

**SUMMARY Minutes of Equestrian Queensland Board meeting held
Tuesday 22 July 2021 (6.30pm – 9.50pm)
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 6.30pm.</p> <p>Directors in Attendance via ZOOM: C Keable, N Ballard, N Lockhart, J Harms, D Holland, J Huppert and G Lung</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. No conflict of interests added.	
4.0 Minutes of Previous Meeting including flying minutes	<p>MOTION 1 (EQ200701) “That the minutes and summaries held on 15 June, 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 (EQ200702) “That the minutes of sport committees received be accepted”.</p> <p>Sport Committees to consider EQ publishing a quarterly update taken from the Sport Committee Minutes.</p> <p>Board in agreement.</p>	
6.0 Matters arising from the Sub/Sport Committee Minutes/Other	<p>No other business arising.</p> <p>Update on active action register – show cause notice yet to be issued.</p>	
7.0 Strategic Objectives & Executive Reports		
7.1 2021 Strategic Planning Update – Sport Committee Forum	<p>Discussion around agenda and format for Sport Committee Forum on Monday 26 July. Offered in person and Zoom.</p> <p>Draft Strategic Plan was reviewed with a number of small adjustments.</p>	Agenda and copy of draft Strategic Plan on a page by Thursday with reminder - BT
7.2 Policy Overview	<p>MOTION 3 (EQ150603) “That the reviewed Dressage Queensland and Eventing Queensland By-laws be accepted.</p> <p>Board in agreement. .</p>	Publish on the website.
7.3 CEO Report & Monthly Financials	<p>Policy and Risk Review Currently reviewing the National Integrity Framework policies, developed by Sport Integrity Australia.</p> <p>Currently SIA’s stance is that these must be adopted unchanged and in full to receive the benefit of SIA’s support and access to the Complaints and Dispute Resolution process</p>	

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	<p>Have submitted formal feedback to EA regarding documents and proposed minor changes to best apply to equestrian sport and broader context.</p> <p>Unknowns at this stage relate to cost, but overall the framework and policies appear robust and reasonable from my perspective.</p> <p>High Performance EA Competitive Edge – Next Session –22 July – Social media and sponsorship.</p> <p>Scheduling meeting with Gold Coast Academy of Sport to explore opportunities.</p>	
	<p>Officials Coaching Advisory Group Working towards the establishment of a whole of sport officials working group.</p> <p>Propose to include as discussion at EQ Board and Sport Committee forum if time permits.</p> <p>State Wide Facilities Project – Project on track. Standing item EQ Board meeting</p> <p>Lockyer Valley Project – Final meeting to review business case scheduled for 22 July at UQ Gatton.</p> <p>Toowoomba Showgrounds – have engaged CPR group to scope site as potential legacy site. Meeting held with Toowoomba Regional Council. Project working group to be established by TRC with resourcing and funding support.</p> <p>Townsville – Preliminary meeting held with Townsville council and state government. In person meeting being held on 18 Aug at Townsville site (Blue water Equestrian Centre). EQ CEO to travel to Townsville (cost \$800 flight, accom etc) for workshop planning and business case.,</p> <p>QSEC – process underway with council to improve service and preparation of venue and surface and maintain throughout bookings competition. New venue manager in place who is an equestrian.</p> <p>Continuing to target individuals to be part of other project group 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>	
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	<p>Sport Committee & Forum Separate Agenda item.</p>	
	<p>Upcoming Major Events & COVID-19 considerations:</p> <ul style="list-style-type: none"> • 17 – 20 June 2021, Gatton World Cup (Gatton Showgrounds) Completed • 25 -27 June 2021, Caboolture Festival of Jumping/ Caboolture World Cup (QSEC) Completed • 28 June – 1 July 2021 , Interschool Queensland State Championships (Maryborough Showgrounds) Completed • 2 July – 4 July 2021, Australian Youth Dressage Championships (QSEC) Postponed to Sept • 10 & 11 July 2021, Fig Tree Pocket International One Day Event (Fig Tree Pocket) Cancelled • 17 & 18 July 2021, Interschool Queensland Eventing State Championships (Warwick) On track • 31 July & 1 August 2021, Eventing Queensland State Championships (Tamborine) On track <p>SIMP Plans to be in place for all events.</p> <p>Events to have COVID-19 plans in place.</p> <p>Implementing formal Event Debrief process, including survey and debrief meeting (see attached survey)</p> <p>Membership – See break down below. Tracking well. On track to exceed 4000 members for first time.</p> <p>Budget – Advice from QLD Gov Sport and Rec re 2021-22 funding allocation received – extension for 12 months (see correspondence). Further positive variances projected. Draft Reforecast Budget for 2021 to be sent to Board in July.</p> <p>EQ Member Survey - Members survey published in June E-news.</p> <p>Insurance Still on going with EA. Many coaches nationally are yet to receive updated CoC from EA and new broker Marsh yet have completed renewal.</p> <p>Issue has delayed rollout of new Off the Track Coaching initiative as many coaches don't yet have their updated CoC.</p> <p>Club Development and Forum Continuing to plan for face to face and or zoom delivery workshops for Toowoomba and Central Queensland. Plan for face to face delivery on Toowoomba and Central Queensland.</p>	

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	Sport Committee Governance & Conflict EQ CEO provided verbal update.	
	QSEC Master planning and facility investment planning underway with MBRC Tokyo Olympics Athlete Officials See attached profile sheet of QLD equestrians involved in the Tokyo Olympic Games. Currently preparing profile on each individual as part of planned comms	
	MOTION 4 (EQ200704) “That the June CEO report and June financials be accepted”. Board in Agreement	
7.4 EQ 2021 Budget Re-forecast, 2021 Mid Year Fees	Budget re-forecast to be submitted in the August budget.	
8.0 Other Items for Ratification & Noting		
8.1 Management Liability & Cyber Insurance	Tabling of insurance documentation as it relates to Management Liability and the requirement for a Cyber Insurance Policy.	BT to provide further information on the Cyber Insurance Policy and costs for consideration.
8.2 Standing Business Items – Members Safety & Horse Welfare, Culture	EA Board currently considering feedback as it relates to trimming of Horse Whiskers after the FEI implement as of 1 July for FEI classes. Understandably due to the nature of the discipline, Show Horse are reluctant to implement. EQ to work with key stakeholders.	
8.3 Standing Business Item Culture	Correspondence received regarding the application for special consideration for Interschool State Championships	BT to draft a response
8.4 Standing Business Item State-wide Facilities Plan	Discussed in CEO’s report	
8.5 EQ Awards	Overview of planning of the EQ Awards. Review current quote and commence looking at other options including Victoria Park and potential Gold Coast Turf Club.	SD
8.6 Yellow Cards, Official Warnings, reported Concussions & Rider Falls	Reports tabled.	

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8.7 Membership & Horse Registrations	<p>MOTION 5 (EQ200705) “Horse registrations and new memberships be accepted for June, 2021”.</p> <p>Board in agreement.</p>	
8.8 Correspondence	Resignation letters received from members of Jumping Queensland. Exit interviews to be conducted.	
8.9 Member & Other complaints	Report provided.	
9.0 Other Business & Next Meeting		
9.1 Board Calendar	2021 Board calendar tabled.	.
9.2 Other Business		
	<p>The meeting closed at 9.50pm. The next scheduled Board meeting is to be held on Tuesday 24 August, 2021.</p>	