necessarily achieve the outcome that the Council may be seeking and further:-

- emphasising that animal welfare is DOGS NSW prime concern
- DOGS NSW is a self-regulating, registration body at no cost to the Government
- DOGS NSW is nationally recognised in accordance with our written submission

The President urged the Councillors to consider their Policy in Clause 7.6: Exemptions to the Policy, being that DOGS NSW members should be exempt. The outcome that was verbally advised was that the vote was 8-2 for the number to be 4 dogs not 3 dogs per property (being that originally it was 4) and that Council would adopt the clause 7.6.

It was pleasing to note that this Council seemed to listen to the submissions put forward by ratepayers and an organisation such as DOGS NSW. Deputy Mayor Kelly Marsh was not in support of recommending a number and is happy to communicate with DOGS NSW further down the track with a view to reviewing this "Policy" if it is not working. Therefore, at this stage the Policy is only a guideline which is a good result for DOGS NSW.

Notwithstanding that, it was extremely disappointing to note only seven (7) people attended the meeting representing DOGS NSW membership.

4.2 **Children's Hospital & Bear Cottage – Showbag Reveal**

Director S McFadden advised the meeting that this morning she had attended the Children's Hospital & Bear Cottage Showbag Reveal at the Royal Agricultural Society and emphasised the importance of DOGS NSW needs to be involved in this initiative, as Director McFadden has done for quite a few years now and it is good for DOGS NSW reputation and is so rewarding. What isn't rewarding is that it is very difficult to get our members to volunteer for these events.

**5 BUSINESS ARISING FROM MINUTES**

*C Paine joined the meeting @ 4.14pm*

5.2 **Revision of RNSWCC Constitution for Affiliates Template**  
(Refer Item 5.5-BOD Minutes 14/8/2024)

The Convenor of the Constitution & Regulations Review Working Party, Ms Carrie Paine, addressed the Board in relation to her suggested redraft of the RNSWCC Constitution for Affiliates.

MOVED S Oliver

SECONDED C Rafton

**THAT** the Board **undertakes to have this matter settled** for the next Board meeting so as to reply back to the Convenor of the Constitution & Regulations Review Working Party.

MOVED C Rafton

SECONDED S Oliver

**THAT** the **matter be listed on the Agenda for the next Board meeting**, scheduled for Wednesday 9 April 2025 and that the Convenor of the Constitution & Regulations Review Working Party be invited to participate in the meeting at 2.00pm.

**CARRIED**

MOVED C Rafton

SECONDED S Hannigan

**THAT** the matter of the revised RNSWCC Constitution for Affiliates Template be **DEFERRED** to April Board meeting.

**CARRIED**

*C Paine left the meeting @ 4.27pm*

MOVED S Oliver

SECONDED J Bryson

**THAT** the suggested **redraft of the RNSWCC Constitution for Affiliates be forwarded to the Honorary Solicitor**, either Mr S O'Donnell or Mr A Greenwood) – to relieve Mr M McDonald of this duty - for consideration as to its compliance with NSW Fair Trading Model Constitution.

**CARRIED**

**6. JUDICIAL MATTERS**

**OPEN MEETING**

7. **MOTIONS ON NOTICE** - NIL

8. **MONTHLY REPORTS**

**\*\*Monthly Reports received to date were distributed to Directors via the next Electronic Board Agenda with the following exceptions:-**

8.1 **Agility Judges Committee**

8.1.1 **Meeting – 4/2/2025**

8.1.1.1 **Recommendation 1 – Item 7.2: Working With Children Check**

MOVED C Rafton

SECONDED S Oliver

**THAT** the Company Secretary liaise with the Operations Manager in relation to the previous advice obtained in respect of Working With Children Checks and provide advice to the next Board meeting.

MOVED S Oliver

SECONDED G Spagnolo

**THAT** the Minutes of the Agility Judges Committee meeting held on 4 February 2025 be **received**.

**CARRIED**

8.1.2 **Meeting – 4/3/2025**

MOVED S Oliver

SECONDED S McFadden

**THAT** the Minutes of the Agility Judges Committee meeting held on 4 March 2025 be **received**.

**CARRIED**

8.2 **Obedience Tracking & Performance Disciplines Committee – 3/2/2025**

8.2.1 **Recommendation 1 – Item 4.1: Committee Mission Statement**

MOVED C Rafton

SECONDED S Oliver

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

**THAT** the updated Mission Statement for the Obedience, Tracking & Performance Disciplines Committee (attached at Annexure A of the Committee's Minutes) be approved.

**CARRIED**

8.2.2 **Note for Board – Item 7: Approval of Trial Dates**

MOVED S Oliver

SECONDED C Rafton

**THAT** the Board **notes** the Committee's decisions in relation to approval of Trial Dates.

**CARRIED**



**8.2.3 Recommendation 2 – Item 8.3: Trick Dog Working Party – Merge with Dances With Dogs Working Party**

MOVED S Oliver

SECONDED C Rafton

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

**THAT** the DOGS NSW Dances With Dogs Working Party and the Trick Dog Working Party merge to be one Committee.

**CARRIED**

MOVED N Curwen

SECONDED A Moy

**THAT** the Minutes of the Obedience, Tracking & Performance Disciplines Committee meeting held on 3 February 2025 be **received**.

**CARRIED**

**8.3 Obedience Tracking & Performance Disciplines Judges Committee – 30/1/2025**

**8.3.2 Recommendation 2 – Item 7.6: Track & Search Judges Training Scheme**

MOVED A Moy

SECONDED G Spagnolo

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

**THAT** Ms Margaret Keast be placed on the Track & Search Judges List.

**CARRIED**

MOVED G Vernon

SECONDED A McIlrath

**THAT** the Minutes of the Obedience, Tracking & Performance Disciplines Judges Committee meeting held on 30 January 2025 be **received**.

**CARRIED**

**8.4 Regional Committees Working Party – 19/2/2025**

**8.4.1 Recommendation 1 – Item 7.1: Working Party Mission Statement**

MOVED C Rafton

SECONDED S Oliver

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

**THAT** the Mission Statement for the Regional Committee Working Party (attached at Annexure A of the Working Party’s Minutes) be approved.

**CARRIED**

**8.5 Recommendation 2 - Item 7.2: DOGS NSW Regulations Part VII-Regions-Meetings, Office Bearers & Related Matters - AMENDMENTS**

MOVED C Rafton

SECONDED S Oliver

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

**THAT** DOGS NSW Regulations Part VII-Regions-Meetings, Office Bearers & Related Matters be amended (as per Annexure B of the Working Party Minutes).

**CARRIED**

***For the Office: Please correct the spelling errors in the amended Regulations prior to publication.***

**MINUTES** of a meeting of the BOARD OF DIRECTORS held on **Wednesday 12 March 2025**

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MOVED G Vernon  
SECONDED A McIlrath  
**THAT** the Minutes of the Regional Committees Working Party meeting held on 19 February 2025 be **received**.

**CARRIED**

**8.5 RNSWCC Health & Welfare Charity - 3/3/2024**

MOVED C Rafton  
SECONDED S Oliver  
**THAT** the Minutes of the RNSWCC Health & Welfare Charity meeting held on 3 March 2025 be **received**.

**CARRIED**

*L Brown, K Hedberg ABSTAINED*

**8.6 Show Committee – 19/2/2025**

**8.6.1 Note for Board – Approval of Show Dates**

MOVED G Spagnolo  
SECONDED A McIlrath  
**THAT** the Board **notes** the Committee's decisions in relation to approval of Show Dates.

**CARRIED**

**8.6.3 Recommendation 2 – Item 8.3: Representatives at Trials/Shows**

MOVED C Rafton  
SECONDED A Moy  
**THAT** Recommendation 2, which reads as follows, be **approved**:-  
**THAT** the correspondence from Ms C Dawes be forwarded to the Convenor of the Constitution & Regulations Review Working Party to review DOGS NSW Regulations Part II-Show with a view to creating separate Regulations for Sporting Disciplines.

**CARRIED**

MOVED L Brown  
SECONDED G Spagnolo  
**THAT** the Minutes of the Show Committee meeting held on 19 February 2025 be **received**.

**CARRIED**

**8.7 Sporting Committee – 18/2/2025**

**8.7.1 Recommendation 1 – Item 4.1: Alternate Judges in Earthdog Tests**

MOVED C Rafton  
SECONDED S Oliver  
**THAT** Recommendation 1, which reads as follows, be **approved**:-  
**THAT** DOGS NSW Regulations Part IV-Judges, Section 4, be amended by the inclusion of an additional clause, numbered 4.16, which reads as follows:-

**SECTION 4**

**Judging Appointments – Judging at Recognised Shows**

4.16 A Judge may enter and act as a Handler for a dog/s registered in his name/s at a Test/Class for Earthdog at which they are contracted to judge. A Judge's entry must be judged by an alternative Judge.

**CARRIED**

**8.7.2 Note for Board – Approval of Trial/Test Dates**

MOVED G Spagnolo

SECONDED A McIlrath

**THAT** the Board **notes** the Committee's decisions in relation to approval of Trial/Test Dates.

**CARRIED**

MOVED S Oliver

SECONDED S McFadden

**THAT** the Minutes of the Sporting Committee meeting held on 18 February 2025 be **received**.

**CARRIED**

**8.8 Spring Fair Dog Show Committee – 5/3/2025**

MOVED A McIlrath

SECONDED N Curwen

**THAT** the Report of the Spring Fair Dog Show Committee dated 5 March 2025 be **received**.

**CARRIED**

**8.9 Media & Government Legislation Committee – 10/3/2025**

**8.9.1 Recommendation 1 – Item 3.1: Breeder Identification Number (BIN)**

MOVED L Brown

SECONDED S Oliver

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

**THAT** in response to the Board's question regarding BIN status:-

- All existing BINs will be cancelled on 1 December 2025
- Members will need to apply for new BIN prior to 1 December 2025
- The BIN must be in the member's legal name through Pet Registry
- Members will need to list their new BIN in all ads as well as DOGS NSW membership number to comply with DOGS NSW Regulations Part XIII-Code of Ethics (Clause 16).

Regarding potential implications to members:-

- Members may be inconvenienced applying for a new BIN
- In the event of a potentially overzealous Council compliance staff member, they may mandate breeders to apply for a DA for dog breeding. Many of our members may not live in LGAs that permit dog breeding. Non-compliance with planning instruments may be an issue.
- The identity of some members may not be consistent with their legal identity, this may pose a potential issue when they apply for the breeder discount on lifetime registration at their Local Council.

**CARRIED**

Directors sought clarification of the proposal by the Government to introduce licensing for breeders.

MOVED C Rafton

SECONDED G Vernon

**THAT** the Animal Welfare & Community Liaison Officer be invited to speak to Directors at the April Board meeting to provide a detailed explanation of the data and any other information pertaining to BIN Nos and licensing and any other relevant issues pertaining to the Companion Animals Act.

**CARRIED**

MOVED J Bryson

SECONDED A McIlrath

**THAT** the Minutes of the Media & Government Legislation Committee meeting held on 10 March 2025 be **received**.

**CARRIED**

## **9. DOGS AUSTRALIA MATTERS**

### **9.1 Dogs Australia Breed Standards**

Director C Rafton foreshadowed a motion for next month that DOGS NSW advise Dogs Australia that we are deeply concerned in relation to the updated breed standards and that as a consequence of that and delays experienced DOGS NSW would consider proposing an assistant to be elected and that assistant would be responsible for updating the breed standards and work independently of the Convenor of the National Breed Standards Co-ordination Group so that they marry with all current breed standards, including all standards relating to docked tails and that DOGS NSW will put forward and recommend the Chair of the DOGS NSW Breed Standards Committee who has indicated his willingness to assist from New South Wales as urgent attention to this matter is required.

### **9.2 Dogs Australia Regulations Part 2-Judges, Section 7 – AMENDMENT**

MOVED S McFadden

SECONDED K Hedberg BVSc

**THAT** the amendment to Dogs Australia Regulations Part 2: Judges, Section 7, be **REFERRED** to the Judges Committee for recommendation.

**CARRIED**

### **9.3 South Australia Representation on Dogs Australia Board**

MOVED G Spagnolo

SECONDED K Hedberg BVSc

**THAT** DOGS NSW **notes** that Dogs South Australia is now eligible for two (2) Directors on the Dogs Australia Board as a result of the 2024 Membership Statistics and in accordance with the ANKC Ltd Constitution, Clause 18.1.

**CARRIED**

**9.4 National Code of Practice – Responsible Dog Ownership, Clause 14 – AMENDMENT**

MOVED K Hedberg BVSc

SECONDED S McFadden

**THAT DOGS NSW notes** the amendment to Clause 14 of the National Code of Practice for Responsible Dog Ownership in accordance with Item 5.9 of the Dogs Australia February 2025 Special Board Meeting.

**CARRIED**

**9.5 Dogs Australia Regulations Part 2-Judges, Section 3 – AMENDMENT**

MOVED S Oliver

SECONDED G Spagnolo

**THAT DOGS NSW notes** the amendment to Section 3 of Dogs Australia Regulations Part 2-Judges in accordance with Item 5.3 of the Dogs Australia February 2025 Special Board Meeting.

**CARRIED**

**9.6 National Registration Statistics – Including 2024 Figures**

MOVED L Brown

SECONDED A McIlrath

**THAT DOGS NSW notes** the National Registration Statistics which include the 2024 figures.

**CARRIED**

**10. CORRESPONDENCE - NIL**

**MEETING CLOSED: 5.10PM**

**NEXT MEETING: Electronic Meeting – Friday 28 March 2025  
Face to Face Meeting – Wednesday 9 April 2025 commencing @ 2.00pm**