

SUMMARY Minutes of Equestrian Queensland Board meeting
Tuesday 19 July 2022 (6.30pm –9.30pm)
Held 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>Meeting opened at 6.30pm.</p> <p>Directors in Attendance: N Ballard, D Holland, N Lockhart & A Allard, G Lung</p> <p>Apologies: Nil</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 (EQ190701)</p> <p>“That the flying minute dated 15 June, 2022 and the Summary of the Meeting be approved.”</p> <p>Board in agreement that the minutes be approved.</p> <p>Action Register</p> <ul style="list-style-type: none"> • Correspondence to be sent BT (formally) to invited guest to Board meeting • EOI for potential Board Members to be released after strategy session in August. • Budget reforecast for next meeting yet to be completed 	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 July meeting minutes be accepted.	
7.0 Strategic & Executive Reports		
7.1 EQ Chair Update – EA Strategy Meeting 6 July 2022 (Sydney)	<p>EA face to face meeting to be held on 6 July. EQ to confirm delegate attendance. Agenda, strategy document provided – Margo Foster, Lawyer was contracted by EA to assist in this space.</p> <p>Purpose and values were heavily dissected to see whether there was agreement from the parties.</p> <p>CEO meeting about shared services – results, communications and potentially finance provider could be considered.</p>	

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<p>7.2 CEO Report & Monthly Financials</p>	<p>Policy, Risk, Reform & Integrity</p> <p>Integrity: As of 14 July 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> <p>No formal matters received. Complaint from member as to child being eliminated is outside the Sport Integrity framework. Will be resolved outside framework.</p> <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>Stand-alone EQ Board workshop for Strategy and Risk workshop scheduled for Tuesday 23 August 2022.</p> <p>EA Face to Face Strategy workshop – 6 July 2022 (Sydney). CEO meeting held between 8:00am and 9:30am to discuss shared services. Overall, good discussion about shared service/ collaborative working. Commitment to explore and look at areas like results, registrations, and some comms functions to trial.</p>	
	<p>Safety and Medical Provision</p> <p>Copy of the Draft EA Medical Service Provider Framework provide in June 2022 Board Pack.</p> <p>EA have received feedback and will provide further advice in due course. They are currently compiling and reviewing the feedback as well as continuing to develop the framework and the elements such as the risk assessment etc Medical Response Plan. They are continuing to develop a Microsoft form that is aiming to be released on 1 August 2022 to the EA membership and stakeholders, and public that will be open for feedback to be submitted through on the MSPF until 31 August 2022. Plan is to spend September 2022 refining the framework based on a full review of all feedback received. EA will meet with committees / branches over the coming 6-8 weeks to go through the frameworks post September 2022 rollout details and next steps.</p> <p>New reporting forms yet to be released by EA.</p> <p>EQ has requested to pilot process for events delivered by EQ first before rollout affiliates to identify issues and seek amendment to plan and process where required.</p>	
	<p>Horse Traceability</p> <p>See Separate Item</p>	

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	<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 in July 2022.</p>	
	<p>QLD World Cup</p> <p>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) 27 June 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>As per process, survey to be distributed on an Event Debrief. Encourage delegates from the Board to attend.</p>	
	<p>Membership Statistics and EQ Pathways Campaign</p> <p>See break down below. Tracking well.</p>	
	<p>2022 EQ Budget</p> <p>Deferred to August 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>Officials and Coaching Advisory Groups</p> <p>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>EQ Sport Committees</p> <p>Some conflict issues between IQ and EvQ. Verbal update provided at Board Meeting</p>	

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	<p>Sponsorships No new sponsorship to report</p> <p>2032 Meeting was to be held in late February with BCC re Victoria Park. Meeting yet to be rescheduled.</p> <p>EQ to create draft terms of reference for facilities legacy working group. Awaiting feedback from QLD Sport and Rec.</p> <p>Pony Club Queensland & IQ Jumping Event - Joint meeting deferred. Sought opportunity for further meeting. Planning for later in year. No response as yet</p> <p>EQ Thank you Series Update provided at July Board Meeting. Focus on IQ Committee.</p> <p>EQ Next Gen Priorities include profile, intervarsity launch and event engagement. Working on project plan. Discussion/review of EQ Next Gen Terms of reference included as separate agenda item.,</p> <p>MOTION 2 (EQ190702) “That the CEO report and July Financials be accepted”.</p> <p>Board in Agreement</p>	
7.3 2022 EQ Risk Management & Register	Put in dot points on 23 August 2022 in person Consider audit process for the risks – to be added to agenda for August workshop	
8.0 Other Items for Ratification & Noting		
8.1 Standing Business Item (Member Safety & Horse Welfare)	Papers provided <ul style="list-style-type: none"> 1. National Horse Traceability System Update 2. Rider representative report – Fig Tree Pocket (10 & 11 July 2022) 	
8.2 Standing Business Item (Culture) Mentoring/Next Gen Review and Interschool Culture & Structure	<p>A copy of the current Terms of Reference for the Equestrian Queensland Next Generation Advisory Group (Next Gen) was provided at the meeting for review and discussion.</p> <p>The current Terms of Reference were developed in late 2019 and are due for review, possible amendment and ratification.</p> <p>When reviewing consideration needs to be given are the TOF still fit for purpose and making any amendments accordingly.</p>	Look at creating a fit for purpose program. To be investigated by BT & SD.

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8.3 Standing Business Item - High Performance	Eventing Queensland have approved the following combinations that have met the 2022 Eventing Queensland Elite, Futures or Junior Squad Performance Criteria Elite Ella Smith and Jaybee Altimate Futures Emma West and Knight Thyme Bella Anthony and Lagoes Choice OTION 3 (EQ190703) “That the recommendations as provided by Eventing Queensland as listed above be accepted”. Board in Agreement	
8.4 Standing Business Item State-wide Facilities Plan / Racing	2032 Venue (Brisbane Showgrounds and Victoria Park). Verbal overview provided.	
8.5 EQ Awards Night – timeline and delegate appointment	Project timeline was provided. Gary Lung was appointed as the lead for the project.	SD to draft any changes to the Award Criteria and seek input from GL
8.6 Yellow Cards, Official Warnings, reported Concussions & Rider Falls	Reports tabled.	
8.7 Membership & Horse Registrations	MOTION 4 (EQ210604) “That the EQ Board approves the Memberships and Horse Registrations as provided for the month of June”. 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	Tabled.	August meeting date to be amended.
9.2 Other Business		
	The meeting closed at 9.30pm. The next scheduled Board meeting is to be held on Tuesday 23 August, 2022 @ 6.30pm	