



REGULATIONS

PART 1

COMMITTEES

Amended
October 2019

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SECTION 1

Committee Structure

Members of the various Committees/Working Parties are appointed annually at the October Board meeting. **(05/97)**

Member Bodies, who fail to fill their position(s) on any ANKC Ltd committees, at the time of appointment of the committees, are required to do so within thirty (30) days of the relative Board meeting. If nomination is not made within the thirty (30) day time frame, then the position will remain vacant. **(10/07, 7.20)**

All ANKC Ltd committees are to have a nominated Deputy Chairperson who is appointed by the committee at the first committee meeting. **(10/09, 8.16)**

The following Committees/Working Parties have been established:

- 1.1 National Agility Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson. **(10/01)**
- 1.2 National Breed Councils Liaison Working Party, shall consist of two Representative, plus a non-voting Convenor **(10/97, 6.8)**
(Rescinded 05/98) (Amended 10/10) (Amended 10/19)
- 1.3 National Breed Standards Coordination Group, shall consist of five Coordinators, plus a non-voting Chairperson.
- 1.4 National Business Systems Working Party shall consist of one Representative from each Member Body, plus a non-voting Convenor **(Formed 06/19, 5.10)**
- 1.5 National Canine Health & Wellbeing Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson. **(10/95, 4.8.1)**
(Amended 10/09, 10.1.5), (Amended 10/13, 6.5.1)
- 1.6 National Canine Scent Work Working Party, shall consist of one Representative from each Member Body, plus a non-voting Convenor. **(Formed 10/17)**
- 1.7 National Conformation Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson. **(Formed 10/11)**
- 1.8 National Dances with Dogs Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson. **(Formed 10/08)**
- 1.9 National Trick Dog Working Party, shall consist of one Representative from each Member Body, plus a non-voting Convenor. This Working Party is a subsidiary Working Party of the National Dances with Dogs Committee. **(Formed 03/18)**
- 1.10 National Draft Test Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson. **(Formed 10/14, 9.1.22)**
- 1.11 National Earth Dog Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson. **(Formed 10/10, 9.1.19)**
- 1.12 National Flyball Working Party, shall consist of one Representative from each Member Body, plus a non-voting Convenor. **(Formed 06/18, 5.9)**
- 1.13 National Herding Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson.
- 1.14 National Junior Handler Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson. **(Formed 10/08)**

- 1.15 National Legislative Committee, shall consist of four Representatives, plus a non-voting Chairperson. **(Formed 10/10, 9.1.20)**
- 1.16 National Lure Coursing Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson. **(Formed 10/14, 9.1.24)**
- 1.17 National Miscellaneous Register Working Party, shall consist of one Representative from each Member Body, plus a non-voting Convenor. **(Formed 06/19, 5.10)**
- 1.18 National Obedience & Tracking Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson. **(10/97, 6.10)**
- 1.19 Overseas Judges Approval Board, shall consist of six Representatives, plus a non-voting Convenor. **(10/97, 6.14) (Amended 10/12)**
- 1.20 National Regulations Part 5 Review Working Party, shall consist of one Representative from each Member Body, plus two non-voting Co-Convenors. **(Formed 05/17, 9.3)**
- 1.21 National Retrieving & Field Trials Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson. **(10/95, 4.8.1)**
- 1.22 National Show Judges Training Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson. **(10/95, 4.8.1)**
- 1.23 National Show Judges Training Regulations Review Working Party shall consist of Representatives co-opted by the National Show Judges Training Committee Chairperson, plus a non-voting Convenor **(Formed 10/16, 6.17.1)**
- 1.24 National Sled Sports Committee, shall consist of one Representative from each Member Body, plus a non-voting Chairperson. **(Formed 10/10, 9.1.18)**

SECTION 2

Meetings

- 2.1 No items are to be accepted by the ANKC Ltd Administrator for inclusion on any ANKC Ltd Board, Committee, or Subcommittee Agenda unless a detailed explanation concerning the reason/rationale for submitting the item is provided in agenda format electronically in MS Word or similar by the Member Body proposing the Agenda item. **(10/96, 5.13) (Amended 11/03)**
- 2.2 Immediately following each Board Meeting, the Administrator of the ANKC Ltd shall draw the attention of the Secretary of each Member Body to decisions made at the meeting and request the Member Body to advise the action taken by them within three months. If the action is not uniform the Administrator is to refer the matter to the next ANKC Ltd meeting. **(09/72)**
- 2.3 (a) Member Bodies make copies of the Minutes of ANKC Ltd Committees available to their Members on request, and from the same time as they are available to the Member Bodies, and that the cost to Members is not to exceed the cost of copying plus postage where applicable, but not including a salary nor a profit component.

If a meeting declares an item to be in-camera at the time of the meeting, that this item not be made available to Members.

- (b) Member Bodies make available to Members on request copies of Minutes and the like documents provided to the ANKC Ltd by overseas organisations with which the ANKC Ltd has liaison or reciprocal rights or agreements. Such documents to be available at the same time as they are available to the Member Bodies, and that the cost to Members is not to exceed the cost of copying plus postage where applicable, but not including a salary nor a profit component. **(05/98)**
- 2.4 In accordance with Renton's, a motion being resolved and carried is in force until the rescission motion is voted on at the subsequent meeting. **(05/01)**

SECTION 3

Meeting Procedure (10/00)

- 3.1 The meeting procedures and protocols adopted by the ANKC Ltd shall be applicable to all Committees and Working Parties of the ANKC Ltd.

3.2 Observers

- (a) If observers are present at any meeting of the ANKC Ltd or its Committees/Working Parties, it must be moved, seconded and carried according to the voting system applicable, "That they be permitted to attend as observers".
- (b) Observers at any meeting of the ANKC Ltd or its Committees/Working Parties shall not be permitted to sit in the main body of the meeting; an area specifically designated shall be set aside for observers.
- (c) Observers at any meeting of the ANKC Ltd or its Committee/Working Parties shall not be permitted to enter or leave the meeting except at the beginning or end of the meeting or during specific breaks.
- (d) Observers at any meeting of the ANKC Ltd shall not be permitted to take part in the meeting or to speak except by invitation of the meeting, they shall also not be permitted to speak to individual Delegates during the meeting.

3.3 Voting

- (a) Voting at Committee Working Party meetings of the ANKC Ltd where all Member Bodies are designated to have Representatives shall be in accordance with the Constitution of the ANKC Ltd, Section 50. **(05/03) (Updated 01/15 to align with ANKC Ltd Constitution)**
- (b) Voting at Committee/Working Party meetings of the ANKC Ltd where all Member Bodies are not designated to have Representatives shall be on a one vote on value basis.
- (c) Voting shall be in accordance with the usual ANKC Ltd procedure (refer Section 50 of the Constitution). **(Updated 01/15 to align with ANKC Ltd Constitution)**

Where an activity is not conducted in a particular State of Territory, that delegate does not have a voting right for motions concerning that activity unless schedules for a said activity have been submitted and approved by their State or Territory body.

Where a new activity has been adopted by the ANKC Ltd, for the first (3) three years that delegate will have a voting right for motions concerning that activity irrespective of whether schedules have been submitted or approved by their State or Territory body. **(Amended 10/07, 7.1) (Amended 10/10, 7.40)**

A majority shall be the first number in excess of 50%.

SECTION 4

Role of ANKC Ltd Committees (05/02)

- (1) The Committees are empowered to make recommendations only to the ANKC Ltd Board of Directors.
- (2) The Chairperson has no voting rights and no decision making powers.
- (3) The role of the Chairperson is to run ANKC Ltd meetings and ensure the successful completion of work tasked to the Committee. **(Amended 10/07)**
- (4) All Chairperson/Convenors of ANKC Ltd Committees and Working Parties are to write an annual report of their activities, detailing work completed, outstanding matters and any difficulties encountered for that year. The reports to be placed on the agenda of the annual ANKC Ltd Board meeting. **(10/06)**
- (5) Each State Representative has voting rights at the Committee meeting.
- (6) All correspondence between these Committees and Member Bodies must either be sent via the ANKC Ltd on their official letterhead, or a copy of any correspondence cc'd to the ANKC Ltd.
- (7) All work (other than rule reviews): to be sent to the relevant Committee Chairperson by the ANKC Ltd Administrator confirming when a submission is required. The Committee Chairperson will be responsible for carrying out the successful completion of this work and submission of the Committee response to the ANKC Ltd Administrator. **(10/07)**
- (8) Rule reviews: a timetable for the review to be sent to the relevant Committee Chairperson by the ANKC Ltd Administrator together with the budget allocation for the Committee to complete the review. The allocation will include all expenses relating to meetings (confer link or face-to-face conferences). The timetable will include a date by which the Committee submission containing copies of relevant committee meeting minutes/draft amended rules is to be received by the ANKC Ltd Administrator. The Committee Chairperson will be responsible for carrying out the successful completion of the rule review within budget and ensuring the Committee submission is received by the due date. Any expenditure over budget will be divided evenly between all Member Bodies for reimbursement back to the ANKC Ltd. **(10/07)**
- (9) Reviews to all existing ANKC Ltd rules and document must be dealt with by all relevant committees and Member Bodies in accordance with the ANKC Ltd Procedure for Reviewing Existing Rules and Documents. Copy of procedure attached to these regulations.

SECTION 5

Expenses (10/05)

ANKC Ltd Committee Chairperson/Convenors/Coordinators are not to be reimbursed any administrative/miscellaneous expenses such as telephone, facsimile, email. **(10/05)**

SECTION 6

(Updated 01/15 to align with ANKC Ltd Constitution)

6.1 Voting for President

All elections for elected Office Bearers of the Australian National Kennel Council Limited shall be by secret ballot using the full preferential voting system. Directors may cast votes in accordance with the requirements of Section 38 of the Constitution. **(05/03)**

6.2 Returning Officer

The ANKC Ltd Administrator shall be the Returning Officer for all elections and ballots held by the ANKC Ltd unless otherwise determined by the full Board of the ANKC Ltd. **(05/97, 11.10)**