

**SUMMARY Minutes of Equestrian Queensland Board meeting  
Tuesday 20 September 2022 (6.30pm –9.20pm)  
Held at Sports House Milton and on ZOOM**

Agenda Item	Decision/Outcome/Discussion	Action/Time Frame
1.0 In Camera Session	In-camera session was not held	
2.0 Meeting opened	<p><b>Meeting</b> opened at 6.30pm.</p> <p><b>Directors in Attendance:</b> N Ballard, D Holland, N Lockhart &amp; A Allard, G Lung</p> <p><b>Apologies:</b> Nil</p> <p><b>In attendance:</b> B Toft and S Duffy</p>	
3.0 Declarations of Conflict of Interest	Conflict of Interest register: No amendments to be made.	
4.0 Minutes of Previous Meeting including flying minutes	<p><b>MOTION 1 (EQ200901)</b> “That the Minutes dated 30 August, 2022 and the Summary of the Meeting be approved.”</p> <p>Board in agreement that the minutes be approved.</p>	Publish all approved summaries of the minutes to the EQ website and include in the next e-news.
5.0 Sub/Sport Committee Reports/Minutes	<p><b>MOTION 2 (EQ200902)</b> Sport Committee August (those received) meeting minutes be accepted.</p>	
6.0 Matters arising from the Sub/Sport Committee Minutes/Other	Nil matters arising from the August Sport Committee Minutes.	
7.0 Strategic & Executive Reports		
7.1 Chair Update	Chair tabled communication received as it related to the restructure process. Meeting to be arranged.	
7.2 Risk Management & Workshop Next Steps – Risk Ranking & Risk Register	EQ board completed risk ranking assessment on added items using EQ matrix	BT to forward amended copy
7.3 CEO report, Monthly Financials, 2022 reforecast	<p><b>POLICY &amp; RISK</b></p> <p><b>Integrity:</b> As of 14 July 2022, there are no matters with Sport Integrity Australia related to EQ. One matter has been referred to EQ about a matter/issue between members of an affiliated club.</p> <p><b>Child Protection:</b> Implementing safeguarding officers at IQ State Championships (EQ Staff member). Rolling out media accreditation process for all EQ events in 2023.</p>	

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	<p><b>Risk Management &amp; Strategy:</b>            Separate item noted on the Agenda.            Progressing work. To be finalised by November 2022.</p> <p><b>Safety and Medical Provision</b>            Draft EA Medical Service Provider Framework. EQ continuing to pilot parts of framework, whilst seeking input/feedback from EQ sport committees.</p> <p>New online incident reporting form (FORM 8) have been released by EA. Will be covered in upcoming EQ Club forum.</p> <p><b>EA Structure and Reform</b>            Verbal update provided</p> <p>Copy of first draft of a roles and responsibilities framework has been provided by EA and included as an attachment. Still quite a bit of work to do to clearly document the tasks and roles performed by national office, national discipline committees, state branches, state discipline committees, clubs and affiliates.</p> <p><b>Horse Traceability</b>            No new additional information.</p> <p><b>State-wide Facilities Project &amp; Facilities</b>            Project on track. Standing item EQ Board meeting</p> <p>Still awaiting confirmation of improvement works/projects from QSEC. Meeting with QSEC and MBRC on 16.09.2022</p> <p>Update re EQ State-wide Facilities Strategy 2019-2028 is to be published by Nov 2022</p> <p><b>QLD World Cup</b>            Larapinta Showjumping – event cancelled due to rain, surface and drainage in 2022. Larapinta seeking to run world cup event in April 2023. Creates issues for Caboolture World Cup Show both on cost, schedule, and participant numbers perspective.</p> <p>Meeting to be held between EQ, JQ, EAJC, Larapinta and Caboolture to discuss options.</p> <p>FEI calendar dates required by EA by 28 September. Some possibility of additional World Cup. Currently working with affiliate club. Affiliates eligible for EQ SDF Event Funding.</p>	

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	<p><b>Interschool Queensland</b>            Australian National Interschool – 26 to 30 September            National Interschool Meeting at SIEC on Friday 30 September 2022. Agenda items to include: Potential re-establishment of a national interschool committee, national Interschool rules review, pathways and program delivery and opportunities with Sport Aus program ‘Sporting Schools’</p>	
	<p><b>Membership Statistics and EQ Pathways Campaign</b>            See break down below. Tracking well.            For awareness – all QLD show societies are affiliated in 2022 as part of bulk affiliation which has partially inflated numbers.</p> <p><b>2022 Budget</b>            Re-forecast provided as attachment. Some expense lines (sport development) will incur additional spending. Small surplus still projected. Term deposits – reinvest funds for 12 months @ 3%. Forms to be signed by NB &amp; NL.</p> <p><b>Officials and Coaching</b>  <b>Advisory Groups</b>            Delivery of Intensive coaching clinic in Rockhampton in September 2022 with support of Grant and Julie Paddison and EQ CAG.</p> <p><b>EQ Sport Committees</b>            Verbal update provided.</p> <p><b>Sponsorship</b>            Hygain whole of sport engagement</p> <p><b>2032</b>            Meeting was to be held in late August further meeting to be held in November. EQ to create draft terms of reference for facilities legacy working group. Awaiting feedback from QLD Sport and Rec</p> <p><b>Pony Club Queensland &amp; IQ Jumping Event</b>            Joint meeting deferred. Sought opportunity for further meeting. Planning for later in year. No response as yet.             Pony Club &amp; IQ Invitational scheduled for November.</p> <p><b>EQ Thank you Volunteer Recognition Program</b></p> <p><b>EQ Next Gen</b>            Priorities include profile, intervarsity launch and event engagement. Working on project plan. Delivered program at Brisbane CDI and Show Horse HOTY.</p>	<p>Meeting to be arranged between EQ Board &amp; Redshed</p>

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	<p><b>EQ Financial Pack</b>            Still favourable. Aiming for small variance leading into the end of the year. All sport committees with the exception of Jumping currently have a positive variance.</p> <p><b>MOTION 3 (EQ200904)</b>            “That the CEO &amp; Financial reports for the month of August be approved.”</p> <p>Board in Agreement</p>	
8.0 Other Business		
8.1 Standing Business item – Member Safety & Horse Welfare	<p>EA Form 8 Medical form amendment – only to be completed if treatment is administered.</p> <p>The national Animal Welfare Task Group (AWTG) is seeking the views of horse owners, livestock transporters and other interested stakeholders on proposed changes to the national standards for horse land transport. Released via survey link.</p>	
8.2 Standing Business Item (Culture) - Interschool Queensland – Handbook Review	<p>Interschool Queensland - Handbook Review Working Group Terms of Reference. The primary objective of the IQ Handbook Review Working Group is to provide input and recommendations to the IQ Committee and EQ about opportunities to revise and modernise the IQ Handbook for 2023. Structured review process with onboarding and confidentiality agreements.</p>	
8.3 Standing Business Item (High Performance) HP Youth Development Camp Update EA HP Funding	<p>HP Youth Performance Camp Update – working party formed to ensure that discipline feedback is implemented. Currently have engaged with recommended EA accredited coaches with plans well underway for off horse content. Youth Performance Camp will be at QSEC 13-15 January 2023.</p> <p>EA Eventing High Performance Funding – EA’s funding of State Squad Pathway Programs will comprise of Off horse content (whole of sport); Eventing Base Funding and Eventing Performance Funding – slight increase in funding in Queensland.</p>	
8.4 Standing Business Item (State-wide Facilities Plan) Update on QSEC Toowoomba Showgrounds Working Group Facilities Working Group – Surfaces	<p>Verbal update provided on each of the facilities listed.</p>	

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8.5 2022 Equestrian Queensland Awards Night.	Verbal update provided. 85% of returning sponsors. 3 categories left to fill. Nominations released with closing date of 31 October.	SD to send email as to accommodation requirements.
8.6 Membership & Horse Registrations	<b>MOTION 4 (EQ20094)</b> “That the EQ Board approves the Memberships and Horse Registrations as provided for the month of August”.  Board in Agreement	
8.7 Yellow Cards, Official Warnings, Reported Concussions and Exemptions	Queensland member suffered concussion interstate. Not on States radar	BT to follow up with EA re reporting of incidents involving members interstate.
8.8 Correspondence	Nil received.	
8.9 Member Complaints	Driving – resolved.	
	The meeting closed at 9.30pm.  The next scheduled Board meeting is to be held on Tuesday 18 October, 2022 @ 6.30pm	