



Australian Endurance Riders Association Inc.

Minutes of the Committee of Management Meeting

Date: Commenced at 9.00 am AEST on Saturday 21 May 2022.

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

1. Meeting opening

Linda declared the meeting open at 9.03 and thanked everyone for giving up their time today.

2. Attendance

2.1. Management Committee Members Present

Linda Tanian (President) (VERA), Mark Dunn (Vice President & Treasurer) (TEERA), Kim Moir (Secretary) (QERA), Noni Seagrim (NSWERA), Belinda Hopley (NSWERA), Dick Collyer (QERA), Jil Bourton (SAERA), Natasha Ellery (WAERA).

2.2. Apologies

Nil received

2.3. Proxy Votes

Nil received

2.4. Visitors

AERA Delegates - Kerry Fowler-Smith, Mark Norton (NSWERA); Xanthe Webb (QERA); Andrew Miles (TEERA); Lynette Taylor (VERA).

Honorary Members – Pat Hodgetts.

TQ22 Ride Director, Sonia Bonham attended the meeting from 2.25 – 2.45 pm.

3. Portfolio Allocations

3.1 Portfolio Allocations - amended post meeting of 23 March 2022

This information was offered to provide opportunity for new members and delegates to consider the contribution they may make as part of a Sub-committee.

Dick Collyer offered to take up the position of Chair of the Governance Sub-committee and was dully appointed to this position.

4. Register of Pecuniary Interest

Attendees were reminded that Conflicts of Interest may be noted at any time during the meeting.

Committee Member	Point of Conflict	Reason
Linda Tanian	TQ23	Committee Member
Linda Tanian	AERA MC Member to TQ23	Appointment

5. Previous meeting minutes

5.1. Amendments to the Minutes of the Management Committee Meeting held on 6 February 2022.

Amendment to 14.8.3 EADCM Matters, title of document reference is *AERA Endurance Medication Control Protocol* – was noted as *AERA Endurance Medication Control Portfolio*.

Motion: 2022/05/01

Moved: Kim Moir/ Dick Collyer

That the Minutes of the AERA MC Meeting held on 6 February 2022, as amended, be adopted.

Carried unanimously

5.2. Amendments to the Minutes of the Management Committee Meeting, Subsidiary Agenda, held on 6 February 2022.

Amendment to 3.4 WICEN Interaction with AERASpace – “WICEN does attend most rides in Tasmania and some rides in NSW” to read “WICEN / NTARC (NTARC Northern Tasmania equivalent does attend most rides in Tasmania and some rides in NSW.”

Motion: 2022/05/02

Moved: Dick Collyer/ Natasha Ellery

That the Minutes of the AERA MC Meeting, Subsidiary Agenda, held on 6 February 2022, as amended, be adopted.

Carried unanimously

5.3. Endorsement of the Minutes of the Annual General Meeting held on 23 March 2022

Nil amendments received.

Noted that these minutes are presented to ensure accuracy though not to be moved as a true record at this time. Minutes to show non-attendees though no apologies had been received. Minutes also to show that Belinda Hopley did attend.

It was noted that the members believed these to be correct, with the additions as discussed.

5.4. Amendments to the Minutes of the Management Committee Meeting held on 23 March 2022 to elect Office Bearers

Noted that these minutes had not been included in the meeting documents and will be forwarded to AERA MC members for online vote to accept these.

6. Business arising from the minutes – refer Action Sheet

- 6.1. AERA Documents on the website** – it was agreed to upload Word versions of forms as some people find these easier to complete on-line. It was also noted that pdf documents are easily completed online by use of the free “fill and sign” tab offered by adobe reader.
- 6.2. Profiles of Honorary Members** have been added to the AERA website; others still have to be completed or enhanced from original recommendation reports.
- 6.3. Social Media** – AERA ha explored having a Facebook Group rather than a page but in the interest of maintaining a great deal of historical information has decided to remain with the page, with over 5000 members, and close down the group that had been started.
- 6.4. AERA Online Nomination System** – this has gone live with various posts to social media to advise on progress and how to use.
- 6.5. EADCM procedures** – correspondence with EA and with Division Associations to ensure that the procedures being used are in line with AERA requirements to report on and manage swabbing outcomes.
- 6.6. ETS Systems** – note that WERI Club in WA has purchased a second-hand system and has already used this at rides. The club has picked up a couple of extra rides due to cancellations and anticipate the ETS will be well used.
- 6.7. Biosecurity** – the Horse Health Declaration has been revised to allow pre-population with the online nomination system.
- 6.8. Helmet tagging is happening** – it was reported that helmet tagging that has occurred has regularly found helmets to be out of date.
- 6.9. AERA Website** – includes profiles on all AERA Management Committee Members.
- 6.10. AERA Management Committee** members who are at TQ22 will attend the AERA Awards Night and will be available to discuss any issues with members.
- 6.11. CS and DA Management Committee Training** – a very successful training session was offered to VERA and Mark Dunn will review information provided on the day to potentially roll out in each DA.

7. Online motions

7.1. Financial decisions

Payments from 31 January 2022					
	Payee	Invoice No	Date	Amount	Comments
1	K Moir	Payment	31/01/22	\$649.00	Secretary honorarium
2	C Nichols	Payment	31/01/22	\$1,603.00	Website and honorarium
3	P Johnson	845	31/01/22	\$198.00	Antenna for ETS (FNQ)
4	P Johnson	847	31/01/22	\$1,410.75	AERASpace upgrades and fixes
5	Australia Post	1011252025	3/02/22	\$10.40	Postage
6	D Edwards	173	31/01/22	\$580.00	Bookkeeper - 14.5 hours
7	T McCormack	Reimburseme	4/02/22	\$19.95	Postage of ETS components
8	T McCormack	Reimburseme	16/02/22	\$26.20	Postage of ETS components
9	M Scott	Reimburseme	10/01/22	\$12.95	Postage of Life Member award
10	GJ Walsh	7001	22/02/22	\$2,959.00	Audit report
11	C Nichols	Payment	28/02/22	\$103.00	Webmaster honorarium
12	K Moir	Payment	28/02/22	\$649.00	Secretary honorarium
13	P Johnson	851	28/02/22	\$2,648.25	AERASpace upgrades and fixes
14	P Johnson	850	28/02/22	\$177.35	ETS component to QERA
15	Australia Post	1011327389	3/03/22	\$114.75	Postage
16	D Edwards	174	28/02/22	\$480.00	Bookkeeper - 12 hours
17	East Coast hosting	7124	17/02/22	\$113.00	Website hosting
18	SUREWiSE	S09779	7/03/22	\$86,282.90	Public Liability
19	SUREWiSE	S08687	7/03/22	\$3,910.75	Association Liability
20	SUREWiSE	S08881	7/03/22	\$4,329.50	Business Pack
21	SUREWiSE	S13041	15/03/22	\$443.00	PA from Oct - Dec 2021
22	P Johnson	846	15/03/22	\$617.12	MS Azure (Dec, Jan, Feb) Server 04 - 06/22
23	P Johnson	854	1/04/22	\$2,623.50	Maintenance, upgrades
24	Australia Post	1011420368	3/04/22	\$163.05	Postage
25	K Moir	Payment	31/03/22	\$649.00	Secretary honorarium
26	C Nichols	Payment	31/03/22	\$103.00	Webmaster honorarium
27	D Edwards	175	31/03/21	\$440.00	Bookkeeper - 11 hours
28	SUREWiSE	S15475	12/04/22	\$37,133.00	PA insurance - 302 members
29	K Moir	Payment	30/04/22	\$649.00	Secretary honorarium
30	K Moir	Reimburseme	24/04/22	\$202.89	Fair Trading NSW Annual Return
31	C Nichols	Payment	30/04/21	\$103.00	Webmaster honorarium
32	Australia Post	1011509879	3/05/22	\$81.60	Postage
33	P Johnson	859	1/05/22	\$3,564.00	Maintenance, upgrades
34	VentralP	9802764	3/05/22	\$73.75	Domain Renewal 5 years aera.asn.au
35	Computer Sashes & Ros	56783	4/05/22	\$199.19	Pat Slater sashes and freight
36	D Edwards	176	30/04/22	\$540.00	Bookkeeper - 13.5 hours
37	T Nicklason	Reimburseme	11/05/22	\$901.82	DA Rep CS to TQ22 flights
38	Australian Wide Badges	100921	20/09/21	\$1,282.90	AERA Awards 2021
				\$153,795.57	

7.2. Other on-line motions

7.2.1. Vet Accreditation NSWERA

Motion that Dr Sarah Pollard-Williams (NSWERA) be accredited as an AERA Endurance Veterinarian.

***Moved Noni Seagrim / Belinda Hopley
Carried unanimously***

7.2.2. Motions re on-line nomination system fee

Motion: That the initial transaction fee for nominations processed via the Online Nomination System, chargeable to the Ride Organiser, be set at \$1.00 per nomination with the fee being reviewed at the November 2022 meeting in line with other AERA fees and charges.

Moved Mark Dunn; seconded Jil Bourton

Amendment to Motion 1

That the initial transaction fee for nominations processed via the Online Nomination System, chargeable to the Ride Organiser, be set at \$2.00 per nomination with the fee being reviewed at the November 2022 meeting in line with other AERA fees and charges.

Moved Dick Collyer; seconded Mark Dunn

***Voting - yes - Dick Collyer, Kim Moir, Mark Dunn, Natasha Ellery, Jil Bourton
no - Linda Tania, Belinda Hopley***

Voting outcome - motion to amend carried by majority - 5 votes for; 2 votes against; one no vote

Voting on amended motion

That the initial transaction fee for nominations processed via the Online Nomination System, chargeable to the Ride Organiser, be set at \$2.00 per nomination with the fee being reviewed at the November 2022 meeting in line with other AERA fees and charges.

Moved Dick Collyer; seconded Kim Moir

***Voting – yes – Dick Collyer, Kim Moir, Natasha Ellery, Mark Dunn, Jil Bourton
No – Belinda Hopley, Linda Tania, Noni Seagrim***

Voting outcome: motion carried by majority - 5 votes for; 3 votes against.

7.2.3. Motion re fee to TQ22 for online nominations

Motion: That the Nomination transaction fee for the 2022 Tom Quilty event be reduced to \$0.50 per nomination.

Moved Kim Moir; seconded Mark Dunn

Voting - yes - Linda Tania, Mark Dunn, Dick Collyer, Kim Moir, Natasha Ellery; Jil Bourton, Belinda Hopley

Voting outcome - motion carried by majority - 7 votes for; 0 votes against; one no vote.

8. Correspondence

8.1. Correspondence Inwards

No	Date	Correspondence Inwards	Action
1	05/02/22	Renner’s Electrical quote for CS Vests	Acknowledged
2	07/02/22	K Fowler-Smith advice re willingness to remain as head of AERA Awards Sub-committee	Acknowledged
3	08/02/22	A Garvin – return of AERA Confidentiality Agreement	Acknowledged

4		S Ellis, SAERA, Decade Teams Application	To Registrar
5	09/02/22	H DeStefani – query re list of prohibited substances	Response
6		I Peters – confirmation of Sub-committee membership	Acknowledged
7	10/02/22	WAERA – signed Affiliation Agreement (draft version)	Acknowledged
8	11/02/22	N Seagrim re NSWERA correspondence re Mtn Lagoon ride	To MC Members
9	14/02/22	TQ22 – Minutes of Meetings held on 5 February	To MC Members
10		VERA – nomination of L Tanian to AERA MC – AGM agenda	Acknowledged
11	15/02/22	NSWERA response re Mtn Lagoon incident	To MC Members
12	16/02/22	B Georgiades, NRZ, re membership and ride entry forms	Response
13	17/02/22	L Tanian – signed AERA Confidentiality Agreement and Code of Conduct	Acknowledged
14		L Taylor, VERA Delegate return of AERA Confidentiality and Code of Conduct	Acknowledged
15		TEERA – advice re AERA Delegates and MC Member and TQ22 CS and Vet	Acknowledged
16	19/02/22	TEERA – comments re Agreement	Acknowledged
17		TEERA – NVP Representatives	Acknowledge
18	23/02/22	S Beck, QERA – query re membership – fwd to Q Registrar	Response
19	28/02/22	TEERA re re-accreditation of CS (D Williams) – actioned D Collyer	Response
20	05/03/22	QERA re NVP appointments	Acknowledged
21	07/03/22	NSWERA – signed Affiliation Agreement	Acknowledged
22		QERA – signed Affiliation Agreement	Acknowledged
23	08/03/22	TEERA – signed Affiliation Agreement	Acknowledged
24	11/03/22	VERA – signed Affiliation Agreement	Acknowledged
25	13/03/22	WAERA re NVP appointments – fwd to M Dunn	Acknowledged
26		WAERA re quote for ETS via L Tanian	Response
27	20/03/22	A Fortsch – confirmation of Sub-committee membership	Acknowledged
28	21/03/22	WAERA re second appointment to NVP – fwd to M Dunn	Acknowledged
29	23/03/22	NSWERA – AERA MC appointment; advice re AERA Delegates and proxy vote to K Fowler-Smith for Bev Turner	Acknowledged
30		QERA – proxy votes for Craig Renner and Xanthe Webb	Acknowledged
31		S Davenport – resignation from AERA MC	Acknowledged LT
32		SAERA – AGM reports and minutes – meeting documents	Acknowledged
33		VERA – AGM reports and minutes – meeting documents	Acknowledged
34		VERA – proxy vote to Lyn Taylor – for AGM	Acknowledged
35		WAERA – proxy vote to Ingrid Crookshank – for AGM	Acknowledged
36	24/03/22	NSWERA re accreditation of Dr Sarah Pollard-Williams	On-line motion
37		D Steven, NSWERA, re new logbook – fwd to NSWERA registrar	Response
38	25/03/22	WAERA – signed Affiliation Agreement	Acknowledged
39	28/03/22	NSWERA – AGM reports and Minutes – meeting documents	Acknowledged
40		NSWERA re NVP appointments – fwd to M Dunn	Acknowledged
41	29/03/22	FEI re Registration for Sports Forum 2022	Fwd to MC
42	30/03/22	SAERA re NVP appointments – fwd to M Dunn	Acknowledged
43	04/04/22	NSWERA / TQ22 via J Howe re prize value	Response
44	06/04/22	J Williams request re research project at TQ22	Response
45	12/04/22	VERA re TQ22 CS Representatives – fwd to T McCormack	Acknowledged
46		TEERA re CS Incidents	Agenda 8.3.1

47	18/04/22	VERA member request to complete insurance paperwork	Response LT
48	20/04/22	TEERA request for information on costs of Online Nomination system	Response
49	21/04/22	NSWERA re TQ22 Vet and CS Representative – fwd to M Walker and T Mc Cormack	Acknowledged
50	22/04/22	N Tarlinton re insurance for international competition – on-line discussion	Response
51		J Shephard concerns re Eldorado Ride	Agenda 8.3.2
52	27/04/22	Fair Trading NSW auto reply re receipt of Annual Returns	To Bookkeeper
53	28/04/22	Dr N Cribbs, TQ22 AHV Agreement	Acknowledged
54	30/04/22	VERA re TQ22 Rep Vet – to M Walker	Acknowledged
55	01/05/22	Dr K Stewart, NVP Chair Statement to MC for action	Actioned
56	05/05/22	WAERA via N Ellery – advice re TQ22 Vet and CS Reps, query re return of trophies	Agenda 8.3.3
57	07/05/22	Dr M Walker, TQ22 HV Agreement	Acknowledged
57a	09/05/22	HMBALG re National Horse Traceability Working Group	Agenda
58	10/05/22	TEERA re AERA Motions Record	Agenda 8.3.4
59	11/05/22	Dr D Feary – TQ22 TV Agreement	Acknowledged
59a		Westpac Banking Corp re management of “declined actions”	To Bookkeeper
59b		J Bourton – discussion re social rides	Agenda
60	11/05/22	Confidential Correspondence re working with children check	Fwd to DA
61	12/05/22	EA Minutes of EAEnC Meeting 20/04/22	Agenda 14.10
62	13/05/22	EA – response to correspondence re EA Protocol	Agenda 8.3.5

8.2. Correspondence Outwards

	Date	Correspondence Outwards	Author
1	03/02/22	J Flores re TQ22 entry as International Rider	KM
2 - 12	07 – 14/02	A Garvin, A Fortsch, Ieva Peters, L Ray, S Reid, T McCormack, A Miles, Alana Simpson, C Renner, M Locke, P Hodgetts confirmation re Sub-committee memberships	KM
13	08/02/22	DAs – update on Online Nomination System	KM
14		J Bailey – fwd Decade Team application from S Ellis	KM
15		NSWERA re Member complaint	KM
16		S Ellis – response re Decade Team Application and anomaly in data	KM
17		SRER Zone 1 response re complaint	KM
18	09/02/22	H DeStefani response re Prohibited Substances list	KM
19	14/02/22	TQ22 sending Final Event Agreement for signatures	KM
20		DAs, AERA Members, Honorary Members and Delegates notice of AGM	KM
21	17/02/22	SRER Zone 1 – response	KM
22		NSWERA response	KM
23		TQ22 re AERA contributions for Yearbook	KM
24		TQ23 Interim Event Agreement plus TQ manual	KM
25	22/02/22	J Flores acknowledgement of rider qualification for entry TQ22	KM
26	24/02/22	S Beck re QERA membership	KM
27	25/02/22	SUREWiSE / QERA membership re form completed	KM
28	02/03/22	East Coast Hosting re end of service	KM
29	04/03/22	DAs reminder re appointments to NVP	KM

30		TEERA re CS re-accreditation	DC
31	08/03/22	QERA completed Affiliation Agreement	KM
32	09/03/22	M Adkins re volunteering and donations	KM
33	10/03/22	NVP members re meeting scheduling	MD
34	15/03/22	ZebraVet re sponsorship	KM
35	17/03/22	TEERA signed Affiliation Agreement	KM
36		VERA signed Affiliation Agreement	KM
37	18/03/22	WRERI signed payment agreement	KM
38	25/03/22	Equestrian Association of Malaysia confirmation of results for horse	KM
39	30/03/22	Dr S Pollard Williams cc NSWERA re vet accreditation	KM
40	31/03/22	WAERA signed Affiliation Agreement	KM
41	08/04/22	Dr N Cribbs re AHV appointment to TQ22	KM
42		S Chantrill, WICEN response	LT
43	10/04/22	TQ23 support letter re funding application	KM
44	20/04/22	VERA member re SUREWiSE forms completed	LT (VERA)
45	23/04/22	J Howe TQ22 re prize value	KM
46		DAs and members re meeting schedule for 21 May	KM
47	24/04/22	WERI re payment plan for ETS	LT
48	27/04/22	N Tarlinton response re insurance for international competition	KM
49	05/05/22	J Williams re research	KM
50 - 51	06/05/22	Drs M Walker and D Feary re TQ22 appointment	KM
52 – 57	07/05/22	Drs A Greeves, C Lee, C Dowey, D Sims, H Wever, K Hagon re TQ appointment	KM
58 – 64	08/05/22	T McCormack, M Locke, L Counsell, L Taylor, O Lochtenberg, P Van Eck, T Nicklason re TQ22 CS Team appointments	KM
65	09/05/22	EA re Swabbing Protocol	KM
66	11/05/22	Australian Wide Badges re update to contact details	KM
67	11/05/22	TQ22 Line Vets re Vet Agreement	KM

Point of Discussion

Item 49 Response to Jess Williams re research at TQ22 had been provided as per the TQ Event Standard and Jess had queried condition e) “The research team shall be independent of the event”.

Jess had advised that she would be riding and was concerned that this might be contrary to this condition.

Discussion resolved that the AERA Management Committee did not believe there was a conflict and that, given the lever of research there was not capacity to influence her participation as a competitor or as a researcher.

Secretary to advise Jess Williams of this decision.

Motion: 2022/05/04

Moved: Dick Collyer / Belinda Hopley

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 46 TEERA re CS incidents – reporting requirement

TEERA advised as per rule 10.7 that they had provided counsel to a Chief Steward related to two complaints – one related to inappropriate comments to two riders and the other related to discussing matters with a junior rider without a parent or guardian present.

Action

No action required in this instance but note that Rule 10.7 does require a DA to advise AERA if a complaint is lodged against an official and was noted here to remind people of this requirement. CSs are accredited by AERA and there may be instances when AERA would provide further response, but it was resolved that this matter had been appropriately dealt with this matter.

8.3.2. Item 51 – J Shepherd, concern re VERA Ride – Eldorado

8.3.2 Copy of email from J Shepherd

8.3.2 Copy of VERA Minutes 13 April 2022 – draft

Action

Resolved that Secretary would respond to Jenny and advise that the specific complaints that Jenny has raised with VERA remain as matters to be dealt with by the DA.

The complaint to AERA that VERA has not dealt with the complaint should be responded to and Jenny to be advised that AERA considers that VERA have provided a suitable response.

8.3.3. Item 55 N Ellery, WAERA re return of trophies

Query re process for return of trophies with specific response re Stirling Shields trophy.

Discussion

Secretary has been in contact with all trophy holders – Stella Harbison will transport Replica Cup, RM Trophy and Teams Trophy (unrestricted) to Tooraweenah. Siobhan Darlow to arrange for return of Pat Slater cup and Nigel Irvine to return Stirling Shields trophy to WAERA. Natasha confirmed that Stirling Shields trophy has been returned to WAERA.

Note that the Agreement states that says that it is the recipient's responsibility to return to AERA or to the next TQ event.

The banner is also still in WA and was to be transported by someone intending to volunteer at TQ22

Motion: 2022/05/05

Moved: Jil Bourton / Dick Collyer

That AERA meet the cost of transporting and insuring the trophies to deliver to TQ22 Ride Organising Committee.

Carried unanimously

Action

Secretary to check on insurance cover and advise accordingly re transit arrangements. Also to confirm arrangements for the banner.

8.3.4. Item 57 TEERA re AERA Motions Record

TEERA has asked whether AERA has a robust system for managing motions over time to ensure that actions are not performed that conflict with a previous motion.

Discussion

TEERA has not done this but having discussed it are now going to start a spreadsheet.

Noted that NSWERA have recently revived their register of motions which does not include standard motions of acceptance of minutes and reports.

Dick provide advice that a motion is a resolution made at that time and decisions made now may change how something has happened in the past. There is an issue if a decision is made without a motion, that contradicts a motion that is already standing.

Action

Respond to advise that AERA does not have a process for tracking motions.

8.3.5. Item 61 EA – suggested changes to AERA Endurance Medication Control Protocols

8.3.5 AERA Endurance Medication Control Protocol – EA updated 120522

Returned document with recommended changes to make this acceptable to EA.

Document included in meeting folder as 8.3.4 EA

Discussion

Requested changes from EA are minor and are corrections to names, contacts and titles of offices of personnel.

Noted that the document has been around for a long time in its current format and had been circulated previously for feedback from members and delegates.

It was noted that the document does not advise that the Chief Steward who is to officiate at a ride where swabbing it to occur, should be advise of this before the start of this ride. The CS is responsible, with the Head Vet, for selection of horses which must be done before the start of the ride and a Swabbing Steward for an endurance ride may not arrive till sometime after ride start.

There was discussion about whether the Swabbing Steward needed to be there before ride-start and balanced that with the potential cost at either an hourly rate of \$20 or a daily rate of \$200.

Note that the intent of this document was to identify what might be done differently for endurance events, given the timeframes for these to occur. It is also important to remember that swabbing at endurance is different to other disciplines as AERA has responsibility to ensure that swabbing happens and to manage any Adverse Analytical Findings. The cost is also borne by DAs.

Action

Review and update and send to all for final comment

Meeting adjourned from 11.00 am to 11.15 am.

8.3.6. National Horse Traceability Working Group

Correspondence from Biosecurity Queensland, Department of Agriculture and Fisheries seeking feedback on the design and introduction of a traceability system for equines.

Feedback via online survey was completed by Jil Bourton who advised that our processes have us well-placed to respond to the concerns.

Kim Moir had responded to an earlier survey and concurred with Jil's comments.

8.3.7. Item 59 b Jil Bourton re social rides

Following on from our two successful CATE events in March I have been asked if it is possible to stage such an event on an endurance weekend (but separate to affiliated ride, eg CATE from say 8:00am to 12:00 on the Saturday morning - but using the same venue and marked course) that can attract the waiver of day membership fees as in Ride Definitions -Social rides.

The rationale behind this is that we can hold these events more often as a real educational session rather than newbies coming along to have a go at a 20km without any prior practical knowledge.

This way it is much more convenient, cost effective & time effective for organisers and I believe much safer for new riders.

I'm committed to having several CATE's a Year rather than just at the start of the season, it's a much better way of attracting riders & keeping up their interest but it is a lot of work which I just haven't got the time to commit eg. Going out to mark a short course & organise a venue.

Since I'm incapacitated at the moment the CATE's I was planning for June won't go ahead but I know Lisa Brown & her team are keen to put one on just prior to the Sandy Creek ride July 23rd.

Can this request be discussed at our next meeting please as it really relies on the interpretation of the rule/recommendation as in table 4 of Ride Definitions.

Jil Bourton. SAERA

Discussion

General comments supported that the CATE concept could be on the same weekend as an affiliated event with information sessions and mentoring available, but rides would have to be done as per the rules for affiliated rides. This was seen as elevating the participants to the next level of a full experience of endurance.

Concerns were about people on site doing different events; there could be people in the CATE group who could actually be doing a longer distance than in an affiliated 5 km or 10km ride; inconsistency perhaps around costs and biosecurity requirements; this could take entries away from the affiliated introductory rides; complication with horses on the same track but riding to different criteria. The definition of a social ride includes the comment "it is not held in conjunction with an affiliated ride" but the information part of CATE could be done with the ride part conforming with nomination and vetting requirements.

Actions

Consensus that the concept was not supported and Jil would provide this feedback to her group.

Rulebook Sub-committee to consider an amendment to the rule or definition.

8.4. Business arising from Correspondence Outwards

No business arising from outwards correspondence.

9. President's Report – Linda Tanian

No report received and Linda apologised for this. Linda commented that many tasks and projects were moving along and that everyone has a big workload and some tasks being concluded.

10. State Reports

10.1. NSWERA Report

No report received

Noni Seagrim apologised for there being no written report and provided a verbal report.

NSWERA has experienced a very busy time with an election process due to multiple resignations. The decision to use online voting was positive and worked well. Thank you to Linda Tanian for taking on scrutineer role. There were some minor technical issues, but support from the company was excellent. Some problems with members contact details not being up to date but end result was 59% of members voted, much higher than would have been achieved at a meeting which would usually be about 20% representation.

New committee members are Annette Bailey, Sharyn Coulston and Tahlea Hasko–Stewart; there were 6 candidates.

There was a lot of positive feedback and very cost effective at only \$119 cost and highest level of security. NSWERA will look to use this process for future elections as gives all members fair and equal opportunity to vote.

10.2. QERA Report – Dick Collyer

Membership It is still a little too early in the year to tell if there is any trend with membership, but early indications are that, despite the incentive of TQ22, membership continues to decline .

Finances So far, our financial situation is much better this year than last.

Ride Calendar Unfortunately, the weather has resulted in some early-season rides being called off. The Easter @ Stirling's event had about 300 nominations and was run under very difficult circumstances as far as access to tracks was concerned – but a great job was done to deal with this problem.

At the Easter Ride, the recently purchase IDEXX Blood Analysis machine was used, with very good results and very well-received by riders. Our Honorary vet will be collecting and collating results with a view to a report when he has enough data. The plan is for this machine to be available at TQ22.

Another TQ qualifier was held at Inglewood, and another is planned for June, to give as many members as possible an opportunity to attend the Quilty.

FEI rides have also been held at Inglewood (2* and 1*) in May and will be followed up with a 3*/2*/1* at the same venue in June.

Planning continues for the memorial Winton to Longreach Ride in 2023. Hopefully, there will be a “test” ride over a shorter distance this year.

Chief Stewards and Vets

We continue to work at accrediting officials. We will be applying for accreditation of another vet, Simon Goodwin, in the near future, and have a couple of CS applications on the way.

Medication Control Stewards' Course

Several of the members who attended this course have assisted the EA Medication Steward at rides, and we hope to have their accreditation finalised soon.

Discussion

Membership numbers are disappointing and there has been a bad start to the year with ride cancellations. There has been a major impact from floods in NRZ.

10.3. SAERA Report – Jil Bourton

SA's season got off to an early start in March with two consecutive “Come & Try Endurance” events, followed by an affiliated 80/40/20. Various members of the SMC contributed to the CATE events which were aimed at attracting newbies to the sport early in the season. Both events were very successful & created quite a bit of interest & some new memberships. Hence the first affiliated ride at Monarto at the end of the month kept up the interest for new members & gave them a chance to experience a “ real” ride with a bit more knowledge under their belts. As is fairly usual with the first ride of the season it was well attended, including some Victorian border raiders that took home a few spoils.

Our season so far has been a bit scratchy with one lot of RO's being given quite the run-around by Forestry - fortunately now resolved with their event to look forward to in early June.

Meanwhile our showcase event - the Mil-Lel Marathon @ Easter - back for the second time after COVID, was hugely successful with 98 entries over the three days. Admittedly the bulk of entries came from Victoria, but we are proud to stage an event worthy of border raiding and more than happy to share some of the most beautiful tracks you'd ever want to ride on.

The RO's & SAERA SMC are sincerely thankful for the support we got from several interstate officials.

Our membership stands at 76 at this point in time and we anticipate that number to grow as the season builds momentum. Several members are currently preparing for the Quilty, but I know there is also quite a bit of disappointment over the cancellation of the Shahzada.

At this stage there has been no robust commitment to the next SA TQ nor even to a SC for 2022 and the SMC is concerned re the lack of willing RO's in our state.

The treasurer advises me at this point in time our finances are good and what would be expected after our Easter event.

Planning is ongoing for TPR examinations & hopefully a CS course later in the year as all aspects of ride admin are lacking in volunteers and it is my personal quest to encourage more participation in these areas.

Discussion

There is confidence that the State Champs scheduled for early October will go ahead and will be an early run for TQ24 at Worrina.

It has been difficult to get a quorum for SMC meetings and two meetings have been held with no business able to be determined. A new member has been brought in to add to capacity of Committee.

TQ24 proposal is moving forward

10.4. TEERA Report – Mark Dunn

Five events have been held in Tasmania this year with reasonable numbers attending.

I did report in February that our 2022 ride calendar was looking a little thin however a few extra rides have been approved making 12 in total for the year. It is still possible other rides may be approved for later in the year. If this happens, the number of events will be on a par with previous years.

Our member numbers are a little down on previous years but should approach our usual 'off Quilty year' number as the year progresses.

One of our rides (STER 14/5/22) was the first to go 'live' with AERAOnline – I will report on that verbally at the meeting.

Mark Dunn

Discussion

There have been more rides added to the calendar. The TEERA ride last weekend was the first to go live with AERA Online and the concept of online nominations is new to TEERA members. TEERA has had its own system with no up-front payment required. Mark and Trish were "help desk" and only had two minor problems to assist with.

No feedback, positive or negative, has been but there has been some resistance to change. Ride next weekend will also use the system. Imagine those who have used some online system may find it easier.

COVID is still impacting with the HV for last weekend unable to attend.

10.5. VERA Report

No report received

Linda provided a verbal report. Membership is parallel to where it was this time last year. Rides are drawing larger entry numbers for VERA, with riders coming from NSW. A recent 160 km ride had 28 entries with 4 completing the 160 and are now qualified for the TQ.

The SMC has had a few complaints to deal with which is unusual for us, with one relating to the standard of vetting – again unusual. The DA Honorary Vet will attend the next meeting to support discussions.

TQ23 arrangements are bubbling along. They are not the most experienced team but have great enthusiasm and with some experienced people giving support. They are planning to go to other rides and will attend TQ22. Sponsorship and grants applied for.

10.6. WAERA Report

A late report was received and was listed on the Subsidiary Agenda. Natasha spoke to this report.

Fifth ride of the year was happening as AERA met . The first ride of the year was cancelled due to committee worries about COVID and ride was picked by up WRERI. WAERA have run the next 4 rides with 3 of these held at Collie. Ride numbers are down maybe due to post-Quilty, cost of fuel, impact of Covid on volunteers and COVID protocols for some organisations – SES not allowed to attend. There have been some new attendees. SC set for September.

WERI is keen to use the online nomination system.

11. Treasurer's Report – Mark Dunn

Note documents circulated to Management Committee members on 8 May 2022

11.1 AERA April Profit & Loss Budget Analysis

11.2 AERA Profit & Loss Budget Analysis with Year to Date

11.3 AERA April Profit & Loss with Year to Date

11.4 AERA April Category Profit & Loss Statement

11.5 AERA April Balance Sheet

11.6 AERA Aged Receivables Summary as at 6 May 2022

11.7 AERA April Item List Summary as at 6 May 2022

As always, the best way for members to get a picture of where we sit at present is to look at the file called *AERA Profit Loss Budget Analysis with Year to date.pdf*.

Our financial situation as at 30 April is that we are approximately \$13,000 worse off than budgeted. There are just a couple of significant reasons for this (as well as the usual minor plusses and minuses).

1. Income from member affiliations is down (\$25k cf \$36k). This is because member numbers are down on what the finance SC forecast when the budget was done although not down much on 2021 numbers (2022 → 2021 – 1210 → 1399).
2. Income from liability insurance recovery is down (\$42k cf \$53k). This is because rider numbers at rides are down on forecast, largely because of ride cancellations caused by floods.

On the plus side, take-up from personal accident insurance has been stronger than forecast and that has contributed \$2-3k extra to the account.

There are other items in the outgoings that appear to be (and are) better than forecast. There have been no costs associated with meetings, vet accreditation / education and EA affiliation. The cost savings on meetings is 'real' as this money now won't be spent however the vet accreditation / education \$ will be spent later in the year but will be balanced by equivalent incomings. Likely the EA affiliation fee also won't be paid this year (???)

For mention, the development of AERAOnline is now over budget by a few thousand (~\$20k v \$17k) but most of this was in last year's accounts. The development work on this still has a little way to go

Summary – we are not in as strong a financial position as forecast however the underlying financial position remains strong – ie we have enough money to cover any costs we are likely to incur.

Discussion

Mark spoke to his report and noted that there is roughly \$13 k less than had been budgeted for this time of year, showing the impact of reduced membership and ride entries. What is in the bank leaves us able to meet our commitments. There are the usual pluses and minuses with some large items of savings eg EA Affiliation Fee
Not as strong a financial position as forecast but ok – budget may have been optimistic and has been based on anticipated higher numbers attending the TQ22 than is evidenced by nominations to date.

Motion: 2022/05/05 Moved: Mark Dunn / Dick Collyer

That the Treasurer's Report is accepted.

Carried unanimously

12. Insurance Report

Report from Secretary

Since we last received a report, there has been one legitimate claim and 2 who have contacted SUREWiSE directly for forms. I have also been contacted by a member who has been injured as a volunteer and she has yet to make contact with SUREWiSE.

Discussion

It was noted that AERA is the “Insured” and that the Association part of the form should be completed by and “elected member of the Association”. It was agreed some time ago that this would be the AERA Secretary, but this did not happen with a recent claim. Consider how to make this clearer.

One claim was for an incident involving a volunteer, but this person had not been listed as a volunteer in the roles for the ride concerned and therefore this was not listed in the individual’s roles profile.

Perhaps to include this in the one-page advisory document about what AERA does.

Action

Letter to DAs to remind them on the importance of volunteers being listed and that Incident Forms must be uploaded to the database.

AERA MC to also bring this to the attention of their DAs and to Ride Organisers.

Kerry Fowler Smith joined the meeting at 12.05 pm AEST.

13. National Ride Entry Statistics – 10 years of numbers

In brief, with data for 2022 to end of April, number of entries in each category with percentage of total for year. I will leave you to do your own analysis but basically percentage of endurance dropping, intermediate holding and introductory rides increasing.

Note that 10 rides have been cancelled up to 14 May 2022.

Note that 2013 is first year of current database so membership numbers are probably not accurate

Year	Endurance	Intermediate	Introductory	FEI	Total	Membership
2022	1064 / 41%	832 / 32%	634 / 25%	42 / 2%	2572	1096
2021	2945 / 43%	2095 / 30%	1841 / 27%	34 / 0.5%	6915	1384
2020	1847 / 41%	1615 / 36%	1037 / 23%	2 / 0.04%	4500	1353
2019	4275 / 47%	2773 / 30%	1950 / 21%	94 / 1%	9092	1686
2018	4048 / 44%	2767 / 30%	2305 / 25%	66 / 1%	9186	1721
2017	3981 / 46%	2638 / 30%	1989 / 23%	69 / 0.8%	8677	1725
2016	4265 / 45%	2867 / 30%	2232 / 24%	83 / 1%	9447	1778
2015	5043 / 49%	2956 / 28%	2334 / 22%	54 / 0.5%	10387	1917
2014	4812 / 48%	3101 / 30%	2152 / 21%	40 / 0.4%	10105	1774
2013	4951 / 50%	2609 / 27%	2069 / 21%	160 / 2%	9789	977

Pie Charts included in the agenda, comparing data for 2021 to 2022 to date, reflected that percentage of ride entries, memberships and ride types were consistent between the DAs. Generally 30% of ride entries occur in each of QERA and NSWERA; 10 – 15 % for TEERA, VERA and WAERA; 6\$ with SAERA.

Ride types were shown as 41- 43% as endurance; 30 – 32% as intermediate; 25 – 27% as introductory; 2% FEI.

Discussion

Note that figures provided are for the period when the current database has been available to us. Note that membership numbers have generally trended down from 2015 to 2019, both big Quilty years – 2020 and 2021 affected by COVID impacts and accept that these have impacted but may not be relevant to a trend analysis. The focus on intermediate rides may suggest a cohort who are focussed on that level of rides.

Ride entry numbers have also generally trended down overall, but percentages have decreases for endurance rides, kept consistent for intermediate rides and increases somewhat for introductory rides. Many variables can affect this - weather impacting on horses being fit, Covid restrictions. QERA and NSWERA are still where the larger percentage of members and ride entries are.

Questions are how we translate day memberships into association memberships and how do we encourage people from shorter rides to endurance rides. Is the demand of preparing horses for longer rides too much for many members? Is there an opportunity to do shorter competitive rides and can we develop vetting rules to support this?

The last three years have been difficult with fire, flood and pandemic and we should look at how to retain members and how to re-engage with people who have not renewed their membership. Lists over the last 8 years may be steady but not necessarily the same people. Noted that there is a report in AERASpace that lists members who have not renewed and this may lend itself to a targeted strategy.

Is there an opportunity for AERA to host a short meeting of DAs to share ideas on promotion and membership drives?

There was general support for this idea to meet with DAs and to discuss memberships and strategies to build numbers. DAs have activities already focussed on this:

- SAERA has their CATE (Come And Try Endurance) events which seems to be working; noted that they have possible had less COVID impact and have a smaller calendar.
- NSWERA has a Promotions and Membership Portfolios and last year ran 10 on-line sessions giving information to newcomers with over 100 people attending.

We need to have realistic ideas of our expectations. Natasha noted that she is involved in multiple equestrian sports and these have all been affected.

Actions

Kim to look at dates and discuss with DAs the option to have an evening meeting with a couple of representatives from each DA – provide a brief outline of what we would discuss.

Lynette Taylor left the meeting at 12.17 pm AEST

14. Portfolio Reports

14.1. AERA Registrar – Jo Bailey

14.1 Decade Teams 1 – application Simon Thomas; Sue Todd x 2; Sarah McLaughlin x 2; Ian Curtis; Andrew Jonkers, Deb Grull; Chris Nichols

14.1 Decade Teams 2 – application Ann Richards

14.1 Decade Teams 3 – application Steve Ellis

Report

I have nothing of note to report this month, still working on entering old data into AERASpace particularly TQ as have found a lot of errors even within the supposedly correctly uploaded results.

I have attached the Decade Teams applications for your perusal and consideration.

Discussion

Total of 11 decade teams to be awarded and the process requires AERA to approve these. Jo's notes confirm that all rides have been validated and the applications have been checked. Awards have been ordered on that basis.

Noted that all applications for the Decade Teams Awards have been accepted and approved. Suggestion that these should be publicly acknowledged as a good achievement.

Kerry noted that all AERA Awards should all be acknowledged as Lifetime Distance Awards applications are often completing more miles than the decade team horses. This year there are 7 x 3000 km and 1 x 5000 awards to be presented. Also of note, Alan Caslick will receive his 30,000 km award.

AERA to consider how the process should be changed – how AERA is advised of who has applied for and will receive these awards. Receiving a report on this also provides an understanding of the cost of awards.

Kerry Fowler Smith has been involved in sourcing AERA Awards for 15 years and reported that the prizes given and cost has been remarkably constant. Costs will vary depending on how many applications are received. AERA should have more visibility about this. Suggestion that when Jo sends the list of award recipients to Kerry, she should also send to AERA Management Committee so we are all informed. A discussion needs to happen with Kerry and Jo so the process doesn't impact on them – for example if AERA is to double-check this would have to be built into the timeframe.

Promotion of these awards could encourage others to achieve and keep people in the sport.

Natasha queried how the reports for National Points and Distance list the top 10 placings without allowing for equal placings. It was noted that only the first place gets an award but need to consider the top 10 if we are also going to promote this achievement.

Action

Kim to look at what we have done in the past and advise.

14.2. Website / Webmaster

No report received

Linda advised that Chris had given a lot of time to set up the new website and still need to get the process for merchandise set up. There are regular updates and Chris is very responsive in getting things done.

Kim noted that the Secretary email has been more active with queries from members since the new website went up.

14.3. Social Media

No report received

Verbal report that posts are getting lots of hits but there has been nothing difficult. The statement from the NVP generated good engagement and commentary.

There is a need to do more to keep people informed.

Late advice provided at end of this meeting that Natasha now has access to the AERA Facebook pages and will advise members on the group page that this will be shut down. Note that the 500 members have to be deleted.

14.4. AERASpace

14.4 AERA Online Nomination system update

Note that following the last meeting an update was circulated to AERA MC members on 25 April 2022 and subsequently posted on Facebook. There were very few negative comments. There were some "pending" entries that suggested people were trying it out.

Linda provided further comment that there had been an enhancement to facilitate campsite bookings for TQ22 following a discussion between Tom and Peter Bonham which resulted in enhancement. This was a good demonstration of how the team of volunteers can be quite nimble. There was an anonymous donation of \$1400 sponsorship to fund this enhancement so there is no impact on the budget.

The launch of campsite sales saw great uptake of people who were able to use this and there have been a number of queries from people who want to use the system. The form needs to bring information in so that the system can be set up for each organisation.

We can continue to evolve to make the product and feedback has been positive. It has taken longer than we wanted but stressed again that the Sub-committee are all volunteers.

MC members questions elicited further information:

- Nominations will go public when the Ride Organiser chooses this.
- The money from nominations goes into an AERA Bank account and is then disbursed to the ride Organiser. An amount is retained to cover any refunds required after the event and transaction fees. Had setup to do disbursements on Monday and Thursday to take into account the workload for the bookkeeper – some adjustments to be made to disbursement process. Other platforms do allow Ride Organisers to draw down funds as they need but this platform doesn't have that level of sophistication. As the take-up builds, there will be more of a picture of what ROs need but this also has to fit with AERA's needs and capacity. The form to set up online nominations could include advice on how the RO would prefer payments – could give two options. Noted that reports provided to the bookkeeper allow information to be readily available about amounts to be paid out.
- Sponsorship – Peter to bill that workload to the sponsor; concern was expressed about this and considered that sponsorship should be known in the interest of full disclosure and transparency and AERA should be aware of what was given for that sponsorship. Linda noted that the sponsor is someone who regularly contributes to Quilty events and has sought to continue that tradition but in a different way and she will ask if this can be divulged to committee. Noted that the sponsorship is welcomed and should be acknowledged.
- Peter Johnson will bill the sponsor directly for this enhancement and this raised the question about whether Peter could accept requests from another party to do an enhancement to the AERA database. accepting an opportunity to bill a customer for enhancement to the database. Noted that there is a task list for enhancements that have been approved by AERA MC and any enhancement is available to all members.
- Membership renewals – the database has only been approved to come up with a set of requirements, but this can be considered further once online nominations are fully up and running and could work towards this for 2023. Could we look at what each DA has in terms of types of memberships and whether we can streamline that and to consider if same fee will be applied.
- Budget - expenditure in now approximately \$3000 over budget – Linda reported that most recent work has been fixes and there are no further enhancements required for stage 1.
- TQ22 Campsites – noted that stage 1 campsites sold very quickly and the committee is preparing more sites. Concern noted that there is no way of knowing how many horses are on any one camp area and space may not be most efficiently used. This was set up to suit how the Camp Boss wanted this done.
- Kerry asked that it be noted that ROs have been using other platforms and have been getting their money as they needed. AERA cannot delay payments and payments made twice a week is the absolute minimum. Also that DAs have paid for AERASpace and should not now be charged for any suggested improvement.

Meeting adjourned from 1.17 pm to 1.47 pm AEST.

14.5. Chief Stewards and TPRs – Mark Dunn

1. I think we have finally sourced a new supplier for CS vests – contact is QERA CS Craig Renner.
2. In consultation with the Rulebook SC, I resolved an issue for a SA member who had a query about the way a CS should apply Rule 33.3 *Riders must ride the course as marked within the maximum permitted riding time*. As is often the case, much of the resolution process was simply listening...
3. There have been no new CS accreditation applications since our last meeting.
4. I liaised with a SA member about the TPR accreditation process.

Discussion

Since this report, Mark has been advised that there is one CS candidate in WA and 4 in Qld.

Jil noted that SAERA is not in a good situation regarding CS numbers. They are currently working on inducting new TPRs but asked if there has been any thought given to changing the process to not require TPR as first

part of becoming a CS, for example for long-time riders to advance their accreditation. There are often not enough rides on the calendar for someone to become accredited in a reasonable timeframe.

Mark suggested the principle of having the TPR experience is that you have demonstrated experience of being in the vet ring and get a sense of how things are done. Also noted that a CS also is often called on to do TPR processes.

General discussion highlighted the lack of volunteers nationwide and the need to have suitable people to officiate; Chief Stewards need to know how to solve little problems before they become big problems; there is pressure to hold VGIH rides; most people want to ride; a review of the procedure would be supported; a change to the timeframe could be considered but a change to what is considered a good process should not be made just for one or two individuals; need to maintain a standard of quality and competence; the skill set is important not necessarily the timeframe.

Mark suggested the current document could be amended to include that a CS application is endorsed by the DA which would allow for recognition of experience. Mark currently does the CS exam for accreditation and considers the supervising CS reports as important.

Motion: 2022/05/06 Moved: Dick Collyer / Mark Dunn

That the AERA Chief Steward Accreditation procedure 1 c) be changed by removing the words “for at least 3 months”.

This clause becomes “have been a fully accredited TPR steward and has officiated as a fully accredited TPR for at least three affiliated rides (must include pre-ride TPR duties as well as all-of-ride TPR duties).

Carried unanimously

Action

Update the document and circulate to DAs and to website.

14.6. National Vet Panel – Dr Khyle Stewart

The NVP met in April and considered a number of issues.

1. Dr Khyle Stewart (Tas) is the new NVP chairperson.
2. Members reviewed the NVP Terms of Reference and do not wish to make any changes to it.
3. The NVP are aware of the ‘bute’ incident at the NSW ride in 2021 and generated a statement on the use of controlled medications at events that it wishes to promote to the endurance community. This was sent to the AERA secretary with the recommendations that it be widely circulated. During discussion of this matter, NVP members noted that the beginning and end of an ‘event’, as referenced in the EADCM Rules, are not clearly defined in the Rules. It recommends to AERA that this be done.
4. NVP members are pleased that funding for the proposed new training and accreditation pathway has been confirmed. A small working group will soon be formed to progress the initiative.
5. The NVP discussed a number of Rule changes it understands will soon be considered by AERA.
 - a. Rule 16.5.
 - i. Horse welfare is the NVP focus and accordingly, any Rule change proposal that might result in a horse at a ride not receiving treatment as required is opposed.
 - ii. NVP members are unaware of any adverse events that have occurred as a consequence of the Rule as it is now.
 - iii. NVP opposes the Rule change proposed by the AERA Rulebook Sub-Committee.
 - b. Review of the rest order Rule noting that ROs cannot be revoked
 - i. NVP members noted that, while the vet(s) at a ride are best equipped to assess the need for a rest order in an endurance horse, circumstances may arise where the appropriate subsequent action would be to revoke the rest order. It believes that this should only occur with the close involvement and consent of the treatment vet and head vet at the ride where the rest order was imposed. NVP recommends an appropriate Rule change proposal be drafted.
 - c. Rule 5 – ride distances - The NVP supports the recommendation of the AERA Rulebook SC that Table 6 remains fit for purpose.
6. On the agenda for the next NVP meeting are:
 - a. Does the endurance discipline need a formal hot weather policy?
 - b. Does the current vet/horse ratio, defined in the Rulebook (15.1), need review?

- c. Horse fatalities – Should an NVP member be formally involved in the AERA investigation that follows each endurance related equine catastrophe?

Discussion

NVP Sub-committee will meet on Wednesday 25 May to commence discussions on training. Members are Darien Feary, Anne Barnes, Celene Lee and Mark Dunn.

Mark will bring comments re rule changes to next meeting of the Rulebook Sub-committee and bring to the next meeting.

Points listed for discussions at next meeting include vet to horse ratio noting that there could be up to 90 horses with only two vets in attendance. Most ROs would have a 3rd vet before that number was reached. Query re inclusion of a vet in any discussion regarding a horse catastrophe and note that there is a vet on the Horse Welfare Sub-committee. Feedback from NVP on this issue may require an adjustment to the Terms of Reference for HWSC and also to the appendix in the Rulebook.

14.7. Horse Welfare and Invasive Treatments

14.7.1. General report - Report from meeting on 16 February 2022

One of the outstanding items for the HW SC was around what we should be doing regarding the publication of people's names when an AAF has occurred. The SC has now discussed this and would like to make the following points:

1. We should update the EADCM rules to identify that the outcomes from any AAF should be published on our website and should be removed 12 months after the published date. This serves two purposes – publication of the fact that people do get caught and as a bit of a deterrent as people don't like to see their names up in lights for this sort of thing.
2. The announcement should specify the name of the person, the horse's name the ride at which the offence occurred and the outcomes from the administrative review. We need to have a supporting process in place that removes that announcement at the appropriate point – whether that be a reminder on someone's calendar (secretary or webmaster) or some other form.
3. We do need to have annual reporting and we should have a separate web page to support this. We could use the information from Marylou as part of this annual report plus any AAF outcomes.
4. Timing for the loading of the annual report should be early in the new year and we should be sharing this information to our FB page and to State FB pages.
5. All the information should remain on the web page as a historical record. We could put some additional information, such as graphs to show trends or something a little bit analytical to show we haven't just stuck some numbers up.

Discussion

All recommendations accepted with note that wording with reference to point 2 must be correct and as in rulebook – specifically "Administrative Review" should be about the "Administrative Procedure" and should include mention of the outcome of the hearing by a DA panel.

Perhaps some confusion between rules 25.1.1 and 25.3.2

Action

HWSC to proceed to formalise the recommendations from the report and come up with a definitive process. Note this will be on the agenda of next meeting of HWSC.

Sonia Bonham attended the meeting from 2.25 pm to 2.45 pm AEST – notes in section 14.12.2 TQ22

14.7.2. Report on horse catastrophes

Nil to report

14.8. Medication control

14.8.1. Swabbing Report

Nothing to report

14.8.2. EADCM Matters

Nothing to report

14.9. Biosecurity – Dick Collyer

There have been no biosecurity issues, that I am aware of, that required referral to the SC, so the SC has not had a meeting.

14.10. EA Endurance Committee

14.10 EAEnC Meeting Minutes 20 April 2022

14.10 EAEnC Active Actions Register 20 April 2022

14.10.1. Report from meeting of 20 April 2022 – Linda Tanian

- Helmet tagging has now been handed over to the States and is not controlled by EA. If we decide to go with the helmet tagging activity
- There may/may not be a 2022 National FEI Championship. An EOI hasn't been called as yet as they seem to be waiting to see who nominates for the Inglewood ride. If there is sufficient entries, they may run it, but the timeline will be tight as there needs to be a 30-day period for the EOIs to be submitted. It will be run on a 2* ride.
- Development of the Endurance Pathways document is basically on hold as the focus is on getting rides on the calendar and getting officials qualified.
- Information has been sent by Sonia for the additions to the logbook to see if we can bring the logbook up to the FEI requirements.
- Expressions of Interest have closed now for Chef d'Equipe. EOI for selectors is still open. Doesn't know if anyone has put in an EOI as yet as only closed out today.
- The question of whether AERA still wants to be part of the EA Medication Control program. I said it was a definite yes and we need to ensure that we have access to the training courses and to EA swabbing stewards should an 'endurance' swabbing steward not be available to conduct swabbing activities. I also raised the issue of how we need to ensure that the specific needs of endurance are covered in the training course.
- The Endurance Committee is putting in a funding proposal to get their officials qualified covering travel and course costs. Will be seeking funds from EA and also from the QERA fund.
- The implementation of the loading of the temperatures into the FEI app was a little problematic to start with but it seems to be going a little smoother now. Temps need to be loaded daily, not all in one go. People had to travel away from the ride base to enter the temps as there was no coverage at the base.
- The EA have got a lot of new staff now and there is quite a bit of work being done on their processes and procedures. Sounds like they are tightening up a lot of items.

- Access to a Learning Management System will be available soon for EA members. They are sharing this with Sports Australia. Material will be added on the drip feed.
- Jill and Victoria are working on the MOU and it is currently with the legal team. The final draft will be sent to us for comment. I've raised the issue of some of the changes that we want to see included. We can mark up the document, when it is received to include these. Timeline is likely to be having the new agreement in place and kicking off on the 1st January 2023.
- Killarney ride application was rejected by the FEI. Sounds like there was some difficulties with the rules not being followed and the FEI being really strict on meeting deadlines. There will be no leniency for rides not being applied for by the appropriate date (August). In the end the ride was cancelled due to flooding.
- New transfer up program for courses with online courses for national endurance judges and officials to get their FEI qualifications (this was in the FEI newsletter that was forwarded on 15 April 20 you all)

Discussion

Noted that the Affiliation Agreement is being reviewed with the aim to implement for 2023.

Logbooks and changes required to fit with FEI requirements is more complex than at first thought. AERA needs to consider the logistics and cost of changing logbooks that will be for all logbooks but of relevance to only a small number of members. FEI requirements include vaccination records, including EI and lab health test results. They will accept the logbook serial number and will require something similar to an FEI stamp and signature option.

Suggestion of an options paper to present to DAs for their comment. This would include a clear rationale for what we are trying to achieve. Noted that the original request for this did come from the EAEnC. AERA has autonomy in running the sport of endurance, but we are also looking for solutions and to assist those members who do want to do FEI. This would reduce some of the cost and perhaps encourage more people to get into FEI.

Action

To go through the responses and implications and forward to MC and Delegates with option to have a specific topic meeting, including Sonia to discuss this.

14.11. Governance and Policy

No report received

Items outstanding

Report on Strategic Plan – Kim Moir

AERA By-law Disciplinary Action

Review of AERA Constitution

Dick Collyer is Chair of this Sub-committee .

Discussion

Noted that Affiliation Agreements have been signed and returned

Action

By-laws to be forwarded as pdf version to upload to website.

14.12. Tom Quilty Gold Cup

14.12.1.TQ 21

14.12.1 TQ21 Audit Report

- 14.12.1 TQ21 Balance Sheet
- 14.12.1 TQ 21 General Ledger Listing
- 14.12.1 TQ21 Profit and Loss
- 14.12.1 TQ21 Budget for 50 riders 25.03.22

Secretary note – receipt of these reports finalises TQ21 Reporting. They fulfil the requirement to have an audited report provided.

Discussion

Question asked where \$20,000 loans had come from and had these been repaid. Natasha sourced information during the meeting and confirmed that the loans were from WAERA and had been repaid and also confirmed the surplus of \$60,000. Noted that there was a high level of sponsorship and government funding received. There was also no need to hire facilities to support the numbers attending, As advised previously, funds go back into the WAERA assets to continue to support endurance.

14.12.2. TQ 22

- 14.2.2 AERA Tasks Running Sheet
- 14.2.2 Vet list for TQ22
- 14.2.2 CS list for TQ22
- 14.2.2 National Pointscore for 2021
- 14.2.2 2022 TQ Distance Scrolls issued

Most recent minutes of meeting on 15 May and reports had been circulated to MC members and updated budget was received on 21 May and distributed.

Sonia Bonham, Event Director, attended the meeting and provided the following overview of event planning to date.

Nominations – the AERA Online Nomination System opened on 20 May and feedback has been positive. There was some concern about some people not having enough time to book campsites, but stage 2 of camping is being prepared. This has required further water installation.

Budget – was showing a surplus of \$13000 and believe budget is tracking well though nomination numbers will play a big part in that – only 96 as of 21 May. Sponsorship is around \$80, 000 with a significant part of that being locally given. The budget does not include income from the bar and wood. The aim of the committee is to cover costs.

Merchandise that has been pre-purchased has been ordered.

Communication on-site – John Howe has arranged to bring the NSWERA PA system; Jolene Cole has advised on a system called Zello that can be set up to provide real-time communication to mobile phones; FM Radio system is being borrowed from Shahzada.

Rider support – suggestion that two mounting blocks should be provided.

Officials – just sorting out accommodation; vet team stands at 23, with the inclusion of Nadine Allan.

Ride base concerns – this will be difficult if we have wet weather but have tractors on hand to assist if anyone gets bogged.

Discussion

AERA tasks

1. TQ Cup and Buckles – Gerard Bou has confirmed that he is on track to complete cup and buckles for TQ22 and he will arrange for their transport to Tooraweenah. He had also recently advised that recent increases to the price of silver should not affect cost to AERA this year, but there may be an increase for next year as there has been a change of ownership of the company who make the castings.
2. Pat Slater sashes – Sonia confirmed that they have been received.
3. TQ22 Vet Team – list of vets attached and Vet Agreements trickling in with 12 received as of meeting date, including 2 International Vets who have confirmed their registration in NSW; comments re some vets not fully meeting criteria re VGIH and in some cases due to lack of rides and cancellations; Treatment Vet noted that there is no out-of-hours number for the referral hospital in Biosecurity Plan. Tom has been asked for updated plan.

It was noted that there were two vets who don't meet the criteria in the Event Standard, Ashley Greeves and Chris Dowey.

Linda Tanian provided update that Ashley Greeves did a VGIH ride weekend of 14/15 May.

Belinda Hopley spoke of Chris Dowey having a longer history of rides than is in the database and confirmed that he has done a VGIH-ride recently

Both are nominated as DA Representative Vets and Matt Walker has raised no concerns regarding these vets being part of the team.

MC Members noted the lack for rides for some DAs over the last two years and also that there is a protocol in place that is there for a reason, and we must do due diligence.

Consensus that AERA is happy to accept the inclusion of Ashley Greeves and Chris Dowey given the following:

- the Head Vet is happy with appointments;
- there has been significant interruption to the sport due to COVID and extreme weather, that has impacted on vets being able to attend rides;
- both vets' appointments are endorsed by the DA they are representing;

Darien Feary, Treatment Vet, had asked that Biosecurity document be updated to show the on-call number for the off-site referral hospital. An updated version has not been received.

Action

Kim to follow up with TQ22 (Sonia) re updated to Biosecurity Plan.

4. TQ22 CS Team – list of CSs attached and they have started to provide advice on travel etc.
CS Team – no representative has been nominated from WAERA and Tom was going to consider someone to fill that gap. Mark noted that two CSs from TEERA would be in attendance and happy to help out. Sandy Little is on hand to assist with ETS and Bronwyn Cuthbertson and Damien Little will do data entry.
5. AERA Awards – Kerry has confirmed with Jo the national points and distance recipients (list attached) and has started to order awards. Budget was confirmed as being comparable to other years. 2022 Distance Scrolls as attached with 1 x 5000 horse, 7 x 3000 horses, 1 x 30,000 rider and 11 Decade Teams. Also query whether 4 x 10,000 scrolls will be presented at TQ22 – noted that probably three of these people will be attending.

6. TQ Book – all AERA data has been provided.
7. Pat Slater judges to be confirmed – as discussed at February meeting - Jennifer Gilbertson, Stuart Lymbery, Andrew Bailey, Simon Bain, Kristie McGaffin, Meg Wade, Brook Sample, Allan Mackinder (Sonia’s suggestion) – Noni was to seek advice from NSWERA.

AERA is responsible for appointing Pat Slater judges in consultation with the DA. Several of those already listed may be riding, or have team members riding, and could be contenders for the award. Conflict of Interest can be managed on the day and there will be several appropriate people who could be co-opted in on the day.

Kerry Fowler-Smith suggested that we consider Ron and Val Males who will be attending. This suggestion was supported by all members.

Consensus that we invite Jennifer, Stuart, Andrew, Simon and Ron Males.

Action

Secretary to send invites to the five who have been selected.

Linda to ask Jodie Luck to forewarn Ron that invite is coming.

8. Return of trophies – note correspondence from WAERA re Stirling Shields trophy which has now been returned to the DA. Other trophy recipients have been contacted regarding trophy return.
 - a. Standard Unrestricted – SA Team
 - b. Teams Trophy – not presented in 2021 - with Secretary
 - c. Pat Slater – Siobhan Darlow
 - d. Tom Quilty Gold Cup replica – Stella Harbison (also George White Trophy
 - e. Stirling Shields trophy – Nigel Irvine

14.12.3. TQ 23

14.12.3 TQ23 Draft Budget V3 02-05-2022

14.12.3 Minutes of Meeting held on 28 February 2022 (distributed on 07/03)

Report received on 6 May 2022

Please see our initial budget attached and a list of our committee below

TQ COMMITTEE TEAM	Appointed By	First Name	Last Name
Quilty Adviser	AERA	Belinda	Hopley
AERA Management Committee	AERA	Linda	Tanian
DA Management Committee #1	VERA	Kerrie	Gadd
DA Management Committee #2	VERA	Linda	Tanian
Natural Person #1	TQ-CT	Kadence	Bodard
Natural Person #2	TQ-CT	Ashleigh	Van Leeuwen
Natural Person #3	TQ-CT	Louise	Mackey
Nominated Event Director	TQ-CT	Simon	Beard

Secretary notes

Note that date of this event is 30th September 2023, 16 months from this meeting.
Test event is scheduled for 9 September 2022.
Head Vet is Dr Narelle Cribbs and Head CS is Tom McCormack.
Interim event agreement was sent on 17 February 2022 – has not been returned yet.

Budget is based on 250 entries and nomination fee of \$430, camping fee of \$55, Vet Levy of \$20 and swabbing levy of \$15. Error in budget line “merchandise” should read \$18, 000 and not \$100 which would give a surplus of approximately \$45,000 instead of \$27,000 as per budget. Note that hire of toilets etc is only for 4 days. Number of vets in budget is 14, including 2 international vets. Buckles costed at \$350 and AERA is still noted as providing top ten rugs

Note income from swabbing = \$3750; cost of 12 swabs = 2880 approx plus any costs associated with fee to steward.

Discussion

Noted that Linda is listed as an AERA and a DA representative and cannot hold both roles. Linda’s appointment as AERA Rep to the committee had not been formalised.

Motion: 2022/05/ Moved: Dick Collyer / Mark Dunn

That AERA Management Committee appoint Linda Tanian as the AERA Member on the TQ23 Committee.

Carried unanimously.

Note that Linda Tanian declared a conflict of interest and did not vote on this motion.

Belinda Hopley noted that she has participated in 3 meetings and they seem to be on top of everything. Belinda also confirmed that she would be available to attend the TQ23 Test event as AERA Advisor.

Kim noted that budget only allows for hire of toilets for 4 days and people would normally be arriving from the Monday and it can be difficult to move things in once people are on site.

By September, 12 months out from event, we should have received a draft Risk Management Plan.

Actions

Linda to confirm who the VERA Management Committee Representatives are on the TQ23 Committee and noted that one is Russell Robertson.

Linda to forward the Terms of Reference document that had been submitted to VERA for approval to host the event.

Interim Event Agreement was forwarded to the TQ23 and to VERA and has not yet been returned to AERA – Linda to also follow up to have this task completed.

14.12.4. TQ Manual

No report received

Section 5 Risk Management was sent to AERA Management Committee members on 7 March 2022. No comments were received so this has been accepted as an update.

Section 6 & 7 are currently under review and will be distributed for comment.

15. Rule Book

- 15.1. Rulebook Sub-committee report – note that all recommendations have been carried forward to next agenda item as rule changes for a first vote**

The Rulebook Sub-committee report included a number of recommendations for rule changes which were extracted and listed in section 15.2 Motions for a first vote.

The Rulebook SC met on 8 March to consider a significant number of suggestions for Rule change proposals.

1. Review the changes passed for rules 29.2, 47.4 and Table 8 with reference to late departures affecting ride times for novice horses or riders (attached Summary of Rule Changes for 2022 that included these).

This was about making sure novice riders / horses don't game the minimum ride time by leaving late.

The SC recommends / moves that the paragraph below **BE INSERTED IN TABLE 2**

"Minimum Riding Time: the minimum time that a horse or rider must spend on the track – ie from leaving the departure gate/spot to being timed in off the track – to comply with rules 8.6, 29.2 and 47.4"

And then, in each of these rules, insert after minimum riding time" insert "as defined in Table 2"

2. Further feedback re EWS rules

This is about how to deal with a situation where a rider exceeds two EWS thresholds in one go by, say, vetting out 'metabolic severe' and accruing 30 EWS points when on, say, 25 points already. In this scenario they would miss the 30-point mark at which they get a warning letter and go straight past the 45-point mark at which point they get a 'return to novice' letter.

The SC's proposal is that we add clauses 40.5.d and 60.5.d.

'Where a horse / rider exceeds two of the thresholds noted above as a consequence of penalty points imposed at one ride, the consequence shall be that associated with the higher EWS score.'

None of the possible sanctions that may be imposed at any given EWS threshold are mandatory, so the imposition of the higher sanction doesn't necessarily unfairly penalise the rider / horse.

3. Helmet Tagging

AERA Rule 38.1.c. notes that: *'Riders shall wear ... A fastened protective equestrian helmet (when mounted) in accordance with the current international equestrian competition standards.'*

The relevant 2022 FEI standard notes that *'While riding anywhere on the show grounds, and for Driving Athletes and Grooms in the Marathon phase, the use of a properly fastened Protective Headgear is mandatory.'* The SC can find no mention of tagging being a requirement. **(Can any MC member find anything?)**

However, EA does require helmet tagging at its events.

The SC recommends that AERA adopts a watch and wait stance on helmet tagging as it can see some pitfalls, for example, when do the current yellow tags expire? A helmet tagged as compliant may become non-compliant a week later if standards change. How is this managed?

As FEI rides in Australia are affiliated with EA, riders competing in these events will need to have their helmets tagged.

'From 1 July 2022, (helmet tagging is) mandatory for all EA Affiliated Dressage, Driving and Endurance events.'
- EA website.

4. Consideration of the introduction of a change to the age limit for entry to a 160 km ride.

This table details the current age requirements.

27. RIDER ELIGIBILITY

27.1 Table 13 indicates the minimum *rider* requirements to enter each type of *ride*.

Table 13 Minimum rider requirements to be read in conjunction with clause 27.2.

Ride	Minimum rider age in Years ¹ ₂	Minimum Membership requirements	Minimum rider status ³
Introductory	4 ⁴	Day member	Novice
Intermediate	5	Day member	Novice
Micro-marathon	5	Day member	Novice
Mini-marathon	5	DA Intermediate member ⁵	Novice
Endurance <= 120 km	5	DA full riding member	Novice
Endurance > 120 km	5	DA full riding member	Endurance
Marathon	5	DA full riding member	Endurance

1. Age on the *day of the ride*.
2. There is no maximum age for riders.
3. Refer to Clause 28 for definitions.
4. Riders under 5 years of age **must** be accompanied by a minimum of 1 adult pedestrian.
5. Rider must have successfully completed a minimum of 2 *intermediate* rides.

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

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

Is 5 too young to do an 80k ride? A 160k ride?

The SC recommends (moves that) the age limit for entry to 'Endurance rides > 120k' and marathon rides be changed to 8.

5. Review of the rest order Rule noting that ROs cannot be revoked

The AERA MC decided at its November meeting that ROs should not be able to be revoked.

The SC recommends (moves that) this be actioned by adding a clause to the existing RO Rule:

51.6 Once imposed, a rest order cannot be revoked.

Secretary Note – the relevant rule for Rest Orders is Rule 52

6. Review of the Rules relating to allowable distances for non-endurance rides. At present the Rues do not allow a ride of between 60 and 80kms.

This came to our attention after WA ran two rides of 61k, not currently allowed under the Rules as below. At present the Rules do not allow for a ride to be between 60k and 80k.

5. STANDARD RIDE CONTROL

5.1 When the Standard 30 Minute (hereinafter 'Standard') ride control is used, Table 6 provides the:

- a) minimum and maximum total ride distances permitted inclusive of elevations (if any)
- b) minimum and maximum number of legs permitted
- c) individual maximum leg distances
- d) maximum average leg distances over the total ride.

Table 6 Ride distance (inclusive of elevation legs if any) & leg requirements for standard ride control						
Ride	Minimum Total Km	Maximum Total Km	Minimum No. of Legs	Maximum No. of Legs	Maximum Any Leg Km	Maximum Average Leg Km
Introductory	1 km	30 km	1	2	30 km	15.0 km ¹
Intermediate	40 km	60 km	1	3	42 km	30.0 km ¹
Micro-marathon	45 km	Riding days x 25	3	Riding days x 1	25 km	25.0 km
Mini-marathon	120 km	Riding days x 50	3	Riding days x 1	50 km	50.0 km
Endurance	80 km	Unlimited	2	Unlimited	50 km	42.5 km
Marathon	240 km	Unlimited	6	Unlimited	50 km	42.5 km

Should the Rules be tweaked to allow rides between 60k and 80k?

The SC discussed whether 60k was too far for an intermediate event. Members agreed that, as such rides must have at least two legs, there is no need to change this.

7. Any changes required to Rulebook to support the Horse Welfare Position Statement (HWPS) (attached)?

The SC recommends (moves that) we reference this at the start of the horse Code of Conduct, by inserting a clause:

42.1 All persons who are associated (directly or indirectly) with the sport of endurance in Australia, the AERA or a DA shall comply with the principles outlined in the AERA Horse Welfare Position Statement (Appendix X) to ensure the health and well-being of every horse in their immediate care, custody and control at all times.

8. Review of Social Media Engagement Rules (attached in word for convenience)

The SC recommends this be referred to the AERA MC member who holds the social media portfolio this year.

9. Publication of an adverse EADCM finding

The EADCM Rules are silent on how long a public statement about an AAF should be shown and where it will be published.

The motion below was carried at a 2019 AERA MC meeting:

Motion: 2019/11/24 Moved: Linda Tanian / Sioux Reid

That this declaration should be on the AERA website for a minimum period of 12 months.

Voting: For – 15: Against – nil

Carried unanimously

Note this motion applies to this event but may need to be brought to next meeting as a proposed rule change. (??? Don't know what this was about??)

Kerry suggested that annual reporting should include information about whether matters have been dealt with by an administrative procedure and whether there was deemed to be "no fault or negligence".

Part of clause 30.2.1 of the EADCM Rules notes:

'Once a violation of these ECM Rules has been established, it shall be publicly reported in an expeditious manner on the AERA website unless another mechanism for publicly reporting the information is warranted at the discretion of the AERA.'

The SC recommends (moves that) this be amended to read:

'Once a violation of these ECM Rules has been established, it shall be publicly reported in an expeditious manner on the AERA website for a period of 12 months unless another mechanism for publicly reporting the information is warranted at the discretion of the AERA.'

10. Rule 16.5

Rule 16.5 BIOSECURITY states:

a) Every Ride Organising Committee shall complete and implement a Biosecurity Plan, based on the current AERA Biosecurity statement, available to download from: www.aera.asn.au

b) The necessary biosecurity measures, which may include particular horse health requirements, shall be determined by the event Biosecurity officer in consultation with the Ride Organising Committee, the head veterinarian, the event treatment veterinarian, and must be advertised well prior to the event. The necessary measures will vary depending on:

i) the location of the event

ii) the location of the property on which an attending horse is located prior to the event

iii) the location of the property on which an attending horse will be travelling to after the event

iv) any specific requirements of the event treatment veterinarian

v) any specific requirements of the equine veterinary hospital nominated as per 14.1 e) and f).

c) The ROC shall not accept an entry for any horse that is affected by 14.1 e) and 14.1 f) and not able to meet the requirements advertised in 16.5 b)

Rule 16.5 (and parts of Rule 14) has evolved in the last few years to try and incorporate consideration of issues related to Hendra vaccination status. It is the view of some stakeholders that some of the changes are problematic and were made for political reasons. Regardless, 16.5 remains unclear and open to interpretation as to its meaning.

The SC recommends (moves that) that Rule 16.5 be amended by removing all but 16.5 a) and adding a new 16.5 b). The rationale for this is that the balance of 16.5 is included in the event Biosecurity Plan.

16.5 a) 'Every Ride Organising Committee shall complete and implement a Biosecurity Plan, based on the current AERA Biosecurity statement, available to download from: www.aera.asn.au'

and add the following as 16.5.b:

The Biosecurity Plan must contain the following paragraph.

'Certain invasive procedures may not be able to be carried out on some horses. Referral to some external hospital facilities for further diagnostic procedures and treatment must be made in consultation with the

responsible person. Immediate referral may not be an option for some unvaccinated horses originating from known Hendra High Risk areas, or at/from rides conducted in known Hendra high risk areas. Referral may not be an option for some horses on financial grounds.'

(**Bolded words** are changes).

(Comment – the proposed 16.5.b) has to be there otherwise when implementing a Biosecurity Plan 'based on the current AERA Biosecurity statement' ROs could simply omit the principles contained in it.)

This paragraph has been taken directly from the Biosecurity Statement with the highlighted 'some' inserted to allow for the fact that some facilities will accept horses on a case-by-case basis or on the recommendation of the treatment vet. The word 'surgery' has been replaced with 'treatment'. Reference to 'un-vaccinated horses' in the first sentence has been removed to allow for other situations where horses can't be treated – for example, where a poorly behaved horse won't allow the insertion of a catheter. Reference to financial considerations has been added as has reference to consultation with the PR.

The principle here is that 'at risk' (in the main, unvaccinated) horses can be entered but this is done at the responsible person's risk - that is, the responsible person acknowledges and accepts that immediate treatment may not be able to be provided in some circumstances.

We also recommend (move that) that the paragraph above replace the source paragraph in the Biosecurity Statement and that the following paragraph, contained in the Biosecurity Statement, be removed. It is superfluous as it merely restates existing Rules.

'To ensure that all horses attending an event will be able to receive treatment if required, AERA Rulebook S1 rules 14.1 and 16.5 must be implemented well before the event date.'

Finally, the new Rule 16.5 b) and its implications will need to be publicised. The SC recommends that, in addition to the usual Rule change notifications that go to DAs, that DAs recommend to ROCs that relevant information, such as that noted above, be published in pre-ride information for all rides at which treatment decisions may be influenced by Hendra vaccination status.

11. Need to present logbook at a ride

Here is an excerpt from meeting minutes from a 2021 AERA MC meeting.

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.

Add microchipping only?

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.

The SC revisited this matter at its 8 March meeting. One member supports leaving the Rule as is and two members support a change as per the final version of 50.3 above.

The SC recommends that motion 2021/08/14 be brought on again in order to initiate a discussion on a possible rule change.

15.2. Motions for rule changes - first vote

Eight rule changes had been listed for discussion and voting for the first time. It was agreed that discussion of these motions would be held over to the next meeting to allow Division Associations time to discuss with their members. It was acknowledged that this would still allow time for any motions that are approved to be implemented on 1 January 2023.

Mark noted that there may also be further review of some of these rule changes from the Rulebook Subcommittee.

Action

Secretary to send out the list of motions as a separate document.

15.3. Motions for a second vote

No rule changes carried forward for a second vote.

16. General Business

16.1. Research Projects – consent and reporting

Jessica Williams had approached NSWERA requesting to conduct research re tying up and to extend her interviews to participants at TQ22.

This item had been discussed in Correspondence.

17. Next meeting dates

17 July 2022 – reports to be due 28 June 2022.

3 September 2022

23 October 2022 TBC

13 November 2022 TBC

18. Meeting closure 4.08 pm

President: Mark Dunn

Signature:  _____

Date: 17/8/2022