



# Australian Endurance Riders Association Inc.

## Minutes of the Committee of Management Meeting

**Date:** Commencing at 9.00 am AEST on Sunday 15 August 2021

**Venue:** Webinar - [this meeting was recorded.](#)

### 1. Meeting opening

Meeting opened at 9.05 am.

Welcome to all and thanks for giving up their time and ongoing contribution to the 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).

#### 2.2. Apologies

Matthew Walker (NSWERA), Sarah Dumbrell (WAERA).

#### 2.3. Proxy Votes

Anna Erickson as proxy for Sarah Dumbrell – Anna only attended for a short time to discuss TQ21.

Belinda Hopley as proxy for Matthew Walker.

#### 2.4. Visitors

Delegates –Xanthe Webb (QERA), Melissa Bright (SAERA), Pat Hodgetts (TEERA).

Delegate Apologies – Craig Renner (QERA), Tony Warren (NSWERA), Kerry Fowler-Smith (NSWERA), Jane Radny (WAERA).

Tom McCormack – CS appointed to TQ22 to present his Test Event report from 9.15 am

### 3. Portfolio Allocations

AERA / Quilty Awards – note that Lainie Ray has joined this Sub-committee to replace Jody Smith who had advised that she is no longer able to commit to this sub-committee.

Biosecurity Sub-committee – Andrew Miles has been nominated by TEERA to be a member of this SC.

**Motion: 2021/08/01 Moved: Mark Dunn / Dick Collyer**

**That Andrew Miles' nomination from TEERA as a member of the Biosecurity Sub-committee is accepted. Carried unanimously**

#### Action

Lainie Ray and Andrew Miles to be asked to complete an AERA Confidentiality Agreement.

### 4. Register of Pecuniary Interest

No conflicts of interest declared.

### 5. Previous meeting minutes

#### 5.1. Amendments to Minutes of the AERA MC Meeting with TQ21 Committee re Biosecurity Plan on 26 May 2021.

No amendments noted.

**Motion: 2021/08/02**

**Moved: Mark Dunn / Dick Collyer**

***That the Minutes of the AERA MC Meeting with the TQ21 Committee re the event Biosecurity Plan, held on 26 May 2021 are approved.***

***Carried unanimously***

**5.2. Amendments to Minutes of the AERA MC Meeting held on 19 June 2021**

That 15.3.3 be amended to include in Motion 2021/06/16

***“That a new clause be added to Rule 50 LOGBOOKS as (50.3 etc)...”***

***Motion: 2021/08/03***

***Moved: Kim Moir / Jodie Luck***

***That the amendment to the Minutes with reference to Motion 2021/06/16 is accepted.***

***Carried***

***Motion: 2021/08/04***

***Moved: Jodie Luck / Kim Moir***

***That the Minutes of the AERA MC Meeting held on 19 June 2021 are approved with the noted amendment.***

***Carried***

***9.20 am Standard Meeting Process halted to hear report from Tom McCormack regarding the test event for Tooraweenah.***

Tom spoke to his report that had been provided with agenda documents.

Points highlighted by Tom:

- The committee has run a number of rides over many years, including a TQ event and some have ridden at several Quilities.
- The only downside of the venue from a Quilty perspective is that all the camping is going to be in a large paddock and there will be no power. Tom considered that the camping area is big enough though some people may be a fair walk from the vetting area. There is an option to set up day yards in closer proximity.
- The rest of the layout and design is excellent providing a good flow for horses.
- Catering and trade stalls area is well segregated.
- There are plenty of volunteers.
- Trot out area and Vet area is part of the golf course.
- They will need to hire infrastructure – some smaller areas available but at least a marquee for vet hospital to locate in rodeo grounds where there are yards to be used for recovery and a larger marquee for presentations, dinner- dance etc; will also need a large shower block and portaloos.
- Committee is concerned given Covid and the cost of hire of infrastructure is \$25 – 30k; they are talking to businesses about cancellations – note that correspondence has been received about that.
- Tom noted that this was a very scaled back event due to Covid restrictions – only 2 vets for the horses they had. There were a couple of call outs on track – one farrier call – and all was managed well.
- Legs as ridden at test event could be switched around – leg 3 was shorter than leg 4 but leg 4 was more difficult so it could be that leg 3 will be 25 kms but 3 out of 5 for difficulty and leg 4 could be 30 kms but 2 out of 5 difficulty.

Pat asked about event insurance and this could be investigated.

Noni advised that NSWERA are also looking into insurance.

Linda asked what contingency plans they had eg vets and CSs coming from interstate. Tom advised that this has not been discussed yet but will be something to think about closer to the event.

Tom was thanked for his contribution and he left the meeting at 9.28 am.

**5.3. Amendments to the Minutes of the AERA MC held on 19 June 2021 to discuss the Subsidiary Agenda items.**

No amendments received

**Motion: 2021/08/05**

**Moved: Jodie Luck / Kim Moir**

**That the Minutes of the AERA MC Meeting held on 19 June 2021 to discuss the Subsidiary Agenda items are approved.**

**Carried**

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

### **6.1. AERA Website updates**

Chris Nichols appointed as AERA Webmaster and upgrade of the AERA Website is in hand including review of domain hosting companies.

### **6.2. Decade Team Awards**

The first cohort of Decade Team Awards have been applied for and most will be presented at the TQ21 in Collie, WA.

### **6.3. Winton to Longreach Ride**

AERA was approached regarding the opportunity to re-run this event; matter forwarded to QERA to discuss with local organisers.

## 7. Online motions

### 7.1. Financial decisions

Payments from 22 June 2021					
	Payee	Invoice No	Date	Amount	Comments
1	Peter Johnson	815	15/06/21	528	Server Hosting - 3 months
2	Deb Edwards	Reimburse	21/06/21	129	Payment to Domain Rescue
3	Australia Post	1010713147	3/07/21	\$18.95	Postage
4	Deb Edwards	166	30/06/21	\$640.00	Bookkeeper fees - 16 hours
5	Kim Moir	Payment	30/06/21	\$630.00	Secretariat Honorarium
6	Peter Johnson	817	30/06/21	\$1,658.25	Maintenance and fixes
7	Computer Sashes & R	55056	12/07/21	\$192.80	Pat Slater Cup sashes
8	Kim Moir	Reimburse	24/06/21	\$31.50	Cooloola Trophies - Newbridge trophy
9	SUREWISE	S8737	28/07/21	\$7,834.00	PA Insurance - 54 Snr & 14 Jun
10	VentrIP	8390805	29/07/21	\$60.00	Domain hosting - annual
11	Peter Johnson	822	2/08/21	\$2,524.50	Maintenance and fixes; development
12	Deb Edwards	167	31/07/21	\$620.00	Bookkeeper fees - 15.5 hours
13	Australia Post	1010785084	3/08/21	\$183.30	Postage
14	Kim Moir	Payment	31/07/21	\$630.00	Secretariat Honorarium
15	Cracker Printing	L4765	29/07/21	\$528.00	Logbook stickers - 1000
16	ATO		30/07/21	\$1,143.00	Payment of GST as per BIAS Statement
17	Fusion Financial Grou	13729	30/07/21	\$130.00	Preparation of BIAS Statement
				\$16,824.30	

### 7.2. Other on-line motions

#### 7.2.1. AERA Website and Webmaster

##### *Motion 1*

***That AERA accept the expression of interest received from Chris Nichols for the rebuilding of the current AERA website at a cost of \$1,500.00.***

***Moved Dick Collyer, seconded Kim Moir***

Voting: DC - yes, KM - yes, LT - yes, MD - yes, JL - yes, SD - yes.

Voting result: For - 6 votes; Against - 0 votes; Absent - 2

##### *Motion 2*

***That AERA offer an honorarium of \$100 per month for the role of the webmaster and that this honorarium be reviewed annually. .***

***Moved Kim Moir, seconded Mark Dunn***

Voting: KM - yes, MD - yes, JL - yes, DC - yes, LT - yes, SD - yes.

Voting result: For - 6 votes; Against - 0 votes; Absent - 2

### 7.3. Chief Steward Accreditation

##### *Motion*

***That Allison Gill (QERA) is approved as an AERA accredited Chief Steward.***

***Moved Mark Dunn; seconded Kim Moir.***

Voting: KM - yes, MD - yes, JL - yes, DC - yes, LT - yes, SD - yes.

Voting result: For - 6 votes; Against - 0 votes; Absent - 2

Carried by majority

Mark Dunn to advise Allison, arrange for CS vest to be provided and advise QERA CS Liaison, Craig Renner.

**8. Correspondence****8.1. Correspondence Inwards**

<b>No</b>	<b>Date</b>	<b>Correspondence Inwards</b>	<b>Action</b>
1	21/06/21	Dr A Barnes – request for contact details for EADCM Coordinator	Resolved
2	24/06/21	TQ21 Minutes of Meeting on 16 June 2021	To MC
3	25/06/21	Member, F Overheu re AERA Awards	To registrar and cc
4	27/06/21	TQ21 Event Agreement - signed	Noted
5	28/06/21	D Grull re Shareym Trophy to TQ21 and list of Shareym winners	Noted
6	28/06/21	TQ21 re Shareym Results received and address for return of trophies	Noted
7	28/06/21	Sonya Ryan, EAEC, re survey to Stewards	Acknowledged
8	28/06/21	Sonya Ryan re FEI Calendar for 2022	
9	29/06/21	L Jonkers re Roseberg Affiliation fees	Resolved
10	02/07/21	TQ21 re requirements for AERA Fb page during event	To respond
12	04/07/21	VERA re TQ21 Vet and CS DA Reps	Noted
13	04/07/21	K Fowler-Smith re AERA SC Chair	Resolved
14	05/07/21	TQ22 Minutes of Meeting on 30 June 2021	To MC
15	05/07/21	L Jonkers re Roseberg Ride – matter resolved	Noted
16	07/07/21	C Nichols – EOI for Website rebuild	Finalised
17	08/07/21	Aust Sports Foundation – survey re Covid impact on clubs	To DAs
18	09/07/21	A Smith re EOI for Website rebuild	Finalised
19	10/07/21	A Rayner re TQ Cup	Ongoing
20	12/07/21	TQ22 Logo	Agenda 14.12.2
21	13/07/21	NSWERA re outcome of request to accredit Dr Rhys Powell	Resolved
22	13/07/21	SUREWiSE re potential claim	Resolved
23	13/07/21	TQ21 Biosecurity Plan - signed	Acknowledged
24	14/07/21	VERA – update to TQ 21 CS Rep	Noted
25	15/07/21	NSWERA request for updated sections of TQ Manual with as referenced in interim agreement	Resolved
26	16/07/21	NSWERA request for minutes from May meeting – error in correspondence from AERA Secretary	Responded
27	17/07/21	EAEC, S Ryan, seeking comments for annual reports	Acknowledged
28	18/07/21	E Brandis re cancelled flights	Acknowledged
29	19/07/21	Julie Fiedler re Horse Welfare Survey	To DAs
30	20/07/21	TEERA re TQ21 Vet and CS DA Reps	Noted
31	25/07/21	TEERA – query re AERASpace On-line Noms progress	Responded LT
32	27/07/21	A Luck, SAERA, re AERA Calendar of tasks	
33	28/07/21	C Nichols – AERA Confidentiality Agreement signed	Noted
34	28/07/21	TQ22, S Bonham re TQ22 Interim Agreement	Responded
35	30/07/21	TEERA re nomination to AERA Biosecurity SC	Noted
36	02/08/21	TQ21 Minutes of Meeting on 25 July 2021	To MC
37	02/08/21	Member, N Childs query re location of TQ21	Agenda 8.3.1
38	02/08/21	NSWERA query re AERASpace On-line Nomination system	Agenda 8.3.2
39	02/08/21	NSWERA re TQ21 Vet and CS DA reps	Noted
40	02/08/21	QERA re TQ21 Vet and CS DA reps	Noted
41	02/08/21	QERA re Biosecurity Statement	Agenda 8.3.3
42	02/08/21	QERA re AERA Code of Conduct with reference to Fb comments	Agenda 8.3.4
43	02/08/21	EAEC reminder of meeting on 16 August and call for agenda items	Noted

44	03/08/21	TQ22 Report and apology for meeting	To MC
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## 8.2. Questions regarding items in Inwards Correspondence

### 8.2.1. Frances Overheu - request for recognition for her and her horse's achievements – item 3

Secretary's response to this was to advise on awards that were available – distance awards for horse and rider and the Decade Teams Award. Frances has applied for all three, but she had in fact already been awarded for both distance achievements, so the only one eligible to her now is the Decade Teams Award.

#### Action

Secretary to respond to clarify this.

### 8.2.2. Linda Jonkers – query re waive of affiliation fees for Roseberg Ride – item 15

This was an event where a number of riders had to return home just before the ride started to comply with NSW Government restrictions and the request was made that AERA refund the affiliation fees. It was noted that the affiliation fees are paid to the DA.

Do we need to provide some advice to DAs about how similar situations should be managed, as we may have more of these instances.

Resolved that this should be managed by the DAs and any consideration of financial relief should be referred in the first instance to the DA. No further action required.

### 8.2.3. Kerry Fowler-Smith – request for minutes – item 26

In responding to a query from NSWERA, the incorrect date was provided to reference minutes. This was corrected and advice provided as to which minutes (and agenda) should be referred to, to find the information that was being sought. There was further discussion requesting that the AERA Secretary should provide the requested information as extracts so that the NSWERA Secretary should not have to find this, noting that the minutes and agenda had been provided to all MC Members, Delegates and DAs. It was resolved that the response from the AERA Secretary was appropriate and no further action required.

### 8.2.4. Elsje Brandis – cancelled flights – item 28

Elsje has flights in her name cancelled from March 2020 for AERA Meeting. It had been discussed that these might be transferred to another party for use to travel to TQ21 but with the ongoing uncertainty it is resolved that this and other flights held in similar circumstances should be used by the parties named and they can provide the refund to AERA if and when these flights can still be used. It was noted that there may come a time when we would need to write off this if the airlines decide not to honour these cancelled flights.

#### Action

Advice to be provided to credit holders of this decision.

## 8.3. Correspondence Outwards

	Date	Correspondence Outwards	Author
1	22/06/21	Dr Rhys Powell re accreditation as AERA Vet	KM
2	22/06/21	TQ22 re Biosecurity Plan	KM
3	23/06/21	Dr J Hamilton Branigan re AERA Sub-committee membership	KM
4	23/06/21	Dr L Annetts re AERA Sub-committee membership	KM
5	23/06/21	F Overheu re Endurance History	KM
6	24/06/21	SAERA, TEERA and WAERA re membership of Biosecurity SC	KM
7	24/06/21	AERA Meeting Notes to MC, Delegates, Hon Members and DAs	KM
8	27/06/21	J Bailey re registrar tasks	KM
9	27/06/21	M Davies re Manehub presentation	KM

10	27/06/22	TQ22 – advice re buckles and reporting	KM
11	29/06/21	TQ21 responses as per meeting discussions	KM
12	08/07/21	NSWERA response re photography at events	KM
13	08/07/21	J Barlow, NSWERA Secretariat re logbooks	KM
14	09/07/21	K Fowler-Smith re AERA Sub-committee	KM
15	11/07/21	DA Secretaries re Decade Teams Award	KM
16	11/07/21	NSWERA re Social Rides	KM
17	12/07/21	DAs and Members re scheduling of AERA Meeting	KM
18	15/07/21	NSWERA re Interim Agreement for TQ22	KM
19	16/07/21	NSWERA with updated sections of TQ Manual referenced in TQ Interim Agreement	KM
20	17/07/21	NSWERA re Social Rides – corrected letter	KM
21	17/07/21	J Sheahan re Honorary Membership	KM
22	20/07/21	DA Treasurers re AERA invoicing	MD
23	22/07/21	NSWERA response to letter re AERA Governance	KM
24	25/07/21	TEERA response to letter re AERASpace progress	LT
25	26/07/21	A Smith re AERA Webmaster	KM
26	26/07/21	C Nichols re AERA Webmaster	KM
27	26/07/21	T Hasko-Stewart re AERA Webmaster	KM
28	02/08/21	East Coast Hosting re AERA website	KM
29	03/08/21	Dr Anne Barnes re TQ21 Head Vet	KM
30	03/08/21	Dr Arun Ramachandran re TQ21 On-Course Vet	KM
31	03/08/21	Dr Joan Deetman re TQ21 Treatment Vet	KM
32	03/08/21	Dr Matthew Walker re TQ21 Asst Head Vet	KM
33	04/08/21	Dr Alana Simpson re Line Vet at TQ21	KM
34	04/08/21	Dr Daniel Sims re Line Vet at TQ21	KM
35	04/08/21	Dr Khyle Stewart re Line Vet at TQ21	KM
36	04/08/21	Dr Narelle Cribb re Line Vet at TQ21	KM

**Motion: 2021/08/06      Moved: Kim Moir / Dick Collyer**

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

***Carried unanimously***

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

##### **8.4.1. Narelle Childs – query re location of TQ21 - item 37**

This was sent via the President's email address, questioning when a decision will be made regarding relocation of TQ21 with reference to current border closures that will restrict attendance.

##### Action

Appropriate response to be provided to Narelle that AERA will support TQ21 being held in WA, in line with the original decision to allow each Da to host Quilty events; also note that there is ongoing uncertainty in all areas.

##### **8.4.2. NSWERA – query re AERASpace online nomination system – item 38**

As per the request in *annexure A* (letter from Annette Bailey), the SMC asks that the following information be collated and available to answer enquiries from the membership of the Division Associations:

- Full disclosure as to how the decision was made that use of Manehub nomination platform is not appropriate for use by AERASpace.

- What features the new programming and updating of online systems of AERASpace will offer to DAs, Members and Ride Organisers.
- Full costings and breakdown of these costings for the development of the new online nomination programming and the updating of administrative services for integration into AERASpace;
- Who will be managing this new programming and integration.
- Full disclosure of interests of the people managing the provision of the new program and integration.
- How will monies collected for Ride Entries be managed on behalf of Ride Committees.  
A full and open timeline of how and when the new programming and integration of AERASpace will be implemented.

### **Discussion**

Noted that the first 4 points were considered to have been well covered in the presentation to Management Committee Members and had been explained to some degree in the post to Facebook.

- Consideration of Manehub vs AERA On-line was based on work having to be done on the database to allow either system but in the end any income from this development could be re-couped by AERA as the sole administrator.
- Features had been explained as online nominations, with entries directly uploaded to AERASpace, with the option to also do memberships and renewals.
- Costings and timeframes had been given as best they could be estimated.
- Current AERASpace Team will be managing.
- It had been explained that the distribution of ride entry monies would be inline with other systems, noting that these systems might all offer different options.

Noni suggested that it is difficult to sell a product to people who are already sold on Manehub and suggested it would be helpful to AERA and to all DAs and their members if this was given in “black and white”, perhaps in a flyer, that can be given to all members – could be in the form of Frequently Asked Questions.

Perhaps the full disclosure is about the concern that it is very much dependent on one person, Peter Johnson. This had been raised as part of the general discussions – the methodology used is transferrable to anyone in that industry. Also noted that that concern would be relevant to Manehub as well as very much a one-person business.

Noted also that the same fee is taken by other systems whereas with AERA doing this, the money comes back to AERA to assist with administration of the sport.

### **Action**

Response to be provided – Linda

***Meeting adjourned from 10.55 to 11.10***

***Xanthe Webb left the meeting at 10.55.***

### **8.4.3. QERA re change to Biosecurity Statement – item 41**

Request that the following be considered:

**Inclusion in the AERA Biosecurity Statement that “mandating of any vaccination is allowed when required by Federal or State Government”.**

### **Discussion**

QERA sees this as a definitive statement and has emanated from the issue around Hendra but is not just about that – could be relevant to current circumstances regarding Covid vaccinations. This is offered as a general principle, that ROs can only be mandated if mandated by government. QERA has been



particularly affected by the many efforts to have vaccination mandated and ROs have been coping with changes every year.

Concern expressed that a Ride Organiser would not be able to implement a strategy as part of their own risk assessment based on particular circumstances and in their particular location. The example was given of a major strangles outbreak in Tasmania and could ROs request all horses are vaccinated – this would be allowed at the moment.

Some general support for this principle but with a bit more work to support the recommendation.

#### **Action**

QERA to bring back a more robust statement to the next AERA meeting

#### **8.4.4. QERA re AERA Management Committee code of conduct – item 42**

QERA was concerned that a post had been made on a private page that was critical of a Ride Organiser and of Vets attending a ride. There followed a thread of comments that were later referred to the QERA June meeting, which included comments from AERA MC Members, current and past. The member referred to these comments as suggesting support for their comments.

#### **Discussion**

The comments were not an accurate account of events and were misleading. One of the members acknowledged that the posts were not accurate and he was in breach of the Social Media Engagement Policy but also noted that other people, well known in the sport, agreed with his comments.

The purpose of the letter is to remind AERA MC members of their code of conduct as management members. It is very important when issues are raised that no comment is made on Facebook pages that may bring our sport in to disrepute. This was not intended as a personal comment on any one member.

It was noted that an original post's intent can quickly change depending on other comments made and that others' comments on the original post can be seen to be relevant to other comments.

No further action required.

#### **8.4.5. Andrew Luck, SAERA, re National Calendar – item 32**

Query was about tasks on the AERA Calendar that should be referenced in a DAs calendar to support planning for the year.

#### **Discussion**

It was acknowledged that for people new to the administration side of the sport there may be many things that people are aware of in their heads but can lead to rushed discussions to decide on something.

A national calendar had been suggested but caution also expressed that this would be another calendar to update.

The Action Sheet lists "future tasks" and this includes requests to DAs to populate calendars, including future dates for Quilities. Other regular tasks that impact on DAs include review of fees, update of the Rulebook, calling for nominations to the AERA MC Committee and Delegates.

#### **Action**

Response to Andrew and advise of significant tasks on the AERA calendar and that in future the invite to the next AERA meeting will reference key tasks that will be discussed at that meeting.

### **8.5. Business arising from Correspondence Outwards**

No business arising from outwards correspondence.

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

Once again, we find our sport constrained by the impacts of Covid lockdown and restrictions throughout a number of states. There have been numerous cancellations and riders have had to be sent home from rides where government restrictions have imposed lockdowns on attendees. One of the silver linings (if you can call it that) is the amazing resilience of our Ride Organisers who try their hardest to run their events, no matter what our various State Governments throw at them. Compliance with the government restrictions has imposed a burden on our ROs but they continue to support our sport. I think it would be appropriate if there was national recognition of their efforts in some form.

The ongoing Covid situation may impact on our Quilty event again this year with uncertainty for our riders who may wish to attend. Border closures will place a barrier to some of those people who have the Quilty on their ride plan for this year. At this meeting we should be discussing the implications of these ongoing restrictions and what the impact will be for the Quilty.

As you are all aware we now have a new webmaster and Chris has been beavering away in the background getting things organised. The transfer of the domain registration is nearly complete, and he will be able to commence on the job of building the new site shortly. This is really good news for us, and we'll be able to generate more interest with a fresh interface and more regular updates.

### Action

There will be a national statement from AERA acknowledging the efforts of Ride Organisers in coping with cancellation of events and their willingness to re-schedule.

## **10. State Reports**

### **10.1. NSWERA Report – Tony Warren**

No report received.

Noni Seagrim provided a verbal report, noting that they have all been "lurching" from one lockdown to the next, noting that a ride scheduled for 14 August had to be cancelled after riders had arrived and vetted through.

State Championships event is still on the schedule and working together with the TQ22 Committee to keep that on the calendar for next year.

### **10.2. QERA Report – Dick Collyer**

**Membership** Our membership has stagnated, no doubt due to the impact and uncertainty of Covid restrictions.

**Finances** In addition to the purchase of a blood analysis machine, we are also looking into purchasing some of the newly available rapid Hendra test kits.

**Ride Calendar** We have a new ride on the calendar at Mt Larcom (C Qld).

An FEI 1\* ride was held at Killarney Ride (June5/6), and a second 1\* and a 2\* are scheduled for the LoVERS Ride to be held at Bony Mtn on 21 August.

The New Italy Ride has been postponed because of border closures and other Covid issues.

Ride attendance has been very good, although the return of Covid lockdowns is likely to impact on this in the next couple of months.

### **Swabbing**

18 samples so far. We are aiming to reach our target this year.

### **Vet Accreditation**

QERA moves that Courtney Scott be endurance accredited. Courtney has completed probationary rides at Rockybar, Biggenden and Charleville. She has been mentored and interviewed by our Honorary Vet Harry Wever and he gives her a glowing recommendation. Courtney owns a practice in Charleville and will be important for that club as they return to running rides.

### **Chief Steward Accreditation**

We have three people working on their CS accreditation.

### **State Championships**

A Covid lockdown put our SCs into doubt. However, this ended just in time and the decision was made to proceed as there was no guarantee that a similar scenario would not unfold at any time in the future. There were a number of withdrawals because of the uncertainty of the situation but no one was prevented from attending by the lockdown, which finished the evening before the ride.

In general, the ride ran really well except for a small but significant problem with the track marking which had a major impact on the front runners. The result for the ride was appealed and this appeal was upheld after a very lengthy meeting of the SMC. This was a disappointing way to determine our State Champion for 2021. The riders involved in this situation are all very competitive and it is to their very great credit that they all accepted the result of the appeal with good grace.

### **Discussion**

Ride cancellations / postponements have included the FEI rides and 160 km TQQ on weekend of 21 August that has been postponed to mid-October; Murrumba ride has been cancelled for 2021. Generally, there has been quite good attendance. Currently 11 LGAs in SE Qld have been in lockdown and now not encouraging travel out of those areas.

Noted that QERA have now done 25 swabs and are aware of issues around reporting and no invoices received to date.

**Motion: 2021/08/07                      Moved: Dick Collyer / Kim Moir**  
**That Courtney Scott be approved as an AERA accredited endurance vet.**  
**Carried unanimously.**

There was an appeal of the outcomes from the QERA State Championship event and the appeal was upheld.

### **Action**

Letter to Dr Scott confirming accreditation and cc to QERA

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

Report received in Subsidiary Agenda.

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

Only one ride in Tasmania since our last report to AERA for the June MC meeting. This was a 'Pink' fundraiser ride for breast cancer support that raised almost \$2,000. The event offered 20/40/80k rides and, in order to provide riders with an opportunity to experience VGIH vetting, the 40k and 80k rides were VGIH with 2 and 3 legs respectively. This was very well received by those riding. The extra vet was funded by TEERA directly.

A lack of winter rides is often the case in Tas as our winter days are short and, often, cold and wet. The next event is planned for late August.

Member numbers remain less than we'd hoped (126) however a half year membership drive has just commenced and, hopefully, a few more will sign on. We're going to follow SAERA's lead and appoint a dedicated membership person to harass people to sign up via social media.

There was an incident at the Pink ride on which it is worth passing comment. Two riders in the 40k ride set out on the wrong leg, in part because they had not attended the ride briefing. One was a qualified endurance rider, but the other was not – a novice. These two went off track and, for a time, their whereabouts was not known. This had the SMC subsequently reflecting on what would be the insurance situation in the event of misadventure / accident to the novice rider, given the Rules say novice riders MUST attend the ride briefing. A roll call will now take place at ride briefings and, very likely, any novice rider not attending will be 'eliminated by the CS'.

As mentioned previously, the ETS is being used at all rides in Tassie now.

Planning for the State Championships in November is progressing well.

In acknowledgement of her 20+ years' service to TEERA, Pat Lamprey has been appointed the DA CS rep to TQ21 and Dr Khyle Stewart has been appointed the DA vet rep to TQ21.

TQ25 is now a standing agenda item on the SMC monthly meeting agenda.

## **Discussion**

Noted success of fundraising and that TQ25 is on the agenda now.

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

VERA have, like other states, been affected by lockdown. We have, however, been pretty lucky that our Ride Organisers have been flexible and re-scheduled their rides. We have had one ride affected by the wet conditions being experienced in Victoria this winter with the grounds not being traversable and so we've lost that ride from our calendar. We are only down two rides overall at the moment from our initial starting point and we already have a ride application in for 2022. Our riders are still keen to attend rides as are those people from interstate who usually cross borders to compete but who are blocked from that at the moment.

We have our Quilty EOI process in progress at the moment and it will close on 1 September. We are very hopeful of getting someone interested in running the Quilty in Victoria in 2023.

We also currently have out our EOI for our team to represent Victoria at the 2021 Tom Quilty event – we are optimistic that borders will be open by then and we have some very keen riders who are already well into their planning for the big hike across the Nullarbor. And we've nominated our CS and Vet to join the team running the event.

One of the major items of discussion for us at the moment is the replacement of the ride trailers in Victoria. We currently have 3 ride trailers which were donated from the first Myrtleford Quilty, many years ago. These trailers have done a great service to our sport but are all full to overflowing with gear, so we need something bigger and better. So, we are currently researching the cost of replacement trailers and looking at how we source some funding for this major replacement.

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

No report received

***President and DA Reports received.***

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

Thanks to Kim and Deb Edwards for their assistance preparing this report.

### **Budget**

A slight improvement in bottom-line outcome compared to recent months. We are about \$10k worse off than forecast / budgeted at the end of July. (End of June was approx. \$15k).

A number of factors contributed to this. The numbers below are approximate.

#### Income

- As a consequence of fewer rides than forecast, affiliation income (through adult memberships and the \$4 ride affiliation fee) is down about \$7.9k.
- Horse registrations are down approx. \$2.8k, possibly also due to the subdued year caused by ongoing COVID activity
- There is deficit on personal accident policies of approx. \$19.3k (balanced by less outgoing – see below)
- There is a deficit of approx. \$4.5k on liability insurance, once again reflecting lower rides numbers than forecast. Remember, our premium remains the same regardless of actual rider numbers so this is not balanced by a reduction in outgoings.
- A \$4.5k income line item for 'EA sponsorship' was not received but this is counterbalanced by a donation of equivalent value.
- Merchandise sales are down but this is largely balanced by a reduction in the 'cost of sales' ie our purchase of what we sell (stationery, arrows etc)
- 'State cost reimbursement' is down almost \$6k (this is recouped meeting costs – counterbalanced below by a similar reduction in meeting costs incurred).

Total income compared to budget about minus **\$40k**

#### Expenditure

Some of the income deficit is balanced by linked reductions in expenditure.

- Meeting costs are approx. \$6.5k less than budget
- Insurance expenses are approx. \$11k less than budget (in the main, less uptake of PA insurance)

#### Non linked expenditure reductions

- AERAspace costs are approx. \$5k down on budget
- 'General expenses' are down approx. \$8k (EA affiliation fee not paid) on budget

Total expenses are approx. **\$30k** less than budget.

Bottom line, as above, we're about **\$10k** worse off than forecast.

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A few other comments.

We have about \$130k in cash at present with about another \$12k (net) owing. Much of this will go on insurance in 2022.

Depending on what happens with COVID and the recovery of liability insurance income during the rest of this year, the budget may suffer. If this happens, we do have the ability, if necessary, to recoup some costs from the DAs.

There will be further unbudgeted AERAspace costs associated with the development of the new nomination and member management platform.

The net financial outcome to AERA of TQ21 is uncertain. This depends on factors outside our control, for example whether the event proceeds at all or, if it does, the number of starters.

I will bring a draft 2022 budget to the November MC meeting for consideration.

#### **'How to understand AERA accounts' doc**

I prepared an explanatory doc that detailed how the AERA accounts to DAs are calculated. This was distributed to all MC members and DAs via their secretaries in early June. Little feedback was received other than a thanks from Vic. A follow up email was sent to DA treasurers early in July with similarly little feedback (thanks from SA).

#### **Insurance**

Hopefully, everyone has had a chance to look at the Request for tender doc I recently ran up with the assistance of Kim, Deb Edwards and Mel Scott. If there are no further comments, I propose to identify three targets and send it off.

Thoughts on appropriate brokers / insurers?

#### **Memberships**

Table showing comparison of memberships for all DAs for last 5 years.

Generally, down, although not in every DA. Action?

### Credit card

AERA has a credit card in the name of Steve Swan. As we no longer use this (and it is in Steve's name) it should be cancelled. Action: Motion: treasurer is authorised to take action to cancel the AERA credit card.

### TQ vet fees

These fees are subject to review by AERA annually (but haven't been reviewed for years). Action?

Head Veterinarian	\$2,000
Assistant Head Veterinarian	\$1,500
Senior Treatment Veterinarian	\$2,000
On-Course Veterinarian	\$1,500

TQ Line Veterinarians receive the recommended fee for a 160km event for that year as published by the AERA.

Treasurer's comment → We can either do nothing on the basis that there have been no complaints and that many vets would consider it a privilege to officiate at a TQ or we refer it to NVP for comment. I recommend we do nothing on the basis of a general need for us to exercise fiscal restraint in all things.

### Discussion

Further comment from Treasurer noted a solid cash reserve but there is no way of knowing what income is still to come.

Note that insurance is paid in the first quarter based on projections about the number of rides and ride entries so may still pay more than is justified. We may end up with less PL recovery than the PL policy has cost for 2021 so we may have to consider invoicing DAs for any deficit in recovery of this item, as was agreed last year. Other impacts on budget include there is still money to spend on the on-line platform and income from TQ21.

The document provided to all DAs re AERA invoicing has received no comment. There have been a couple of queries about perceived anomalies, but these have been satisfactorily resolved by information provided by Deb.

Tender document has been provided for consideration to be sent to at least 3 companies as due diligence to get quotes for next year. AON was suggested as the previous insurers of AERA as one company to approach. Membership has not fully recovered in all DAs from last year, but VERA's membership was noted to have increased by 22%; SAERA is showing increase in membership and their strategy to be very involved with new members has been noted as successful.

Concern raised that vet fees being increased for next year will impact further on Ride Organisers who may already have been seriously impacted by COVID. The reference in the Treasurer's report is specifically regarding TQ fees which are paid by AERA and these have not been increased in at least 5 years – noting that we should pay vets for their value and not just what we can afford. Review of TQ Vet fees was recommended to be added to annual tasks. Treasurer had noted that we still need to exercise fiscal restraint, but this will be discussed at next meeting along with proposed budget.

Ongoing discussions about the payment of MS Azure and the new credit card has not been activated. It was agreed to ask Peter Johnson to pay this and recover this expense through his monthly invoicing.

Noted that there is a regular payment from the AERA bank account for MYOB.

**Motion:2021/08/08**

**Moved: Mark Dunn / Dick Collyer**

**That AERA authorises Mark Dunn to take action to cancel the credit card.**

**Carried unanimously**

Noted that the committee had not received most recent financial reports; Mark noted that these had only gone to the Treasurer and Secretary and he will ensure these are sent to all MC Members.

**Motion:2021/08/09 Moved: Mark Dunn / Kim Moir**  
**That the Treasurer's report is received.**  
**Carried unanimously**

Actions

Treasurer to cancel Credit Card

Most recent Financial Reports to be distributed to MC Members - Secretary

**Melissa Bright left the meeting at 12.37**

**12. Insurance Report**

12.1 Request for tender for Insurance – document in Google Drive and was distributed to MC Members to share with DA MC on 20 July 2021.

12.1 AERA Insurance Claims History to 31 July 2021- document in Google Drive

Personal Accident take up for April to June quarter.

<b>AERA PA Numbers 2021</b>				
April 1 2021 to 30 June 2021				
	<b>Seniors</b>	<b>Juniors</b>		<b>Total</b>
<b>NSWERA</b>	17	3	0	20
<b>QERA</b>	21	6		27
<b>SAERA</b>	0	0		0
<b>TEERA</b>	5	2		7
<b>VERA</b>	3	1		4
<b>WAERA</b>	8	2		10
<b>Total</b>	54	14		68

Discussion

Request to compare to annual figures for last year and this year.

**13. National Ride Entry Statistics as of 31 July 2021 compared to total for 2019**

	2021	2019	2021	2019	2021	2019	2021	2019	2021	2019
<b>Division</b>	<b>Endurance</b>	<b>Endurance</b>	<b>Intermed</b>	<b>Intermed</b>	<b>Intro</b>	<b>Intro</b>	<b>FEI</b>	<b>FEI</b>	<b>Total</b>	<b>Total</b>
NSWERA	647	1220	541	666	666	667	19	34	1873	2587
QERA	708	1653	623	1139	404	624	15	54	1750	3470
SAERA	125	166	70	74	125	87	-		320	327
TEERA	238	388	180	281	74	97	-		492	766
VERA	184	388	128	321	83	205	-		395	914
WAERA	196	460	138	292	135	270	-	6	469	1028

Totals	2098	4275	1680	2773	1487	1950	34	94	5299	9092
Totals 2020	1847		1615		1036					4500

Trends suggested, given we are at just over half-way mark for rides – acknowledging that there may be significant cancellations across all DAs.

NSWERA – in line for similar numbers for endurance events in 2021 compared to 2019, but potential increase in intermediate and intro entries.

QERA – on track for similar numbers across all categories.

SAERA – increase in all categories, with significant increase in intro rides and some increase in intermediate.

TEERA – on track for similar numbers across all categories, though potential increase in intro entries?

VERA – tracking at about one third of 2019 numbers for this year.

WAERA – tracking well for endurance and intro rides but down on intermediate.

## 14. Portfolio Reports

### 14.1. AERA Registrar

No report received

### 14.2. Website / Webmaster

As everyone is aware we've now appointed Chris Nichols as our new AERA Webmaster. Chris accepted the conditions of the role and has signed a Confidentiality Agreement. He has indicated that he'll start on the upgrade once the Murrumba ride has been completed as he is part of the organising committee.

Despite the delayed start date Chris has been busy assisting with the transfer of our domain registration to Ventra IP. This task is currently in progress. Access to the account has also been provided to the AERA Secretary and to our developer Peter Johnson (for maintenance activities associated with the DNS settings on the AERASpace domain). Details of the user access has been provided by Chris to be included in our documentation and I'm still waiting on Kim and Peter to send their login information through.

The pricing originally quoted for the domain registration of our websites (aera and AERASpace) was \$120 but Chris has indicated that there is a cheaper package available that will meet our needs. The cost of this is \$60 per annum so this is the package we will be proceeding with.

A number of outstanding tasks have been passed onto Chris. One of the processes that will be changed is to have our Secretary put all our minutes from meetings into a PDF format and send those direct to Chris. This will be more efficient than sending to me to send to Chris. Minutes will be posted onto the website in line with our previous practice of being loaded once the minutes have been approved.

As discussed via email there were a couple of domains that previously been registered by AERA as part of a branding protection activity. These were :

- Endurance [horsesocietyaustralia.com.au](http://horsesocietyaustralia.com.au)
- [Endurancehorsesocietyaustralia.asn.au](http://Endurancehorsesocietyaustralia.asn.au)
- [Ehsa.asn.au](http://Ehsa.asn.au)

These have lapsed and we have agreed that there is no need to re-register these.

There are a couple of things that now need to be added to our list of annual tasks:

- Review of the webmaster honorarium
- Review of the webmaster position (as per the EOI conditions)

### Discussion



Question whether there was any concern about the cancelled domains being picked up by other groups, but it was agreed that this was not of concern.

It was noted that there had been some commentary on Facebook about how scheduling of Quilty events is known and the scheduling of Quilty events and other Quilty information has been added to the list of things to be added to the Website.

Action

Letter of thanks to Chris from Management Committee.

**14.3. Social Media – Jodie Luck**

Report on Subsidiary Agenda.

**14.4. AERASpace – Linda Tanian**

Verbal report provided by Linda Tanian.

The AERASpace Sub-committee has been meeting regularly to work through testing aspects of the online nomination system and have a “defects register” and a “changes register” to keep track of work reviewed and done.

Far North Queensland Endurance Association have been successful in their application for grant funding to purchase an ETS, so they have requested a formal quote. Peter Johnson is gathering current pricing for this. The quote that had been provided was based on the last ETS provided due to the short timeframe within which this was required. It is anticipated that this is probably one of the last ETS systems that will be sold – may be an opportunity for a second one to NSW and possible for WAERA.

Discussion

It may be that a test ride will be done before the end of the year, probably in NSW so that Tom can be available to troubleshoot at the ride.

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

A few issues have been progressed / considered since the last AERA MC meeting.

1. I have conducted one Stage 2 Chief Steward exam (Qld) and the candidate successfully negotiated the ordeal. Also have one CS (Vic) who has completed Stage 1 of process.
2. I have responded to a few queries from CSs, CS liaisons and others about procedural / Rule matters. As usual, personality clashes figured in at least one of these.
  - a. One was a notification that a DA had run a 79k ride over two days. This is currently an anomaly in the Rules – there is no provision to run a ride between 60k and 80k.
  - b. Another related to an event where a couple of 80k riders were permitted to start their ride at midnight with the 160k riders (80k ride started 6.30AM). The opinion I provided was that the Rules don't allow for that.
3. Planning for the proposed SA CS clinic progressed but has been stymied by the current situation with COVID.
4. Jackie Swan can no longer make the AERA CS vests. I suggest we seek EOIs from across the country to take on the job.

Action

Letter to WAERA to advise that the 79km is not compliant with the rules – Mark to do this.

Progress the recruitment of someone to make CS Vests – Mark to do this.

**14.6. National Vet Panel – Mark Dunn**

Work is progressing well on a proposal, including a detailed course outline, for a set of online modules for the training and accreditation of endurance vets. I may have this before the 15 August meeting and, if so, will send it around.

#### Discussion

Proposal for training and accreditation of endurance treatment vets is progressing and should be available to distribute for comment shortly.

Process for adding vets to AERASpace and for updating their accreditation and contact details discussed as there are some gaps in the information that is available.

Belinda spoke about the process she uses to track who has done what rides but noted that this is not being updated to database and thought this might be being done by AERA when vets are accredited.

AERA only gets a recommendation to accredit a vet but does not necessarily have the information to update it on the database.

When a vet first attends a ride they should be entered as a person so that ride histories can be tracked. Record needs to be updated to reflect their accreditation.

Any update is a long process because there are so many links to each role.

#### Action

Discussion highlighted the need to clarify this process; process to be documented and distributed for comment – Linda to do this.

Process to add vets requested to be sent to Belinda – Linda to do this.

### ***Meeting adjourned 12.45 to 13.15 pm***

#### **14.7. Horse Welfare and Invasive Treatments – Matt Walker**

No report received

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

Nothing to report.

#### **14.8. Medication control**

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

###### **Summary report**

VIC has ordered kits awaiting ride date

Tas had swabbed at 2 rides 5 swabs 2 neg 3 pending results

QLD no orders received for kits but 2 rides 8 swabs all negative

WA swabbed at 1 ride 2 pending results

SA did not receive paperwork only a confirmation that a swabbing steward arrived, no Blood number cannot confirm that the swabs were completed or sent to lab.

#### **Discussion**

Noted that the reference to “unsanctioned” for ordering of kits was because the kits had not been ordered through the AERA Coordinator but directly by the EA Steward to the laboratory. Query whether this is an absolute requirement that kits are ordered through the AERA Coordinator. Noted that one of the tasks of the AERA Coordinator is to track the number of kits ordered compared to swabs returned and results posted; this can't happen if the ordering of kits is not done through her.

Also noted that AERA is responsible for management of any adverse results and these are AERA members not necessarily EA members. Currently SAERA and QERA are not ordering kits through Marylou and are not providing paperwork to Marylou that allows her to track test results.

Discussion about how each DA manages EADCM process as it is important that this is done consistently so that all members are subject to the same process and this cannot be challenged.

Consensus that approach from DAs is:

DA determines how many rides will be swabbed to endeavour to meet

Fewer people are involved in determining which rides will be swabbed

Steward is advised so that kits may be ordered

#### Action

The full process to be documented so that DAs are clear about what is required, noting that the AERA Rulebook covers matters such as DAs determining number of rides and swabs, with a more confidential process to determine which rides; selection of horses by CS and HV; use of samples and management of results.

AERA is responsible for management of results and setting targets.

Process to be approved by MC Members and then set to DA Medication Control Officers.

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

Nil to report.

#### **14.9. Biosecurity – Dick Collyer**

The subcommittee has not met. At this stage there have been no biosecurity issues raised by any of the DAs, apart from the TQ21 plan, which has been dealt with by the AERA MC.

TEERA has nominated Andrew Miles to the SC.

QERA Honorary vet, Harry Wever, has agreed to be on the SC.

The development of a fast, “stall side” Hendra test kit by the UQ is a significant step in the Hendra situation. This kit is now in commercial production, and the QERA Honorary vet is making enquiries into the availability and cost of these. I hope to have an updated report on this by the meeting.

Kind regards

Dick Collyer

#### Discussion

***Motion: 2021/08/10 Moved: Mark Dunn / Kim Moir***

***That the nomination of Harry Wever to the AERA Biosecurity Sub-committee is accepted.***

***Carried unanimously***

Update on Hendra stall side testing – Dick Collyer reported that this is imminent, and Harry Wever is on their communication list. This will require a little training and no idea of cost at this stage; results are done on site and will be within 20 minutes as opposed to the PCR test which takes 24 hours.

#### **14.10. Equestrian Australia**

No report received but noted that Dr Alana Simpson is now a member of the EAEC. Noted that Linda was attending the next meeting on 16 August and will raise the Affiliation Agreement with them. Agenda was distributed. Note that affiliation with EA allows AERA to be the only national administrative body for the sport and allows the high standard that we have around horse welfare to be maintained.

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

***14.11.1 AERA By-law – Management Committee and Sub-committee Membership***

Noted that document had not been included in meeting papers – to be carried over to the next meeting.

#### **14.12. Tom Quilty Gold Cup**

#### **14.12.1. TQ21 – Collie Western Australia**

14.12.1 TQ21 Sub-committee Minutes of Meeting 16 June 2021 – distributed 24/06/21

14.12.1 TQ21 Test Event Report – distributed 01/08/21

14.12.1 TQ21 Sub-committee Minutes of Meeting 25 July 2021 – distributed 02/08/21

14.12.1 TQ21 Report – distributed 03/08/21

### **Anna Erickson, WAERA President joined the meeting from 1.54 to 2.10 pm**

#### **Discussion**

Anna referred to the report and the contingency planning that TQ21 Committee and WAERA have considered. Items reported on included:

- confirmation that the budget has been reviewed and with 50 riders the event is still predicted to break even, due to the commitment of sponsors;
- confirmation that there are enough vets who can be sourced in WA
- members have spoken about giving up their opportunity to ride to Chief Steward if necessary;
- Committee has been advised that Cup, Trophies and vet vests should arrive on 24 August;
- all rugs ready for presentation;
- nominations have opened and close off date extended to 16 September.

Things to clarify include:

- what will happen re AERA presentations and how these will be managed;
- someone has been appointed to post updates on Facebook, noting that mobile coverage is good and there will be live-streaming; request to clarify what should be posted.
- COVID restrictions include a 14-day quarantine requirement for travellers from Qld, Victoria and NSW; query about who will cover this cost. This will have further impact on available officials who may not be able to be away from home for this length of time.

#### **Trophies**

TQ Cup, RM Trophy and Pat Slater trophy are expected to arrive by 24 August, scheduled to leave Gympie on 18 August.

Other trophies are being sent by recipients from 2019

#### **Cup and Buckles**

Gerard is on track to have buckles ready 3 weeks out from the Quilty date. Given the uncertainty regarding interstate travel, as he had thought that one of the vets of CSs could have taken these as hand luggage, I have suggested that G plan to send these by mail or courier.

#### **Actions**

Communicate with Vet and CS Teams to advise to hold off on booking flights – Kim

Convene meeting on 1 September to discuss options for Vet and CS Teams, with agenda to include who is responsible for costs of quarantine and who will manage tasks usually done by AERA.

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

14.12.2. TQ22 Committee Minutes of Meeting 20 June 2021

14.12.2 TQ22 Tooraweenah Logo – distributed

14.12.2 TQ22 Tooraweenah Test Event Inspection Report

14.12.2 TQ22 Tooraweenah Map

14.12.2 TQ22 Tooraweenah TQ22 July 21 Update to AERA

#### **Cup and buckles**

Discussion with Gerard notes that he has enough material to make the cup for TQ22 and will do this for the same price of \$2000.

With a larger number of buckles probably required for 2022, G would like to know soon how many buckles we will require as he needs to order materials well before Christmas. He may have to revise the price for next year but does not anticipate that any increase will be significant – this is related to the increase in price of silver.

#### Discussion

Note that flow of information is positive.

Anticipate nominations of around 300 and working on around 60% completion that equates to 180 buckles. This would be an outlay to AERA of \$28,000 but unused buckles will remain on asset list and will be used for TQ23, with assumption that this will also be a larger Quilty.

#### Action

Advice to Gerard Bou that we anticipate a requirement of 180 buckles but to hold off on ordering until as late as possible.

#### **14.12.3. TQ23 – Victoria**

Reference in VERA report that there is an interested group. Expressions of interest to be received by VERA by 1 September. Further advice will be provided after that date.

#### Discussion

With consideration of the time taken to call for EOI and to determine the outcome of any applications it was agreed that the invite to next host DA should go out by October.

#### **14.12.4. TQ Manual**

Nil to report

#### **14.12.5. Other matters**

### **15. Rulebook and Changes**

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

Just the one item since last time – the Rule 34 'not started' change proposal below.

#### **15.2. Motions for first vote**

##### **15.2.1. Rule change proposal - Rule 34 - withdrawal and 'not started'**

Earlier in 2021 a rider was deemed to have 'not started – pre-ride' at an event. The circumstances were that the rider was unwell after pre-ride vetting and could not start the ride.

The relevant Rule at present states:

#### **34. WITHDRAWAL OF HORSE AND/OR RIDER**

34.1 A horse and/or rider may withdraw by notifying the chief steward in the following circumstances:

a) After completion of the ride entry and before pre-ride veterinary examination.

**The horse is not required to present for a veterinary inspection and the logbook shall indicate the horse as 'Withdrawn prior to pre-ride vetting'. Any refund of the ride entry fee, in full or in part, is at the discretion of the ROC.**

b) After the successful completion of the pre-ride veterinary inspection and before the official start time of the ride.

**The horse is not required to present for a further veterinary inspection and the logbook shall indicate the horse as 'Withdrawn prior to ride start'.**

There is no 'not started' option in the Rulebook.

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The latter (b) category would seem to apply in the circumstances cited. However, a withdrawal has the effect of preventing a rider/horse from achieving a 100% completion for any given time period and does seem to penalise the horse / rider inappropriately / unfairly.

I propose the two clauses cited above be amended as below:

**34. WITHDRAWAL / NOT STARTED OF HORSE AND/OR RIDER**

34.1 A horse and/or rider may withdraw from a ride or be deemed to have 'not started' the ride by notifying the chief steward in the following circumstances:

a) After completion of the ride entry and before pre-ride veterinary examination.

**The horse is not required to present for a veterinary inspection and the logbook shall indicate the horse as 'Not started prior to pre-ride vetting'. Any refund of the ride entry fee, in full or in part, is at the discretion of the ROC.**

b) After the successful completion of the pre-ride veterinary inspection and before the official start time of the ride.

- I. **The horse is not required to present for a further veterinary inspection and the logbook shall indicate the horse as 'Withdrawn prior to ride start'.**
- II. **Under exceptional circumstances, where 'Withdrawn prior to ride start' is not appropriate, as determined by the Chief Steward, for example if a rider falls ill and is unable to start the ride, the logbook shall indicate 'Not started prior to ride start'.**

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AERASpace algorithms will need to be modified so that the completion stats are not affected in such circumstances.

Discussion

Mark reminded that this was proposed because AERASpace allows this as an outcome, but it is not allowed in the rulebook and this anomaly needs to be fixed. It was noted that this may impact on the notion of 100% completion, but that if a horse is not started then it seems fairer to not have this impact on the completion status.

It was also noted that 100% completions are a DA Award and this is not recognised by all DAs.

Dick commented that this allows a differentiation between "withdrawn" and "not started" and gives the CS some discretion when a rider has not gone through the withdrawn process but has not started. Belinda noted that if a horse does not start because the rider is not fit, then that is what would be written in the logbook. Dick said that the withdrawal process would still require the horse to present to vetting again.

**Motion: 2021/08/11 Moved: Mark Dunn / Dick Collyer**

**That rule 34 be amended to read**

**34. WITHDRAWAL / NOT STARTED OF HORSE AND/OR RIDER**

**34.1 A horse and/or rider may withdraw from a ride or be deemed to have 'not started' the ride by notifying the chief steward in the following circumstances:**

**a) After completion of the ride entry and before pre-ride veterinary examination.**

**The horse is not required to present for a veterinary inspection and the logbook shall indicate the horse as 'Not started prior to pre-ride vetting'. Any refund of the ride entry fee, in full or in part, is at the discretion of the ROC.**

**b) After the successful completion of the pre-ride veterinary inspection and before the official start time of the ride.**

**i. The horse is not required to present for a further veterinary inspection and the logbook shall indicate the horse as 'Withdrawn prior to ride start'.**

**ii. Under exceptional circumstances, where 'Withdrawn prior to ride start' is not appropriate, as determined by the Chief Steward, for example if a rider falls ill and is unable to start the ride, the logbook shall indicate 'Not started prior to ride start'.**

**Voting: MD - yes; JL - yes; NS - no; BH - no; DC - yes; KM - yes; LT - abstain.**

**Motion carried: For - 4 votes; Against - 2 votes; Abstentions - 1.**

Passed for first vote.

### 15.3. Motions for a second vote

#### 15.3.1. 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.

Note that this rule was not discussed at AERA MC Meeting on 19 June and will be reconsidered at this meeting.

The amended version of this rule was received after the agenda closed so will be considered on the Subsidiary Agenda.

#### 15.3.2. Notice of motion – NVP

**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, 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.**

Discussion

Mark reminded that the principle of the rule change is that if a horse has visible blood on it, the vets would like to look at this. Moved to second vote with no further discussion.

**Voting: JL – yes; NS – no; BH – no; DC – yes; KM – yes; LT – yes; MD – no.  
Voting result: For – 4 votes; Against – 3  
Passed for a second vote with new rule to be implemented from 1 January 2022.**

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

**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.**

#### Discussion

Reminder that this was happening as interpreted by some Chief Stewards and that the data to support knowledge of the horse was available now on the database where it may not have been when this rule was first implemented. Also noted this was always “as determined by the officiating Chief Steward”.

**Motion: 2021/08/12 Moved: Mark Dunn / Dick Collyer**

**That the motion be amended so that the sentence, “If this is the first ride for the horse as an open ride, it should enter as novice. “ is amended to read, “ If this is the first ride for the horse as an open ride, it **must** enter as novice.**

Discussion on the amendment raised concern that information on the database if not updated would cause the horse to be entered as a novice. Also, further comment regarding whether this situation would require a horse to enter as a novice when the logbook is not available with consideration given to keeping this flexible, with the example given of a horse entering a 160 km ride and noting that this would most likely occur when a logbook is being upgraded from novice to open and the logbook has been delayed in the post.

Mark Dunn withdrew the amendment, with agreement from Dick Collyer.

**Motion: 2021/08/13 Moved: Mark Dunn / Dick Collyer**

**That the motion be amended so that the sentence, “If this is the first ride for the horse as an open ride, it should enter as novice. “ is removed from the motion.**

**Voting: MS – yes; JL – yes; NS – no; BH – no; DC – yes; KM – yes; LT – yes.**

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

**Motion: 2021/08/14 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; JL – abstain; NS – no; BH – no; DC – yes; KM – yes; LT - no.**

**Voting result: For – 3 votes; Against – 3 votes; Abstentions - 1.**

**The motion is lost.**

#### 15.3.4. Notice of Motion – Mark Dunn, Dick Collyer

**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.**

#### Discussion

Noted that this had been passed for first vote with 5 votes in favour and 2 against.

Reminder that this was a social ride separate to any event and that this sought to clarify the insurance implications.

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

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

**Passed for a second vote with new rule to be implemented from 1 January 2022.**

**16. General Business**

**16.1. TEERA State Championships**

Mark noted that the TEERA State Championships have been scheduled for the weekend of 13/14 November which had been the date scheduled for the next AERA Meeting. He would prefer that the meeting date could be moved. General consensus that this could happen with reference to the AERASpace calendar.


**17. Next meeting dates**

Saturday 20 November at 10.00 AEDT.

**18. Meeting closure**

The meeting was adjourned at 3.00 pm to re-convene at 3.15 pm to consider the Subsidiary Agenda.

**President: Linda Tanian**

**Signature:** 

**Date:** 24/11/2021