

Ad-hoc Registration Committee Meeting

Monday, 15 September 2025 at 12:00 pm to be held remotely via Microsoft Teams

Agenda Item	Classification	Rationale
1. Welcome & apologies for absence	Oral report Unclassified	n/a
2. Declarations of interest	Oral report Unclassified	n/a
3. Minutes of the last meeting held on 29 April 2025		
3a. Unclassified minutes	Unclassified	n/a
3b. Confidential minutes	Confidential	1,2,3,4
4. Matters arising	Oral report	
5. Matters for decision		
5a. Application for Temporary Registration	Confidential/Private	1,2,4,5
6. Matters for noting		
6a. Withdrawal of application for Temporary Registration	Oral report Confidential/Private	2,4,5
7. Any other business (AOB)	Oral report	
8. Date of the next formal meeting Tuesday, 21 October 2025 (remote)	Oral report Unclassified	n/a

Registration Committee – Terms of Reference

1. The Committee shall comprise the President, Vice-Presidents and Treasurer of the College, together with two veterinary members of Council, a veterinary nurse member to be appointed by Veterinary Nurse Council (VNC), and a lay member of Council or VNC. The Committee shall be chaired by one of the Officers of the College, who will chair for a three-year term. The Chief Executive Officer (CEO), Registrar, and Director of Operations shall attend and participate in the meeting but shall be non-voting members.
2. The Committee shall be responsible for activities relating to the registration of veterinary and veterinary nurse members of the College (and, in due course, other Associate members of the College), and will provide and make recommendations to Council and/or VNC on matters relating to registration as appropriate.
3. Responsibilities will include but are not limited to:
 - a) Reviewing and monitoring the implementation of the provisions of the Veterinary Surgeons Act (VSA) 1966 related to the registration of veterinary surgeons; (in conjunction with the Education Committee as appropriate);
 - b) Reviewing and monitoring the implementation of the provisions of the Veterinary Nurse Registration Rules related to the registration of veterinary nurses; (in conjunction with VNC);
 - c) Reviewing and monitoring the policies and procedures relating to registration and publication of the Register;
 - d) Advising in relation to the creation of new categories of Associate members of the RCVS;
 - e) Keeping under review data relating to Find-A-Vet;
 - f) Monitoring registration activities (including trends in Registration for both veterinary surgeons and veterinary nurses);
 - g) Monitoring reports from relevant Appeal panels, ie
 - i. The Examination Appeals Committee;
 - h) Considering applications for Temporary Registration in accordance with the VSA 1966; and,
 - i) Reporting to Council on a regular basis summarising the work that comes under its purview (usually via the minutes of its meetings).

Summary

Meeting	Registration Committee (RC)
Date	15 September 2025
Title	RC meeting minutes – 29 April 2025
Summary	Minutes of the RC meeting held remotely via Microsoft Teams on Tuesday, 29 April 2025.
Decisions required	The Committee is asked to approve the unclassified minutes and the confidential appendix.
Attachments	Confidential Appendix
Author	Huda Haid Governance Officer h.haid@rcvs.org.uk

Classifications

Document	Classification ¹	Rationales ²
Paper	Unclassified	n/a
Appendix	Confidential	1,2,3,4

¹Classifications explained

Unclassified	Papers will be published on the internet and recipients may share them and discuss them freely with anyone. This may include papers marked 'Draft'.
Confidential	Temporarily available only to Council Members, non-Council members of the relevant committee, sub-committee, working party or Board and not for dissemination outside that group unless and until the relevant committee or Council has given approval for public discussion, consultation or publication.
Private	The paper includes personal data which should not be disclosed at any time or for any reason, unless the data subject has agreed otherwise. The Chair may, however, indicate after discussion that there are general issues which can be disclosed, for example in reports to committees and Council.

²Classification rationales

Confidential	<ol style="list-style-type: none"> 1. To allow the Committee or Council to come to a view itself, before presenting to and/or consulting with others 2. To maintain the confidence of another organisation 3. To protect commercially sensitive information 4. To maintain public confidence in and/or uphold the reputation of the veterinary professions and/or the RCVS
Private	<ol style="list-style-type: none"> 5. To protect information which may contain personal data, special category data, and/or criminal offence data, as listed under the General Data Protection Regulation

Minutes of the Registration Committee (RC) meeting held remotely via Microsoft Teams on 29 April 2025

Members (2024/25 College year):

Dr A L Calow	RCVS Council Member
Dr D S Chambers*	RCVS Council Member
Dr M Jones	RCVS Council Member & Vice-Chair
Dr M M S Gardiner	Treasurer
Professor T D H Parkin	Junior Vice-President & Chair
Dr S Paterson	Senior Vice-President
Miss J L Beckett	VN Council Representative
Miss L S Belton	President
Mr J M Castle	RCVS Council Member

In attendance:

Ms H Haid	Governance Officer
Mr R Hewes	Head of Customer Service
Ms L Lockett	CEO
Ms C McCann	Director of Operations
Ms C Paget	Registrar/Director of Legal Services
Ms N South	Head of Registration
Mr S Wiklund	Head of Legal Services/Assistant Registrar

*Denotes absence

Apologies for absence

1. Apologies were received from Dr D S Chambers and the Statutory and Eligibility Specialist Manager.

Declarations of interest

2. Dr S Paterson declared a conflict of interest in relation to the temporary registration application being considered as part of the agenda for this meeting. Further information is contained in paragraph 3 of the classified minutes.

Minutes of the last meeting

3. The minutes of the previous ad-hoc meetings, held on 19 December 2025 and 6 February 2025, were approved as an accurate record.

Matters arising

4. It was noted that all the outstanding actions from 22 October 2024 and 19 December 2024 meetings had been completed as part of the agenda.
5. Further confidential information is contained in paragraph 1 of the classified appendix.

Temporary registration application

6. Confidential information is contained in paragraphs 2-5 of the classified appendix.

Changes to the temporary registration forms and guidance

7. Confidential information is contained in paragraphs 6-13 of the classified appendix.

Historic temporary registration information

8. The Committee was informed that records of previous temporary registration decisions would be uploaded to the Committee's workroom library in the board portal for information and so that the Committee can have a view of temporary registration trends, particularly around the employed category, to see if anything should be reported to the Education Committee

Registration statistics report

9. The Head of Customer Services shared a report on registration statistics for Q4 2024 and Q1 2025 with the Committee for noting. The purpose of the report was to provide an insight into current trends across registration data for vets, vet nurses and practise premises.
10. The reduction in veterinary surgeon registrations for UK-practising overseas nationals was noted, and it was observed that this may potentially be due to graduate salaries being below the threshold for visas. Further confidential information is contained in paragraph 14 of the classified appendix.

Registration Appeal Rules

11. Confidential information is contained in paragraph 15-18 of the classified appendix.

Change of name processes

12. Confidential information is contained in paragraph 19-22 of the classified appendix.

Any other business (AOB)

13. Confidential information is contained in paragraph 23-25 of the classified appendix.

Date of the next meeting

14. Subject to any ad-hoc meetings being held for the purposes of considering Temporary Registration applications, the next formal RC meeting would be held on Tuesday, 21 October 2025 at 10:00 am, remotely.