



National Cocker Spaniel Council (Australia)

GENERAL MEETING

AGENDA

Meeting Date: Monday 9 March 2026
Venue: online
Time: 6.30pm (Qld time)
Chair: Ray Dennis (President)
Minutes: Jenny Hughes (Secretary)
Delegates Attending from: Qld, NSW, ACT, Vic and SA

ZOOM details:

Join Zoom Meeting

<https://us02web.zoom.us/j/84347703419?pwd=sYEWMDHI7MgbNvoHgNOCTN6b1CZp0R.1>

Meeting ID: 843 4770 3419

Passcode: 998210

ITEM	DISCUSSION LEAD
Item 1: Welcome / Attendance/ Apologies	RD /all
Item 2: Confirmation Minutes of Previous Meeting: 8 September 2025 Item 2.1: Business arising from Minutes	RD / all
Item 3: Correspondence (in and out)	all
Item 4: Reports 4.1 Cocker Spaniel National Championship Show Update – verbal report	Qld
Item 5: Discussion and Decision making – see attached papers* 5.1 Health Education Committee Implementation Plan* 5.2 Dogs Australia: New DRAFT Constitution* 5.2.1 Comments and Feedback* 5.3 Annual fee notices 5.4 Bank account – Westpac requirements	All Victoria/All All JH JH JH
Item 6: Notices: 6.1 Nominations President and Secretary required by Monday 11 May 2026	JH
Item 7: General Business – from the floor	all
Item 8: 8.1 Summary of Actions 8.2 Annual General Meeting: Monday 26 August 2026 at Qld National Championship Show (This will be an in person meeting)	JH/RD
Item 9: Meeting close The NCSC (Aust) Expert Breed Standard and Council Image Working Group meeting will follow.	



National Cocker Spaniel Council (Australia)

MINUTES

Meeting Date: 8 September 2025
Venue: online Zoom
Meeting opened at: 6.45pm (Qld time)
Meeting closed at: 7.50 pm (Qld Time)
Chair: Ray Dennis (President)
Minutes: Jenny Hughes (Secretary)
Delegates Attending from: Qld – Toni Dennis, NSW – Linda Kantek, ACT – Debbie Smith , Vic – Meg Hardy and SA – Peter Thompson
Also in attendance: Marcia Kingston (ACT)
Apologies: nil

ITEM	ACTIONS
Item 1: Welcome / Attendance/ Apologies All online were welcomed. Attendance and Apologies noted Members are reminded that the date of the meeting and the link to access the meeting online is at the top of the Agenda. Email also shows the date of the meeting.	nil
Item 2: Confirmation Minutes of Previous Meeting Minutes from the previous meeting held 31 March 2025 were confirmed Moved: Jenny Hughes (Secretary) Seconded: Linda Kantek (NSW)	Secretary to update website with meeting papers
Item 2.1: Business arising from Minutes Secretary advised that all actions were completed.	nil
Item 3: Correspondence (in and out) Correspondence for the 18 March to 14 August 2025 was noted and accepted. Moved: Jenny Hughes (Secretary) Seconded: Debbie Smith (ACT)	nil
Item 4: Reports 4.1: President and Secretary Report The combined President and Secretary report was presented and accepted. Moved: Jenny Hughes (Secretary) Seconded: Toni Dennis (Qld) 4.2 Financial Report Financial Report for the period 28 February 2025 to 31 July 2025 was presented and accepted. Moved: Linda Kantek (NSW) Seconded: Meg Hardy (Vic) 4.3 Website Report The report updated the membership on new content added to the website, namely: FCI and A2O winners and Sire and Dam of Merit information. Terri Davies from Qld assists with the FCI and A2O winners and her help on this matter is appreciated. Sire and Dam of Merit is still waiting information from key people. The Website Report was accepted. Moved: Meg Hardy (Vic) Seconded: Linda Kantek (NSW)	Linda Kantek (NSW) to remind Sue McFadden re Sire and Dam of Merit information for website.

4.4 Expert Working Group- Breed Standard Image and Council Logo Report

It was explained that the Constitution Working group convened on 8 July 2025. As the work of this group was completed the group was closed and a new working Group formed for the purpose of completing two new projects, namely to revise the breed standard image and revise the NCSC (Aust) logo.

The name of the group to be: **Expert Working Group – Breed Standard Image and Council Logo**

Members of the new group (Ray Dennis ,Toni Dennis, Judith Balfour, Linda Kantek, Marcia Kingston and Meg Hardy. Secretariat: Jenny Hughes)

A facebook portal has been established to locate all information and documents in the one place.

The Report was tabled and accepted.

Moved: Ray Dennis (President)

Seconded: Marcia Kingston (ACT)

Subsequent to the acceptance of the Working Group report a discussion took place. At the initial 8 July 2025 meeting it was agreed that delegates would post an image that represented an ideal outline of a stacked cocker and upload to Expert Working Group fb portal. No date for the completion of this task was set.

It was agreed that the:

1. due date for the image task is now **Monday 17 November 2025**;
2. next meeting of the Expert Working Group to be **Monday 24 November 2025**. This meeting will review the images put forward and decide if they are suitable or need further adjustment. If all agreed then a max of three (3) images would then be circulated to clubs for consideration.
3. There would be a discussion about the process to revise Council Logo.

4.5 Cocker Spaniel National Championship Show Update

Qld delegate Toni Dennis advised that:

- National is now 11 months away
- information will continue to be distributed through the fb page
- latest initiative is ringside gazebo hiring
- planning for merchandise underway
- reminder that camping is available but no powered sites

Item 5: Decision Making

5.1: Motion to approve Health Education Committee and Information Hub

Motion presented: *That the National Cocker Spaniel Council (Australia) members approve the ESTABLISHMENT OF A HEALTH EDUCATION COMMITTEE AND INFORMATIONAL HUB*

Voting results were:

Vic – yes

NSW – yes

ACT – yes

Qld - yes

SA – yes

Motion CARRIED

Congratulations to The Cocker Spaniel Club of Victoria (Inc) on proposing and the successful endorsement of this motion.

In the last paragraph of the proposal it is noted that the Health Education Committee be established as a group of three members. Council felt that this group should

Secretary to confirm key dates with members through the portal.

Secretary to work with Meg Hardy (Vic delegate) on developing an implementation plan to submit to next meeting.

<p>represent all Council members ie five, and WILL be adjusted as part of the implementation process.</p> <p>It was agreed that Secretary to work with Meg Hardy (Vic delegate) on developing an implementation plan to submit to next meeting.</p>	
<p>Item 6: Admin task: Schedule for rotation of Nationals and President The paper proposed two lists to show the rotation of Nationals and the rotation of President for the period 2024 – 2042.</p> <p>During the meeting the delegate from Sth Australia: Peter Thompson advised that South Australia would be asked to host a National and the date proposed be 2034.</p> <p>This meant that only the National rotation list needed updating to include Sth Australia as host for 2034. Moved: Peter Thompson (SA) Carried: Debbie Smith (ACT)</p>	<p>Secretary to update website with new National rotation dates that include SA for 2034.</p>
<p>Item 7: General Business nil</p>	
<p>Item 8: Summary of Actions and Meeting Close</p> <p>8.1 Administration: Secretary to update website with meeting papers.</p> <p>8.2 Website: Linda Kantek (NSW) to remind Sue McFadden re Sire and Dam of Merit information for website.</p> <p>8.3 Expert Working Group Breed Standard Image and Council Logo: Secretary to confirm key dates with members through the portal.</p> <p>8.4 Health Education Committee and Information Hub: Secretary to work with Meg Hardy (Vic delegate) on developing an implementation plan to submit to next meeting.</p> <p>8.5 National Rotation dates: Secretary to update website with new National rotation dates that include SA for 2034.</p>	
<p>Item 10: Future dates Next meeting: General Meeting Monday 9 March 2026 by zoom 6.30pm (Qld time)</p> <p>Motions required to Secretary by Tuesday 9 December 2025</p> <p>Notice of Meeting sent Thursday 8 January 2026</p>	



National Cocker Spaniel Council (Aust)



CORRESPONDENCE REGISTER (Period 25 September 2025 to 23 February 2026)

Inwards

Date	Item	To	From	Topic
25 Sept 2025	email	President	Barbara Lightburn	Appeal for Support and Awareness - Mackenzie, a Rare Juvenile Cocker Spaniel with Pituitary Disease
24-27 Sept 2025	email	Meg Hardy (Vic)	Secretary	To and Fro communication re development of Health Committee Implementation Plan
30 Sept 2025	email	Secretary	CSCQldInc and CSCSA	Discussion minor changes to minutes
28 Oct 2025	email	Secretary	AgBoss Australia	Seeking endorsement of products
20 Nov 2025	email	Secretary	Dogs Qld	Zoom meeting details for mtg 24 Nov 2025
1 Jan 2026	email	Secretary	Janet McGregor	Breed standard image
13 Jan 2026	letter	Secretary	Westpac Bank	Account information and authority verification
15 Jan 2026	email	Secretary	Dogs Australia	Annual fee invoice and registration documents
Fe 2026	email	Secretary	LK and JB	Bank verification documents

Outgoing

Date	Item	To	From	Topic
13 Sept 2025	email	All Secretaries	NCSC Secretary	DRAFT Minutes General Meeting 8 Sept 2025
27 Sept 2025	email	Meg Hardy /Cocker Club Vic	NCSC Secretary	DRAFT 2 Health Committee Implementation Plan
1 Oct 2025	email	All Secretaries	NCSC Secretary	DRAFT mins from 8 Sept 2025 meeting – version 2
2 Oct 2025	email	Reply to Barbara Lightburn	NCSC Secretary	Appeal for Support and Awareness - Mackenzie, a Rare Juvenile Cocker Spaniel with Pituitary Disease
11 Nov 2025	email	All Secretaries	NCSC Secretary	Reminder – motions for March 2026 Meeting due 9 December 25
18 Nov 2025	email	All Secretaries	NCSC Secretary	For Comment – new DRAFT Constitution template from Dogs Australia
3 Jan 2026	email	Janet McGregor	NCSC Secretary	Reply to email re breed standard image
16 Jan 2026	email	Dogs Australia	NCSC Secretary	2026 registration renewal forms
13 Feb 2026	email	ACT and Vic Cocker Clubs	NCSC Secretary	Annual fee reminder due end of Feb 2026



NATIONAL COCKER SPANIEL COUNCIL (AUSTRALIA)

HEALTH EDUCATION COMMITTEE

IMPLEMENTATION PLAN

Draft 2_ September 2025

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Background

The Cocker Spaniel Club of Victoria Inc prepared and submitted a Discussion Paper on health and welfare issues at the National Cocker Spaniel Council (Aust) Annual General Meeting held 31 March 2025.

The Discussion Paper proposed the establishment of a group or process to act as a platform for ideas and information sharing about health issues across the member clubs and internationally. There was support for the concept, but needed further clarification on boundaries, role and functions.

The Cocker Spaniel Club of Victoria Inc responded to this feedback and submitted to the NCSC (Aust) members a revised paper as a motion for approval to the General Meeting held on 8 September 2025.

The motion: *That the National Cocker Spaniel Council (Australia) members approve the ESTABLISHMENT OF A HEALTH EDUCATION COMMITTEE AND INFORMATIONAL HUB was APPROVED by all members.*

Implementation Plan

The Implementation Plan sets out how the Health Committee will be established and will operate as part of the National Cocker Spaniel Council (Australia).

The structural relationship between the Health Committee, Dogs Australia, NCSC (Aust), Council members and Working Groups is shown on Appendix A: Structural Relationship.

Goal

The goal of the Health Committee is to gather, review and disseminate information that will maintain and improve the health and well-being of the Cocker Spaniel breed in Australia.

Key Functions

1. Operate as a Committee of no less than 5 members, representative of all NCSC (Aust) members.
2. Collect information concerning the health and welfare of the breed from peer reviewed articles, scientific studies and other relevant and reliable sources as they become available.
3. Analyse, evaluate and review all materials submitted to the Committee.
4. Disseminate information directly or indirectly pertinent to the physical and general well-being of the Cocker Spaniel.
5. Develop and maintain a Health Information Library that is accessible to all NCSC (Aust) members.
6. Develop educational materials in formats suitable for inclusion in club newsletters and websites.
7. Respond to enquiries with reliable information.
8. Develop and conduct surveys of cocker spaniel breeders from time to time to appraise the physical and general health problems of the breed.
9. Liaise with similar Cocker Spaniel Health Committees internationally.

Out of Scope

The Committee is not:

1. A research agency.
2. A scientific expert on health issues.
3. An arbiter of breeder ethics saying what breeders should or should not do.
4. To mandate procedures that should or should not be adopted by NCSC (Aust) member clubs.
5. A veterinary medical authority that sanctions one theory, test or procedure over others.

Implementation Process

Phase 1: Establish the NCSC (Aust) Health Committee

Task	Responsibility	Timeframe
1. Appoint an interim lead group to manage the establishment of the Health Committee.	Victoria delegate and National Secretary (Interim lead group)	Sept 25 to March 2026
2. Prepare a DRAFT Implementation Plan and submit to General NCSC (Aust) meeting for comment and approval.	Interim lead group	Sept to Dec 25
3. Develop a DRAFT list of desirable criteria for Health Committee members. See Appendix B	Interim lead group	Sept to Dec 25
4. Invite expressions of interest from NSCS (Aust) members for a Health Committee Chair and representatives to join the Health Committee. National Secretary ex-officio. The EOI must include how the potential representative meets the desirable criteria.	National Secretary	April 2026
5. EOIs assessed and membership confirmed.	Interim lead group and President	June 2026
6. Notify successful applicants.	Interim lead group	July 2026
7. Schedule an initial online meeting of the NCSC (Aust) Health Committee.	Interim lead group	August – Sept 2026

Phase 2: Start up

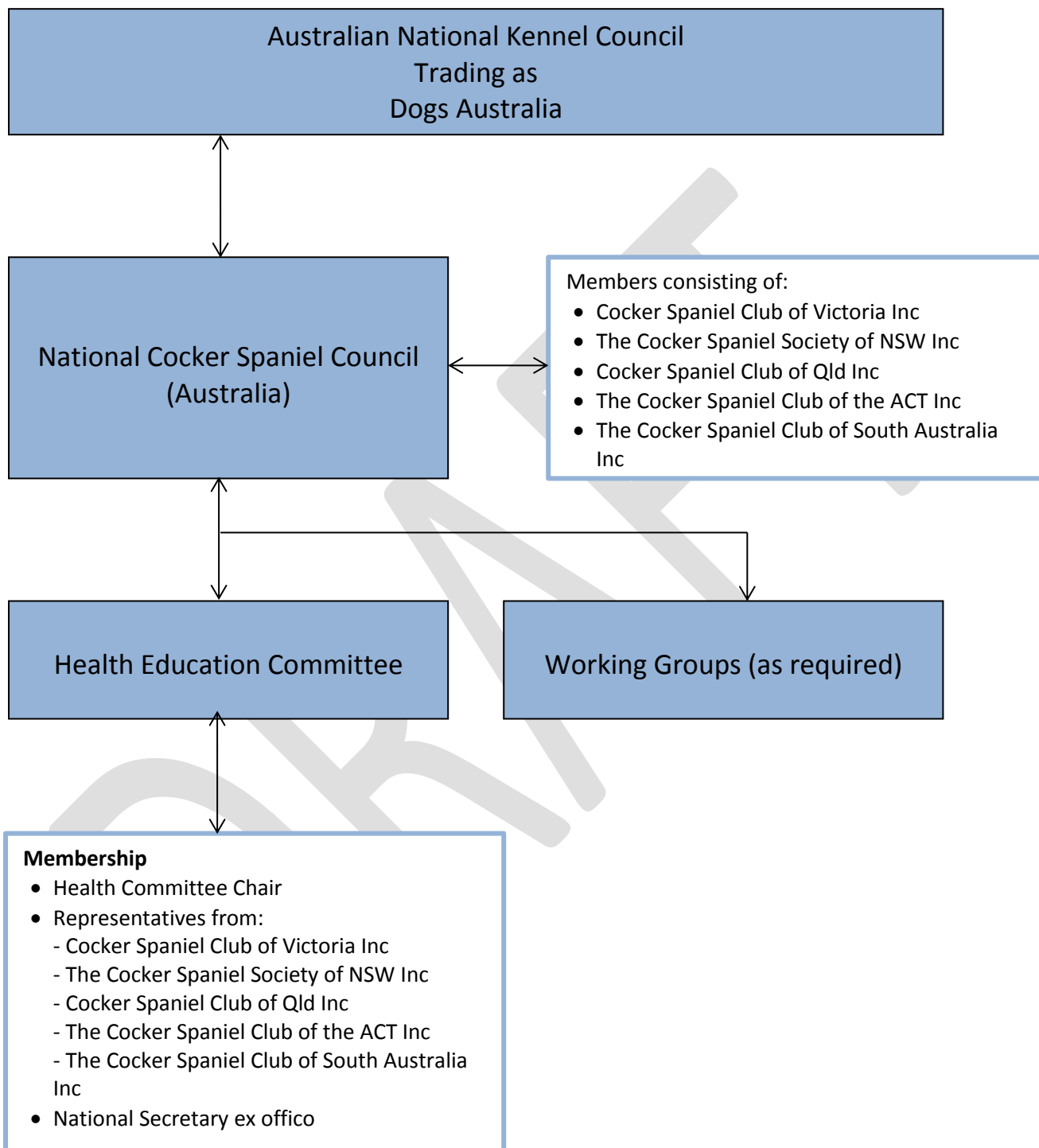
Task	Responsibility	Timeframe
1. Establish an electronic portal for Committee members and a central location for documents, communication, comments and discussion.	Interim lead group	August – Sept 2026
2. Convene a start-up online meeting of Committee members.	Interim lead group	August – Sept 2026
3. Confirm Health Committee Chair and that all members are clear about roles and responsibilities. National Secretary as ex officio.	Committee members	August – Sept 2026
4. Determine the Committee key contact and create a dedicated Gmail address.	Committee members	August – Sept 2026
5. Develop a Health Committee Charter that describes, but limited to, purpose, key functions, membership, role and responsibilities, information collection, review and dissemination process, meetings, time required, reporting, communication tools, review timeframe. See Appendix D	Committee members	August – Sept 2026
6. Develop a communication strategy to promote the establishment of the Health Committee.	Committee members	August – Sept 2026
7. Update NCSC (Aust) website with Health Committee structure.	National Secretary	August – Sept 2026
8. Notify similar Cocker Spaniel Health Committees internationally.	Committee key contact	August – Sept 2026

Phase 3: Operations

Task	Responsibility	Timeframe
1. Determine how information concerning the health and welfare of the breed from peer reviewed articles, scientific studies and other relevant and reliable sources will be collected.	Committee members	Oct 2026 - ongoing
2. Develop and implement tools that can be used by the Health Committee to analyse, evaluate and review all materials submitted to the Committee. See Appendix C.	Committee members	Oct 2026 - ongoing
3. Determine how information directly or indirectly pertinent to the physical and general well-being of the Cocker Spaniel will be disseminated.	Committee members	Oct 2026 - ongoing
4. Identify, develop and maintain an online structure for the Health Information Library that is accessible to all NCSC (Aust) members.	Committee members	Oct 2026 - ongoing
5. Develop educational materials in formats suitable for inclusion in club newsletters and websites.	Committee members	Oct 2026 - ongoing
6. Develop a log/ recording system to note responses to enquiries with reliable information.	Committee members	Oct 2026 - ongoing
7. Develop and conduct surveys of cocker spaniel breeders from time to appraise the physical and general health problems of the breed.	Committee members	Oct 2026 - ongoing
8. Establish ongoing and regular communications with Cocker Spaniel Health Committees internationally.	Health Committee Chair	Oct 2026 - ongoing
9. Provide regular reports to NCSC (Aust) meetings.	Health Committee Chair	Oct 2026 - ongoing

Appendix A: DRAFT Structural Relationship:

Health Committee, Dogs Australia, NCSC (Aust), Council Members and Working Groups



Appendix B: DRAFT Desirable Criteria for Health Committee membership

Name:	
NCSC (Aust) member club:	
Prefix:	
Knowledge of health issues relevant to cocker spaniels.	
Experience in advocating for improving cocker spaniel health.	
Understanding of your potential role on the Health Committee.	
What value do you bring to the NCSC (Aust) Health Committee?	

Appendix C: DRAFT Information Assessment Tool

Article name:	
Author:	
Source of information:	
Date of publication:	
Health issue:	
Is this relevant to the cocker spaniel breed?	Yes / no
Is this new information?	Yes / no
Is this of interest to breeders?	Yes / no
What would be the impacts of this information?	
Comments:	

National Cocker Spaniel Council (Australia) Health Committee Charter

Established 2025

Purpose

The purpose of the Health Committee is to gather, review and dissemination information that will maintain and improve the health and well-being of the Cocker Spaniel breed in Australia.

Key Functions

1. Operate as a Committee of no less than 5 members, representative of all NCSC (Aust) members.
2. Collect information concerning the health and welfare of the breed from peer reviewed articles, scientific studies and other relevant and reliable sources as they become available.
3. Analyse, evaluate and review all materials submitted to the Committee.
4. Disseminate information directly or indirectly pertinent to the physical and general well-being of the Cocker Spaniel.
5. Develop and maintain a Health Information Library that is accessible to all NCSC (Aust) members.
6. Develop educational materials in formats suitable for inclusion in club newsletters and websites.
7. Respond to enquiries with reliable information.
8. Develop and conduct surveys of cocker spaniel breeders from time to time to appraise the physical and general health problems of the breed.
9. Liaise with similar Cocker Spaniel Health Committees internationally.

Membership:

- Health Committee Chair
- Representatives from each of the NCSC (Aust) member clubs
- National Secretary ex officio

Roles and Responsibilities

Committee members will:

1. Locate and identify new research, scientific developments and general issues relevant to the health and welfare of cocker spaniels that is accessible to affiliated clubs and the general public
2. Participate in the assessment of information to determine suitability.
3. Make decisions and be responsible for the dissemination of information to member clubs.
4. Work collaboratively with other members of the Health Committee in a constructive and positive manner.
5. Provide feedback as required in a timely manner.
6. Consider other points of view.
7. Accept the decisions of the group.
8. Liaise with member clubs as required.

Time required

- Meetings schedule to be determined
- Time required to identify and collect information will be individual based. Members are expected to actively contribute to the key functions of the Committee.

Appointment process

- National Secretary to call for expressions of interest from member clubs. Applications assessed against desirable criteria.

Length of appointment

- Members to be appointed for a period of two years.

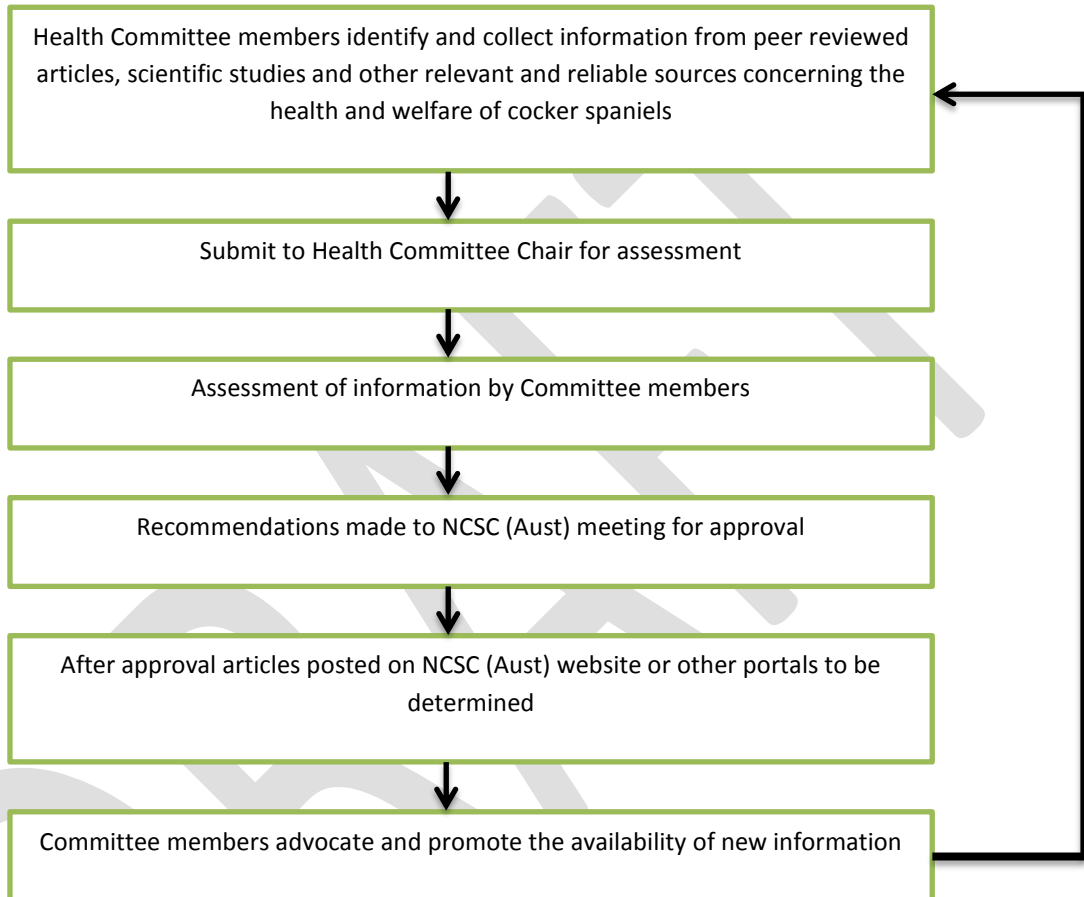
Communication tools:

- Dedicated Gmail address
- NCSC (Aust) website
- Dedicated Facebook portal

Reporting:

- Regular reports provided to NCSC (Aust) meetings held 2 times per year

Information collection, review, approval and dissemination pipeline



NATIONAL BREED COUNCIL OF AUSTRALIA

CONSTITUTION

2025

1. **Name**

The name of the organization shall be the “..... National Breed Council of Australia” and shall hereafter be referred to as the XXXXX.

2. **Definitions**

In this Constitution unless inconsistent with context or subject matter:

XXXXX means the organisation known as the National Breed Council of Australia or a General Meeting of that organisation as the circumstances dictate.

BREED. means the breed of dog.

COMMITTEE. means any committee appointed by the XXXXX for the time being

CONSTITUTION. means the manner in which the XXXXX is organized and the fundamentals of the XXXXX.

REGULATION. means the decision in the form of a resolution agreed to by the Member Clubs but which does not conflict with the XXXXX’s Constitution.

IN WRITING. means written, printed, typed, partially written, duplicated emailed or any other recognized means of written communication.

OFFICERS. means Officers of the XXXXX and includes the President for the time being of the XXXXX, the Secretary and the Treasurer or any other person occupying for the time being any of these offices.

TO AFFILIATE. means to join the XXXXX as a Member Club. Unless the contrary appears, words importing the singular shall include the plural and vice versa. Words implying persons shall include company, association society, club or other body corporate or incorporate.

EXECUTIVE OFFICE. BEARERS. shall be the President, Secretary and Treasurer.

DELEGATE. shall be a legitimate representative to the XXXXX of the Member Clubs

ANKC Ltd: means Australian National Kennel Council Ltd

3. Objectives

The objectives of the XXXXX shall be: -

- 3.1 To encourage and promote in every way the quality of breeding, care, training, and exhibition of the xxxxxxxxxxxx.
- 3.2 To educate and encourage Exhibitors, Breeders and Judges to abide by the Standard for the xxxxxxxxxxxx, as approved by the ANKC Ltd.
- 3.3 To enable Member Clubs to take co-operative action on matters which such Clubs agree are of common interest and for their mutual benefit in the promotion of the xxxxxxxxxxxx

- 3.4 To allocate the titles of

“xxxxxxxxxx National Speciality Championship Show”

and

“xxxxxxxxxx Speciality Championship Show”.

For use by Member Clubs, subject always to the approval of both the ANKC Ltd Member Body and the ANKC Ltd.

- 3.5 To seek registration with the ANKC Ltd, and if recognised, agree to be bound by the Rules and Regulations, and directions of the ANKC Ltd for the time being in force.
- 3.6 To become associated with overseas xxxxxxxxxxxx organisations with objects kindred to the objects of the XXXXX.
- 3.7 To collect, verify and publish information relating to xxxxxxxxxxxx and the breeding and exhibition of xxxxxxxxxxxx.
- 3.8 To encourage Member Clubs to hold Shows, Parades, Trials, and other Events and Exhibitions, approved by and under the Rules and Regulations of their ANKC Ltd Member Body and of the ANKC Ltd.
- 3.9 To legislate, to make by-laws and do other acts, matters and things, as may be necessary or expedient to promote all or any of the objects of the XXXXX.
- 3.10 To provide a National Body capable of acting on a national basis in the interests of the xxxxxxxxxxxx and for, or on behalf of the Member Clubs individually and/or collectively.
- 3.11 To be recognised as the only breed body in Australia authorised to liaise or deal with the ANKC Ltd on any proposed alterations to the breed standard.

3.12 To receive applications and recommended dates and titles of National and Speciality Shows and collate such dates so as not to clash with Speciality Championship Shows.

4. Powers

4.1 The XXXXX shall have power to: -

4.1.1 Acquire a membership fee from Member Clubs to carry out any or all of the objects of the XXXXX.

4.1.2 Invest the funds of the XXXXX, not immediately required, in such manner as the delegates shall determine.

4.1.3 Hold Breed Seminars, Conventions and Congresses through the sponsorship of the Member Clubs.

4.1.4 Correspond with and become associated with overseas xxxxxxxx organisations, for the purpose of the exchange of viewpoints on matters affecting the welfare of the xxxxxxxxxx.

4.1.5 Allocate the title “xxxxxxxxxx National Speciality Championship Show” and “xxxxxxxxxx Championship Show” to the various Member Clubs, subject always to the approval of both the relevant ANKC Ltd Member Body and the ANKC Ltd in accordance with By-Law 1.

4.1.6 Purchase, hire, lease, or otherwise provide and maintain all types of personal property for the carrying out of the objects of the XXXXX.

4.1.7 To make rules and regulations with respect to qualifications for membership and to the imposition or otherwise of joining and/or membership fees and/or levies as may be decided by the XXXXX from time to time in accordance with this Constitution.

4.1.8 To make rules and regulations to promote and improve the Breeding of the xxxxxxxxxx

4.1.9 To make rules and regulations for the purpose of establishing and maintaining records of the xxxxxxxxxx in Australia.

4.1.10 To take steps by personal or written appeals, public meetings, advertisements or otherwise as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the XXXXX by way of donations, annual subscriptions, bequests or otherwise.

4.1.11 The XXXXX shall not hold Shows or any other type of Exhibitions, such events shall only be conducted by the Member Clubs.

4.1.12 Nothing in this Constitution shall affect the right or authority of an individual Member Club to control and conduct their Club business in the way usually followed by a Specialist Club.

- 4.1.13 Nor shall the XXXXX affect in any way the normal relationship between a Member Club and their ANKC Ltd Member Body.
- 4.1.14 Do all such other things which may appear to it to be necessary for the purpose of carrying into effect its Objectives.

5. Membership

- 5.1 Any specialist xxxxxxxxxx Club affiliated with an ANKC Ltd Member Body, which is in turn an affiliate of the ANKC Ltd, upon payment of the prescribed annual membership fee, shall be eligible for membership of the XXXXX except in the case of re-admission which must be in compliance with Clause 16 of this Constitution.
- 5.2 The following specialist xxxxxxxxxx Clubs and such other specialist xxxxxxxxxx Clubs as may from time to time be admitted, shall be Member Clubs, entitled to nominate a delegate to the XXXXX. Such Member Club shall identify the State or Territory it represents in its name (e.g. "of Victoria")
- (Insert Clubs)
- 5.3 The membership fee shall be such amount as the XXXXX shall from time to time determine in accordance with By-Law X

6. Meetings

- 6.1 Each of the Member Clubs named in Clause 5.2 may appoint two voting Delegates to the XXXXX, Each Member Club shall have only two votes subject to its delegates being in attendance at such meetings. Member Clubs may appoint additional non voting delegates. If a Member Club has only one voting delegate that delegate shall have two votes.

Each delegate must be a financial member of his Member Club and of the respective ANKC Ltd Member Body and be a resident in the State or Territory of the Member Club he/she represents. If for any reason it should become necessary, Member Clubs may appoint a substitute delegate who shall ipso facto be deemed to be a delegate for voting and all other purposes at a meeting of the XXXXX

- 6.1.1 A delegate has no authority other than as directed by the Member Club the delegate represents
- 6.1.2 Delegates are the servants of the Member Clubs not the National Breed XXXXX
- 6.1.3 The views expressed at the meetings are the views of the Member Clubs; no individual views from the delegates are permitted.
- 6.1.4 The President and/or Secretary may advise on procedural matters.
- 6.2 All matters shall be decided by a two-thirds (2/3) majority. Member Bodies may abstain but votes not cast shall be counted in the negative.

- 6.2.1 For the election of the XXXXX Executive, the delegates shall have one (1) vote each as reflected in Clause 6.1 and may vote at their discretion.
- 6.2.2 Votes may be recorded orally at meetings, but otherwise shall be in writing delivered by hand, email or sent by post. Such votes shall be on official club letterhead signed by both the club secretary and delegate.
- 6.2.3 Voting at all meetings of the XXXXX shall be recorded openly, except in respect to the election of officers, when voting shall be by secret ballot or at the discretion of the meeting.
- 6.3 The quorum for meetings shall be more in number than 50% of the number of appointed delegates.
- 6.4 Member Clubs may bring any business before a meeting of the XXXXX by giving sixty (60) days' notice of its intention to the Secretary. The Secretary shall communicate the agenda for a meeting to each of the Member Clubs and the appointed delegates at least six (6) weeks (42 days) prior to the date of the meeting.
 - 6.4.1 The accidental omission to give notice to a member or if a member shall fail to receive a notice sent as aforesaid shall not invalidate a General Meeting.
 - 6.4.2 A notice sent by post/email shall be deemed to have been served on the day following that on which it is posted/emailed.
- 6.5 Except with the unanimous consent of all Member Clubs, no resolution carried at a meeting of the XXXXX shall be valid unless notice has been given in accordance with Clause 6.4
- 6.6 Notwithstanding the provisions of Clause 6.4 the Secretary shall at the discretion of the President, or at the written request of two Member Clubs, submit any particular matter of urgency to the Member Clubs by post or email and the vote on any such matter shall be taken accordingly, at meetings of the Member Clubs. Also, should, in the opinion of the President or Secretary, XXXXX business require urgent action, this business may be conducted by Telephone Confer Link or other electronic means., provided that a quorum takes part. Conference calls must be confined to a limited agenda or emergency decisions with prior notification by the XXXXX.
- 6.7 The XXXXX shall manage its own affairs and shall hold meetings at such time and place as it deems fit. Meetings may be held in person or by electronic means. The Annual General Meeting shall be held within five (5) months after the close of the financial year.
- 6.8 The President of the XXXXX shall be Chairman of all meetings of the NBBCA. Should he/she not be present within 15 minutes of the time appointed for the holding of the meeting, the delegates shall elect a Chairman from among their number. The delegate appointed Chairman may record his/her own vote on any matter but shall not have a casting vote.

6.9 Should the Secretary not be present within 15 minutes of the time appointed for the holding of the meeting, the delegates shall elect an Acting Secretary, for that meeting, from among their Members. The delegate appointed Acting Secretary may record his/her own vote on any matter.

6.10 Every motion submitted to the meeting shall be decided by a show of hands. Provided that each Member Club with a delegate present shall have the right to record two votes. In the event of equality of votes on any matter the Chairman shall not have a casting vote, and the motion shall be deemed to be lost.

6.11 In all matters not covered by this Constitution the Rules of common debate shall apply provided always that the best interests of the members be served, and members have the right to vote in favour or against any decision.

6.12 Dissension from the Presidents and/or Chairman's procedure - Ruling - Actions - etc.

In the event that a dissenting vote is proposed at any meeting of the Council the Chairman shall be bound to accept such motion. Immediately such dissension vote be moved and seconded the Chairman shall immediately vacate the chair to enable correct and proper discussion and voting procedures to follow. Delegates present are then entitled to elect their own choice of interim Chairman to preside during the time that this matter only is discussed and determined whereupon the Chairman shall resume the Chair.

6.13 Censure of

1. President's and/or Chairman's Action - Ruling Procedure - etc.

2. Secretary's Action - Ruling - Procedure - etc.

3. A General Member's Action - Conduct, etc.

In the event that a censure motion is moved, seconded and carried at any Meeting of the XXXXX the person or persons against whom the vote is taken shall be considered censured and all relevant details shall be minuted. (It must be understood that a censure motion does not automatically mean a loss of position from XXXXX or a loss to a member of his usual and accepted rights).

6.14 Vote of No Confidence

1. Against the President, Secretary, Treasurer or any other delegate.

In the event that the no confidence motion is moved against the President, Secretary or Treasurer, the person against whom the no confidence motion is moved is entitled to speak and refute any reasons which might be provided to support the motion. In the event that a Vote of "No Confidence" is moved, seconded and carried at the Meeting specially convened to discuss the motion such person or persons against whom the motion was carried shall immediately forfeit his/her/their position as an Office Bearer(s) and any such person(s) shall not be allowed to accept nomination as Office Bearer or for any Subcommittee for a period of twelve months from the date of such motion. In the event of a no confidence motion being passed a Member is entitled to immediately appoint a replacement delegate if necessary.

6.15 Notice of Motion of, “No Confidence”, must be made in writing signed by the delegates moving and seconding the motion and forwarded to the Secretary. The delegates moving and seconding the motion should represent separate Members. The Secretary shall convene a Special Meeting to be held within sixty (60) days from the date of receipt of the Notice of Motion, and advise all member bodies in writing within fourteen (14) days allowing member bodies at least twenty-eight (28) clear days’ notice of the Meeting. Proof of posting of the notice to the members last registered address with the XXXXX shall be deemed sufficient proof of the member being notified.

7. Officers of XXXXX

- 7.1 There shall be a President, Secretary and a Treasurer each of whom shall be elected biennially by secret ballot at alternate XXXXX Meetings. Each officer so elected shall continue in office until his/her successor is appointed for two years. These officers shall constitute the Executive body of the XXXXX. The President, Secretary and Treasurer do not individually have any powers to make decisions on behalf of the XXXXX or its Member Clubs. (See Clause 8.5 for powers of the Executive)
- 7.2 In the case of a tied vote for the election of any office Bearer, the result will be resolved by the Returning Officer conducting a Lot (drawing the name of a candidate out of a “Hat”) (i.e. the names of the tied candidates are written on separate pieces of paper and placed in a “Hat” or other suitable container and the Returning Officer selects one of the pieces of paper and whichever candidates name is drawn is elected to the position.
- 7.3 No officer of the XXXXX shall receive any remuneration for their services but nothing contained herein shall be deemed to prohibit the payment by XXXXX of any sum to any officer or servant of the XXXXX for clerical or other assistance or in return for services or other assistance actually rendered to the XXXXX.
- 7.4 XXXXX may appoint any other officers it deems necessary to carry out the business of the XXXXX.
- 7.5 Each Officer shall vacate their office:
- (a) If they cease to be a financial member of the Member Club they represent or of their ANKC Ltd Member Body.
 - (b) If they resign in writing.
 - (c) If they are absent from more than two (2) consecutive XXXXX Meetings without the consent or ratification of the XXXXX.
 - (d) If a motion of no confidence in that Officer is carried in accordance with Clause 6.14
 - (e) If the Member Club they represent becomes un-financial or is disaffiliated by their ANKC Ltd Member Body.

- 7.6 If there be not a nomination for the office of President ,Secretary or Treasurer or if a member nominated for such office declares at the Annual General Meeting verbally or in writing that he is unwilling to stand for that Office, the members may propose and second orally at the Annual General Meeting sufficient members to fill such Office.

If a vacancy occurs at a meeting the delegates may immediately appoint a person to replace that Officer.

A casual vacancy occurring caused by the death or resignation of a member or by a member ceasing for any reason to be a member, may be filled by the delegates at the next Meeting and the member so appointed shall hold office until his appointment is confirmed by the members at the next General Meeting or the vacancy is otherwise filled by the members, at a General Meeting.

8. Officers Functions

- 8.1 The President must be a member of one of the Member Clubs and of the respective ANKC Ltd Member Body. He/she shall be formally appointed for a term of two (2) years by the XXXXX delegates at an Annual General Meeting from the nominations received in accordance with By-Law No. X The President shall hold office until the day following that of the Annual General Meeting at the end of the term.
- 8.2.1 The President of the XXXXX does have a deliberative vote but does not have a casting vote.
- 8.2.2 The President shall chair all meetings of the XXXXX and shall when necessary speak on behalf of the XXXXX and represent its policy to other persons or organisations. The President shall act under the direction of the XXXXX. The President shall attend all meetings of the XXXXXX and any other meeting where their presence may be required. The President shall present a written Report annually.
- 8.3 The Secretary must be a member of one of the Member Clubs and of the respective ANKC Ltd Member Body. The XXXXX delegates at the Annual General Meeting shall appoint the Secretary annually for a term of two (2) years from nominations received from constituent clubs in accordance with By-Law 16.3. The Secretary shall hold office until the day following that of the Annual General Meeting at the end of the term.
- 8.3.1. The Secretary shall be entitled to a vote at any meeting
- 8.3.2 The nominations shall be in the hands of the Secretary at least sixty (60) days before the said meeting and all constituent clubs shall be advised of the nominations six (6) weeks (42 days) prior to the date of the meeting.
- 8.3.3 The Secretary shall keep all records of all proceedings and of the affairs of the XXXXX; conduct the correspondence of the XXXXX; convene the meetings of the

XXXXX and sub committees as required by the President and carry out the instructions of the XXXXX subject to the rules.

- 8.3.4 It shall be the duty of the Secretary or in the absence of the Secretary, the President to notify ANKC Ltd within fourteen (14) days of any changes in Office Bearers.
- 8.4 The Treasurer must be a member of one of the Member Clubs and of the respective ANKC Ltd Member Body. The XXXXX delegates at the Annual General Meeting shall appoint the Treasurer annually for a term of two (2) years from nominations received from the constituent clubs.
- 8.4.1 The Treasurer shall be responsible for all monies received on behalf of the XXXXX and shall pay all such sums into the bank account of the XXXXX within fourteen (14) days of receipt. The Treasurer shall issue receipts for all monies paid to the XXXXX; pay or cause to be paid into the bank account of the XXXXX all monies of the XXXXX; keep the accounts of the XXXXX and prepare a statement of accounts for each XXXXX Meeting. The accounts shall be audited annually. Three signatures to be recorded with two (2) to authorise expenditure.
- 8.4.2 The Treasurer shall be entitled to vote at any meeting.
- 8.4.3 An audited statement of receipts and expenditure and balance sheet shall be forwarded to each Member Club annually. The Treasurer will provide all necessary records and documentation to an auditor of the XXXXX's choice, for the purposes of an annual audit.
- 8.5 The Executive body shall manage the affairs of the XXXXX between constituted meetings and in accordance with the provisions of the constitution.

9. Headquarters

The headquarters of the XXXXX shall be the residential address of the Secretary where the books, records, and property of the XXXXX shall be kept.

10. Finance

- 10.1 A bank account in the name of the XXXXX shall be opened with a recognised Australian bank and kept in the name of the XXXXX.
- 10.2 All monies payable on behalf of the XXXXX shall be paid by cheque or bank transfer drawn upon the bank account of the XXXXX. All cheques shall be signed by the Treasurer and countersigned by the President or Secretary.
- 10.3 The financial year of the XXXXX shall be from 1st XXX to XX XXX in each year.

- 10.4 At the Annual General Meeting_in each year the NBBCA shall appoint an auditor, with accountancy experience. Such auditor shall hold office until the first meeting in the following financial year but shall be eligible for re-appointment.
- 10.5 An audited statement of receipts and expenditure and balance sheet shall be forwarded to each Constituent Body and ANKC Ltd. Within six months of the close of the financial year.
- 10.6 Annual subscriptions shall become due and payable in advance on March 1st each year.
- 10.7 Member Clubs, which have not paid the annual subscription within two (2) months from the due date, shall be deemed un-financial and, subject to the XXXXX's power under Clause 12.3, shall forfeit all rights and privileges as a Member Club until a new application for membership (as per 12.1) is made and accompanied by the annual subscription.
- 10.8 Monies at the disposal of XXXXX shall be applied exclusively for the promotion of the objectives of the XXXXX.
- 10.9 Funds not immediately required for the purposes of the XXXXX will be invested in such manner, as the delegates shall determine.

11. Application for Membership.

- 11.1 Application for membership of the XXXXX shall be submitted in writing to the Secretary of the XXXXX and shall be accompanied by the requisite fees.
- 11.2 Details of all such applications shall be advised to all Member Clubs within seven (7) days of receipt and such bodies may within six (6) weeks of the date of the advice

12. Privileges of Membership

Subject to the restrictions and limitations prescribed by or pursuant to the Constitution and Regulations, the privileges of members shall be:

- 12.1 The right to be represented at meetings of the XXXXX, and to vote on all motions considered by the XXXXX.
- 12.2 The right to call upon the XXXXX for assistance, advice, or information relative to the xxxxxxxxxxxx.
- 12.3 The right to participate in all XXXXX activities and functions.

13. Subscriptions.

- 13.1 The rate of such subscriptions, charge, entrance and other fees shall be fixed by the XXXXX.
- 13.2 The same rate shall apply to all Constituent Bodies.

- 13.3 Nothing herein contained shall be deemed to prohibit the right of the XXXXX to waive any subscription, charge of fees if such waivers were considered in the interests of the aims and objectives of the XXXXX. Any such waiver shall not affect the rights and privileges of the member to which it applies.

14. General Meeting

The XXXXX shall manage its own affairs and hold meetings at such time and place (including electronically) as it deems fit, the XXXXX may do all such things as shall appear to it to be necessary for the purpose of carrying into effect the Objectives.

XXXXX should meet not less than once each year at a time and venue decided upon by the delegates. The business of such meeting shall be:

- (a) Confirm the minutes of the previous meeting.
- (b) Consider applications for membership.
- (c) The Presidents report on the year's activities.
- (d) To receive from the Treasurer a current report, balance sheet and statement of account, and the estimate of the receipts and expenditure for the current financial year.
- (e) Annually to receive the audited report.
- (f) To receive written reports from Constituent Bodies.
- (g) To receive and consider reports from any committees appointed by XXXXXX.
- (h) The consideration of any other business of which notice shall have been given by a Constituent Body or by the President not less than six (6) weeks before the date of the meeting.
- (i) To consider any other business which may be submitted to the meeting.

15. Alteration to Constitution and By-Laws

This Constitution and the By-Laws of the XXXXX shall not be altered, waived or amended except at a meeting of the delegates at which at least sixty (60) days' notice has been given to the Secretary of such amendment and the Secretary has given six (6) weeks' notice to all Constituent Clubs.

16. Resignation

Any Member Club may at any time resign its membership by giving notice to the Secretary. Such resignation shall not free the club from liability to pay any subscription, which is due and unpaid on the date of the resignation.

Should any Member Club that has resigned seeks readmission as a member of the XXXXX, It shall reapply in accordance with Clause 11.1.

17. **Property Winding Up**

No Member Club or individual shall have any proprietary right or interest in any of the funds or property of the XXXXX. Such property or funds shall be devoted to the promotion of the objects of the XXXXX. However, in the event of the winding up of the XXXXX the property or funds shall be divided equally amongst the Member Clubs which are members at the time of such winding up.

By-Laws

Subject always to the Constitution, delegates at a meeting by a resolution passed by at least 2/3rd of delegates present and voting on this resolution may make By-Laws and may from time to time amend such By-Laws by variation, deletion or addition as they may think fit.

- By-Law 1 The granting of the title xxxxxxxxxxx National Speciality Championship Show” and xxxxxxxxxxx Speciality Championship Show”.
- By-Law 2 The appointment of the President.
- By-Law 3 The appointment of the Secretary.
- By-Law 4 Membership fees.
- By-Law 5 Any matter the delegates consider necessary to carry out the objects of the XXXXX.

National Cocker Spaniel Council (Aust)

Comments on Dogs Australia new Constitution template 2025



As at 9 December 2025

Background

In 2024 The National Cocker Spaniel Council (Aust) reviewed the Constitution previously dated 2007. The revised document was approved by ANKC Ltd trading as Dogs Australia in January 2025. The review process was extensive and collaborative. NCSC (Aust) subsequently is very familiar with the constitution template and provides these comments with a high degree of consideration.

Key Concerns

1. Changes that will have cost implications
2. Changes that will have excessive time implications to implement for volunteers
3. Balance of decision making
4. Audits for accounts with low balances and low activity

Comments in detail on new Constitution template 2025

Line Item	Comments and Implications
Item 1: Name Proposed change: Cocker Spaniel National Breed Council of Australia Current: National Cocker Spaniel Council (Australia) or NCSC (Aust)	Proposed changes will impact: <ul style="list-style-type: none">• Logo change: costs and time• Bank account name change: costs, time, several visits to branches by several people in several states• Website name change: time• Historical links lost: NCSC (Aust) established in 1983
Item 2: Definitions Proposed change: Committee	It makes little sense to have a Committee appointed by NCSC (Aust). NSCS (Aust) in a member organisation and therefore IS the Committee.
Item 3: Objectives	Comment on 3.4: Suggest remove the term 'specialty' using the specific breed in the title implies a specialty. NCSC (Aust) use the term –'Cocker Spaniel National Championship Show'.
Item 6: Meetings 6.1 Proposed change: may appoint two voting delegates Current: shall appoint one delegate	There is little value to double up on votes when as stated in 6.1.1 a delegate has no authority other than as directed by the member club the delegate represents and in 6.1.2 Delegates are the servants of the Member clubs and 6.1.3 .the views expressed ..are the views of the member clubs; no individual views from delegates are permitted. If a vote was conducted on an issue and there were five clubs represented the matter would be decided by 5 votes, it does not need 10 votes as club delegates would be expected to vote in unisons. It then seems conflicting to then say in 6.2.1 that delegates may vote at their discretion when electing Executive. NSCS (Aust) would insist that delegates at all times represent member clubs.

Line Item	Comments and Implications
<p>6.4 Proposed change: member clubs bring business before a meeting with 60 days notice Current: 90 days notice</p> <p>Proposed change: Secretary to communicate agenda to member clubs at 42 days Current: 60 days notice</p>	<p>Both of these are positive changes and supported!</p>
<p>Item 7: Officers Proposed change: There shall be a President, Secretary and Treasurer Current: President and Secretary</p>	<p>NCSC (Aust) has a bank balance of less than \$4000. The only income is 5 membership fees of \$100 each and outgoings of ~\$290 for Dogs Australia Affiliation fee.</p> <p>When the Secretary generates a payment – two other people need to approve the payment. That is a banking requirement.</p> <p>Could there be consideration given to the requirement of a Treasurer for bank balances of >\$10000? With further stipulations of number of people (roles) to approve payments for balances < \$10000.</p>
<p>Item 8: Officers Functions 8.2.1: Proposed change: President has a deliberative (conscious) vote not casting Current: President has no vote</p>	<p>Seems conflicting to then state in 8.2.2 that .. the President shall act under the direction of the Breed Council where decisions are decided by the majority of member clubs.</p> <p>This would increase the power of the President at the expense of member clubs.</p>
<p>8.3.1: Proposed change: Secretary has a vote at any meeting Current: Secretary has no vote</p>	<ul style="list-style-type: none"> - Needs to be clarified if Secretary is also a delegate. - Needs to be clarified if Secretary has a deliberative (conscious) vote not casting
<p>8.4.2: Proposed change: Treasurer has a vote at any meeting Current: There is no Treasurer</p>	<ul style="list-style-type: none"> - Needs to be clarified if Treasurer is also a delegate. - Needs to be clarified if Treasurer has a deliberative (conscious) vote not casting
<p>Item 10: Finance 10.1: Bank account name</p>	<p>If there is a change of name for the organisation there will need to be a change in bank account. Perhaps even closure of current account and opening of a new account. This will generate a huge amount of upheaval that will require a number of persons time and a number of visits to bank branches. Officers of this organisation are VOLUNTEERS. This is potentially changed for the sake of unnecessary change.</p>
<p>10.2: Reference to 'cheques'</p>	<p>This paragraph references 'cheque' Suggest delete reference to the use of cheques.</p>
<p>10.4: Appointment of Auditor Proposed change: 10.4 states that Breed Council Shall appoint an auditor Current: Breed Council has the option to appoint an auditor or provide a financial summary at Annual General Meeting.</p>	<p>Comment: This is an unnecessary expense for a Breed Council with a balance of < \$4000 and < 10 annual transactions.</p>

Line Item	Comments and Implications
By Laws	<p>The proposed template suggests the appointment of a Treasurer but there is no By – Law for the appointment of a Treasurer. There is a By-Law for the appointment of President and Secretary.</p> <p>In Item 2: Definitions the term REGULATION is listed. What is the difference between a REGULATION and a BY-LAW?</p>

DRAFT