

**SUMMARY of Minutes of Equestrian Queensland Board meeting held
Tuesday 18 February 2020 (6.30pm – 9.55pm)
At Sports House, Castlemaine Street, MILTON**

Agenda Item	Decision/Outcome/Discussion	Action/Time Frame
1.0 In Camera Session	No in-camera session. Meeting opened at 6.30pm	
	Presentation from Associate Professor Benjamin Ahern (UQ) – HeV Rapid Stall Side Test Kit – Research and Development	
2.0 Meeting opened	Directors in Attendance: D Finch, J Huppert, C Keable, N O’Farrell, S Austin, N Ballard Invited Guest – Cathi Collier – EA Board Director Guests: B Toft, S Duffy	
	CC provided an overview of EA Board activities since her appointment on the EA Board. EA Board was pleased to see that the EA interim CEO and State CEO’s had regular communication. Discussion around the MOU, strategy, culture staffing and insurance. Important to have open communication with the States.	
3.0 Declarations of Conflict of Interest	No new or additional conflicts noted.	
4.0 Minutes of Previous Meeting including flying minute	MOTION 1 (EQ180201) “That the minutes held on 21 January 2020, and any flying minutes circulated and summaries of the Board Meeting be approved.” Board in agreement that the minutes be approved.	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	MOTION 2 (EQ180202) “That the minutes of sport committees received be accepted”. This included Flying Minutes regarding Jumping squads and the IQ Handbook for Board approval. Noted that Show horse didn’t have a register of conflict noted on their minutes though referenced to it in an agenda item. Board in agreement that the sport committee minutes be approved.	Advice to be provided to Show Horse in regard to disclosure and recoding of conflict of interests
6.0 Matters arising from the Sub/Sport Committee Minutes	No matters arising.	
7.0 Strategic Objectives & Executive Reports		
7.1 CEO Report & Monthly Financials	CEO progress report circulated <ul style="list-style-type: none"> Currently seeking fee proposals from 3 consultants to deliver work by 31 March on top 6 priorities. Risk Management complaints Handling Procedure, Sport Committee Operations, Financial Delegation Policy, Biosecurity Policy & Plan, Board Operations Policy. 	

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	<ul style="list-style-type: none"> 2019 Financials have been finalised and audit commenced and on track for AGM. Terms of Reference on EQ officials advisory group and potential to convert to sub-committee. Due April Statewide Facilities Project – implementation plan meetings still to be held with QSEC, Gold Coast, Redlands with working groups established. Biosecurity – Draft Terms of Reference submitted to EA. EQ Biosecurity Manual has been updated and published on EQ website. EQ staffing – Sport Development Officer Interchool/Clubs ceased employment with EQ on 14 February. Business Administration trainee commenced on 10 February, 2020. Membership Statistics - 3038 increase on same time last year with 190 new members. Membership survey results and actions to be published in March 2020. Highlights include club membership info, horse registration (opportunity to promote base registration) awareness around EQ Sport Development and net promoter score of 0.83 (positive), impact of drought. Membership Engagement – attending RASDEC meeting 30 Jan, EGCC 10 Feb, QSEC Horse Home Show 15 February, LEG Twilight T Shirt Day 22 February and PRARG 1 March. Club Development – good governance planed Central Queensland. Toowoomba deferred to allow for delivery of Queensland Horse Welfare Forum on 26 February. Queensland Horse Welfare Forum – draft event program provided in 7.4 Safety & Medical Service Provision – currently preparing factsheet to support event organisers, clubs and officials. Brisbane City Council – Victoria Park Master Plan – preparing formal submission to Brisbane City Council in regards to opportunities. Submission due end of February. <p>MOTION 3 (EQ180203) “That the January management & financial reports including commentary be accepted”.</p> <p>Board in agreement.</p>	

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7.2 EQ AGM – 18 March 2020	<p>Draft agenda tabled – standard – constitutional review deferred due to the EA constitution clause that binds our members to EA's disciplinary by-laws and to ensure that EQ constitutionally are not in conflict.</p> <p>Summary of nominations to be published online. Dressage 2 nominations received – will be elected unopposed Eventing Queensland – 1 nomination – not eligible – incomplete - can apply through casual vacancy. Jumping Queensland – 1 nomination – not eligibility – incomplete – can apply through casual vacancy. Interschool Queensland - 3 nominations received – will go to an election. Show horse – 1 nomination received – will be elected unopposed. Vaulting Queensland – 1 nomination received – will be elected unopposed. Carriage Driving - 4 nominations – will go to an election Equestrian Queensland – 1 nomination received –not eligible – incomplete. Call for casual vacancies post EQ AGM.</p> <p>Succession planning to be discuss at next EQ Board meeting.</p> <p>Still seems to be confusion around the process. Each sport committee to be provided with the rotation to be documented at the bottom of their minutes each month.</p> <p>MOTION 4 (EQ180204)</p> <p>Board in agreement.</p>	<p>EQ Board Succession planning to be agenda item for March meeting</p>
7.3 EQ Sport Committee Forum – Safety Focus 23 April 2020	<p>Forum to be delivered with a focus on safety at the next Sport Committee Forum on 23 April, 2020.</p> <p>EA Safety Officer has been invited to discuss the framework.</p> <p>Agenda items include EQ member survey and actions, road maps and tools to make event organisers life easier.</p> <p>MOTION 5 (EQ180205)</p> <p>Board in agreement</p>	

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7.4 Queensland Horse Welfare Forum – 26 February 2020	Horse Welfare Forum with keynote speaker Roly Owers. Venue has been provided by Racing Queensland. Invitation to Minister for Agriculture with EA board member to open the Forum. Racing Queensland to provide presentation on the recent recommendations out of the Martin Inquiry Report.	
8.0 Other Items for Ratification & Noting		
8.2 QLD Government Independent Inquiry – Animal Cruelty in the management of retired Thoroughbred and Standardbred horse in QLD	<p>The recommendation 6.3 appears to subject equestrian sport and equestrian publications to additional workload and content in regards to the re-homing of retired racehorses. It is not clear how this will be funded and supported but places additional burden on equestrian sport whilst not effectively dealing with the issue.</p> <p>It is recommended that the Equestrian Queensland consider the impact of this recommendation and make a formal submission/recommendation to government and Racing Queensland in March 2020.</p>	EQ to meet with Racing Queensland in March/April
8.3 EQ 2019 Awards Night	Positive feedback received around the awards night. Venue, meal and entertainment were all received well.	Suggestions and investigation of options
8.4 Sport Development Funding	SDF Coaching & Officials funding – received 3 applications for individuals and 2 applications from Sport Committees on Courses delivered.	
8.5 Yellow Cards, Official Warnings, Reported Concussions & Rider Fall Report	Nil to report	
8.6 Membership and Horse Registrations	<p>MOTION 7 (EQ180207) “Horse registrations and memberships be accepted for January, 2019”.</p> <p>Board in agreement.</p>	
8.7 Correspondence	Agenda of the Queensland Government Horse Biosecurity Market Access Liaison Group on 27 February.	
8.8 Member & Other Complaints	Report tabled.	
9.0 Other Business & Next Meeting		
9.1 Board Calendar	2020 Board calendar tabled.	.

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9.2 Access to Technical Delegates & Judges – Interschool and other disciplines	Discussion regarding downward trend in access to stewards for events.	BT to review and report back to board regarding issue and options.
9.3 Other Business		
	<p>The meeting closed at 9.30pm.</p> <p>The next scheduled Board meeting is to be held on Wednesday 18 March, 2020 at Sports House Milton.</p>	

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