

**Minutes of Equestrian Queensland Board meeting held
SUMMARY Tuesday 15 June 2021 (7.35pm – 9.30pm)
Held at Sports House, 150 Caxton St, Milton and ZOOM**

Agenda Item	Decision/Outcome/Discussion	Action/Time Frame
1.0 In Camera Session	In-camera session with Interschool Queensland.	
2.0 Meeting opened	<p>Meeting opened at 7.35pm.</p> <p>Directors in Attendance: C Keable, N Ballard, N Lockhart, J Harms,(Zoom), D Holland (Zoom), J Huppert (Zoom)and G Lung (Zoom)</p> <p>In attendance : B Toft, S Duffy</p>	
3.0 Declarations of Conflict of Interest	Overview provided of actual, potential and perceived conflicts of interests. Conflict of Interest register reviewed and updated.	
4.0 Minutes of Previous Meeting including flying minutes	<p>MOTION 1 (EQ150601) “That the minutes and summaries held on 18 May, 2021 of the Board 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>MOTION 2 (EQ150602) “That the minutes of sport committees received be accepted”.</p> <p>Board in agreement.</p>	
6.0 Matters arising from the Sub/Sport Committee Minutes/Other	No other business arising. Update on active action register.	
7.0 Strategic Objectives & Executive Reports		
7.1 2021 Strategic Planning Update	<p>Update on strategic planning workshops with Sport Committees and Advisory Groups:-</p> <ul style="list-style-type: none"> • Next Gen Advisory Group – completed • EQ Coaching Advisory Group – completed • Interschool QLD – completed • Show Horse QLD – completed • Driving QLD – completed • Dressage QLD – completed • Eventing QLD – completed • Jumping QLD – completed • Vaulting QLD – completed • EQ Staff – Monday 21 June <p>Feedback so far. Challenge for volunteers to move into strategic thinking when time is consumed with operational detail. Next Gen and JQ stand outs. Schedule session with EQ board with views and perspectives. Board strategy meeting 6:30pm, 6 July 2021 at Sports House Milton and via Zoom.</p> <p>Final strategy document late July with Sport committees.</p>	BT to schedule and issue pre-reading material.

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7.2 Policy Overview	<p>MOTION 3 (EQ150603) “That the changes to the EQ Selectors and Selection Policy be accepted”.</p> <p>Board in agreement.</p>	
7.3 CEO Report & Monthly Financials	<p>National risk management framework underway. No timeline at this stage.</p> <p>National meeting (NDC Chairs & State CEO’s) scheduled for 24 May 2021. In summary</p> <ol style="list-style-type: none"> 1. Proposals from EA to participate in two research projects re: concussion, one being led by Macquarie Uni with proposal for EA and State branches to contribute funding of approximate \$20k. <p>Outcome: Funding contribution from EA and States not supported at this time. Rational: Not good use of members funding when the sport doesn’t yet have the fundamentals right re: incident reporting and support for event, volunteers on the ground etc. Supported in principle the sharing of de-identified data subject to confirmation of process.</p> <ol style="list-style-type: none"> 2. Agreement from states and EA to explore a risk based approach to provision and requirement of medical services provider for events/competitions. 3. Agreement from states and EA to look at incorporating education and compliance with incident and concussion reporting as part of the officials education with potential to be mandatory education component in the future. 4. Agreement from state and EA to review current definitions of serious incidents for both horses and humans, to support increased reporting and escalation of serious incidents. <p>IQ risk management and serious incident management in place for GWC and Interschool QLD State events.</p> <p>Opportunity to meet with QLD Health and Emergency Services in coming months about ambulance and medical coverage in metro and regional areas to support event planning. Meeting to occur in June/July.</p> <p>High Performance State HP Eventing Funding Review due 14 July 2021 developing plans for next 12 months.</p> <p>EA Competitive Edge Veterinary Management off horse education delivered to 19 participants from DQ, JQ and EVQ.</p>	Ongoing and on track

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	<p>Squads. Next session 22 June Sports Psychology and mindset.</p> <p>EOI completed for members to be content presenters as part of EA competitive edge program. 3 responses.</p> <p>Meeting with QAS to be held after GWC pending availabilities.</p> <p>Scheduling meeting with Gold Coast Academy of Sport to explore opportunities.</p>	<p>BT to confirm and schedule meetings.</p>
	<p>Officials Coaching Advisory Group Working towards the establishment of a whole of sport officials working group.</p> <p>New temporary waiver form available for coaches on EQ webpage whilst EA seek to develop a national form.</p> <p>State Wide Facilities Project – Project on track. Standing item EQ Board meeting Agenda. Progress report submitted.</p> <p>Working group EOI published. Currently targeting individuals to be part of groups. Initial funding allocation of \$2,000 for each project to allocated to support each project planning process and support engagement and funding contribution from land owner to support project.</p> <p>Sport Committee & Forum Key actions from Nov 2020 SC forum;</p> <ul style="list-style-type: none"> - Official education /funding and pathways support - Safety/Helmet tagging for IQ in 2021 - Lack of Volunteer and youth on committees (Next Gen) - Regional support and benefits <p>Next forum to be held in late June/early July 2021. Linked to strategic planning process with Sagacity Consulting</p> <p>Board & Sport Committee Inductions Formal inductions completed with all committees.</p> <p>Developing brand guidelines and good meeting/business processes. To recover some content (conflict of interest and governance in EQ Sport Committee Forum.</p> <p>To re-cover some content (conflict of interests and governance in EQ Sport Committee Forum.</p>	

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	<p>Upcoming Major Events & COVID-19 considerations:</p> <ul style="list-style-type: none"> • 17 – 20 June 2021, Gatton World Cup (Gatton Showgrounds) • 25 -27 June 2021, Caboolture Festival of Jumping/ Caboolture World Cup (QSEC) • 28 June – 1 July 2021 , Interschool Queensland State Championships (Maryborough Showgrounds) • 2 July – 4 July 2021, Australian Youth Dressage Championships (QSEC) • 10 & 11 July 2021, Fig Tree Pocket International One Day Event (Fig Tree Pocket) • 17 & 18 July 2021, Interschool Queensland Eventing State Championships (Warwick) • 31 July & 1 August 2021, Eventing Queensland State Championships (Tamborine) <p>Membership – See break down below. Tracking well. On track to exceed 4000 members for first time.</p> <p>Budget – Mid year budget re-forecast to be included in July Board Pack. Awaiting advice from Qld Gov Sport and Rec re: 2021 funding allocation (see correspondence) Further positive variances projected.</p> <p>EQ Member Survey - Survey response breakdown attached. To be published post EQ Board meeting on 15 June 2021.</p> <p>Insurance Meeting held with EA Finance Committee Chair and State CEOs on 30 May, 2021. Copy of presentation and summary attached in 8.5.</p> <p>EQ has submitted all documentation and is awaiting advice and confirmation of coverage post 30 June 2021.</p> <p>Club Development and Forum Club Forum / Good Governance delivered on 24 Feb online. See item 8.4</p> <p>Plan for face to face delivery on Toowoomba and Central Queensland.</p> <p>Sport Committee Governance & Conflict EQ CEO provided verbal update.</p> <p>Also for consideration by the EQ Board is a request from Vaulting QLD member conflict of interest. See item 8.6.</p>	

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	<p>2032 Olympics and Venue Initial draft venue master plan has Equestrian from Brisbane Showgrounds and Victoria Park (Cross Country).</p> <p>Venue not locked in and based on 2016 WEG feasibility study that EA completed with Tourism QLD but never included EQ. Copy of the 2016 initial venue concept map provided in Item 8.2</p> <p>Meeting with QLD government next week about opportunities to provide legacy for equestrian. Opportunity for EQ to position alternative but need to link to transportation legacy and infrastructure.</p> <p>Meeting held with Toowoomba Showgrounds and Toowoomba Regional Council about opportunity to position Toowoomba Showgrounds. Toowoomba very keen to be an equine centre of excellence. EQ to overlay venue requirements over showgrounds site and drive next step in consultation.</p>	
	<p>MOU Queensland Polo Association New MOU/Partnership underway with Queensland Polo Association:</p> <ul style="list-style-type: none"> • Cross Marketing – developing and retaining more active participants within the sport • Facilities Development – better utility of existing facilities QPA/EQ/Racing tracks • Horse Welfare and OTT development • Rider Education and training (basic horse welfare clinics etc) • Insurance (as supplementary option to reduce costs to participants) • Government/Stakeholder Engagement and Lobbying <p>MOTION 4 (EQ150604) “That the May CEO report and May financials be accepted”.</p> <p>Board in Agreement</p>	
<p>7.4 EQ 2021 Budget Re-forecast, 2021 Mid Year Fees</p>	<p>Nil zero budget moving forward with a few minor adjustments taking into account recommended mid-year fees. Normally focused on individual categories, include club and commercial categories on the reduction may provide an incentive for those new affiliates.</p> <p>MOTION 5 (EQ150605) “That the mid year fee structure be accepted”.</p> <p>Board in Agreement</p>	

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8.0 Other Items for Ratification & Noting		
8.1 Standing Business Items – Members Safety & Horse Welfare, Culture	<p>Debrief of incident. Response for the team was well executed. Make sure that we support the fence judges and anyone else that is on the peripheral and provide debrief, follow up and any services, Technical Delegates potentially to be provided with a kit together with adequate PPE kits. Standardised wording in any coverage on website only not on socials.</p> <p>Debrief with feedback on recent events.</p> <p>Draft Medical service Coverage for Equestrian Events</p> <p>Alignment to coverage based on activity with a phase in approach. Potential that funding model coming from Sport & Rec with assistance medical service provisions at events with a safety focus.</p>	BT to consult with QRIC for mechanism of horse removals
8.2 Statewide Facilities Plan	Document provided engagement summary for the Lockyer Valley Equine Collaboration. Doesn't have current scope for eventing but the land is there. Next steps - How is it funded and the governance models behind it in the next 6-12 weeks.	
8.3 Yellow Cards, Official Warnings, reported Concussions & Rider Falls	<p>Reports received as well as TD report for TEG and Burpengary.</p> <p>Notice to rider. Conversation with EA regarding national process.</p> <p>Better educate our officials as to the protocols.</p>	BT to issue notice.
8.4 Membership & Horse Registrations	<p>MOTION 6 (EQ150606)</p> <p>“Horse registrations and new memberships be accepted for May, 2021”.</p> <p>Board in agreement.</p>	
8.5 Correspondence		
8.6 Conflict of Interest Consideration	<p>Current constitution 46.3 (b) of the EQ constitution in Sport Committee Conflicts. Whilst the submission is reasonable and logical there is undoubtedly a least a perceived conflict of interest regarding committee member involvement. EQ Sport Committees cannot serve concurrently on Sport Committees. Sport Committee members are unable to service on management committees on other organisations. Potential of setting a precedent.</p> <p>MOTION 7 (EQ150607)</p> <p>“The Board does not support the application”.</p> <p>Board in agreement.</p>	
8.7 Member & Other complaints	Report provided.	
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9.0 Other Business & Next Meeting		

9.1 Board Calendar	2021 Board calendar tabled (amended). August Board meeting 24 August. Next Gen meeting on Tuesday 22 June	.
9.2 Other Business	Next Gen meeting on Tuesday 22 June. Grants from WIS successful.	
	The meeting closed at 9.30pm. The next scheduled Board meeting is to be held on Tuesday 6 July, 2021.	



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