

BRITISH CAVY COUNCIL: CONSTITUTION AND RULES

1. Purpose and Scope of the British Cavy Council (“the Council”)

- 1.1. The objectives of the Council are to:
 - (a) Adjudicate on the formation and remit of the Specialist Clubs serving the needs of the various breeds of cavy in the United Kingdom;
 - (b) Ensure that such Specialist Clubs are properly run in the interests of all of their members and of the Cavy Fancy as a whole;
 - (c) Determine the Standards to be applied when judging the various breeds of cavy in the United Kingdom, these standards normally but not in all cases being effected by the discussion of proposals made by the relevant Specialist Club;
 - (d) Ensure that such Standards are phrased to be as clear as possible to judges, breeders and exhibitors; offer a difficult but achievable challenge to the breeder and exhibitor; and provide a logical basis for comparisons to be made regarding the relative merits of exhibits of different breeds.
- 1.2 Standards and Clubs in existence on 1st January 1978 will continue to be recognised by the Council unless and until superseded by changes that it has authorised.
- 1.3 Standards for any breed of cavy may only be defined, altered or deleted with the approval of the Council.
- 1.4 No individual may form an additional Specialist Club without prior approval of the Council.
- 1.5 No Specialist Club may attempt to cater for any additional breed without the prior approval of the Council, with the exception of The Rare Varieties Cavy Club, which may cater for new varieties of cavy that are not already catered for by any other Specialist Club. This does not include new colour variants of an existing breed, which are deemed to be the responsibility of the Specialist Club that caters for standardised colours of the breed unless this Club has declined such responsibility.
- 1.6 The Council does not intend to define Show Regulations or deal with matters arising therefrom. Shows should be held under the Show Regulations of the National Cavy Club, Specialist Breed Clubs themselves or those of a nominated host society that may have such Regulations. Any complaints arising in regard to an alleged breach of these Regulations, other than those that are covered by explicit Council Rules, must be dealt with by the club or society whose Regulations govern the show.

2. Composition of the Council

- 2.1 The Council will consist of one Representative from each of the breed-specific Specialist Clubs in the United Kingdom.
- 2.2 Clubs with 100 or more voting members (adult, senior or partnership members but not juniors), either as of 31st December of the previous year or at the time of a Council Meeting, shall be entitled to one extra vote at the Meeting. Club representatives intending to take advantage of this facility must inform the Chairman of this fact, and provide any necessary evidence of membership levels, at the start of each Meeting. Clubs entitled to additional votes may, with the prior agreement of the Chairman, send an additional Representative. In this event the agreement of any of the Club’s Representatives shall be deemed to signify the agreement of the Club for the purposes of Rules 3.7 and 3.8.
- 2.3 Each Specialist Club will be responsible for the election of its own Representative. However, as such representatives will frequently need to take decisions with implications both for the Specialist Club and for the cavy fancy as a whole, representatives must be on the Executive of the nominating Club as defined in Rule 5.1, be able to command the respect of this Club, and be of wide knowledge and experience within the

cavy fancy. A deputy of similar characteristics should also be provided for occasions when the elected representative is unable to attend

- 2.4 Representatives will appoint a Chairman and Secretary/Treasurer as additional members of the Council. The Chairman and Secretary/Treasurer may not represent any Specialist Club, and in the event that they were formerly such representatives the relevant Specialist Clubs must appoint other representatives.
- 2.5 The responsibility of the Chairman is to ensure the proper and orderly running of the Council. This will include calling meetings; producing an Agenda for each meeting; agreeing all minutes and communications to the cavy fancy at large; ensuring that meetings are conducted in a clear and orderly fashion and that agreed procedures are followed with regard to any decisions to be made by the Council.
- 2.6 In cases where Council Rules are ambiguous or do not adequately cover a particular issue, the Chairman shall have the right to determine the appropriate action, in the best interests of the Council and the Cavy Fancy; but in doing so he will consult and attempt to reconcile the views of Council representatives.
- 2.7 The responsibility of the Secretary/Treasurer is to communicate with Specialist Club representatives and secretaries regarding the activities of the Council, to produce draft minutes for agreement by the Chairman, and to control the financial arrangements of the Council.
- 2.8 The Chairman and Secretary/Treasurer will serve for a period of two years but are eligible for re-election. However, the Chairman and/or Secretary/Treasurer may be removed by means of a Vote of Confidence carried by a simple majority of all potential votes (i.e. the votes allocated under 2.1 & 2.2) of those attending a meeting of the Council for which the Agenda specifically refers to the matter.
- 2.9 When issues are to be discussed that affect show regulations, or which are likely to have a significant impact on the Cavy Fancy as a whole, the Chairman will invite the National Cavy Club to send senior representatives, ideally its Chairperson. This representative will be able to participate fully in all discussions on such matters, but will not be eligible to vote.

3. Meeting and Voting Procedures

- 3.1 Meetings will be held when deemed necessary by the Chairman, ideally with the agreement of the Council, or at the request of at least half of the representatives on the Council, at a location considered likely to maximise attendance.
- 3.2 Items for the Agenda must be submitted to the Secretary in sufficient time for the Chairman to agree the Agenda and for copies of the Agenda and relevant papers to be sent to representatives at least 14 days prior to the date of the meeting. However, in the case of a proposal made by one Specialist Club that has a particular impact on another, for example to change the Standard of a breed covered by the Club or to redefine its responsibilities, this must be submitted to the Secretary in sufficient time that the Chairman is able to give the Club at least 28 days' notice prior to the date of the meeting so that it has sufficient opportunity to consider its response.
- 3.3 More than half of all representatives on the Council must be present in order to constitute a quorum.
- 3.4 Decisions taken will be binding on all Specialist Clubs represented on the Council, so long as the item under discussion has been published in the Agenda and an appropriate voting majority under 3.5 – 3.8 has been obtained.
- 3.5 All matters shall be decided by a simple majority of votes cast, as determined in 2.1 & 2.2, except in the following cases:

- 3.6 To allow the formation of a new Specialist Club the agreement is required of two thirds of the votes, as determined by 2.1 & 2.2, of those attending a meeting of the Council for which the Agenda specifically refers to the matter, and so long as this total in favour represents at least half of the potential votes of the entire Council (i.e. including the potential votes of non-attendees)
- 3.7 To allow creation, modification (other than in the case of minor modifications designed to improve clarity or remove ambiguity) or removal of a Full Standard, Guide Standard or New / Emerging Breed Guidance Note, without the agreement of the relevant Specialist Club, the agreement is required of two thirds of the votes, as determined by 2.1 & 2.2, of those attending a meeting of the Council for which the Agenda specifically refers to the matter, and so long as the total in favour represents at least half of the potential votes of the entire Council (i.e. including the potential votes of non-attendees)
- 3.8 To enforce a transfer of a breed from one Specialist Club to another, without the agreement of the former, the agreement is required of two thirds of the votes, as determined by 2.1 & 2.2, of those attending a meeting of the Council for which the Agenda specifically refers to the matter, and so long as the total in favour represents at least half of the potential votes of the entire Council (i.e. including the potential votes of non-attendees)
- 3.9 In the case of a Guide Standard or New/ Emerging colour variant of a standardised breed, the Specialist Club deemed to cater for such a variant for the purposes of Rules 3.7 and 3.8 shall be the Club that caters for the standardised breed.
- 3.10 To expel a Club from the Council, which situation may only be expected to arise following a serious transgression by the Club of Council Rules or rulings, the agreement is required of two thirds of the votes, as determined by 2.1 & 2.2, of those attending a meeting of the Council for which the Agenda specifically refers to the matter, and so long as the total in favour represents at least half of the potential votes of the entire Council (i.e. including the potential votes of non-attendees).
- 3.11 To wind up the Council the agreement is required of two thirds of the votes, as determined by 2.1 & 2.2, of those attending a meeting of the Council for which the Agenda specifically refers to the matter, and so long as the total in favour represents at least half of the potential votes of the entire Council (i.e. including the potential votes of non-attendees). In this case the assets of the Council, net of any outstanding expenses, will be allocated as determined by a simple majority of the votes of those attending such a meeting.
- 3.12 The Chairman and Secretary may not vote, save that in the event of a tie the Chairman may exercise a casting vote.
- 3.13 Changes to the Rules of the Council will take effect from the date specified in the Minutes. No Rule can be applied to deal with an issue that **has** arisen prior to the enactment of the Rule, unless that issue is deemed to have an ongoing impact on the effectiveness of the Council.
- 3.14 Decisions made by the Council will take effect from the date specified in the Minutes.
- 3.15 The Expected Behaviours of Councillors and Senior Officials of Clubs represented on the Council are:**
- (1) When putting forward a proposal on behalf of a Specialist Club, or discussing a proposal that has significant implications for such a Club, the Club's representative must be careful to represent the Club's views as determined by the Club's Executive and not express personal opinions if these might undermine the Club's position.**
 - (2) However, Club representatives should remember that they are chosen on the basis of their knowledge and judgment, so, if during Council discussions suggestions are made that might improve a given proposal, they should use their judgment to decide if modifications to the proposal would be in the Club's best interests whilst still reflecting its prime intentions. If a representative feels so strongly about such an Agenda item that he /she is unable to reflect the Club's views as the Executive would wish, he**

- should inform the Club's Chairman in sufficient time that another representative with no such difficulties can be chosen.
- (3) When discussing matters that have no significant implications for his Specialist Club (for example proposed changes to standards for unrelated breeds), the Club's representative should listen carefully to the arguments put to the meeting and offer any relevant knowledge and experience to the debate. In voting on any matter he /she must act in what he /she believes to be the best interests of the cavy fancy as a whole.
 - (4) If the representative of a particular Specialist Club is also a senior official (defined for this purpose as Chairman or Secretary) of a second Specialist Club, he / she must make the Council Chairman aware of this at the start of the meeting. If the Chairman believes that an item on the Agenda has such significant implications for the second Specialist Club that it creates a serious conflict between the representative's duty of objectivity under (2) above and his duty to the second Specialist Club as a senior official, he may determine that the representative cannot vote in regard to the item in question.
 - (5) It is the Chairman's responsibility to ensure that items discussed at Council meetings are clearly presented, so as to enable the Council to take the best decisions it can in the interests of the cavy fancy, considering any additional information on, for example, existing standards, rules and precedents that he / she believes to be relevant. He / she has the overriding responsibility at Council meetings to act in what he / she believes to be in the best interests of the cavy fancy.
 - (6) In situations where representatives and senior officials disagree with decisions taken by the Council, they are at liberty to state their personal disagreement with such decisions but they must not do so in terms that may reasonably be viewed as derogatory to either the Council itself or the representatives at the meeting(s) where the decisions in question were taken.
 - (7) When communicating with the fancy at large, in any situation where there is reasonable room for doubt on the matter Specialist Club representatives, senior Specialist Club officials and the Chairman and Secretary of the Council must make it clear when they are speaking in a personal capacity and when an official one. However, subject to (6) above, all of these parties are fully entitled to give their personal opinions even on matters relating to areas of the Council's responsibilities.

4. Use of Breed Standards

- 4.1 The Council will maintain an up-to-date register of all breed standards; will publish new standards or modifications to existing ones in official cavy publications as defined by the Council; and will from time to time publish a booklet detailing all Full and Guide standards. For an appropriate charge copies of this booklet will be made available to, and may be sold by, all Specialist Clubs that are members of the Council and by the National Cavy Club.
- 4.2 Full Standards are defined for all breeds of cavy that in the Council's opinion represent varieties that are distinct from all other existing breeds, provide a desirable addition to the Cavy Fancy, and for which a standard of excellence has been established and agreed after a sustained process of breeding and exhibition.

Such standards will describe the most important characteristics of the ideal exhibit of each breed and indicate, via an allocation of points adding up to 100, the relative weighting to be given to each of these characteristics in assessing different exhibits. However, the importance of 'balance' in an exhibit must always be considered: an exhibit that is a 'near miss' on all characteristics may be regarded as more desirable than one that is perfect in several but very poor in a particular one, and the points allocated are therefore not intended to be used as the basis of a scoring system.

The following criteria will be applied to determining when a breed will receive a Full Standard and how this Standard will be defined:

- A Breed Standard should be challenging but achievable.
- Features required by a Breed Standard should be capable of clear definition.
- Any new breed for which a Standard is granted should have either Colour, Coat-Type or Markings that are manifestly distinct from any other breed.

- A reasonable number of examples of cavies able to lend credence to the validity of the Breed Standard should be available. This is not a matter of 'breed popularity' but of evidence that the Breed Standard is credible.
 - Where possible a new Breed Standard should be based on the Structure, Wording and Points Distribution of existing Standards for similar breeds.
 - There should be no presumption to standardise or promote every possible combination of Colour / Markings. In order to be standardised a new breed should, in the opinion of the Council, represent a desirable addition to the cavy fancy.
- 4.3 Guide Standards are defined for breeds of cavy that are in a process of development but that, in the Council's opinion, represent varieties that are distinct from all other existing breeds, are likely to provide a desirable addition to the Cavy Fancy, and for which a provisional standard of excellence can be stated after an initial period of breeding and exhibition under the auspices of a Specialist Breed Club. Such standards will describe the most important characteristics of the ideal exhibit of the breed but are likely to be stated in more general terms than for a Full Standard; and no points allocations will be given to indicate the relative importance of different characteristics.
- 4.4 In Open cavy shows the only cavies that may be exhibited are those having a Full Standard agreed by the Council, with the following exceptions:
- (a) Cavies of breeds for which a Guide Standard has been agreed by the Council, as specifically detailed in these notes. Cavies in this category may only be shown in a class or classes specifically defined for Guide Standard cavies and are not eligible for awards in competition with fully standardised cavies.
 - (b) Cavies of 'new or emerging breeds', for which only general Guidance Notes have been agreed by the Council. Again cavies in this category may only be shown in a class or classes specifically defined for New / Emerging Breeds and are not eligible for awards in competition with Full-Standard or Guide-Standard cavies.
 - (c) Pet cavies, for which judging criteria are subject to individual opinion but include cleanliness and health. These cavies cannot be shown in competition with cavies in other categories.
- 4.5 Where, for a period of several years, insufficient examples of a 'Full Standard' Breed are seen at shows to warrant continued belief in the viability of the Breed or its Standard, the Council may decide to redesignate the Breed as 'Guide Standard'. In this case, 12 months notice will be given of the Meeting at which this step is to be considered, to allow the relevant Breed Club to consider the situation in consultation with any known breeders.
- In the event that a 'Full Standard' Breed is redesignated as 'Guide Standard' the Breed Club concerned will review whether the stipulations of the previous (Full) Standard are still appropriate, and will recommend to the Council within 12 months whether a modified (Guide) Standard should be adopted. The breed would then be treated as any other 'Guide Standard' variety.
- Where the evidence is that either insufficient examples of a 'Guide Standard' Breed are seen at shows to warrant continued belief in the viability of the Breed or the Guide Standard, the Council may decide to redesignate the breed as a 'New / Emerging Variety'. In this case the breed would be treated as any other New / Emerging Variety. The Council may, but is not required to, give notice of such intention.
- 4.6 At any Open show (i.e. not a show held under the auspices of a Specialist Breed Club) there shall be at least one breed class available for entry by any breed of cavy that has a Full Standard. There should also be at least one class available for any breed of cavy that has a Guide Standard, as defined in Rule 4.4(a) and 4.4(b) above.
- 4.7 Judges who are on the panels of Specialist Clubs represented on the Council shall at all times when judging in the United Kingdom apply the Breed Standards currently defined by the Council.

4.8 Breed Names and Standards approved by the Council shall remain the absolute copyright property of the Council. Such Standards and Names may be used, without seeking the Council's express prior permission, by all Clubs in the United Kingdom organising shows for exhibition cavies, on the strict understanding that Council rules and policies will be followed in defining the schedule of classes to be used in such shows.

5. Code of Practice for Clubs Affiliated to the Council

5.1 Specialist Clubs affiliated to the Council must be run in a fair, open and competent manner conducive to the best interests of the breeds they serve, the fanciers of these breeds and the Cavy Fancy as a whole. In particular all such Clubs are required to:

- (a) Elect an Executive consisting, at a minimum, of a Chairman, a Secretary, a Treasurer (which role may be combined with that of Secretary) and at least 5 other members, which should meet as necessary to ensure the proper running and governance of the Club to meet the above objectives and the responsibilities described below.
- (b) Hold an Annual General Meeting on a date not exceeding 15 months from the date of the previous meeting, the dates of such meetings to be published in official Cavy Fancy publications as determined by the Council at least one month before the meeting.
- (c) Ensure that statements of Profit/Loss/Income/Expenditure and of the Balance Sheet are prepared annually, audited by a person of integrity and independence who is not associated with the Club, and presented to the Annual General Meeting.
- (d) Ensure that nominations for positions as Club officials are sought by publication in official Cavy Fancy publications at intervals not exceeding two years; and that a ballot to elect such officials is held promptly following the closure of such nominations, so long as there are more nominees for any position than there are positions available.
- (e) Ensure that those participating as candidates in such ballots are bona fide members of the Club and of sufficient knowledge, expertise and integrity to discharge the duties relevant to the office, such determination being without influences of personal prejudice.
- (f) Ensure that those eligible to vote in such ballots are bona fide members of the Club of a duration considered appropriate by the Club as being reasonable to ensure an informed decision on the ballot.
- (g) Provide a Representative, and when necessary a Deputy Representative, to the Council, the names and contact details of such Representatives to be notified to the Secretary of the Council.
- (h) Ensure that the Club is represented at Council meetings whenever possible, and under no circumstances fails to be represented at more than one meeting in succession.
- (i) Ensure that Club Rules, dealing with the organisation and activities of the Club, are maintained in a clear and comprehensible form; and that such rules are followed wherever possible in ordering the Club's organisation and activities.
- (j) Ensure that these Rules are at all times consistent with those of the Council. Accept that any new rules or decisions that are agreed by the Council will override conflicting rules or decisions that may previously have been in place within the Club; and that no rules may subsequently be agreed by the Club that conflict with existing Council rules.
- (k) Hold each year not less than two Stock shows, catering solely for the breed(s) covered by the Club, and covering a reasonable geographic spread over a three-year period of time.
- (l) Lodge with the Council within 3 months of an AGM's taking place, or such later date as may be agreed by the Chairman of the Council, a report of proceedings to include Date, Time and Venue of meeting; List of Attendees including Chairman and Minutes Secretary; Minutes or Draft Minutes of the Meeting; Copy of Profit/Loss/Income/Expenditure Account and Balance Sheet; Dates and Venues of Stock shows held; Date at which any Nominations for Ballot will be required.
- (m) Supply to any member upon request copies of Club Rules, Profit/Loss/Income/Expenditure Account and Balance Sheet.
- (n) Agree and make it known to members that, should dissatisfaction be felt with the level of service being provided by the Club or with any alleged failure to meet its obligations under this Rule (5.1) of the Council, complaint may be made to the Chairman of the Council, who may seek to deal with the matter under Rule 8 below.

- (o) Accept that, when such a complaint has been made to the Council and the Council has made a determination on the issue after due process as detailed in Rule 8 below, then action will be taken to effect the ruling of the Council.

5.2 Until or unless subsequently determined otherwise by the Council, the term 'Official Cavy Fancy Publications' referred to in 5.1 shall mean at a minimum that relevant information must be published in the 'CAVIES' magazine.

6. Disciplinary Action by Specialist Clubs against Members

- 6.1 In the event that a Specialist Club takes disciplinary action against one of its members (which reference may also be taken to mean a partnership):
- a) The Club must advise the Member specifically and in writing of his/her rights of appeal, both within the Club and to the Council.
 - b) The Member may appeal to the Council against the Specialist Club's findings and decision. Such appeals can be made only after the exhaustion of any Appeals Procedure that may exist within the Club in question; must be made within 28 days of notification to the Member of the Club's decision as regards the Appeal (or of the original decision if there is no Appeals Procedure); and must be made in writing accompanied by a payment of £25, which will be forfeited to the Council should the Council determine, entirely at its discretion, that the Appeal had no reasonable basis.
 - c) In cases of such Appeals, a meeting of the full Council will be convened as soon as is reasonably convenient, at which the relevant Specialist Club and Member will be invited to make written and/or verbal submissions of the issues involved. These should, on behalf of the Specialist Club, include details of the alleged offence and the reasons for the disciplinary action determined; and, on behalf of the Member, any rebuttal of the alleged offence or arguments as to why the disciplinary action is considered unreasonable. Appeals will be heard by as many of the full Council as can attend, but Council Representatives involved in the original action will not be allowed to sit on the Appeal. In such cases Clubs may send a Deputy Representative. With the prior permission of the Council, the Appellant may bring a fellow fancier to help in the representation of their case; but legal representation will not normally be permitted.
 - d) After hearing the Appeal, the Council will determine whether disciplinary action against the Appellant is justified and what action is appropriate. The original disciplinary action may be upheld, expunged or varied in any manner that the Council believes is fair and appropriate to the offence committed. The disciplinary action determined by the Council may extend to cover all Clubs belonging to the Council as well as the one initiating the original complaint.
 - e) In addition to the circumstances described above, Council action may also be initiated by a Specialist Club itself in situations where it believes that an offence committed by a member is so significant that action by other Clubs is warranted. In such cases the same procedures as those described above will be undertaken, with the Specialist Club's presenting its case and the Member's being allowed to present a defence.
 - f) Only in the situations above, where the Council has, as a body, considered and upheld disciplinary action against a Member of a Specialist Club, may a Specialist Club take action against one of its Members as a result of an offence committed against another Specialist Club. (All Club Rules relating to such 'reciprocal action' are therefore rendered redundant by this Rule.)
 - g) Given that the Council has, via this Rule, established an independent Appeals Procedure for a Member of a Specialist Club who is dissatisfied with any action taken against him/her, and since the Cavy Fancy represents a 'hobby' activity run with a relatively low level of financial resources, should a Member of a Specialist Club attempt to invoke any form of legal action for any issue that is covered by Council rules, then this shall be considered a strong prima facie reason whereby a Specialist Club may refuse to renew the membership of the Member in question when such membership becomes due for renewal.

7. Stud Name and Prefix Register

- 7.1 The Council will ensure that a Register is maintained of Stud Names and Prefixes, such names to be unique to a given fancier or partnership, with names offering minimal risk of confusion and being within the bounds of good taste.
- 7.2 This register will be maintained by a Registrar appointed by the Council, who will resolve cases of potential duplication, determine applications for new names against the above criteria and ensure that the Register is made available to secretaries of Specialist, Area and Local Clubs and for publication in official cavy publications, as deemed necessary by the Council.
- 7.3 Requests by fanciers for approval of Stud Names and Prefixes must be made in writing to the Registrar, accompanied by an appropriate charge. The fancier may only use the requested Name or Prefix when it has been approved by the Registrar. (N.B. In setting up the Register existing Stud Names and Prefixes were included, with duplicates being resolved by the Registrar, free of charge.)
- 7.4 The Registrar shall produce, as requested by the Secretary of the Council, a statement of Income and Expenditure associated with running the Register.
- 7.5 No other individual or cavy body may attempt to control the registration of Stud Names or Prefixes, thereby eliminating the possibility of duplicate names being used by different fanciers and thereby causing confusion.

8. Enforcement of Council Rulings and Disciplinary Procedures

- 8.1 The Council may take action to rectify any problem situation that may occur in its sphere of influence as defined by any of the above rules. In particular it will be concerned in cases of:
 - Significant non-compliance by Member Clubs of the standards of behaviour expected by the Council as defined under Rule 5;
 - Attempts by any individuals to set up a Breed Specialist Club without permission of the Council;
 - Evident disregard by Specialist Club panel judges of the Breed Standards of the Council or its rulings as regards Breed Standards, as detailed in Rule 4;
 - Evident disregard by the officials of clubs holding an Open show of Council rulings as regards Breed Standards, as detailed in Rule 4.
- 8.2 Any significant alleged transgression of Council rules may be brought to the attention of the Council by any Representative or by any individual member of a Specialist Breed Club, save that in the latter case the individual member must first have sought to resolve the alleged situation by a direct approach to the Club or individual concerned, or offer some good reason as to why this was not possible.
- 8.3 In the case of such an allegation's being made to the Council, the individual or representatives of the Club allegedly in offence will be notified of the complaint and may, if in the opinion of the Chairman there is a case to answer, be asked to attend a meeting of the Council at which the complaint will be considered. In this case similar procedures to those detailed in 6.1 (b) will be invoked. The Chairman will report all such allegations to the next meeting of the Council, including those cases that he/she regards as not worthy of further action, so that if it deems it to be appropriate the Council may amend the actions that the Chairman has determined.
- 8.4 A complaint as regards such a transgression of Council Rules and Procedures can only be upheld by the agreement of two thirds of the votes, as determined by 2.1 & 2.2, of those attending a meeting of the Council for which the Agenda specifically refers to the matter, and so long as the total in favour represents at least half of the potential votes of the entire Council (i.e. including the potential votes of non-attendees)
- 8.5 If the Council finds the complaint to be upheld, it may determine any action that it deems appropriate to resolve the matter and to ensure future compliance with Council rules and procedures, always bearing in mind the best interests of the Cavy Fancy. Amongst the actions that may be taken by the Council in cases of proven transgression are:
 - Formal warning not to repeat the offence and the seeking of undertakings to this effect;
 - Instruction to reverse any effects of the transgression of Council rules, where this is possible;
 - For individuals in transgression of Council rules, expulsion from all Specialist Clubs in the Council or the refusal to renew membership when it becomes due for renewal;

- For judges refusing to recognise Council Breed Standards, suspension from the Judging Panels of all Specialist Breed Clubs;
- For Specialist Clubs encroaching on breeds catered for by another Club or that are, in the Council's opinion not being properly run in accordance with the requirements of Rule 5, expulsion from the Council and the withdrawal of the Council's protection of the Club's right to cater for its Specialist breed(s).
- For Clubs holding Open Shows that refuse to operate in accordance with the requirements of Council Rule 4 regarding Breed Standards, the withdrawal of the Council's permission to use its Breed Standards at such shows and of the recognition by Specialist Clubs of the results of such shows for the purposes of Championship claims and other awards.

8.6 The Council may withdraw any penalty once it has been satisfied that the offence causing sanction will not be repeated.

9. Running of Council Activities

9.1 It is intended that the running and clerical expenses of the Council will be met from the proceeds of the Stud Names & Prefix Registration scheme described in Rule 6, although Clubs represented on the Council may be asked to make occasional contributions if this source of revenue proves insufficient.

9.2 The Secretary/Treasurer will maintain accounts of Income and Expenditure, to be presented to the Council annually or when additional income is required. The Secretary will control all expenditure.

RECOMMENDED DRAFT RULES FOR SPECIALIST CLUB USAGE

(Name of Club): Rules

1. Name

The name of the Club is the ('*Name of Club*') and its membership is open to any person interested in the breeding, keeping, exhibition and promotion of (*Specify Varieties*) cavies.

2. Objectives

The objectives of the Club are to encourage the breeding, keeping and exhibition of (*Specify Varieties*) cavies, and to protect and advance the interests of these cavies and their fanciers. In support of these objectives the Club will:

- Ensure, in conjunction with the British Cavy Council, that clear Standards of Excellence are defined for all (*Specify Varieties*) cavies, to act as a goal for breeders of each variety and as the basis by which individual exhibits are assessed. (See Rule 19).
- Ensure as far as possible, by whatever means of education and publicity allow, that the judging of (*Specify Varieties*) cavies is carried out in line with the requirements of this Standard.
- Hold a number of Stock and Area shows throughout the year at venues throughout the United Kingdom, at which extensive classifications are provided for all (*Specify Varieties*) cavies. (See Rule 8).
- Support shows holding classes for (*Specify Varieties*) and ensure that show schedules provide the broadest possible opportunities for (*Specify Varieties*) fanciers to exhibit their stock. (See Rule 7)
- Grant Championships to (*Specify Varieties*) cavies that have achieved levels of success at Open shows as defined in Rule 9.
- Provide regular notes in the Cavy Press so as to update both members of the Club and the fancy at large on the Club's activities.
- Publish at regular intervals a 'Year Book' containing Club Rules, Lists of Officers and Members, Winners of Championships and Stock Shows, Articles on the breeding, keeping and exhibition of (*Specify Varieties*) cavies and Advertisements by members (*optional*).
- Produce regular newsletters to members updating them on the Club's activities (*optional*).
- Maintain a web site containing information about the Club as above, along with updates on the Club's activities (*optional*).

3. Membership

The annual subscription is payable in advance on the first day of January in each year unless a person or partnership joined during the previous year after the end of September. In such a case, the subscription for that year will also cover membership to the end of the following year.

The following classes of membership are available:

- Individual Adult
- Partnership (limited to two)
- Senior Citizen
- Juvenile (7 years old to 16 years of age on 1st January, eligibility for juvenile classes to lapse on 17th birthday)
- Family Membership (Two adults and all Juvenile children)
- Life Member

The subscription for each class of membership (other than free life membership) will be as fixed at the Annual General Meeting in the preceding year.

Membership will be considered to have lapsed if not paid by the end of March, and any member whose subscription is in arrears will not be eligible to compete for any cup or special prize offered by the Club, or in any way enjoy the privileges of membership, or be eligible for any Club office or position.

The Secretary will maintain a list of the names and addresses of members, and any member may inspect this list providing that a satisfactory reason is given for so doing.

Adult members of the Club will receive one vote in Club ballots and elections, and Partnerships and Family Memberships two votes. Juvenile members will not be entitled to vote. In order to vote in Club elections or ballots a person must have been a Member of the Club on the 31st December of the year prior to the election or ballot and must still be a Member at the time of the election or ballot.

4. Officers of the Club

The Officers of the Club consist of: President, (*Specify number*) Vice Presidents, Chairman, (*Specify number*) Committee Members and Secretary/Treasurer (combined office). No person may occupy more than one position. These Officers will be known as 'the Executive'. Other Officers are to consist of an Auditor, a BCC Representative and Deputy (who should be Members of the Executive), Points Competition Organiser (*optional*) and one or more Scrutineers. The Executive will transact all business of the Club, settle all disputes or any question not here provided for.

An Executive meeting may be called at any time by (*specify number*) Officers, who must send a signed requisition to the Secretary, stating the nature of the business to be decided, at least 21 days before such a meeting is convened.

The Officers of the Club will be elected biennially by postal ballot. All existing Officers will automatically be included on the ballot unless the Secretary is notified in writing to the contrary. All nominations for new candidates for election as Officers must be made by at least one other Adult member, the consent of the Nominee to be obtained.

Any member who is nominated as an Officer of the Club must have been a member during each of the three years, including the current one, prior to the nomination.

The names of all new nominees should be sent to the Secretary by the closing date for nominations, which will be announced in the Cavy Press and which will give at least 4 weeks notice of the date for closure of nominations.

The biennial election will be held by the end of (*Specify month*) every other year. The result of the election will be made known through the Cavy Press.

The Scrutineer must not be connected with the Club.

5. Club Judges

(*Specify Number*) Club Judges will be elected biennially by postal ballot, judges to be (*Specify Varieties*) breeders or past breeders and members of the Club. All existing Judges will automatically be included on the ballot unless the Secretary is notified in writing to the contrary. All nominations for new candidates for election as Judges must be made by at least one other Adult member, the consent of the Nominee having been obtained in writing.

Any member who is nominated as Club Judge must have been a member for each of the 5 years, including the current one, prior to the nomination; unless such member has previously been elected as a Club Judge, in which case this period must be at least 3 years including the current one.

The names of all new nominees should be sent to the Secretary by the closing date for nominations, which will be announced in the Cavy Press and which will give at least 4 weeks notice of the date for closure of nominations.

The biennial election will be held by the end of (*Specify month*) every other year. The result of the election will be made known through the Cavy Press.

In addition to the elected Club Judges, the Executive or AGM may from time to time elect former Club Judges, of long standing and acknowledged expertise, as Life Judges. These will be expected to officiate at Club or other shows from time to time.

6. Vacancies in Club Positions

In the event of any Vacancy arising amongst the Officers or Club Judges, the Secretary will duly notify the Executive, and a name (or names) will be agreed of a Member (or Members) who is willing to take office pro tem until the next election. Normally, the next person in the previous ballot will be selected, but this is not mandatory.

7. Club Support at Shows

The support of the Club and its Members will be given to Shows which, in the opinion of the Executive, are well managed and agree to hold a sufficient number of (*Specify varieties*) classes. Support may consist of rosettes, diplomas (*or Points Competition status*), as determined by the Secretary (*or Points Competition Organiser*).

8. Club Shows

(*Specify number*) Stock Shows will be held each year, one for Adult Stock, one for Intermediate Stock and one for Young Stock, also such Area Shows as the finances of the Club may permit. Supporting classes for other age groups may be added to the schedule for the Adult, Intermediate and Young Stock Shows, subject to the discretion of the Executive.

The YSS will be held during the period (*specify dates*); the ISS will be held during the period (*specify dates*); the ASS will be held during the period (*specify dates*).

The three Stock Shows shall not be held on the same date or at the same venue unless agreed under special circumstances by the Annual General Meeting of the Club.

A Stock Show will not be held at the same venue as a National Cavy Club Stock Show. The place and date of each show will be decided by the Members.

Stock Shows will be held under National Cavy Club Show Regulations.

No Judge may officiate at more than one of the Adult, Intermediate or Young Stock Shows in the same year or be eligible to judge another such Show during the following (*Specify period*) years after judging one of these Stock Shows.

9. Championships

Championship Certificates will be awarded, on application to the Secretary by the owner, to (*Specify variety*) cavies which have won (*Specify number*) First Prizes in Adult Breed Classes, (*Specify if AOV classes or Challenges to count as a Breed Class if there was no specific Breed class or if insufficient numbers were entered in the Breed class*), at Open Pen Shows under at least (*Specify number*) different Judges, these judges to be (*Specify club*) or National CC judges. Prize money must either be guaranteed to be at least (*Specify amount*) per class or be at least 75% of entry fees, and there must be a minimum of (*Specify number*) entries in the Breed Class for the win to count towards a Championship. Cost of Championship Certificates is (*Specify amount*) including postage.

Double Championships

As above, but (*Specify number*) First Prizes under (*Specify number*) different Judges.

Treble Championships

As above, but (*Specify number*) First Prizes under (*Specify number*) different Judges.

10. Perpetual Trophies

The various Perpetual Trophies that are awarded at Club Stock and Area Shows are and will remain the property of the Club, being competed for annually or as the Executive so determine. Trophies may only be awarded to members who joined the Club before the commencement of judging at the show in question.

Each winner of a Trophy is required to guarantee its safe custody and to return it either before or at the show at which it is to be awarded for the following year, or within 30 days of being asked to return it to the Secretary. Return of such trophies shall be at the winner's expense. Anyone failing to return a Trophy is liable to pay for its replacement. Anyone returning a Trophy in a damaged condition is liable to pay for repairs such as to return it to the condition in which it was presented to them.

11. Annual General Meeting (AGM)

An Annual General Meeting of Members will be held each year, the venue and date to be decided by the Executive. The Secretary/Treasurer will present to the General Meeting: (a) An Annual Report and (b) an audited Statement of Accounts. Items for the Agenda of the AGM (other than changes to Rules, for which see Rule 13 below) must be in the hands of the Secretary at least 14 days prior to the meeting to ensure that resolutions are formulated clearly and can therefore be discussed properly. Any other matter to be discussed at the AGM will be at the discretion of the Chairman, who may allow such discussion or not, without giving reason for his verdict but always guided by the principle that his decisions should be in the best interests of the Club.

Matters at the AGM will be decided by a simple majority of those attending. In the event of a tie in voting, the Chairman, who may not vote, will have the power of exercising a casting vote.

12. Exceptional General Meeting (EGM)

Any (*specify number*) members of the Executive, or (*specify number*) members may by written request to the Secretary call for an Exceptional General Meeting, for which the Agenda must be specified. The Secretary will consult the Chairman as to the date and venue for this meeting, which must be convened within 30 days of the request. The Secretary will give all members at least 14 days notice of the time and place of the meeting and of the Agenda.

Matters at the EGM will be decided by a simple majority of those attending. In the event of a tie in voting, the Chairman, who may not vote, will have the power of exercising a casting vote.

13. Alterations to Rules

No alteration, deletion or addition may be made to these rules except by a majority of votes cast at an AGM of the Club or by any changes and additions decided by the British Cavy Council. Any existing or new rules of the Club must not conflict in any way with British Cavy Council Rules. Notice of any proposed change to the rules by a member must be advised to the Secretary 28 days before the Meeting, to allow time for the Executive to consider its position and make a recommendation to members. On any matter of urgency that infringes this condition, the Chairman has the discretionary power to include any such proposal on the AGM Agenda for discussion by the members present, if he considers that the Rule change is in the best interests of the Club. A simple majority of those voting is necessary before rules can be changed.

14. Dissolution of Club

The Club can only be dissolved or merged with another Club with the consent of an Annual General Meeting or an Extraordinary General Meeting called to discuss this issue, and with the consent of two-thirds of the members voting in a subsequent postal ballot to determine the matter. In the event of Dissolution the property of the Club shall be disposed of to best advantage and any monies resulting after payment of all debts will be allocated to all members of not less than two years standing. In the event of Merger, the same course may be followed; or the Executive may determine to pass on the property or monies of the Club to the Club with which it is merging.

15. Complaints Procedure

- a) Any member who wishes to make a Complaint must lodge this with the Chairman within 30 days of knowledge of the event or action that is the subject of the Complaint, stating the nature of the Complaint and enclosing a deposit of £25.
- b) Complaints made to the Club must relate to either a breach of Club Rules or to discreditable conduct relating to (*Specify Varieties*) cavies, either at a show or in the public arena. This may include 'Showing Misdemeanours', 'Judging Misdemeanours' (if such are susceptible to proof) and 'Unacceptable

- Behaviour' (which may include abuse of an official position, abuse of Club property, foul and abusive language, violent conduct etc.)
- c) The Chairman will ensure that an Investigation Panel is set up to hear the Complaint. This will consist of a Chairman and (*Specify number – depends on size of Executive, given need for an Appeals body*) other members of the Executive. The Chairman of the Investigations Committee need not be the Chairman of the Club. Any member of the Executive that has prior personal knowledge of the substance of the Complaint will not be eligible to sit on the Panel hearing the Complaint, or attend any subsequent Appeal.
 - d) The Chairman of the Investigation Panel should undertake the following procedure in investigating a Complaint:
 - Ensure that he obtains from the Complainant a written statement of the Complaint, together with the details of any witnesses.
 - Contact any witnesses and obtain statements from them.
 - Notify the person who is the subject of the Complaint asking for a written statement, either admitting the Complaint and pleading mitigating circumstances (if any) or refuting the Complaint, along with the details of any witnesses that they may wish to cite.
 - Contact such witnesses and obtain statements from them.
 - The Chairman will acknowledge the initial complaint within 14 days.
 - The Chairman will notify the person who is the subject of the Complaint within 14 days of receiving the written Complaint; and will give this person 14 days to respond to the allegations made in the Complaint.
 - e) The Chairman of the Investigation Panel may then seek to act as mediator to resolve the matter with the agreement of both parties. If this is not possible, he will within 28 days convene a meeting of the Investigation Panel, and will give all interested parties at least 14 days notice of this hearing. These parties will be offered the opportunity to speak on their own behalf, and they may also bring witnesses to the hearing; but all of these costs will be at their own expense.
 - f) Once the Panel has heard all the evidence relating to the Complaint, it will deliberate upon the matter and decide whether the Complaint is upheld or not. It will then determine whether the £25 deposit is to be forfeited, in the event of the Complaint being found to be ill-founded, or whether any disciplinary action is required as a result of the Complaint. (If the evidence so indicates, this action may be against the Complainant as well as, or instead of, the person who is the subject of the Complaint).
 - g) The Chairman of the Investigation Panel will make known the findings of the Panel to both parties, along with any disciplinary action, within 7 days of the hearing. He will additionally inform them of their rights of Appeal under Rule 16 below.

16. Appeals Procedure

- a) Either of the parties to the Complaint may appeal against the findings of the Investigation Panel by writing to the Chairman of the Club within 30 days of knowledge of the findings of the Panel, stating the grounds for the Appeal and enclosing a deposit of £25.
- b) The Chairman of the Club will ensure that an Appeals Panel is set up to hear the Complaint. This will consist of a Chairman (who must be different to the Chairman of the Investigation Panel) and (*specify number*) members of the Executive who were not members of the original Investigations Panel. Again, any member of the Executive that has prior personal knowledge of the substance of the Complaint will not be eligible to sit on the Panel hearing the Appeal.
- c) The Chairman of the Appeals Panel will review the evidence given to the original hearing and the findings of the Investigation Panel, and determine how the Appeal is to be heard. This may involve either a repeat of the original hearing, with all parties and witnesses in attendance, or a meeting of the Appeals Panel to review the evidence and findings.
- d) Once the Panel has reviewed this evidence and findings, it will deliberate upon the matter and decide whether the Appeal is upheld or not. It will then determine whether the £25 deposit is to be forfeited, in the event of the Appeal being found to be ill-founded, and whether any disciplinary action is required as a result of the result of the Appeal. Any disciplinary action determined by the original Panel could potentially be increased in severity as well as being reduced as a result of the Appeal.

- e) The Chairman of the Appeals Panel will make known the findings of the Panel to both parties, along with any modified disciplinary action, within 7 days of the hearing. He will additionally inform them of their rights to appeal to the British Cavy Council.
- f) As soon as is possible after the Investigation / Appeal process has been completed, the Chairman of the Club will inform the Secretary of the findings and any disciplinary measures imposed. The Secretary will then arrange for brief details of the complaint, the decision and any disciplinary action imposed to appear in the cavy press, so long as this does not threaten infringement of the laws of libel.

17. Disciplinary Action

Disciplinary action that may be taken as a result of the above Procedures may consist of the following:

- A Warning not to repeat the offence.
- A severe Reprimand.
- Imposition of a Fine of such amount (not exceeding £100) as may be determined.
- Disqualification of an exhibit.
- Suspension from Club Membership for such time as may be determined.
- Termination of Club Membership.
- Disqualification from Office or from Judging Panel for a defined period, which may be for life.
- Disqualification for a defined period, which may be for life, from exhibiting or taking part in any (*Specify Club*) show.
- Disqualification for a defined period, which may be for life, from membership of the (*Specify Club*).

18. Disqualification of an Exhibit for Malpractice

Judges must disqualify any exhibits that they consider has been subjected to practices intended to deceive or give a false impression of merit when judged against the Standard for the breed. When a judge has disqualified a (*Specify Varieties*) cavy for this reason, he must take the exhibit to the show secretary and obtain, if possible, independent verification by (*Specify Club*), National Cavy Club or Southern Cavy Club judges of the evidence for these practices. Photographic evidence should be obtained if possible. The show secretary should ensure that the exhibitor is notified on the day, or as soon after as is possible, and inform them of the action that will be taken. The officiating judge should ensure that both the Secretary of the National or Southern Cavy Club (dependent upon which Club's rules are being used at the show in question) and the Secretary of the (*Specify Club*) is informed of the incident and of the details of the exhibitor.

On receiving such information on the disqualification of an exhibit, the (*Specify Club*) Secretary will determine whether the exhibitor is a member of the Club. If so, he will note the alleged malpractice in the Club's records and write to the member in question to invite him/ her to give an explanation of the occurrence. The matter will then be placed before the Chairman to determine if disciplinary action might be required under the Club's Complaints Procedure, Rule 13. In this case the Complaint will be taken as having been made by the judge in question, with no deposit being required.

19. British Cavy Council

The Club is a member of the British Cavy Council, whose stated objectives are to:

- Adjudicate on the formation and remit of the Specialist Clubs serving the needs of the various breeds of cavy in the United Kingdom;
- Ensure that such Specialist Clubs are properly run in the interests of all of their members and of the Cavy Fancy as a whole;
- Determine the Standards to be applied when judging the various breeds of cavy in the United Kingdom, these standards normally but not in all cases being effected by the discussion of proposals made by the relevant Specialist Club;
- Ensure that such Standards are phrased to be as clear as possible to judges, breeders and exhibitors; offer a difficult but achievable challenge to the breeder and exhibitor; and provide a logical basis for comparisons to be made regarding the relative merits of exhibits of different breeds.

The Club fully subscribes to these objectives; and in particular accepts the British Cavy Council Code of Practice for Affiliated Clubs and its regulations on Disciplinary Action Taken by Specialist Clubs against Members. These are as detailed below.

Code of Practice for Clubs Affiliated to the British Cavy Council

Specialist Clubs affiliated to the Council must be run in a fair, open and competent manner conducive to the best interests of the breeds they serve, the fanciers of these breeds and the Cavy Fancy as a whole. In particular all such Clubs are required to:

- (a) Elect an Executive consisting, at a minimum, of a Chairman, a Secretary, a Treasurer (which role may be combined with that of Secretary) and at least 5 other members, which should meet as necessary to ensure the proper running and governance of the Club to meet the above objectives and the responsibilities described below.
- (b) Hold an Annual General Meeting on a date not exceeding 15 months from the date of the previous meeting, the dates of such meetings to be published in official Cavy Fancy publications as determined by the Council at least one month before the meeting.
- (c) Ensure that statements of Profit/Loss/Income/Expenditure and of the Balance Sheet are prepared annually, audited by a person of integrity and independence who is not associated with the Club, and presented to the Annual General Meeting.
- (d) Ensure that nominations for positions as Club officials are sought by publication in official Cavy Fancy publications at intervals not exceeding two years; and that a ballot to elect such officials is held promptly following the closure of such nominations, so long as there are more nominees for any position than there are positions available.
- (e) Ensure that those participating as candidates in such ballots are bona fide members of the Club and of sufficient knowledge, expertise and integrity to discharge the duties relevant to the office, such determination being without influences of personal prejudice.
- (f) Ensure that those eligible to vote in such ballots are bona fide members of the Club of a duration considered appropriate by the Club as being reasonable to ensure an informed decision on the ballot.
- (g) Provide a Representative, and when necessary a Deputy Representative, to the Council, the names and contact details of such Representatives to be notified to the Secretary of the Council.
- (h) Ensure that the Club is represented at Council meetings whenever possible, and under no circumstances fails to be represented at more than one meeting in succession.
- (i) Ensure that Club Rules, dealing with the organization and activities of the Club, are maintained in a clear and comprehensible form; and that such rules are followed wherever possible in ordering the Club's organization and activities.
- (j) Ensure that these Rules are at all times consistent with those of the Council. Accept that any new rules or decisions that are agreed by the Council will override conflicting rules or decisions that may previously have been in place within the Club; and that no rules may subsequently be agreed by the Club that conflict with existing Council rules.
- (k) Hold each year not less than two Stock shows, catering solely for the breed(s) covered by the Club, and covering a reasonable geographic spread over a three-year period of time.
- (l) Lodge with the Council within 3 months of an AGM's taking place, or such later date as may be agreed by the Chairman of the Council, a report of proceedings to include Date, Time and Venue of meeting; List of Attendees including Chairman and Minutes Secretary; Minutes or Draft Minutes of the Meeting; Copy of Profit/Loss/Income/Expenditure Account and Balance Sheet; Dates and Venues of Stock shows held; Date at which any Nominations for Ballot will be required.
- (m) Supply to any member upon request copies of Club Rules, Profit/Loss/Income/Expenditure Account and Balance Sheet.
- (n) Agree and make it known to members that, should dissatisfaction be felt with the level of service being provided by the Club or with any alleged failure to meet its obligations under this Rule of the Council, complaint may be made to the Chairman of the Council, who may seek to deal with the matter under the Rule below.
- (o) Accept that, when such a complaint has been made to the Council and the Council has made a determination on the issue after due process as detailed in the Rule below, then action will be taken to effect the ruling of the Council.

Until or unless subsequently determined otherwise by the Council, the term 'Official Cavy Fancy Publications' referred to in this Rule shall mean at a minimum that relevant information must be published in the 'CAVIES' magazine.

Disciplinary Action by Specialist Clubs against Members

In the event that a Specialist Club takes disciplinary action against one of its members (which reference may also be taken to mean a partnership):

- a) The Club must advise the Member specifically and in writing of his/her rights of appeal, both within the Club and to the Council.
- b) The Member may appeal to the Council against the Specialist Club's findings and decision. Such appeals can be made only after the exhaustion of any Appeals Procedure that may exist within the Club in question; must be made within 28 days of notification to the Member of the Club's decision as regards the Appeal (or of the original decision if there is no Appeals Procedure); and must be made in writing accompanied by a payment of £25, which will be forfeited to the Council should the Council determine, entirely at its discretion, that the Appeal had no reasonable basis.
- c) In cases of such Appeals, a meeting of the full Council will be convened as soon as is reasonably convenient, at which the relevant Specialist Club and Member will be invited to make written and/or verbal submissions of the issues involved. These should, on behalf of the Specialist Club, include details of the alleged offence and the reasons for the disciplinary action determined; and, on behalf of the Member, any rebuttal of the alleged offence or arguments as to why the disciplinary action is considered unreasonable. Appeals will be heard by as many of the full Council as can attend, but Council Representatives involved in the original action will not be allowed to sit on the Appeal. In such cases Clubs may send a Deputy Representative. With the prior permission of the Council, the Appellant may bring a fellow fancier to help in the representation of their case; but legal representation will not normally be permitted.
- d) After hearing the Appeal, the Council will determine whether disciplinary action against the Appellant is justified and what action is appropriate. The original disciplinary action may be upheld, expunged or varied in any manner that the Council believes is fair and appropriate to the offence committed. The disciplinary action determined by the Council may extend to cover all Clubs belonging to the Council as well as the one initiating the original complaint.
- e) In addition to the circumstances described above, Council action may also be initiated by a Specialist Club itself in situations where it believes that an offence committed by a member is so significant that action by other Clubs is warranted. In such cases the same procedures as those described above will be undertaken, with the Specialist Club's presenting its case and the Member's being allowed to present a defence.
- f) Only in the situations above, where the Council has, as a body, considered and upheld disciplinary action against a Member of a Specialist Club, may a Specialist Club take action against one of its Members as a result of an offence committed against another Specialist Club. (All Club Rules relating to such 'reciprocal action' are therefore rendered redundant by this Rule.)

Given that the Council has, via this Rule, established an independent Appeals Procedure for a Member of a Specialist Club who is dissatisfied with any action taken against him/her, and since the Cavy Fancy represents a 'hobby' activity run with a relatively low level of financial resources, should a Member of a Specialist Club attempt to invoke any form of legal action for any issue that is covered by Council rules, then this shall be considered a strong prima facie reason whereby a Specialist Club may refuse to renew the membership of the Member in question when such membership becomes due for renewal

