



# Australian Endurance Riders Association Inc.

## Minutes of the Committee of Management Meeting

**Date:** Commencing at 9.00 am AEST on Saturday 19 June 2021

**Venue:** Webinar – please note that this meeting is recorded.

### 1. Meeting opening

Linda welcomed all to the meeting and thanked those attending for giving up their time to support our sport.

### 2. Attendance

#### 2.1. Management Committee Members Present

Linda Tanian (President) (VERA), Mark Dunn (Vice President) (TEERA), Kim Moir (Secretary) (QERA), Dick Collyer (QERA), Noni Seagrim (NSWERA), Jodie Luck (SAERA), Sarah Dumbrell (WAERA).

*Note: Noni Seagrim's connection was intermittent.*

#### 2.2. Apologies

Matthew Walker (NSWERA)

#### 2.3. Proxy Votes

Nil received

#### 2.4. Visitors

Delegates –Craig Renner (QERA), Melissa Bright (SAERA), Pat Hodgetts (TEERA).

Delegate apologies: Jane Radny (WAERA)

Mindy Davies, Manehub presentation.

### 3. Portfolio Allocations

Memberships confirmed as per new table.

Legend:

- **Red** Text – Non-MC Members confirmed; **Green** Text –Non-MC and MC Members to be confirmed

Portfolio	Chair	Members	Reporting	TOR
AERA Distance Registrar Liaison	Linda Tanian			
AERA/Quilty Awards	<b>Kerry Fowler-Smith</b>	Jodie Luck, <b>Jody Smith</b> , <b>Ieva Peters</b>	✓	??
AERA Rulebook	Mark Dunn	Dick Collyer, <b>Marylou Locke</b>	✓	??
AERA Webmaster Liaison	Linda Tanian	<b>Noni Seagrim</b> <b>Talea Hasko-Stewart (webmaster)</b>	✓	✓
Biosecurity	Dick Collyer	Matt Walker, <b>Craig Renner</b> , <b>Sioux Reid</b> ,	✓	✓
Chief Steward & TPRs	Mark Dunn		✓	✓
Database	Linda Tanian	<b>Adam Garvin</b> , <b>Anita Fortsch</b> , <b>Tom McCormack</b>	✓	✓
EA – International		<b>Sonya Ryan</b> (EAEC Chair), ?? Liaison		
EADCM Review Panel	Linda Tanian	Mark Dunn, <b>Pat Hodgetts</b> , Dick Collyer	As	✓

			required	
Social Media (Facebook and Instagram)	Jodie Luck	Sarah Dumbrell, Sioux Reid Jane Radny, Ieva Peters	✓	??
Finance Committee (includes insurance, sponsorship and grant review)	Mark Dunn	Kim Moir, Sioux Reid, Deb Edwards	✓	✓
Governance	Linda Tanian	Sarah Dumbrell, Dick Collyer, Sioux Reid	✓	✓
Horse Welfare	Matt Walker	Linda Tanian, Alana Simpson	✓	✓
Medication Control	Marylou Locke	Sarah Dumbrell, Sioux Reid	✓	
Meeting Notes	Kim Moir			
National Vet Panel Liaison	Mark Dunn	Vets as nominated by each DA bi-annually.	✓	✓
Quilty Advisory Panel		Pat Hodgetts, Ieva Peters, Dick Collyer Tom McCormack		✓
Strategic Plan	Kim Moir	Sioux Reid, Sarah Dumbrell	✓	??

### Discussion

Consideration of process for appointment of members to SC and noted that this has been reviewed at beginning of year by confirming with current members if they wish to continue. Suggested that now we accept that membership has lapsed and look to appoint by invitation.

Noted that Quilty Advisory Panel is a group of individuals who may meet to discuss recommendations to AERA MC; chairperson not required.

### Actions

Terms of Reference to be finalised for all Sub-committees for next meeting.

Letters to Luke Annetts and Jo Hamilton-Branigan thanking for past contributions.

Letter to TEERA, WAERA and SAERA inviting membership to Biosecurity Sub-committee; look for this group to represent a diversity of opinion with regard to what is relevant for each state. QERA will look to drop a member if we have enough nominees.

## 4. Register of Pecuniary Interest

No declarations of conflict prior to meeting but reminder from Chair that people should acknowledge any conflict as it may arise during the meeting.

## 5. Previous meeting minutes

### 5.1. Amendments to the Minutes of the AERA meeting with NSWERA to discuss horses wearing hoods.

Nil amendments received.

**Motion: 2021/06/01 Moved: Dick Collyer / Jodie Luck**

**That the minutes of the AERA Management Committee Meeting held on 19 September 2020 are approved.**

**Carried unanimously**

### 5.2. Amendments to the Minutes of the AERA MC Meeting on 11 April 2021.

Nil amendments received.

**Motion: 2021/06/02 Moved: Kim Moir / Dick Collyer**

**That the minutes of the AERA Management Committee Meeting held on 11 April 2021 are approved.**

**Carried unanimously**

**5.3. Amendments to the Minutes of the AERA MC Adjourned Meeting on 22 April 2021.**

Title of document changed to show date as 22 April 2021 – not 14 April 2021.

Point 6.2.3, Motion 21/04/13 – correction to read “That Rule 27 be amended to read” instead of “That Rule 28 be amended to read”.

7.2 – extra word “no” removed.

**Motion: 2021/06/03 Moved: Kim Moir / Sarah Dumbrell**

***That the minutes of the AERA Management Committee Meeting (adjourned) held on 22 April 2021 are approved with the noted amendments.***

***Carried unanimously***

**5.4. Amendments to Minutes of the AERA MC Meeting re the TQ21 Biosecurity Plan on 12 May 2021.**

Nil amendments received.

**Motion: 2021/06/04 Moved: Kim Moir / Sarah Dumbrell**

***That the minutes of the AERA Management Committee Meeting to discuss the TQ21 Biosecurity Plan held on 12 May 2021 are approved.***

***Carried unanimously***

**5.5. Amendments to Minutes of the AERA MC Meeting with TQ21 Committee.**

These minutes had not been presented for consideration at this meeting and will be circulated to be accepted via an on-line motion.

**Business of meeting suspended at 9.30 to allow for presentation from Mindy Davies of Manehub.**

Mindy Davies spoke to a presentation providing a background to Manehub and how Manehub could partner with AERA in supporting the administration of endurance rides. Key points included:

- Manehub operates as a social enterprise with a mission to make a positive impact on the sport, its members, volunteers etc. and seeking to support hobby horse sports thrive.
- Two core modules – Organisers’ module makes managing clubs and events easier; Members’ module streamlines entry procedures.
- Seeking to work with AERA, to be part of the team to grow into a digital future and particularly to help with recruitment and retention of volunteers.
- Benefits of the partnership were suggested to be potential for immediate revenue via a CSV upload while other opportunities are identified; Manehub is operational now being used by over 30 clubs in 4 DAs; less development time and cost; less ongoing maintenance.
- Committed to ongoing improvement and security.
- Opportunity for AERA representation on an Advisory Board with consideration to impacts of potential change of ownership through a Continuity Plan.
- Benefit to clubs through easily set up of nominations with a range of extras.
- Benefits to individual members to manage other events and entries.
- Revenue opportunities were identified as fee per entry, fee per form eg horse registration, membership renewals etc, and potential for a commission.
- Potential to establish a rewards program for entries and sponsorship.
- Demonstration of system showing dashboard for Ride Organisers – opportunity to process refunds; collaborate between clubs; create events; options to have nominations set to open and close on preferred dates; payouts can be set; option for early payment with balance to be paid later; options of reports included CSV that can be uploaded to database. When the system has been used then information can be pre-filled to documents.

**Questions**

Can entry forms be pre-filled to print and sign at ride nominations? – yes have done this; complicated by different forms in different DAs; options for electronic signatures could be implemented depending on legality of this been

accepted. Noted that this would be a major benefit otherwise people are being asked to complete forms after having provided the information digitally.

Can this system communicate directly with AERASpace – yes just needs discussion to happen between two systems. Mindy suggested that CSV upload could be done quickly with minimal cost and direct interface can be done.

#### Discussion

Option to upload data via the CSV file would still require some development to AERASpace to build an upload capacity and also to make database changes associated with any additional data and would have some validation runs to implement and error output files to ensure data matches with AERASpace stored data – may require a pending capacity.

Decision to discuss further with report from AERASpace sub-committee.

#### ***Craig Renner joined the meeting at 9.50 am***

### **6. Business arising from the minutes – refer Action Sheet**

#### **6.1. Decade Teams Award**

Information about a number of trophy or clothing options had been put forward for consideration and there had been some online discussions.

It was noted that one application has been received by the Registrar and we have been advised by another member who has submitted an application.

Jodie had presented options for trophies ranging in cost from approximately \$30 with engraving to \$120.

Kim had also provided some information about clothing with the recommendation of a soft vest with embroidery that would cost approximately \$55 with embroidery.

***Motion: 2021/06/05 Moved: Mark Dunn / Dick Collyer***

***That AERA move ahead to provide the plaque and clock combination as a Decade Teams Award.***

***Voting: JL – yes; SD – yes; MD – yes; NS – yes; KM – yes; DC – yes; LT – no***

***Voting outcome: For – 6 votes; Against – 1 vote.***

***Carried unanimously***

Consensus that applications be called for by 31 August.

#### Action

Publicity for this award to be supported by announcement on AERA Facebook with share to DA Facebook pages and update to website information. Cut-off date for application as 31 August for presentation at TQ21 or upcoming DA AGMs.

Letter to DAs to advise that this award is available by application and request that they promote to their members.

AERA Awards SC to enquire about cheaper cost if bulk orders and to confirm timeframes with reference to advised closing date.

#### **6.2. Recovery of historical documents**

Noted as per agenda documents recovered that had been from Anne Jones' time as AERA Secretary.

#### Actions

Ride Records to be handed over to QERA Registrar.

QERA Minutes and Correspondence to QERA Secretary.

Financial records to be destroyed - .

Old magazines and newsletters and DA Minutes to be sent to relevant MC members to take back to their committees.

AERA Minutes to be scanned, uploaded and hardcopy destroyed.

Committee Nomination forms to be uploaded to AERASpace and then destroyed.

Other documents to be processed as Secretary has time to be scanned and saved if required.

**Meeting adjourned from 10.15 to 10.30 am**

**6.3. Tracking of cancelled flights from March 2020 AERA meeting**

With TQ21 now proceeding there is opportunity to use flights already outlaid for officials travelling to WA.

Actions

Linda to follow up with Elsie Brandis

Linda to advise Tom McCormack to connect with Sarah Dumbrell

Kim to confirm with Peter Bice re current status of his credit for flights.

**6.4. TQ Awards – Newbridge Trophy**

Separate plaques have been engraved for recipients of Newbridge Trophy to replace the most recent winners to support a process that is suitable for the location of the trophy now. These have been sent to Longreach Stockman’s Hall of fame.

Dick also advised that Anne Jones’ 1000-mile buckle is being donated to the display by her husband.

**6.5. AERA Website**

There have been ongoing challenges in getting information uploaded to AERA website in a timely way. AERA Management Committee had agreed to call for expressions of interest for a Webmaster and for a general update of the website, acknowledging that it is dated in presentation and content, and cumbersome to use. Members provided information about DA websites and how they have been updated with some suggestion of what might have to be spent to do this.

Previously a webmaster was paid \$90 per month and \$90 per hour for significant work.

Noted that website is linked to Instagram account, and this is probably not being used to best advantage.

NSWERA is updating their website at a cost of around \$1500 with comment that once rebuilt, the ongoing updates will be easier than has been the case.

Action

To call for expressions of interest to update the website and for a webmaster to provide ongoing support to maintain currency, with a 14-day timeframe to receive responses. Noted that this could be two packages of work but could be done by the same person. Linda to send draft advert for approval.

**7. Online motions**

**7.1. Financial decisions**

Payments from 31 March 2021					
	Payee	Invoice No	Date	Amount	Comments
1	Peter Johnson	804	31/03/21	\$767.25	Maintenance and fixes
2	Peter Johnson	802	15/03/21	\$528.00	Server Hosting Apr - June
3	Australia Post	1010470163	3/04/21	\$102.60	Postage
4	Tom McCormack	Reimburse		\$44.35	ETS freight
5	Kim Moir	Payment	31/03/21	\$630.00	Secretariat Honorarium
6	Kim Moir	Reimburse	29/03/12	\$47.21	Fair Trading lodgement of annual return

7	Deb Edwards	163	5/04/21	\$480.00	Bookkeeper fees - 12 hours
8	Kim Moir	Reimburse	12/04/21	\$53.23	Lodgement of Const changes to FT-NSW
9	Kim Moir	Payment	30/04/21	\$630.00	Secretariat Honorarium
10	Peter Johnson	808	30/04/21	\$5,346.00	Maintenance and fixes
11	SUREWISE	93757	30/04/21	\$71,815.64	Insurance - Public and Products Liability
12	SUREWISE	93758	30/04/21	\$3,401.94	Insurance - Association Liability
13	SUREWiSE	95438	30/04/21	\$3,878.35	Insurance - Business Pack
14	SUREWISE	S2340	30/04/21	\$40,471.00	Insurance - PA (286 Sen + 45 Jun Members)
15	SUREWISE	S2341	30/04/21	\$1,798.50	Insurance - PA Volunteers
16	SUREWISE	S2338	30/04/21	\$7,597.00	Insurance - PA Members Jul - Sept 2020
17	Australia Post	1010550202	3/05/21	\$60.70	Postage
18	Deb Edwards	164	4/05/21	\$520.00	Bookkeeper fees - 13 hours
19	ATO		5/05/21	\$6,914.00	GST payment
20	Fusion finance	13112	5/05/21	\$130.00	Preparation of BAS
21	Peter Johnson	810	17/05/21	\$1,102.75	Repairs to QERA equipment
22	Kim Moir	Reimburse	26/05/21	\$260.00	Payment to Gympie Removals
23	Peter Johnson	813	1/06/21	\$2,623.50	AERASpace fixes and upgrades
24	Australia Post	1010633271	3/06/21	\$120.65	Postage
25	Deb Edwards	165	2/06/21	\$600.00	Bookkeeper fees - 15 hours
26	Kim Moir	Payment	31/05/21	\$630.00	Secretariat Honorarium
27	Marylou Locke	Reimburse	12/05/21	\$949.85	Qantas Flights to TQ21 - 2IC CS
28	Linda Tanian	Reimburse	28/05/21	\$250.80	Annual fee to GoToMeeting Pro
29	FedEx	61202177	5/06/21	\$85.42	Freight for parts return to QERA
				\$151,838.74	

## 7.2. Other on-line motions

### 7.2.1.1. AERA Head Vet Accreditations

#### *On-line Motion*

*that Dr Deanna Casey (TEERA) be accredited as an AERA Head Vet.*

*Moved Mark Dunn; seconded Kim Moir.*

*Voting: For – 8; Against – 0*

*Carried unanimously*

#### *On-line Motion*

*that Dr Jason Mansfield (QERA) be accredited as an AERA Head Vet.*

*Moved Dick Collyer; seconded Kim Moir.*

*Voting: For – 6; Against – 0; No vote - 2*

*Carried by majority*

## 8. Correspondence

### 8.1. Correspondence Inwards

	Date	Correspondence Inwards	Action
1	11/04/21	S Ryan, EAEC re FEI Survey	To MC and D
2	12/04/21	NSW Fair Trading – receipt of lodgement of changes to	Noted

		constitution	
3	14/04/21	Support sought for accreditation of Diploma of Equine Myotherapy	NFA
4		WAERA member to registrar re Distance Awards for L Mulcahy and horse, Noran Maxamillions, acknowledged by LT	LT to write letter of apology
5		A Garvin, M Locke, I Peters - confirmation of ongoing participation in AERA Subcommittees	Noted
6	15/04/21	DAF Qld – acknowledgement of AERA Submission to Animal Welfare Project re Land Transport of Livestock.	Noted
7	19/04/21	NSWERA request for AS access for Louise Piddington – LT completed request	Responded
8		A Fortsch - confirmation of ongoing participation in AERA Subcommittees	Noted
9	21/04/21	WAERA – query re award option for Frances Overheu and Poseidon Moon with lifetime total points of 1000	Agenda
10	22/04/21	AIS response to query re grant funding	Noted
11	23/04/21	C Bullock, SAERA, request re CS training – responded by Mark Dunn	Responded
12	26/04/21	D Grull – cc to correspondence to SUREWiSE re no response to email to <a href="mailto:aura@surewise.com.au">aura@surewise.com.au</a> – confirmed that this was working	Resolved
13		T Mc Cormack – confirmation of ongoing participation in AERA Subcommittees	Noted
14	27/04/21	TEERA – recommendation for Deanna Casey to be an AERA Accredited Head Vet	On-line motion
15		M Sheehan, FNERA – request for quote for ETS to support grant application. LT acknowledged.	Agenda
16	29/04/21	NSWERA – suggesting guidelines for photography to prevent risk of negative portrayal of the sport	Agenda
17	29/04/21	TQ21 – minutes of meeting on 20 April 2021	To MC
18	07/05/21	NSW Fair Trading – advice that changes to AERA constitution are registered.	Agenda
19		TQ21 Biosecurity Plan for consideration.	To MC
20	09/05/21	Tooraweenah Endurance Club re meeting minutes 2 May 2021	To MC
21		WAERA – minutes of meeting April 2021	To MC
22	11/05/21	WAERA member re rule clarification about BC Reports – response provided after consultation with MC Members	Responded
23	12/05/21	N Clarkson response re query from AERA about storage of AERA historical documents; advice that this is mostly minutes and correspondence and also the “Little Black Book”.	Followed up
24		Brookleigh Stud – query re TQ21 Biosecurity Plan	Responded
25	17/05/21	S Ryan, EAEC – results of survey re FEI rides and request to post on AERA social media	Actioned
26	18/05/21	QERA – recommendation for Jason Mansfield to be an AERA Accredited Head Vet	On-line motion
27	21/05/21	Denise Green re transport of TQ Trophies to WA	Agenda
28	24/05/21	Victoria Farr, EA – copy of meeting summary for EAEC. Acknowledged by Linda Tania	LT to MC Agenda
29	24/05/21	TEERA – offer of assistance in development phase of AERA nomination platform. Linda Tania acknowledged.	Responded
30		V Farr, EA – invite to AERA and DAs to attend meeting with EAEC on 16 August 2021	Agenda
31		D Grull cc to correspondence to SUREWiSE re no response to earlier email	Resolved
32	25/05/21	J Luck – background to R & V Males Honorary M’ship for AERA Website.	JL to MC
33		NSWERA Registrar re QERA’s interpretation of Rule use of	Agenda

		logbooks in Qld	
34	26/05/21	SUREWiSE re contacts while K Sparnon is on leave. Advice to DAs and MC Members – update on AERA website.	Resolved
35		TEERA advice re incorrect information on website re TEERA President	Resolved
36		V Farr, EA, re timeline for EA Sport Rules Update	Agenda
37	27/05/21	L Chow EA re appointment of CEO Mark Bradley.	LT to MC
38		S Ryan, EAEC, EOI for National Health and Safety Comm	Fwd to DAs
39		S Ryan, EAEC, advice re Concussion and Incident Management training	Fwd to DAs
40	31/05/21	NSWERA re affiliation of social rides	Agenda
41	31/05/21	M Locke re flights to WA	To Bookkeeper
42	01/06/21	TEERA – cc of letter to SUREWiSE re incident reporting	Agenda
43	03/06/21	NSWERA response to AERA Correspondence re TQ22 Interim Agreement	Agenda
44		NSWERA – recommendation for Rhys Powell to be an AERA Accredited Head Vet	Agenda
45	04/06/21	TQ21 minutes of meeting 30 May 2021	To MC
46	07/06/21	P Hodgetts – query to M Dunn re use of “did not start” in data entry.	MD responded
47		Albert Sole Guitart – update on project commenced in 2018 and request to use endurance data in presentation at Bain Fallon Conference	Responded
48	08/06/21	WAERA, A Erickson, confirmation re membership requirements of overseas competitor.	Responded

## 8.2. Correspondence Outwards

	Date	Correspondence Outwards	Author
1	11/04/21	Form A6, Fair Trading re Constitution Changes	KM
	13/04/21	I Peters, M Locke, T McCormack, Sioux Reid, A Garvin, A Fortsch – confirming ongoing membership of AERA Sub-committees	KM
		G Bou – confirming order of cup and buckles for TQ21 and memorial plaque.	KM
2	16/04/21	I Peters re Honorary Membership	KM
3	18/04/21	D Somerville response to letter re AERA Constitution	KM
	22/04/21	Australian Sports Commission re eligibility for grant funding.	KM
4	26/04/21	SAERA re contact with Pony Club Australia	KM
		B Sample seeking information about presentation of Shareym Trophy	KM
5		DA Secretaries – AERA MC Meeting Notes	KM
6	27/04/21	QERA – response re AERASpace Access annual review	KM
7	28/04/21	DAs, MC Members and Delegates re meeting date	KM
8		TQ21 re Final Event Agreement	KM
9	30/04/21	TQ22 re Interim Event Agreement	KM
10	03/05/21	NSWERA re Interim Event Agreement for TQ22	KM
	05/05/21	Computer sashes – order of sashes for Pat Slater Cup for TQ21	KM
11	07/05/21	Dr Deanna Casey re AERA Accreditation as Head Vet	KM
	09/05/21	WAERA re minutes of meeting and advice re change of Secretary	KM
12	11/05/21	QERA re request for Winton to Longreach event in 2023	KM
13	12/05/21	L Harriman, CWA, re Winton to Longreach event	KM
14		L Mc Cormack re storage of AERA Property	KM
15		N Clarkson re storage of AERA documents	KM



16		Pony Club Australia re engagement with members	KM
17	16/05/21	TQ21 re Biosecurity Plan	KM
18	18/05/21	L Sample re TQ21 Biosecurity Plan	KM
19		C Allan response re rule clarification	KM
20	23/05/21	Draft Minutes of AERA Meeting to DAs	KM
21	24/05/21	M Davies re Manehub	KM
22	30/05/21	Dr Jason Mansfield re AERA Accreditation as Head Vet	KM
	01/06/21	Reminder of AERA meeting to MC Members, Delegates and Reportees	KM
	01/06/21	DA Secretaries re current AERA Proxy Form	KM
23	08/06/21	D Grull re Shareym Trophy	KM
24		DA Secretaries re Insurance	KM
25		DA Secretaries re interpretation of Rule 50	MD
26		DA Secretaries and Treasurers re AERA invoicing	MD
27		A Sole Guitart – response re referencing endurance data at EVA Conference	KM
28	09/06/21	FedEx – correction to mailing details for AERA	MD
29		DA Secretaries re TQ21 CS Team	KM
30		DA Secretaries re TQ21 Vet Team	KM
31		TQ21 updated data re TQ results from 1966 to 2019	KM
32	10/06/21	NSWERA and TQ22 – sections of TQ Manual as noted in Interim Agreement	KM

**Motion: 2021/06/06      Moved: Dick Collyer / Jodie Luck**

***That the inwards correspondence is received and the outwards correspondence is endorsed.  
Carried unanimously***

### **8.3. Business arising from Correspondence Inwards**

#### **8.3.1.      Item 9 – WAERA request for consideration of AERA Award**

Frances Overheu and Posiedon Moon have achieved a lifetime total of 1000 points in endurance rides with a completion rate of 87.5%. Will AERA consider a special award to acknowledge this partnership? Both rider and horse now retired.

#### Discussion

Concern re setting a precedent for special awards and may be more relevant to come from the DA.  
Record of horse was acknowledged with over 12,000 kms.

#### Action

Letters to WAERA acknowledging the achievement and ask that they encourage Frances to apply for AERA Awards for lifetime distance and decade teams. Also indicate that AERA would support their recognition of this achievement at the TQ21 AERA Awards.

Letter to Frances to congratulate on this achievement and advise on awards available for application.

#### **8.3.2.      Item 15 – M Sheehan, Far North Endurance Riders Association**

Request for quote to support grant application to purchase ETS.

This action was completed by AERASpace SC – no further action required

#### **8.3.3.      Item 16 – NSWERA re guidelines for photography**

Concern expressed that publication of photographs may create a negative image of the sport if not approved for publication. Suggestion that guidelines are set for photographers who are attending rides with the intent to sell photographs, about the kind of images that can be published.

Discussion

Noted that letter referenced two incidents of photos being published that may misrepresent the sport; there was one from the Rock with horse bleeding from mouth and another of a horse that was injured after a fall. Noted also that any guidelines would be difficult to police as photographers are often invited to attend a ride for the mutual benefit of them being able to sell images and the Ride Organiser and sport being generally promoted. It may be better if Ride Organisers make it clear to Photographers being supported to attend an event what is expected of them in terms of what can be published.

Respond that AERA would welcome some guidelines from NSWERA for consideration.

Action

Kim to write to NSWERA to capture some of that info.

**8.3.4. Item 18 – NSW Fair Trading re registration of changes to AERA Constitution**

Changes have been lodged with Fair Trading and have been registered.

Action

Kim to update document with appropriate notes to support version control.

**8.3.5. Item 27 – Denise Green re transport of trophies to TQ21**

With reference to TQ Replica Cup, TQ Perpetual Trophy/RM Distance Trophy and Pat Slater Cup and how these can be transported to TQ21 WA. Note that these consume a lot of space so major expectation on anyone to travel that distance with these taking up so much space in what may be living space for up to 3 weeks.

TQ Manual says that trophies must be returned to the next TQ event and the agreement for trophies says return to AERA.

Resolved that it is easier for AERA to arrange for trophies to be freighted and the trophy should be available to TQ21 for promotional purposes.

Action

Linda will provide response to Denise.

Kim to organise freight.

**8.3.6. Item 30 – EAEC invitation to attend meeting on 16 August 2021**

Linda will attend this meeting and report back to AERA.

**8.3.7. Item 33 – NSWERA Registrar re query about use of logbooks**

Response to Registrar to be determined by outcome of discussion re potential rule change to be discussed at 15.2.2.

**8.3.8. Item 36 – EA re Sports Rule Update**

Opportunity for any suggestions for rule changes for FEI events to be provided to EA by 2 August.

No further action required.

**8.3.9. Item 40 – NSWERA re Social Rides**

Concern that a DA is allowing the affiliation of “social rides” without veterinary controls. Suggestion that affiliation of any rides without veterinary supervision puts HW at risk and is in contravention of the rules and therefore is not acceptable. Request that AERA requires DAs to follow AERA rules in affiliating any rides.

Discussion

Response to NSWERA to be determined by outcome of discussion re potential rule change to be discussed at 15.2.2.

**8.3.10. Item 42 – TEERA provision of incident reports to SUREWiSE**

TEERA recently provided incident reports to SUREWiSE relevant to two rider incidents at a recent ride; it was considered that there would be no further concerns resulting from these incidents.

Is this something we need to do?

Discussion

Concern expressed about whether this is being done consistently and whether every incident report needs to be sent; concern that submitting all incident reports may raise perception of risk.

Noted that TEERA had received no response, but their thinking was that all reports should be submitted to support acceptance of any claim that may be made. DAs have been advised that any event with the potential for a claim to be made should be advised to the Insurer but not clear that this is translating into all incident reports being sent.

Action

Mark to check in documents and with insurer regarding interpretation of this.

**8.3.11. Item 43 – NSWERA re TQ22 Agreement**

Queries re any changes to the term beyond the key personnel; payment of special distance buckles; request for TQ Manual sections to be sent Interim agreement references 4 sections and these had not been attached – they had most current version as per the TA Manual

Discussion

Some of the sections referred to in the Interim Agreement have been under review and final versions were not available at the time the correspondence was sent. The letter had referred to the manual as had been previously provided to NSWERA and to TQ22.

Action

Response as drafted and will be sent with updated sections of manual.

**8.3.12. Item 44 – NSWERA re Accreditation of AERA Head Vet.**

Request that Dr Rhys Powell be accredited as an AERA Head Vet supported by the statement that he has officiated at the requisite number of endurance events, including the 2020 State Championships, and has completed the AERA Vet Accreditation Course with Dr Matt Walker.

***Motion: 2021/06/07      Moved: Kim Moir / Dick Collyer  
That Dr Rhys Powell (NSWERA) be accredited as an AERA Head Vet.  
Carried unanimously***

Action

Letter to Dr Powell cc to NSWERA Secretary

**8.4. Business arising from Correspondence Outwards**

**8.4.1. Item 26 – letter to DAs to explain AERA invoicing**

No feedback has been received of this correspondence, but Linda Tanian reported that this had been well-received from the VERA Management Committee.

Action

Mark Dunn to follow up with DA Treasurers to seek feedback.

**8.4.2. PCA re interactions**

Julie White – response to Julie and letters to SAERA and Pony Club Australia as determined.

Follow up call to PCA (Catherine) and they have a number of projects being managed at present and will get back to us in July. The concern was expressed that this should not just be a hunting ground for new members and that this is a genuine pathway to an option after Pony Club. PCA like to promote diversity.

Action

Kim to follow up mid-July

**8.4.3. Winton Longreach**

Response to Lyndall Harriman re Winton to Longreach event.

Refer this correspondence to QERA

Dick Collyer reported that this has been discussed at a QERA MC Meeting and that they are keen to go ahead with this.

**9. President's Report – Linda Tanian**

No written report was received but Linda provided some comments.

Apology for not attending to many of my tasks and acknowledgement that we all have busy lives.

Linda reported that we are moving towards a Quilty all the excitement that that entails. Linda expressed hope that people will be able to make travel plans and COVID-19 restrictions will not impact on this.

Encouragement to everyone to contribute to the on-line discussions that occur to keep business moving along and stressed the importance of receiving everyone's thoughts and opinions.

**10. State Reports**

**10.1. NSWERA Report – Tony Warren**

No report received.

Note that Noni Seagrim's connection had been intermittent as she was travelling, and she was not available at this point in the agenda to provide any comment on NSW's activities.

**10.2. QERA Report – Dick Collyer**

**Membership** Our membership seems to have stagnated, and we will be offering a reduced membership fee from 1 July. Nevertheless, there have been very good numbers at rides.

**Finances** Sound financial position at this stage. We recently received a grant of \$35 000 to purchase an IDEXX blood analysis machine, as was used at TQ19. This will be a real boost for vet decision-making of potentially compromised horses.

**Ride Calendar** We have a very full ride calendar including the return of rides at Rappville and Widgee – all subject to Covid interruptions, of course. An FEI 1\* ride will be held at Killarney Ride (June5/6), and the plan is for a second 1\* later in the year.

**Swabbing**

Three rides have been swabbed – 12 samples so far. We are aiming to reach our target this year.

**Vet Accreditation**

One more vet has completed his accreditation, another has one more probationary ride to go, and two others are on the way.

**State Championships**

These are scheduled for July 3/4.

Discussion

Noted that the FEI I\* - 15 entries in Open and Youth divisions with more FEI rides planned of event at Bony Mountain on 21/ 22 August

Killarney incident – a junior rider had collapsed 20 minutes into the ride; this was not linked to any horse incident, but she was on life support; there had been an emergency doctor on site and first responders and ambulance were quick to respond. The young person was airlifted to Toowoomba hospital and has recovered but as yet, there is no firm diagnosis as to the cause of illness.

There was also a serious incident at Rappville with a rider having a fracture to the femur resulting in hip replacement surgery.

### **10.3. SAERA Report – Jodie Luck**

Our April and May Rides were well attended and interest in endurance riding in South Australia is continuing to grow slowly but surely with much of this hard work firmly actioned by Julie White. Continual information and weekly newsfeeds on the SAERA Facebook page have been very helpful and some of our more experienced riders have made themselves available for guidance and advice for all things endurance related. Most of our added numbers are of course showing at social level ride distances, but at our last ride we also had 4 riders complete their first 80km rides which was very exciting moment for us and them!

This work on attracting new attendees to our rides and more awareness of our sport, has resulted in a 20% increase in our membership in 8 weeks with 11 of those being NEW members. We are super excited about this and it's fabulous to see all the new faces and such enthusiasm. Personally, it reminds me of why I became hooked on this sport all those moons ago. There has been plenty of positive feedback!

The ETS continues to do its job and makes the Ride Secretary's job so much easier, not to mention the decreased requirements for volunteers. In SA most of the ETS and RS jobs are done by Melissa Bright (SAERA President) and her family. She just about has the ETS nailed now, and she and the SAERA SMC are looking forward to it working its magic at our State Championships to be held on the long weekend in June which is only 9 days away now.

Planning and preparation for our State Champs is in full swing, this highlight event being put together by a small but determined bunch of volunteers. We are fortunately blessed with some terrific sponsors' support again this year. This event is often well attended by our VERA friends, but sadly Victoria's Covid lockdown will likely put a stop to that this year. Hopefully some western region riders will be able to attend.

#### Discussion

State Champs was run and won by out-of-state riders. No rides were able to attend from Victoria due to travel restrictions. Noted that nominations had been very slow to come in possibly due to concerns about what restrictions might be in place.

Noted that two QERA members had nominated but were unable to attend due to biosecurity restrictions applied to horses from "hendra areas". The Head Vet determined that a 14 day out-of-area was required but this information was not available in time to support attendance.

SA aware that the state may be a thoroughfare to TQ21 so people need to be aware of that so HV is looking at updating bio plan and people may need to be aware of this.

There has been a good increase in SAERA membership.

### **10.4. TEERA Report – Mark Dunn**

At the time of writing (4/6/21) TEERA had staged 8 events this year. Ride numbers have been fair to good, trailing off a little as winter approaches. Members are looking forward to our mid-winter 'Pink ride', a fund raiser for breast cancer support, to be held on 26 June.

Membership numbers to date (125) are fair with our goal for the year of 160 looking unlikely.

Over the last 12 months TEERA has purchased and equipped a new ride trailer – this acts as the ride office and has made the logistics at rides much more straightforward. TEERA has also invested this year in new ride bibs and new gazebos for the ETS.

A number of new vets have officiated at rides this year with one – Deanna Casey – progressing to 'endurance vet' status. Chief Steward numbers are fair – there are 5 in total and, of these, four are still actively riding so frequently someone has to step down from a ride to chief steward an event. One chief steward candidate is approaching final accreditation and a chief recruitment steward drive is planned.

The ETS is being used at all rides in Tassie now.

On a highly positive note, a new club has put its hand up to run this year's State Championships. The key people in the club are young but experienced members, ably supported by some TEERA old hands.

#### Discussion

Mark commented on the point made from previous report that he was not clear about requirements that TEERA would have regarding horses coming to TEERA events from a "Hendra area" but that it would be good to find an alternative mechanism.

Comment on Dick's experiences at rides – as a fellow CS, stuff happens at rides and lucky if you have good people around.

Processes we have in place to make sure that these matters are dealt with are good – testament to our processes that these issues do resolve well.

Dick – still concerned about bio plans in SA and Tas that no one else has except for Endurance events.

#### **10.5. VERA Report – Linda Tanian**

No written report received and Linda provided a short verbal report noting that VERA rides have again been affected by COVID-19 restrictions but that rides have been able to re-schedule.

There have been 4 rides this year with an average attendance of 74 entries – pretty good for a sport getting back on to its feet.

#### **10.6. WAERA Report – Anna Erickson**

WA continues to be in the fortunate position of holding rides pretty much free of the threat of COVID shutdowns. We don't even have to wear masks most of the time. Our sympathy goes out to those states continuing to be impacted, especially Victoria.

Since the last AERA meeting WA has held 3 rides, all of which have been well attended – 65 entries at Yarloop, 88 at Harvey, and 52 at the Collie Diggers ride. At our "Diggers" ride on April 2 new riders qualified for the Quilty by completing the 160km ride, which is great to see.

Of particular note, one large and unlikely looking Standardbred "Mac" has now successfully piloted 3 different riders through their first 160km rides. It would be nice to know if this has been achieved by other horses in the past.

We have 2 more qualifying opportunities in the next few months, again, representing a huge effort for our small DA. WAERA has been actively working on recruiting new members and are exploring options for how best to achieve that. We have had 20+ riders at the shorter distance at each of the last 3 rides – hopefully that will translate into new members.

We are also working with the "Off the Track" sponsorship program to promote the concept that off the track horses are welcome – and good at the sport.

Currently it's full steam ahead for our State Championships on July 3<sup>rd</sup>, another potential qualifying ride for WA riders. This is at a different venue, leaving the Collie ride base free for continuing upgrades ready for the Quilty.

#### Discussion

State Champs has been scheduled for earlier in the year to fit in with the TQ21 event in October. This gives another chance for riders to qualify for the Quilty is second last chance to qualify with another 160 scheduled for August at Merredin. There is a strong hope that COVID does not interfere with the Quilty .

#### **Reports noted**

***Meeting adjourned from 12.35 to 12.55***

#### **11. Treasurer's Report – Mark Dunn**

TL:DR we're about \$20k less than budget, year to date, largely on the back of less membership income, depressed ride numbers and less take-up of personal accident insurance than forecast. We have plenty of cash in the bank

right now but, remember, we need > \$100k early in 2022 to cover insurance costs and there is some uncertainty around a couple of possible expenses (see below).

#### Income

Affiliation income is \$7,106.62 less than budgeted, reflecting a lower-than-expected take-up of DA memberships. Of interest is that the shortfall is mainly due to a decline in adult memberships – junior memberships are holding up well of budget.

Horse registrations are \$2,601.40 less than budgeted.

Net income from sales was approx. \$2,700 less than budgeted.

Recouped public liability insurance was down approx. \$6,000 largely due to less than budgeted income from full members and day members, reflecting depressed ride numbers.

Personal accident insurance was down approx. (net) \$6,200. This is due to a \$7.5k carry-over expense relating to 2020.

A 'state cost reimbursement' line item of \$6,500 was not received. This is a charge back relating to meeting costs – balances out the expense entry below.

So, all up, a deficit on budget of approx. \$32k.

#### Expenses

'General' expenses are down approx. \$8,000 almost entirely due to the non-payment of the budgeted EA affiliation fee of \$8.5k.

AERAspace expenses are \$4,955.00 more than budget, in part due to work on the new nomination platform but, also, due to a hardware cost (to be recouped from a DA). 'General' AERAspace costs are down \$2,200 YTD.

Meeting expenses are \$6,500 less than budgeted for obvious reasons.

So, total expenses are approx. \$10k less than budget.

Overall, budget situation is that we're about \$20k less than budget.

#### Cash

We have about \$117k in the bank and have about \$10k more owing to us than we owe at present. So, net cash, about \$127k. No major outgoings pending.

#### Summary

We're down on budget YTD but there is nothing too immediately alarming or unexpected in the accounts.

However, we do have about another \$13k pending AERAspace cost for the nomination platform and, possibly, increased awards costs. Also, worth remembering is that the status of the EA affiliation fee for this and last year (\$8.5k each) remains unknown. And .... we need to have in the order of \$125k in the bank to meet insurance commitments early in 2022.

So, we're OK for now, but there are some uncertainties.

#### Discussion

Overview of report is that there is a little less money than we had hoped to have due to less members and less ride entries but enough money in the bank.

The EA Affiliation fee for 2020 is considered unlikely to be invoiced.

In framing the budget for 2021, the general approach will be to consider what we have to pay for and ensure that fees applied will cover that.

Sponsorship has been discussed but Mark stated that he is not in favour of this personally.

With regard to due diligence for our insurance expense, Mark will circulate a scoping document to support quotes from other parties.

Linda thanked Mark for his report and noted appreciation of for the information provided.

**Motion: 21/06/07**                      **Moved: Mark Dunn / Kim Moir**  
**That the Treasurers Report is received.**  
**Carried unanimously**

## 12. Insurance Report

A report of claims from SUREWiSE had been circulated to MC Members and Delegates  
 Noted that claims made in 2020 are now closed.

## 13. National Ride Entry Statistics as of 31 May 2021 – Kim Moir

Numbers shown for 2019, 2020 and 2021 for comparison at what is probably the half-way mark for the season for most states. Comments below are according to what is in the calendar now.

For 2021,

- NSWERA is tracking really high for Intermediate and Intro rides, but endurance rides are at roughly 25% of what was achieved in 2019. 13 rides still to be held.
- QERA is on par for Intermediate and Intro rides with endurance rides also at roughly 25% of what was done in 2019. 18 rides to be held.
- SAERA similarly for Intermediate and Intro rides and on target to achieve about the same for endurance rides. 7 rides to be held.
- TEERA looking like they will be above 2019 numbers for all categories. 5 rides to be held.
- VERA being in all categories and further impacted by current COVID lockdowns. 10 rides to be held.
- WAERA tracking at about 25% overall. 11 rides to be held.

<b>2021</b>					
<b>Division</b>	<b>Endurance</b>	<b>Intermediate</b>	<b>Introductory</b>	<b>FEI</b>	<b>Total</b>
NSWERA	341	432	542	7	1322
QERA	427	462	307	-	1196
SAERA	77	57	79	-	213
TEERA	204	158	65	-	427
VERA	125	88	83	-	296
WAERA	137	88	73	-	298
Totals	1311	1285	1149	7	3752
<b>2020</b>					
<b>Division</b>	<b>Endurance</b>	<b>Intermediate</b>	<b>Introductory</b>	<b>FEI</b>	<b>Total</b>
NSWERA	533	374	166	2	1075
QERA	756	768	516		2040
SAERA	47	50	78		175
TEERA	260	199	90		549
VERA	0	40	43		83
WAERA	251	184	143		578
Totals	1847	1615	1036	2	4500
<b>2019</b>					
<b>Division</b>	<b>Endurance</b>	<b>Intermediate</b>	<b>Introductory</b>	<b>FEI</b>	<b>Total</b>
NSWERA	1220	666	667	34	2587



QERA	1653	1139	624	54	3470
SAERA	166	74	87		327
TEERA	388	281	97		766
VERA	388	321	205		914
WAERA	460	292	270	6	1028
Totals	4275	2773	1950	94	9092

### Discussion

Aware that memberships are not going up so how do we turn this around. Note what is being done in the DAs and how well participation at Introductory and Intermediate rides are being translated to memberships and elevating to do an 80 km ride.

NSWERA have launched a series of promotional videos for beginners and have provided a mentorship program with support to encourage people to move up to longer rides; they have also encouraged Ride Organisers to offer a “step-up” discount for people doing their first endurance ride.

SAERA attribute their increase in membership attributed to social media push, having someone available to contact for information and this has been provided by some very proactive work by Julie White, as membership officer. They have recalled of the basics they need to know coming into the sport and have tried to make that information available to new people rather than leave them to find out as best they can.

Suggestion that AERA host a meeting of DA representatives to share ideas that have been successful in supporting member recruitment and retention – something to consider later in the year. This would provide the opportunity to share ideas but also potentially create relationships within this group to act as a reference for one another. We would be fostering the environment to allow this to happen.

AERA will be sending correspondence to all DAs, in the next month or so, asking them to commence the process of building calendars to support forward planning with starting point the Quilty and the State Championships. This could include the suggestion that DAs look for opportunities to dual affiliate where relevant and to minimise date clashes, acknowledging that some dates are more inflexible than others due to venue access and volunteer availability.

## **14. Portfolio Reports**

### **14.1. AERA Registrar – Jo Bailey**

#### **Database**

Still working on missing data, have found that most states are missing data from 1987, 1988 and 1989, currently working on VERA 1988, rides are in system but no riding times or kms captured for completions, vet outs and withdrawals not even in the database from these rides.

Thank you to Colleen Shaw for offering to enter some old QLD data that was recently discovered by Kim Moir, appreciate your help Colleen!

#### **Scrolls**

Again, an issue from sending out distance scrolls last year, I was instructed to send to SMC in Nov/Dec 2020 – due to a mis communication a distance scroll was handed to the recipient just in the plastic sleeve I sent it in, no frame and no trophy – a bit embarrassing to be honest. Could I please ask that the deadline for scrolls to be awarded at TQ 21 be set at this meeting and we stick to it like glue; if this could be advertised in Newsletters and social media it would be appreciated and hopefully everybody sees it and sends their applications through in time.

#### **Missing data form**

Has the missing data form been reignited as yet? If so, could I please have a copy sent to me and could I ask that it be shared on social media on all state sites – this is the easiest way to update missing data – when a

rider tells you that it's missing, I can go straight to master sheets and correct it rather than just doing rides at random.

### **2019 National Pointscore**

I would like to formally apologise for a mistake I made with the calculations of the 2019 National Pointscore; in particular the MW rider points and distance section, the winner of both sections was Tahlia Franke however I had not included her FEI ride completions when I initially compiled the results. I have spoken with AERA President about this error, and I hereby offer to reimburse AERA the cost of the embroidered vest that had to be replaced after first one was presented to another rider. I can assure you this will not happen again in the future, and I sincerely apologise again for the inconvenience this caused to all concerned. I am sending through the updated Pointscore results for your information.

### **Decade Team Award**

Sent with this report there will be a Decade Team Award Application for Regis owned by Bronwyn Mudge, I can confirm this information to be correct and hand this application over to AERA Management Committee to organise presentation of the appropriate award as per application form.

### **Actions**

Acceptance of *AERASpace Discrepancy Form* with change of font to top section of form. To forward to Linda to be uploaded to website.

Letter to be sent in response to Jo's offer to pay for extra vest and jacket due to error in the data provided for 2019 National Points and Distance Awards. AERA does not require this and acknowledges the work that Jo does.

Forms for application for Lifetime Distance awards and scrolls has been updated to be posted on the website and Facebook page.

### **14.2. Website / Webmaster**

No report received

### **Discussion**

Expression of interest for re-build of the website was distributed for comment. No budget had been specified for this work and it was resolved to leave this to those quoting for the work, with the information that remuneration was commensurate with the Association Standard for not-for-profit organisations.

It had been generally agreed that the website was looking dated and needed to be easier to use.

### **Action**

MC members to provide feedback on EOI so this can be advanced.

### **14.3. Social Media**

No report received.

Jodie provided information on what she has been considering with the move from Facebook page to a group and expressed concern that in doing this everything would be lost from the page. There are currently approximately 5000 members on the page.

The group has been set up with only 7 members and must be linked to a personal profile which is currently Jodie Luck. If Jodie is no longer available to manage this another person would have to be set up as Admin and then Jodie would be removed.

### **Proposed Rules for Facebook Group for discussion**

1) Be kind and courteous:

We're all in this together to create a welcoming environment. Let's treat everyone with respect. Healthy debates are natural, but kindness is required.

- 2) No hate speech or bullying:  
Make sure that everyone feels safe. Bullying of any kind isn't allowed, and degrading comments about things such as race, religion, culture, sexual orientation, gender or identity will not be tolerated
- 3) No promotions or spam:  
Give more to this group than you take. Self-promotion, spam and irrelevant links aren't allowed.
- 4) No advertising:  
Advertising will only be allowed by approved Sponsors of AERA

Rules to be accepted with amendment to point 4 to now read  
“Advertising will be allowed for sponsors of AERA or TQ events.”

#### Action

An announcement to be made that the page will be removed and replaced with a group; this will allow people time to share anything that they need to from the page.

Photographs to be saved.

Everything from last 6 months to be transferred to group.

#### **14.4. AERASpace – Linda Tanian**

No written report received and Linda provided an update on AERASpace activities.

Work has continued on the development of AERASpace to allow online nomination system, with meetings happening every 2 – 3 weeks mainly to discuss the functionality and business rules. For example, how to maintain appropriate linkages for horses and owners.

A first run-through has been done and we need to initiate a “defect fix”. We will then look to do a set up a test group including a number of Ride Organisers to reflect the breadth of experience that can contribute to robust testing – so complex rides, rides with larger numbers, people who may be resistant to the development.

Looking at gateway for financial transactions which will be managed through the Westpac plug-in. A meeting has been arranged with Westpac to go through this so that the set-up will allow refunds, part payments -part withdrawals by Ride Organisers.

Costing has been tracking pretty well to budget and a lot of the testing is being done on a volunteer basis. Timeframe is also on target with anticipated first testing by ROs by August.

#### Action

Linda will provide content to include in the Meeting Notes as dot points, to advise on how development is progressing and to dispel some negative thinking. There had been concern about AERA retaining funds and an idea that AERA will retain fees that are usually invoiced. The AERA system will operate as other systems do with payouts being set or requested. The invoicing of AERA fees will remain as a separate system through DAs.

Response to presentation from Mindy Davies, Manehub

General discussion of Mindy's presentation with consideration of the AERASpace report acknowledged her work and that Manehub had progressed where AERA had stalled. The AERA Sub-committee has been able to proceed with development of the database to do this as an in-house service to members and the cost of this is not much more than would have been expended to allow interface with a 3rd party. It was also acknowledged that Manehub is being used now and is popular.

#### Action

Letter to Mindy expressing our thanks for the work and time she gave to the presentation and confirming that AERA will proceed to develop an in-house system, as considered the best option for AERA and the administration of the sport.

#### **14.5. Chief Stewards and TPRs – Mark Dunn**

A few things since the last meeting.

I received a query from a DA registrar about whether or not vet cards can ever be used for a horse with a logbook – this has resulted in a Rule change proposal for this meeting.  
I received a request from SA to stage a CS clinic there. Tom McCormack has graciously agreed to facilitate this.

WA requested advice on the CS accreditation procedure – noting there were three people looking at accrediting – the procedure was provided.

At least two CSs are soon to sit their final exam (Qld x 1, Tas x 1).

There have been a small number of issues discussed on the CS Facebook group, mostly instigated by me – nothing of any import.

A reminder that I have a bag of TPR badges should any DA want any – these were purchased a year or so ago with the idea that they should be presented to TPRs with a bit of ceremony, as acknowledgement that those who perform this role are appreciated.

For once, no CSs or others in touch with complaints about other people...

#### Discussion

Query re who is to meet the costs of Tom McCormack travelling to SA to provide CS training. It was noted that the request had come from SAERA to AERA to host a CS Clinic and that AERA had arranged with Tom McCormack that he could provide this training, but allocation of costs had not been confirmed.

Consensus that his training could be opened up to others with a sense that people would travel for WA, Victoria and possible NSW. SAERA happy to provide accommodation and meals for Tom.

Mark as Treasurer considered this was a cost that could be met by AERA. Kim considered that there needed to be a consistent approach to management of requests for financial support from AERA and that we should know the financial status of DAs before committing to expenditure. This approach was not supported and Mel urged that AERA should see this as a strategic initiative and asked what responsibility does AERA have to increase the pool of CSs.

#### Action

Mark to follow up with Tom re who can attend and what costs are, to then offer this up as an option if people are willing to travel to SA

### **14.6. National Vet Panel – notes from meeting of 31 March 2021**

Blood rule: The panel resolved to accept the wording proposed by Mark for presentation to AERA.  
Treatment protocols under biosecurity conditions: ongoing.

Fees: ongoing discussions, about the difficulty of attracting and adequately remunerating vets for their time and expertise at rides.

Treatment vets in particular should be supported in charging an additional professional fee if they remain treating horses after the event finishes.

Vet training and accreditation: the vets are firmly of the opinion that the specialised nature of endurance horse care requires advanced training, and that this should be supported by AERA as consistent with their own endorsed procedure, for accreditation of treatment and line vets. The NVP looks forward to this support so that such training can be developed.

Vet/horse ratios (Rule 15): In his capacity as AERA chief steward liaison, Mark will write to Divisions clarifying the meaning of the Rule and encourage ride organisers to assess how many vets they need at their events as part of their usual risk assessment process.

Note: all horses regardless of distance and level of competition must be included in the count; they all receive veterinary inspection and attention.

Term of appointment to NVP: Mark to seek clarification on terms, with a view to the current panel continuing for a second year.

#### Discussion

Blood rule has progressed to a rule change to be discussed later.

Terms of Reference states that NVP members are appointed for a one-year, but group have considered that this does not allow sufficient time to progress work and thinking that two years is better for continuity.

Update of Vet training – discuss with vet school at Uni of Sydney happy to work with AERA and NVP to develop a new course, probably 3 -4 modules, supported by videos, some of which are already made. We agreed in principle to meet the cost of \$5000 and since then QERA has advised of a fund held in trust was from a training initiative and has offered to support the cost of this development. Money would go to the development of the program, but any ongoing costs would be on a user-pay system. This is progressing slowly with a working group to continue this development.

#### Action

Update TOR to set appointment for 2 years. Mark to update.

### **14.7. Horse Welfare and Invasive Treatments**

No report received.

#### **14.7.1. Report on horse catastrophes**

Nothing to report.

### **14.8. Medication control**

#### **14.8.1. Swabbing Report**

All swabs returned negative results. Kits order by Queensland not ordered through me, so do not know how many kits ordered/paid for. Could you please remind the states that we are independent of EA and all results are to be sent to me and (copy to EA) for storage until negative results are recorded and orders are matched to kit use then paperwork is destroyed, please. This paperwork holds no more information than what is on their entry form only that if the paperwork is not checked with the correct information eg filled incorrectly the positive result can slip through on technicality.

Table provided showed that a total of 10 tests had been sent to the lab, 2 from TEERA and 8 from QERA. It was noted that 5 kits had been ordered for SAERA but no advice on how many swabs had been completed.

#### **Discussion**

Unresolved issue of Marylou not provided with information so cannot match testing with any results that are posted by EA, and kits being ordered directly by Stewards.

Pat Hodgetts reinforced that Marylou as AERA EADCM Coordinator needs a copy of the paperwork and the kit numbers. Pat noted that having a second record is useful when other errors occur.

Noted that there is a lack of “endurance stewards”, and perhaps there needs to be a conversation at EA level so that stewards know that it is acceptable that this information is to be given to AERA, who are responsible for managing the process.

Write to swabbing stewards and advise them what correct process is for AERA, as the Association responsible for management of any swabbing outcomes.

Pat advised that there is an additional sheet for endurance veterinarians and stewards that is available on the EA website, Medication Control page.

#### **Action**

Letter to each DA MC member with EADCM Portfolio to advise of AERA requirements regarding swabbing.

NSWERA – Matt Walker; QERA – Olaf Lichtenberg; SAERA – Melanie Scott; TEERA – Pat Hodgetts; VERA - Sioux Reid; WAERA – Anne Barnes.

#### **14.8.2. EADCM Matters**

Nil to report.

#### **14.9. Biosecurity**

No report received.

#### **14.10. Equestrian Australia Endurance Committee**

An update from the most recent meeting on 19 May had been provided and reported many positive aspects to what was happening with regard to opportunities now and into the future.

Discussion that endurance has been missed in newsletters and it was noted that each DA should become a member of their State EA body, though some states reported that there may not be the interest from their endurance membership to participate in FEI events.

Sonya Ryan as current chair of the EAEC was noted to be very motivated to get rides back on the calendar. It was also noted that this is a good time to do this with some relaxation of the requirements for international officials due to the restrictions on travel caused by COVID-19.

#### **14.11. Governance and Policy**

Various documents presented for consideration and approval.

#### **Standing Orders – Meeting v 4**

Some changes to the agenda format, timeframes for agendas, online motions and voting with reference to previous discussions and to align with new constitution.

Inclusion of section on Legal Matters.

**Motion: 2021/06/08 Moved: Dick Collyer / Mark Dunn**

**That we accept the amendments to Standing Orders – Meetings.**

**Carried unanimously**

#### **AERA Website Sub-committee – Terms of Reference**

Note that this had been a liaison person and is now a Sub-committee.

**Motion: 2021/06/09 Moved: Mark Dunn / Dick Collyer**

**That we accept the AERA Website Sub-committee Terms of Reference.**

**Carried unanimously**

#### **AERA Biosecurity Sub-committee – Terms of Reference**

Discussed the need to include membership as representative of all DAs but this meeting had determined that we would seek membership from each of the DAs so no need to include this in TOR.

**Motion: 2021/06/10 Moved: Dick Collyer / Sarah Dumbrell**

**That we accept the AERA Biosecurity Sub-committee Terms of Reference.**

**Carried unanimously**

#### **AERA EADCM Review Panel – Terms of Reference**

This to include as item 4: Preparation and presentation of an annual report to the AERA Management Committee.

**Motion: 2021/06/11 Moved: Kim Moir / Mark Dunn**

***That we accept the AERA EADCM Review Panel Terms of Reference.  
Carried unanimously***

**AERA TQ Advisors – Terms of Reference**

Include “the panel will contribute to the annual review of the TQ Manual”.

***Motion: 2021/06/12      Moved: Mark Dunn / Dick Collyer***

***That we accept the AERA EADCM Review Panel Terms of Reference.  
Carried unanimously***

Actions

Terms of Reference to be linked on the website via Portfolio list.

Others to be completed for acceptance at next meeting.

**14.12.      Tom Quilty Gold Cup**

**14.12.1.    TQ21 – Collie Western Australia**

Various documents provided to support discussion.

Report

The TQ21 committee are expecting nominations to open early July using the Mane Hub nomination system. This system will be trialed for the WAERA State Championships which are scheduled for the first weekend in July. Mindy Davies has been extremely helpful in helping us set this up. Nominations will close 4 weeks prior to the event (1 Sept) and will require a \$100 non-refundable deposit.

The compromise resulting in the finalization of the Biosecurity Plan has been very welcome and we can now start incorporating this into the nominations platform. Will the AERA be announcing this, or will this be TQ21’s responsibility? Will the Event agreement now be ready to sign?

Two budgets have been attached to this report- one for 70 riders (Covid Budget) and one for 115 riders. Both budgets at this stage show a reasonable bottom line. We note that the NSW State Champs has been scheduled for the week prior to the TQ and also the 3\* at Bullio 4 weeks after.

The AERA have asked what the surplus (if any) will be spent on. The TQ committee has received advice from WAERA that any surplus will be reinvested back into the sport, and it is likely that an ETS system will be purchased as this has been on the wish list for some time. The canteen has not been included in the budget as yet, as this is still being finalized with the canteen manager. We have been able to trim some expenses by having the catering off site for the Dinner Dance, thereby requiring a slightly smaller marquee. The Hall, caterers, band, bus transport to and from venue have been booked and decorations team is in top gear.

We have 5 people who are capable of operating the AERA space data entry operators.

One of these data operators will be able to update the AERA FB posts. There will also be live streaming of the event. Mobile phone coverage in the area is excellent.

There will be a coffee van from Wednesday 28 through to Mon 4 Oct and it will be operating over the 24 hours of the event. Domino’s Pizza will also be delivering to a pre-determined ticket box site. There will also be one other food van to offer some variety in menu choices.

The course is well in hand. We have been able to divert a section that previously required traffic force management to road crossings, thereby making a safer track and negating the expense for this. We have received sponsorship for the arrows and are in the process of receiving quotes and proofs from the AERA supplier. The State Emergency Service will be manning our checkpoints (they are very

familiar with procedures as they have performed this duty many times before). They offer the additional benefit of being first aid trained. We will have a Paramedic on site throughout the event.

The Volunteer coordinator is finalizing all the tasks and shifts for the volunteers, and this will be published in The Hand volunteer platform and will soon be ready to send to Facebook etc. The more specific tasks that require experience have already been allocated .

The Vet Hospital and isolation areas are all in hand.

The Pat Slater Cup – are there any requirements for the judges? We have several well credentialled suggestions for judges including Frances Overheu , Liz Mulcahy, Norbert Radny . If one of them has a conflict of interest in the judging, we will explore reserves. Could we invite Linda Tanian to be a judge?

Monday 27 Sept is a public holiday in WA, and we will be publishing this on FB etc closer to the time. We expect all infrastructure to be on site by Tuesday 28 Sept which will allow sufficient time to test lights, top up diesel and go through last minute checks etc.

We have an allocated area for the trade stalls which is close to the main hub of activity. The trade stalls so far include saddlery, feed produce, massage etc.

#### Discussion

Jodie Luck advise that riders at SA State Champs had worn TQ21 jackets and feedback is positive.

**Biosecurity Plan** – noted that TQ21 will announce the final Biosecurity Plan for their event.

**Agreement** to be signed. – this will progress with acceptance of Biosecurity Plan

**ETS transport** – agreement that ETS will be freighted to WA and hire agreement will be forwarded; WATQ21 to cover cost of freight.

**Accommodation** – noted that AERA has paid a deposit for accommodation but still had to finalise payment once accommodation requirements are confirmed.

#### **Known requirements**

Marylou Locke, attending as 2IC Chief Steward, requires one twin-share room and will reimburse part of the accommodation cost.

Linda Tanian, attending as AERA President, requires on twin-share room and will reimburse part of the accommodation cost.

Others confirmed are Matt Walker as 2IC Head Vet and Tom McCormack as Chief Steward.

DAs are to advise on representative CSs and Vets by 16 July.

#### Actions

Kim to follow up with TQ21 treasurer about when balance needs to be paid once final attendees are known.

**Budgets** – just a note that AERA will seek payment from DAs for travel and accommodation expenses for Vet and CS teams. Projected surplus of \$30k to \$50k all to be retained in the sport for future use. AERA satisfied that all is covered and that TQ21 committee have looked at possible impact of COVID-19.

**Data Entry** – noted that this will be managed by WA personnel.

**Facebook** – posts to the AERA Facebook page will be covered by someone from WA as well; need to know who this is so that access can be provided.



**Pat Slater Cup Judges** – this is a panel of 5 to be appointed by AERA; TQ 21 have proposed Frances Overheu, Liz Mulcahy, Norbert Radny and have asked if they can invite Linda Tania who will now be attending solely as AERA President. Others suggested were Ross McCamish, Ady McIntosh and Sarah Adams.

Action

Letter of invitation to all parties – Kim

**TQ Book** – TQ21 had asked if they could include AERA Points and Distance Data for 2019 and 2020. Some concern expressed that this information has not been included in previous TQ books, but general acceptance given that this data would be included as the TQ Book is seen as contributing to the historical records of the sport.

Note that 2020 data will be included with the following statement:

*“Due to restrictions imposed to manage the risk of COVID 19, AERA determined not to present awards as not all members had equitable access to participate in endurance events. AERA would still like to acknowledge the achievements of those members and their horses who did compete during 2020.”*

**Biosecurity Plan** – the final version received from WA/TQ21 had been circulated with some corrections and amendments to ensure consistency throughout the document.

**Motion: 2021/06/13 Moved: Sarah Dumbrell / Mark Dunn**

**That the amended TQ21 Biosecurity Plan be adopted.**

**Voting: NS – yes; Mark – yes; SD – yes; JL – yes; Kim – no, DC- no; LT – yes.**

**Voting Result: For – 5 votes; Against – 2 votes**

**Carried by majority.**

**14.12.2. TQ22 – Tooraweenah, New South Wales**

No report was received but information was provided relating to the Test Event.

Noted that the Test Event will run a 160 km elevator, an 80 km and a 40 km ride .

Date is noted as 9 - 10 July 2022; this has been added to the AERA Calendar.

General sense that the committee is covering most things and that the event is in capable hands.

Noted that by the next meeting the event will be only 11 months away and AERA should receive a draft budget and Biosecurity Plan for that meeting.

Action

Letter to go to TQ22 and to Tom asking that these be available for next AERA MC Meeting and Tom to be invited to participate in the next meeting to provide his report on the Test Event.

**14.12.3. TQ23 – Victoria**

No report received

**Meeting adjourned 3.30 – 3.45 pm**

**14.12.4. TQ Manual**

Documents for consideration:

- Template for TQ Test Event Inspection Report
- TQM 4.1 The Event Standard (as amended at Nov 20 meeting)
- TQM 4.3 Role of Head Vet
- Annexure 4 a) Head Vet Agreement

- Annexure 4 b) Treatment Vet Agreement
- TQM 8.9 Quilty Vet Levy Guidelines

Noted that these documents had been circulated and recommended changes have been included by the TQ Manual Committee.

**Motion: 2021/06/14      Moved: Mark Dunn / Dick Collyer**  
**That the amended TQ Manual Documents as circulated be adopted.**  
**Carried unanimously.**

#### 14.12.5. Other matters

Noted that if Lauralyn Notorious is successful at TQ21 he will achieve a 10<sup>th</sup> Quilty completion and was there any recognition of this from AERA. There have been two other horses who have achieved this level – Sarisha and Karumba Traveller's Joy

#### Discussion

Acknowledgement that this is a significant achievement for a horse and is something to acknowledge, and this is a rare occurrence.

What to be offered as an award is to be discussed further.

Noted that TQ Kit of vests and megaphone is still with Kim Moir since TQ19 and this to be sent with trophies to WA.

Recovery of other trophies – Kim to follow up individually.

### 15. Rulebook and Changes

#### 15.1. Report from AERA Rulebook Sub-committee – Mark Dunn, Marylou Locke and Dick Collyer

Only one thing to report – the SC discussed the Rule 50 change proposal that I have submitted to this meeting in my capacity as CS liaison.

#### 15.2. Motions for first vote

##### 15.2.1. Notice of motion – NVP

That a new rule 42.2 be added and that rule 42.2 is renumbered as 42.3 with the additional clause d)

#### Rationale

The NVP have discussed this rule following notification of a horse photographed with a bloody mouth and this is the second time this change has been proposed. The principle is that if a horse has blood showing a vet needs to look at it. It is noted that this is advice from an expert panel that we have appointed.

Dick – this new rule proposal aligns with the international rules, and we should support this change.

Linda needs to be clear that this is for the full time that the horse is under veterinary control.

**Motion: 2021/06/15      Moved: Mark Dunn / Dick Collyer**

**That a new rule 42.2 be added and that rule 42.2 is renumbered as 42.3 with the additional clause d)**

#### **Rule 42.2 Veterinary inspection if blood is visible on a horse:**

**If blood is visible on a horse whilst under veterinary control, the horse must be examined by a ride veterinarian. If the visible blood is directly caused by tack, the tack must be modified safely for horse and rider, to the satisfaction of the head veterinarian, before the horse can be allowed to continue in the ride.**

### Rule 42.3

It shall be a serious infringement of the Code of Conduct Ensuring the Welfare of the Horse, if at an event, any rider, trainer or support personnel, irrespective whether the horse is under veterinary control or not:

- a) avoids or delays (or attempts to avoid or delay) presenting a horse for veterinary assistance, if they should have reasonably suspected that the welfare of the horse was compromised or potentially compromised.
- b) seeks (or attempts to seek) the early release of a horses' logbook or vet card in order to avoid or delay (or attempt to avoid or delay) presenting a horse for veterinary assistance, if they should have reasonably suspected that the welfare of the horse was compromised or potentially compromised.
- c) refuses invasive treatment for a horse after the head and treatment veterinarians at a ride indicate that the immediate welfare of a horse is compromised and requires invasive treatment.
- d) fails to inform a ride official or a veterinarian of the presence of visible blood on a horse, regardless of whether it is still visible, where it is reasonable to believe the blood should have been noticed.

**Voting: KM – yes; SD – yes; JL – yes; DC – yes; LT – yes; NS - absent; MD – no.**

**Voting result: For – 5 votes; Against - 1**

**Passed for a first vote**

### 15.2.2. Notice of motion – Mark Dunn, CS Liaison

#### 50. USE OF LOGBOOKS

50.1 A logbook shall only be used for the horse named and identified in the logbook and shall be used in all rides affiliated with the AERA or a DA.

50.2 If a horse that has been issued with a logbook, that logbook must be used when that horse is entered in an affiliated introductory, intermediate or micro-marathon ride.

---

It was reported to me in May in my capacity as AERA CS liaison that chief steward(s) in one at least one DA are permitting horses with logbooks to participate in events when the horse's logbook is not physically present. Vetting parameters are entered onto a vet card and (in one DA at least) subsequently transcribed into the logbook. At least one of the relevant DAs interprets the Rule such that this is permitted.

Potential pitfalls of this procedure are:

- The horse may not be able to be Died effectively
- The horse's history cannot be reviewed
- Any logbook notations cannot be reviewed
- The logbook may not be able to be signed off by the ride secretary and head vet
- Potential transcription errors
- Inconsistent application of a Rule when riders compete in more than one DA

On the other hand...

'The current rule is fit for purpose and the listed "pitfalls" are insignificant by comparison with the outcome for a member who finds themselves in a situation where their logbook is not available to be used at a ride. Open horses can be Aided by the microchip in the database. Many novice horses are already chipped and those that aren't can be checked for brands, teeth to make sure they are eligible for whatever ride they are entered.

The horse's history is on the database. Significant things like Rest Orders and the 13-month rule are on the database. "Notations" are rarely used. Signatures are a formality. Transcription errors can occur at any time from the logbook to the database. The "consistency" of application is determined by the CS.

On the other hand, a totally rigid application of this will be unfair to a very small number of members who do not have the logbook for a variety of legitimate reasons.'

In order to generate discussion, I propose that a new clause 50.3 be added:

*50.3 If a horse has been issued with a logbook, and that logbook cannot be presented at a ride for legitimate reasons, as determined by the officiating CS, the details of the ride may be entered on a day card and must be transcribed to the logbook before the next ride entered. The CS must check the horse's history on AERASpace to ensure it is eligible to nominate for the ride. If this is the first ride for the horse as an open ride, it should enter as novice. The Vet Card shall be retained by the ride CS and delivered to the DA Registrar. Details of the ride must be entered into the logbook. It should be noted in the logbook that the details have been transcribed from a day card.*

#### Discussion

Mark – this issue was raised by a DA Registrar who was aware that this was happening in another DA and questioned whether this was appropriate. Mark had discussions with various people and realised that this happens. Mark stated that he was persuaded that this should be allowed at the discretion of the officiating Chief Steward and acknowledged that it is good that CSs have some discretion about rules. It was also noted that there are other rules that give the CS the capacity to make this decision.

Linda – provided an example of this happening in Victoria with entry allowed in an 80 km ride on a Day Card; the horse vetted out and the ride was never recorded in the logbook. Linda expressed concern that if a rule that can be adhered to or not, why have it.

Dick spoke in support of Mark's rationale; he did not consider this a breach of the rules and noted that this rule goes back pre-database days. The rule says the rulebook will be used in all rides and as long as it gets entered then the logbook has been used. This is a rare occurrence, and we need to be servicing the people who pay for the sport

Mark had circulated an updated version to cover the concern raised about who is responsible for entering the data in the logbook. It would also be noted in the logbook that the data had been transcribed from a Day Card to give some sense of how often this may occur.

**Motion: 2021/06/16 Moved: Mark Dunn / Dick Collyer**

**That a new clause be added to Rule 50 LOGBOOKS as**

***50.3 If a horse has been issued with a logbook, and that logbook cannot be presented at a ride for legitimate reasons, as determined by the officiating CS, the details of the ride may be entered on a day card and must be transcribed to the logbook before the next ride entered. The CS must check the horse's history on AERASpace to ensure it is eligible to nominate for the ride. If this is the first ride for the horse as an open ride, it should enter as novice. The Vet Card shall be retained by the ride CS and delivered to the DA Registrar. The logbook must be forwarded to the DA Registrar and the Registrar must transcribe the ride details from the day card to the logbook, prior to the horse entering any subsequent event. It should be noted in the logbook that the details have been transcribed from a day card.***

**Voting: MD – yes; SD – no; KM – yes; JL – yes; DC – yes; LT – no; NS – no.**

**Voting result: For – 4 votes; Against – 3.**

**Passed for a first vote**

#### Action

Response to NSWERA Registrar to advise that this rule change has been proposed as a result of the correspondence received.

#### **15.2.3. Notice of Motion – Mark Dunn, Dick Collyer**

Rule change proposal – definition of 'Social Ride'

This was proposed at a meeting earlier this year, but concerns were expressed about some of the wording and the allowable distance.

I think there is a need to get this up and, in general, to clarify how such events should be run, particularly with respect to insurance, and to provide DAs with advice - so Dick and I have had another go at it. Consider it a proposal for first vote, submitted by 2 MC members.

This what was originally proposed.

#### **Notice of Motion: Definition of Social Rides – QERA**

That Chapter 1, para 2, table 2 – Definitions; and para 4, table 4 – Ride Definitions are amended to include a definition of a Social Ride.

*Social Ride:- a recreational trail or social rides for DA members and non-members, hosted by an affiliated Ride Organising Committee, that is less than 30 km. Social rides are non-competitive with no placings. Completion awards are not required. Distance completed is not included in the National or State distance score. Horses are not subject to veterinary controls.*

What is now proposed:

And clean here:

That Chapter 1, para 2, table 2 – Definitions; and para 4, table 4 – Ride Definitions are amended to include a definition of a Social Ride.

*Social Ride: a recreational trail, educational or social ride for DA members and non-members, hosted by a club, and affiliated by Divisions in the usual way, that is less than 20km and is not held in conjunction with an affiliated endurance event. Social rides are non-competitive with no placings. Completion awards are not required. Distance completed is not entered in AERASpace and is not included in the National or State distance score. Horses are not subject to veterinary controls. Subject to a risk assessment, vets are not required to be in attendance at social rides. Where this is the case, arrangements should be made to have an on-call vet available to attend if required. Social rides must comply with Appendix 2: Supplementary Rules for social rides / Introductory Days / Clinics.*

#### Appendix 2 Supplementary Rules for social rides / Introductory Days / Clinics

Endurance clubs around the country regularly run 'Introduction to Endurance' days as a means of interesting more people in endurance riding.

Such events often take the form of some education for an hour or so, followed by a vetting demonstration and, often, followed by a short 'mock' endurance ride.

Where a ride is part of the event, in order to ensure clubs operate such events safely and attract public liability insurance cover, the following things must be done.

1. The club must submit an event affiliation request to its Division (state) in the usual way. Once approved the event can proceed. The event must be listed on the Division and National endurance calendar.
2. The usual risk assessment must be conducted by the club and identified hazards managed in the usual ways.
3. One of the possible outcomes of the risk assessment for such events, provided they are less than 45 20k in length, is that it is not necessary for a vet to be present at the event. Where this is the case, the club must inform local vet(s) the event is on and confirm that veterinary treatment is available should it be required.
4. The payment of day membership by those in attendance is not required by AERA. It is the practice of AERA not to charge Divisions for day membership (insurance) for such events. However, people who ride on the day must complete and provide a day membership form in the usual way.
5. In the event of any incidents or injuries occurring at the event, the usual AERA paperwork needs to be done and provided to the Division along with the report referred to below.
6. The club must provide a written report to its Division on the day.

#### Discussion

Correspondence had been received from NSWERA concerned that rides were being run as "social rides" with no veterinary controls and were covered under the AERA Public Liability insurance as an activity by

Ride Organising Committees. Mark considered that this was happening, and it was good to give clear guidance as this topic has come up a number of times.

Linda clarified that this is a stand-alone event and would not occur as part of an affiliated endurance event. Change to cover this – not entered in database. No requirement for CS or TPRs but may have as part of an educationally focused event.

Does not require payment of day membership so not covered by insurance. The event is covered by Public Liability insurance as a calendared event but does not incur any extra fee from insurer.

**Motion: 2021/06/17 Moved Mark Dunn / Kim Moir**

**That Chapter 1, para 2, table 2 – Definitions; and para 4, table 4 – Ride Definitions are amended to include a definition of a Social Ride.**

**Social Ride: a recreational trail, educational or social ride for DA members and non-members, hosted by a club, and affiliated by Divisions in the usual way, that is less than 20km and is not held in conjunction with an affiliated endurance event. Social rides are non-competitive with no placings. Completion awards are not required. Distance completed is not entered in AERASpace and is not included in the National or State distance score. Horses are not subject to veterinary controls. Subject to a risk assessment, vets are not required to be in attendance at social rides. Where this is the case, arrangements should be made to have an on-call vet available to attend if required. Social rides must comply with Appendix 2: Supplementary Rules for social rides / Introductory Days / Clinics.**

#### **Appendix 2 Supplementary Rules for social rides / Introductory Days / Clinics**

**Endurance clubs around the country regularly run 'Introduction to Endurance' days as a means of interesting more people in endurance riding.**

**Such events often take the form of some education for an hour or so, followed by a vetting demonstration and, often, followed by a short 'mock' endurance ride.**

**Where a ride is part of the event, in order to ensure clubs operate such events safely and attract public liability insurance cover, the following things must be done.**

- 1. The club must submit an event affiliation request to its Division (state) in the usual way. Once approved the event can proceed. The event must be listed on the Division and National endurance calendar.**
- 2. The usual risk assessment must be conducted by the club and identified hazards managed in the usual ways.**
- 3. One of the possible outcomes of the risk assessment for such events, provided they are less than 20k in length, is that it is not necessary for a vet to be present at the event. Where this is the case, the club must inform local vet(s) the event is on and confirm that veterinary treatment is available should it be required.**
- 4. The payment of day membership by those in attendance is not required by AERA. It is the practice of AERA not to charge Divisions for day membership (insurance) for such events. However, people who ride on the day must complete and provide a day membership form in the usual way.**
- 5. In the event of any incidents or injuries occurring at the event, the usual AERA paperwork needs to be done and provided to the Division along with the report referred to below.**
- 6. The club must provide a written report to its Division on the day.**

**Voting: MD – yes; SD – no; KM – yes; JL – yes; DC – yes; LT – yes; NS – no.**

**Voting result: For – 5 votes; Against – 2.**

**Passed for a first vote**

#### **15.3. Motions for second vote**

### 15.3.1. Notice of Motion – Rule 27.2

**Motion: 2021/04/10 Moved: Kim Moir / Mark Dunn**

**That rule 27.2 is amended to read (change noted in red)**

**27.2 Riders are subject to the following minimum age requirements on the day of the ride.**

- a) To ride unaccompanied by an adult – ~~40~~ 12 years.**
- b) To ride in the Tom Quilty Gold Cup – 12 years.**
- c) To ride a stallion – 18 years.**

This rule change had come from the QERA AGM and the motion was subsequently passed by QERA members with 182 votes in favour and 25 votes against the motion.

This rule change was considered at the AERA Management Committee meeting in April 2021 and was passed by majority for the first vote.

There was no further discussion.

**Voting: MD – yes; SD – yes; KM – yes; JL – yes; DC – yes; LT – yes; NS – yes.**

**Voting result: For – 7 votes; Against – 0 votes.**

**Passed for the second vote.**

**Rule to be implemented from 1<sup>st</sup> January 2021**

### 15.3.2. Notice of Motion: Rider with Special Needs – QERA

**Motion: 21/04/13 Moved: Dick Collyer / Mark Dunn**

**That Rule 28 be amended to add**

**27.8 A rider with special needs such as a physical, intellectual or emotional–psychological impairment may participate in a ride subject to appropriate safety measures and controls being in place. This participation is subject to the consultation with the Ride Organising Committee and the Chief Steward to ensure relevant Risk Assessment and Risk Management.**

**Voting: KM – yes; MD - yes; JL - yes; NS – no; SD – yes; DC – yes; MW – yes; LT – yes**

**Motion carried: For – 7 votes; Against – 1 vote.**

Passed for first vote.

Rationale

Some guidance is required for Ride Organising Committees so that when they are aware that a person with a disability is participating, the risk is assessed and managed.

Discussion

Correspondence was received from VERA offering alternative wording.

*We at AERA aim to include the participation of all riders in our sport. If a rider with a disability requires any additional support to participate, we encourage those individuals to consult with the organising committee, and the chief steward to discuss any requirements that would ensure the safe participation of that individual. We aim to ensure that any additional risk is assessed and managed to guide future best practice for all participating riders.*

Dick had read this and considered that the wording was not a rule but more of a statement of principle.

Consensus that voting on this rule change would be delayed to next meeting to consider the possible amendment – Dick to consult with Linda to bring back to next meeting.

Sarah noted that WAERA had some concerns about risk assessment.

Dick responded that there are issues of safety and control that apply to people with special needs.

### 15.3.3. Notice of Motion: Complementary Competition rules – QERA

**Motion: 21/04/14 Moved: Dick Collyer / Kim Moir**

***That Rules 2.26 be amended to read***

***Where a harness drive is to be conducted over the same course as a ridden ride, the start time of the harness drive will be determined by the Chief Steward in consultation with the Ride Organising Committee.***

This rule change was presented by QERA at the April 2021 meeting of the AERA Management Committee and was passed unanimously for the first vote.

There was no further discussion.

***Voting: MD – yes; SD – yes; KM – yes; JL – yes; DC – yes; LT – yes; NS – yes.***

***Voting result: For – 7 votes; Against – 0 votes.***

***Passed for the second vote.***

***Rule to be implemented from 1<sup>st</sup> January 2021***

**15.3.4. Notice of Motion: Rule 54 Horse Containment - TEERA**

***Motion: 2021/04/17 Moved: Mark Dunn / Kim Moir***

***That rule 54.2 be amended with the addition of “for example”, to read:***

**54.2** The preferred method of horse containment are metal yards, substantially fixed to a solid object such as a horse float, truck or permanent fence or appropriately pegged into the ground. Alternatively, electric fencing is permitted, but shall as a minimum, have 2 strands of tape, preferably white and a minimum of 1cm wide, with the top tape to be 1.2 to 1.4 metres above the ground. The posts used should be of substantial material (for example, steel pickets) and installed so that the tape does not sag. The fence shall be energized at all times the horse is in the yard.

This rule change was presented by TEERA at the April 2021 meeting of the AERA Management Committee and was passed unanimously for the first vote.

There was no further discussion.

***Voting: MD – yes; SD – yes; KM – yes; JL – yes; DC – yes; LT – yes; NS – no.***

***Voting result: For – 6 votes; Against – 1 vote.***

***Passed for the second vote.***

***Rule to be implemented from 1<sup>st</sup> January 2021***

**16. General Business**

No further business.

**17. Next meeting dates**


Sunday 15 August, commencing 9.00 am

Weekend 13/14 November (tbc)

**18. Meeting closure**

Meeting closed at 16.48

**President: Linda Tanian**

**Signature:** 

**Date:** 24/01/2022