

SUMMARY Minutes of Equestrian Queensland Board meeting
Tuesday 21 June 2022 (7.00pm – 9.50pm)
Held on ZOOM

Agenda Item	Decision/Outcome/Discussion	Action/Time Frame
1.0 In Camera Session	In-camera session held at 6pm	
2.0 Meeting opened	<p>Meeting opened at 7.00pm.</p> <p>Directors in Attendance: N Ballard, D Holland, N Lockhart & A Allard</p> <p>Apologies: G Lung</p> <p>Invited Guest: Sara-Jane Seery and Chris Holland, 7:00pm to 7:30pm – EQ Next Gen Discussion</p> <p>In attendance: 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>MOTION 1 (EQ210601) “That the flying minute dated 18 May, Minutes & Summaries of Meeting held on 17 May, 2022 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		
6.0 Matters arising from the Sub/Sport Committee Minutes/Other	Sport Committee June meeting minutes be accepted.	
6.1 EQ Next Gen	<p>EQ Next Gen Discussion. Sara-Jane Seery and Chris Holland (Next Gen) joined meeting to pitch idea to EQ Board about an end of year forum targeting year 11 and 12 students about pathways and options.</p> <p>EQ Next resourcing structure to be discussed at July 2022 Board Meeting.</p>	Pitch/ concept supported. EQ Next Gen to work with EQ office to explore concept, date options and build project plan.
7.0 Strategic & Executive Reports		
7.1 EQ Chair Update	EA face to face meeting to be held on 6 July. EQ to confirm delegate attendance.	
7.2 CEO Report & Monthly Financials	<p>Policy, Risk, Reform & Integrity</p> <p>As of 16 June 2022, there are no matters with Sport Integrity Australia related to EQ, EQ members or EQ Affiliates. New support resources and fact sheets have been developed and released by SIA about complaints process and polices.</p>	

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	<p>Child Protection: Implementing safeguarding officers at IQ State Championships (EQ Staff member)</p> <p>Risk Management & Strategy: Separate item noted on the Agenda.</p> <p>Recommendation for a stand-alone EQ Board workshop for Strategy and Risk in the coming months.</p> <p>EA Face to Face Strategy workshop – tentatively 6 July 2022 (Sydney).</p> <p>Safety and Medical Provision Copy of the Draft EA Medical Service Provider Framework provided in Item 8.1.</p> <p>EQ currently piloting a risk and medical services provision framework with selected/targeted events to identify issues that clubs and event organisers experience with sourcing and funding external medical care and services for events and activities. Process has commenced as a light touch with Interschool Queensland events.</p> <p>New reporting forms have been developed to support the reporting of injuries to horses and along with simplified medical service engagement forms (EA - Form 6 and Form 7) for disciplines outside of Eventing.</p>	
	<p>State-wide Facilities Project & Facilities</p> <p>Project on track. Standing item EQ Board meeting</p> <p>A review and update of the EQ State-wide Facilities Strategy 2019-2028 is almost complete. For publishing early July 2022</p> <p>QSEC – Works completed to outdoor oval, further work continuing to amenities. Council funding approved to replace indoor surface this year. Replacement surface will be sand (not fibre as sought by EQ and DQ). Summary of current discussions with QSEC attached.</p> <p>Planning to have completed by September for Brisbane CDI. DQ are frustrated with process and lack of willingness from QSEC to explore fibre. Summary of recent discussion with QSEC attached.</p>	

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	<p>Toowoomba Showgrounds – Funding approved from Council to undertake master planning.</p> <p>Townsville – Stage 1 Report (funded by EQ complete). Commencing State 2 – funded by Council. (Copy of stage 1 report and stage 2 scope attached in Item 8.4 .</p> <p>Gold Coast – Project approved to develop an equestrian/horse sport facility at Yatala. Council progressing master planning.</p> <p>Far North QLD & Redlands to progress in 2022.</p>	
	<p>QLD World Cup Larapinta Showjumping to deliver the QLD World Cup Show from 28 July to 31 July 2022. Schedule finalised. Event will also launch new EQ Next Gen Intervarsity leader board competition</p> <p>EQ will be providing administrative support for the World Cup Event.</p>	
	<p>Interschool Queensland State Championships</p> <p>IQ State Championships (Dressage, Jumping and Show Horse) 27June to 1 July 2022, Toowoomba Showgrounds.</p> <p>IQ State Championships (Eventing & Combined Training) 15-17 July 2022, Toowoomba Showgrounds. Event will also partner with EvQ, Warwick Horse Trails and Toowoomba Jump Club to deliver an open EA event to provide opportunities for riders to get out and compete following cancellation/postponement of many eventing competitions in recent months due to weather and ground conditions.</p> <p>Separate item to discuss culture and structure of Interschool in 8.2</p>	
	<p>Membership Statistics and EQ Pathways Campaign 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>2022 EQ Budget July Board Pack will include a mid- year budget review and re-forecast where required. Some expenses lines (sport development) will be proposed for increased funding.</p>	

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	<p>Officials and Coaching Advisory Groups EQ Intensive Coaching Clinic that was to be delivered at Fig Tree Pocket on 21/22 June 2022 has been postponed to September/October.</p> <p>EA Coach Update and Professional Development Workshop being held at Burpengary Equestrian Centre on 22 June 2022.</p> <p>MOTION 3 (EQ210603) “That the CEO report and June Financials be accepted”.</p> <p>Board in Agreement</p>	
<p>7.3 2022 EQ Risk Management & Register</p>	<p>EQ Risk management Policy & EQ Risk Matrix was reviewed together with a new EQ Annual Risk Management Work Plan – no changes, a review and for ratification.</p> <p>Work towards providing Affiliates with resources and how do they manage their own risks.</p> <p>MOTION 3 (EQ210603) “Approval of EQ Risk Management Policy, Matrix and EQ Risk Management Annual Work Plan proposal of stand-alone workshop planning be accepted”.</p> <p>Board in Agreement</p>	<p>Board to provide feedback or comments – Risk Register to be forwarded in excel. EQ Workshop to be organised for 23 August.</p>
<p>7.4 QLD Sport & Rec – Gender Equity Plan</p>	<p>Part of current funding agreement with Queensland Sport & Recreational providing a Gender Equity Plan or advice as to how the organisations is to achieve Gender Equity on their boards by 2029.</p> <p>MOTION 4 (EQ210604) “Approval of the recommendations provided as to Gender Equity be accepted”.</p>	<p>Advice to be forwarded by 30 June 2022.</p>
<p>75 Information Technology & Communications Review</p>	<p>Defer and incorporate in the Risk Workshop in August.</p>	
<p>8.0 Other Items for Ratification & Noting</p>		
<p>8.1 Standing Business Item (Member Safety & Horse Welfare)</p>	<p>Documentation provided for information and discussion as it relates to Horse Traceability and EA Medical Service Providers framework/Safe365.</p>	

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8.2 Standing Business Item (Culture) EQ Board & Sport Committee, Forum & Sport Committee Appointment Ratification	NB gave overview of IQ qualification process and communication as to qualification requirements. Discussion about structured mentoring program. Scope for providers i.e. consultants and available grants etc. Look at budget forecast for quarter ¾.	BT & SD to explore for Q3/Q4 2022.
8.3 Standing Business Item - High Performance	Nil to report.	
8.4 Standing Business Item State-wide Facilities Plan / Racing	Reports tabled.	
8.5 Yellow Cards, Official Warnings, reported Concussions & Rider Falls	Reports tabled.	
8.6 Membership & Horse Registrations	MOTION 4 (EQ210604) “That the EQ Board approves the Memberships and Horse Registrations as provided for the month of May”. Board in Agreement	
8.8 Correspondence	Nil	
8.11 Member & Other complaints	Updated report provided.	
9.0 Other Business & Next Meeting		
9.1 Board Calendar		August meeting date to be amended.
9.2 Other Business	NL raised item about engagement and closeout of potential candidates for the EQ Board vacancies. Formal process to be developed by EQ CEO	BT to action
	The meeting closed at 9.30pm. The next scheduled Board meeting is to be held on Tuesday 19 July, 2022 @ 6.30pm	