

**Registration Council for Dog Training and Behaviour Practitioners
Management Meeting Report: 10th May 2012 at 2.00pm at the Kennel Club**

PRESENT: Mr Bill Hardaway – Chairman, David Cavill - Animal Care College, Paul Rawlings - The Kennel Club, Fiona Whelan - Canine and Feline Behaviour Association CFBA (Vice-Chairman)
APOLOGIES FOR ABSENCE: Claire Corridan - Companion Animal Behaviour Therapy Study Group,
Lez Graham - Guild of dog Trainers, Annette Conn - Dog Expert Witness
IN ATTENDANCE: Dorothy McIntyre - RCDTBP Secretariat

1. MATTERS ARISING

- A) Having addressed the rotation of the Management Committee at the RCDTBP meeting and the resignation of Dr Claire Corridan, the Chairman recognised Fiona Whelan as the newly elected Vice-Chairman. It was noted that Ms Whelan had changed organisations to the Canine and Feline Behaviour Association. Ms Whelan agreed to provide new contact details to the Secretariat.
- B) It was also noted that Chris Bloomfield had been elected to the role of Treasurer and agreed to establish a 'Paypal' account for registration applications.
- C) The Secretariat would remain the same until the next meeting.
- D) It was also noted from the RCDTBP meeting that the CABSTG title would change to British Veterinary Behaviour Association (BVBA) and Jaqi Bunn would forward a new email address when available.

2. MEMBERSHIP

- A) It was agreed to review the registration fees at the next meeting including consideration of any discounted fees for Individual Registration if already a member of a Member Organisation. It would also consider Associate Registration and what rights should be given to these members.
- B) The draft proforma letters to acknowledge registration were agreed.
- C) It was proposed that a Registration card be considered at the next meeting.

3. WEBSITE

- A) It was noted that the website would be re-developed by a new web designer and the information should include FAQs to reduce email queries.
- B) A Paypal option should be provided on the registration application page.
- C) The Committee agreed that a link to the CAWC website should be raised with CAWC to enable download of the Code of Practice.

4. PR for the RCDTBP

The Committee agreed that Fiona Whelan would design the RCDTBP flier and the following should be included:

- A) Introduction to CAWC (with a link to EFRA)
- B) Independent of Government Funding
- C) Aims – Simple statements, promoting high standards of training for the dog
- D) Benefits – to protect, enable, assure, assist, facilitate, provide a grievance/complaints procedure, security and trustworthiness
- E) Benefits of registration to include:
 - i. Part of regulated group through CAWC Code of Practice; ii The ONLY Council given responsibility of managing the Code of Practice; iii. Individual listing on the Council Website with other high profile organisations and individuals; iv. Registration network forming access to research groups and shared best practice; v. Use of Council Logo; vi. Proposed Registration Card
- F) About the Council
- G) Registration Information
 - i. Levels; ii. Fees; iii. Payment method, iv. How to join/What you need; v. Website details

5. MEMBERSHIP APPLICATION AND RENEWALS

It was noted that the current list of signatories

Kennel Club (0001)	Guild of Dog Trainers (0004)	Paul Rawlings (0007)
Canine and Feline Behaviour Association (0002)	British Institute of Professional Dog Trainers (0005)	John McNeil (0008)
Animal Care College (0003)	The Dogs Trust (0006)	Chris Bloomfield (0009)
		Kay Attwood (0010)
		Hev Bushnell (0011)

It was noted that renewals are due annually in August.

6. DATE OF FUTURE MEETING: It was agreed that meetings of the members of the council (list of signatories) be held in May annually unless a Special General Meeting is called in line with the constitution.

7. A.O.B.