

**SUMMARY Minutes of Equestrian Queensland Board meeting**  
**Tuesday 17 May 2022 (6.39pm – 7.15pm)**  
**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 held	
2.0 Meeting opened	<p><b>Meeting</b> opened at 6.39pm.</p> <p><b>Directors in Attendance:</b> N Ballard, D Holland, N Lockhart and G Lung (Zoom), A Allard (Zoom)</p> <p>Invited Guest: Chris Holland (Next Gen Advisory Group)</p> <p><b>In attendance:</b> B Toft and S Duffy</p> <p><b>MOTION 1 (EQ180601)</b>            “That Alana Allard be formally appointed to the Board of Equestrian Queensland.”</p> <p>Board in agreement.</p>	
3.0 Declarations of Conflict of Interest	Conflict of Interest register: amendments to be made to the register as it related to A Allard, horse owner and competitor. No further conflicts added to the register.	
4.0 Minutes of Previous Meeting including flying minutes	<p><b>MOTION 2 (EQ180602)</b>            “That the minutes and summaries held on 19 April, 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	<p>Action: Pitch shared with Next Gen and an invitation had been extended to the upcoming Next Gen meeting to discuss further</p> <p>Action: Sport Committees - conflict of interest register to be added to their meetings. Potential to work on Sport Committee Position Descriptions to better support the roles on the SCs.</p> <p>Agenda item for June meeting - email addresses for EQ Board and Committee members, add to risk register about the use of personal email addresses.</p>	
7.0 Strategic & Executive Reports		
7.1 EQ Chair Update	Overview of current status with the EA reform was provided. Face to face meeting to be organised within the next month with EA and State Branches to better understand what the current position of EA is.	
7.2 CEO Report & Monthly Financials	<p><b>Policy, Risk and Reform Integrity</b></p> <p>As of 12 May 2022, there are no matters with Sport Integrity Australia related to EQ, EQ members or EQ Affiliates. Currently developing a process flow chart to support clubs and event organisers to respond to complaints either through discipline</p>	

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	<p>rules (on field of play) or through the Sport Integrity Australia – Independent Complaints Process.</p> <p><b>Child Protection:</b>            Currently developing process regarding deployment of Child Safeguarding officers for EQ events in alignment with national integrity framework. Implementing safeguarding officers at IQ State Championships (EQ Staff member)</p> <p><b>National Horse Welfare Policy:</b>            Currently assisting EA with drafting a national horse welfare policy. Draft to be circulated next month</p> <p><b>National Health and Safety Policy:</b>            Currently assisting EA with drafting a national health and safety policy. Draft to be circulated next month. Process will include simplified reporting requirements and framework to assist/support event organisers</p> <p><b>Safety &amp; Medical Provision</b>            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. Forms being released in May 2022.</p> <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><b>State-wide Facilities Project &amp; Facilities</b></p> <p>Project on track. Standing item EQ Board meeting</p> <p>A review and update or the EQ State-wide Facilities Strategy 2019-2028 is underway. Plan is to publish after EQ Board &amp; Sport Committee Forum.</p> <p>Toowoomba Showgrounds – Funding approved from Council to undertake master planning (Copy of scope attached in Item 8.4, along with copy of Toowoomba Jump Club Strategic Plan – linked to EQ Strategic Plan.)</p>	

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	<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>QSEC – new venue manager appointed. Process continuing to improve service and preparation of venue and surface. Works completed to outdoor oval, further work continuing to amenities. Council funding approved to replace indoor surface this year. Planning to have completed by September for Brisbane CDI.</p> <p>Gold Coast – Project approved to develop an equestrian/horse sport facility at Yatala. Council progressing master planning.</p> <p>Far North QLD &amp; Redlands to progress in 2022.</p> <p><b>QLD World Cup</b> Larapinta Showjumping to deliver the QLD World Cup Show in June 2022. Schedule finalised. Event will also launch new EQ Next Gen Intersity leader board competition</p> <p>EQ will be providing administrative support for the World Cup Event.</p>	
	<p><b>Flood Support and Recovery</b> Continuing to engage with affiliates and clubs to provide advice and direction as to next steps</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>EQ Office Team</b> Newest EQ team member as our new Junior Sport Development Officer. Will assist member enquiries and support our volunteer Sport Committee. <a href="https://www.qld.equestrian.org.au/news/eq-office-update">https://www.qld.equestrian.org.au/news/eq-office-update</a></p> <p><b>2022 EQ Budget</b> 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>	
	<p><b>Sport Committee Inductions and Funding Distributions</b> All sport committees have completed their 2022 induction. 2022 funding education continuing.</p> <p>New Treasurers induction completed 11.05.2022</p>	

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	<p><b>Queensland Agricultural Shows</b>            EQ CEO presented at the rescheduled Queensland Show AGM and state conference in Cairns on 19 March 2022.</p> <p>EQ and QLD Show have implemented a bulk affiliation process for 2022 and partnering on other initiatives</p>	
	<p><b>Sponsorship</b>            EQ has entered into a multifaced sponsorship agreement with Hygain which includes sponsorship of the Interschool Championship series, whole of sport education and the high performance squads for Jumping and Evening.</p>	
	<p><b>2032</b>            Meeting was to be held in late February with BCC re Victoria Park.</p> <p>EQ to create draft terms of reference for facilities legacy working group.</p>	
	<p><b>Pony Club Queensland &amp; IQ Jumping Event</b>            Joint meeting deferred. Yet to seek opportunity for further meeting. Planning for later in year.</p>	
	<p><b>EQ Thank you Series &amp; Volunteer Recognition Program –</b>            Update to be provide at April Board Meeting</p>	
	<p><b>Japanese Encephalitis</b>            Verbal update to be provided at EQ Board Meeting.            EQ CEO is appointed Industry Representative with Animal Health Australia in the event the Australian Government – Emergency Animal Disease Response Agreement is activated.</p> <p><b>Equestrian Australia</b>            EA Strategy Information from forum held on Monday 9 May 2022 included in Board Pack email.</p> <p><b>Toowoomba Activation</b>            In discussion with Jumping Queensland and Toowoomba Jump Club about running a combined event at Toowoomba in September. Potentially incorporating a Young Horse ring.</p> <p><b>Next Gen</b>            Attending EQ Sport Committee Forum.            Priorities include profile, intervarsity launch and event engagement            Introduction between EQ Next Gen and Emily Ballard and membership/mentoring initiative underway.</p>	

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	<p><b>MOTION 3 (EQ170503)</b>            “That the CEO report and April Financials be accepted”.</p> <p>Board in Agreement</p>	
8.0 Other Items for Ratification & Noting		
8.1 Standing Business Item (Member Safety & Horse Welfare)	Eventing Technical Delegate and Interschool Technical Delegate reports received.	
8.2 Standing Business Item (Culture) EQ Board & Sport Committee, Forum & Sport Committee Appointment Ratification	<p>Resignation received from Sharon Goss Show Horse.</p> <p><b>MOTION 4 (EQ170504)</b>            “That the EQ Board accepts the Sport Committee position appointments and Jumping Queensland Selectors appointments”.</p> <p>Board in Agreement</p>	
8.3 Standing Business Item - High Performance	Item deferred to next meeting.	
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	Reports to be provided to the Board and ratified by flying minute.	
8.8 Correspondence	Nil	
8.11 Member & Other complaints	Updated report provided.	
9.0 Other Business & Next Meeting		
9.1 Board Calendar	Nil	
9.2 Other Business	Nil	



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	<p>The meeting closed at 7.15pm.</p> <p>The next scheduled Board meeting is to be held on Tuesday 21 June, 2022 @ 6.30pm</p>	
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