



Australian Endurance Riders Association Inc.

Minutes of the General Meeting of Members

Date: 19th and 20th March 2016.

Venue: Ciloms Airport Lodge, 398 Melrose Drive, Tullamarine, Melbourne, Victoria.

MEETING NOTES

Meeting commenced –

Saturday: 9.07am. Closed 6.20pm.

Sunday: 8.30am. Closed at 2.55pm.

1. Welcome by President.

Welcome to the newbies. Important not to harbour any grudges, and we treat each other with respect and say what you need to say politely.

2. Members Present.

2.1 AERA Delegates Present. Melanie Scott (SA), Jessica Aistroke (SA), Ieva Peters (WA), Deb Jewell (WA), Steve Swan (Qld), Gerard Bou (Qld), Kerry Spratt (NSW), Talea Hasko-Stewart (NSW), Simon Bain (NSW), Tamara Atkinson (Vic), Sioux Reid (Vic), Pat Hodgetts (Tas), Pat Lamprey (Tas), Wendy Rand (Tas).

2.2 Visitors. Sandy Little and Bronwyn Cuthbertson (Saturday).

2.3 Portfolio Allocations.

2015 Allocations:

- **Liaison - AERA Webmaster / Chat-Line:** Webmaster (Angus Smith) is a paid position but does need someone from this table to feed him information. Talea Hasko-Stewart.
- **Liaison - National Veterinary Panel:** Simon Bain.
- **Document Library -** Angus Smith, Tom McCormack, Ieva Peters.
- **CS &TPRs:** Gerard Bou.
- **Horse Welfare:** Pat Hodgetts.
- **Medication Control:** Dorte Colje.
- **Constitution:** Kerry is interested in taking this on and will be the contact with John Mullins. Kerry Spratt (Chair), Tom McCormack, Dick Collyer, Steve Swan, Melanie Scott. Probably good to have a person from each state – TBC.
- **Database:** Steve Swan (Chair) and whoever he needs to speak to on a state level.
- **EA-International:** Linda Tanian.
- **Handbook:** Gerard Bou to be the contact. Could use the website for a Q and A sessions. Put a Q and A tab on the AERA website to be submitted to G. The states to re-direct rule book enquiries to the AERA through the website.
- **Strategic Plan** (wait for the new structure/constitution).
- **Facebook:** Liz Rutherford, Ieva Peters and Angus Smith.
- **Media/Publicity:** Talea Hasko-Stewart. TQ – Liz Rutherford.
- **Sponsorship:** Put up an E of I for sponsors for the AERA awards and someone to do it. **Quilty Advisory Panel** - Tom McCormack, Pat Hodgetts, Ieva Peters.
- **Insurance Advisor** – Melanie Scott.
- **AERA/Quilty Awards.** Kerry Spratt.
- **AERA Distance Registrar Liaison.** Deb Jewell.
- **Biosecurity:** Simon Bain.

3. Registration of Votes.

Adult & Junior Riding Membership

	2013	2014	2015	2016	Votes
NSWERA	474	471	520	302	6
QERA	531	537	526	335	6
SAERA	68	59	62	52	1
TEERA	214	249	259	140	3
VERA	171	189	189	123	2
WAERA	141	187	190	112	2
Total	1,599	1,692	1,746	1,064	20

Table includes lifetime members.

4. Previous Meeting Minutes.

4.1 Amendments to Minutes of the General Meeting held on 21st and 22nd November 2015.

Motion 2016/3/01.

That the AERA gift a copy of the TQ2015 Coffee Table book to Liz Rutherford.

Moved: Steve Swan/Sioux Reid. Carried.

leva will get in touch with Louise.

5. Matters Arising from the Minutes (from Action Sheet).

- **Catastrophe Reports:** Send summary to each Division following a catastrophe. Simon to discuss this with the NVP. Pat to send to Simon for the NVP.
- **IVT Forms:** All forms from QERA have been sent to Steve Swan. Pat to get in touch with Vern Berry and explain what she needs.
- **Non-FEI Selection Policy:** G will have a chat with Tom. This would be for non-FEI events, selection and managing international invitations.
- **Vetting DVD:** Luke has done a power point presentation for the vet accreditation which was quite good.
- **Horse Welfare:** G to send Pat the articles from QERA to go on the AERA website.
- **Treatment Veterinarians:** Create accreditation format. Luke to discuss with Brian Sheahan. FEI Course for Vets and Officials in September.
- **QERA Catastrophe:** Steve to speak to Dick to get the IT forms scanned and sent to Pat. Pat would like the IT forms from QERA for 2015.
- **Quilty:** Sioux has approached the AHSA a couple of times and has had no response. Sioux will try again next week.
- **Quilty Buckles:** G has done some research about making a sample buckle. Has been to see Trevor Young. Also has a name of a supplier in the States that could do a better quality buckle. We have enough buckles for the next year or two. The NSWERA State Champs buckles are quite good and were made in China. Talea to bring a sample buckle to the next meeting.
- **Quilty Cup:** has been included on the insurance policy.
- **Facebook:** Linda Tanian has been added as an admin so that she can post updates and information.
- **Chief Stewards:** workshop has been held in WA. It was fantastic. Tasmania and VIC to do a combined workshop. G has asked TEERA and VERA to appoint a CS Liaison and let G know.
- **NVP:** Mel has written to NVP re: mandatory vaccination directive.
- **Micro Marathon:** has been included in the new rules and AeraSpace has been updated.

6. President's Report.

Welcome to the AERA table to our new members. Thank you to our outgoing members, Trenton Huxtable, Brad Dillon and Roy Barsby. I know sometimes delegates come to the AERA table and are conflicted by when they act on behalf of their state and when they act as the AERA.

There are some people who put in endless hours behind the scenes to ensure AERA continues to roll and I would like to thank Steve Swan and Tom Mc Cormack who, in my opinion have gone over and above. Having said that, everyone who comes to AERA is involved in more than one committee and is to be congratulated for their contribution to our sport.

The biosecurity document is elsewhere in the agenda and has been sent to the NVP for comment. We all have to be constantly vigilant with regards to the many biosecurity threats to ourselves and our mighty steeds. To be very clear, this table needs to make a decision regarding the adoption of three-day temperature logs nationally for all endurance and 10 days' logs in certain circumstances. I feel sure QERA will have further news on this debate which will have implications for northern NSW and for example Quilties and FEI rides where there may be horses drawn potentially from a wide geographical area.

UAE – AERA is the national body for our sport and I don't think can remain silent. I think the letter we sent to the FEI was both reasonable and balanced, and it did provoke a response. On that, I take this opportunity to remind you of the confidentiality document you signed coming onto this committee and urge you to think seriously about your sport governance responsibilities before commenting in/on social media about issues in our sport, other than dealing in facts.

The rule book was a huge piece of work completed over 2015, driven by Tom Mc Cormack. I feel we are well placed to move on to our next major piece of work that has been on hold for the last two years. Constitutional review. It needs to be done and let me be very clear, divisions will have to in my opinion let go of their state allegiances and work for the greater good.

Finally, I would like to thank all the retiring AERA committee for their efforts and those continuing also. Sometimes it seems like we only get negative feedback and I for one lose focus on all the great things we achieve. So thank you all for your contribution.

Melanie Scott
President

Discussion:

State opinion and AERA opinion is an interesting concept. We need to be able to make decisions. Sometimes we have an individual opinion and a state opinion. At this table, it's an AERA decision. If you are not sure, you need to go back to the constitution and be comfortable. We are here to represent the sport. Sometimes we have to act quickly and make decisions.

7. State Reports.

7.1 Queensland Report.

QERA has had some upheavals in the last month or so with the SMC losing two members. Mark Grogan our President and committee member Michael Shaw. The SMC moved quickly and efficiently to replace these members and keep focused on the job at hand. Vice Pres, Gerard Bou, moved into the president's role and Chris Nichols moved into the VP role.

QERA had a very good 2015. Financially we did well and actually turned a reasonable profit. Our AGM was well supported in a new day format minus the usual dinner dance and there was no turmoil surrounding any major issues to be discussed. 2015 was on the whole a pretty relaxed year. Our ride calendar was full and rides were well supported.

Again 2016 looks a good year as our ride calendar is packed and we also have the inclusion of 3 FEI events. Hendra is an ever present looming cloud over our ride organiser's vets and members. There is no doubt that this will be QERA's biggest issue running into the future. As a committee we are investigating new avenues and coming up with new ideas to make our immediate and long term future more stable. We must treat this situation with the utmost care as we do not wish to lose vets or members. Striking the balance is not so simple and it will take much more work to have us feeling more secure.

Gerard Bou
QERA President

7.2 Victorian Report.

So far this year we have only had one event, which was a huge success. It was an intermediate and social ride, on both the Saturday and a Sunday. At the same time VERA hosted a TPR training course, and as a result we have gained an extra 15 TPR's, which is fantastic. We had about 130 horses turn up to the event, so plenty of people are preparing for our first endurance event of the system, which is the March long weekend. Our Chief Stewards are looking forward to the upcoming information sessions; we are just waiting for more details about locations.

The VICERA website is up and running, with more and more information being put up. We have been able to process memberships for 2016 via direct deposit, which has had an amazing response. No more cheques!!! VERA are looking at doing a portfolio specifically for keeping vets. The one person will be the liaison, arranging and seeking commitments for rides. As well as that, the portfolio holder will ensure their needs are taken care of, so there are no surprises when the vet turns up at the ride. Simon Thomas and Narelle Cribb have put together a 5 point plan; which includes the recruiting of new vets.

The TQ committee have been going full steam ahead, with a few changes of members, and fundraising/sponsorship going quite well.

Altogether, it is looking like a positive year for VERA.

Tamara Atkinson

7.3 South Australian Report.

New committee consisting of Bill Harbison as president, Melanie Scott, Rachael Barnett, Melissa Bright, Cherie Causby, Bob Masters, Jessica Aistrophe, Maggi Winn, Lainie Ray and Racheal McLarty. There are some new comers, some revivals and the constant rocks for SAERA.

South Australia has a promising calendar for 2016 with lots of new and exciting rides coming up. Our first event will be a two-day training weekend held on February 27th and 28th at Wirrina Cove. Events stretch from the Fleurieu Peninsula, Flinders Rangers, Mount Gambier and everywhere between.

One issue that has arisen from Wirrina is that Wirrina Cove is a control area for Chilean Needle Grass; we are working with Natural Resources Management board of Mt Loftey Ranges and Adelaide to prevent the spread and have protocols in place such as cleaning of hooves and encouraging people to brush their horses' legs prior to leaving the base. The tracks in and out of the base are mowed and will remain mowed during horse events. Natural resources are happy with these procedures and have assured us that events run during winter do not run the risk of spread, so this will not affect the 2017 Quilty. It is just something to be aware of.

Jessica Aistrophe

7.4 Western Australian Report.

WA Endurance enjoyed a very successful year. Lots of rides run and won, and the many new members seem to have had a good year and are preparing to step up to the next stage of their endurance adventures. Our AGM was a success, with a few members of the SMC retiring and their replacements being elected unopposed. We have a new secretary, Michelle Clifton, very efficient and got into the job early and so far is doing a great job. We also have a great new Treasurer in Abigail Bartell. She come to us with a back ground in accounting and bookkeeping, and so far is fitting in really well. Debra Ryan, a long-time member of WAERA and someone that has served on the SMC on and off for quite some time is our Vice President, and then there's me, Deb Jewell, WAERA President. It's an honour to have been voted unopposed to this position. Bring on 2016...

Our 2016 Ride Calendar is pretty much locked in, with a couple of new rides on. Looking forward to getting along to these rides. Our season will kick off with an Intro to Endurance clinic, which is always well received, with lots of info and demo's for the pending new members. A 10km ride is included in the clinic, and is enjoyed by all.

Deb Jewell

Discussion:

Had an Intro clinic earlier this year, which was very successful. The Chief Steward Workshop went very well. We had 13 Chief Stewards attend. Was held at Waroona and WAERA paid for overnight accommodation for all of the CS. Each CS was given a ride kit which contained: copies of all of the AERA forms that they may need, extra pens, clipboard, lanyard and name tag, flash drive (with all forms and AERA rules already loaded), small notebooks.

7.5 Tasmanian Report.

The 2016 endurance season for Tasmania has started on a fiery and smokey platform with much of our beloved natural wonderland ablaze since mid-January.

Trenton Huxtable has stepped down as president of TEERA and AERA delegate, a position he held for 7 years. We recognise and appreciate the time and commitment he has dedicated to our sport.

Life memberships were awarded to Denise Williams and Pat Lamprey for outstanding contribution to our sport of endurance over many, many years.

TEERA has 17 rides on the 2016 calendar including the 40 km mini-marathon and 80 km X 3 day marathon at Easter time. These to be held at the Scottsdale venue for 2018 Tom Quilty.

There has been lots of interest from members planning to compete in the 2016 TQ event in Victoria and already the Spirit of Tasmania is pushed to accommodate floats and trucks on the preferred days of sailing. In Mid-January Dr. Warwick Vale conducted an EA MCP course in Hobart. This was well attended with 3 TEERA, 4 QERA, 1 NSWERA and 1 VERA members as well as other disciplines participating. Hopefully this will relieve the shortage of MCP officials in the short term.

Pat Hodgetts

8. Financial Report.

8.1 Treasurer's Report.

The last couple of quarters have not been easy from a treasury point of view. After struggling a little financially due to the non-payment of due invoices by NSWERA, AERA is now back on track and is close to what could be considered a normal cash flow.

We have now set up our accounting software in MYOB AccountRight, which is a cloud based program, costing us \$45 per month. The program also maintains lists of creditors, debtors, and inventories of everything we have in stock, from TQ buckles to track marking gear, to ride timing books etc. So everything is in the one place.

Our bookkeeper of the last few years, Deb Watson, finished up on December 31st, but is still finalising the 2015 reports with the auditors for us. Since Jan 1 2016 Tom McCormack has been temporarily filling the bookkeeper role, pro bono, whilst we go through the process of getting a new bookkeeper up and running.

Steve Swan

AERA Balance Sheet as of 13/2/16 sent as a separate PDF.

AERA Category Profit and Loss as of 13/2/16 sent as a separate PDF.

AERA Profit and Loss Statement as of 13/2/16 sent as a separate PDF.

Auditors report 2015 sent as a separate PDF.

8.2 Bookkeeper's Report.

States should check the membership reports against the invoices to ensure that they are correct. Division treasurer should communicate with the division registrar to ensure the figures are correct.

8.3 Appointment of AERA Bookkeeper.

Motion 2016/3/03.

**That Deborah Edwards is appointed as the AERA bookkeeper for 2 years (until the end of 2017) based on the recommendation from the AERA President and AERA Treasurer.
Moved: Melanie Scott/Wendy Rand. Carried.**

8.4 TQ2015 Coffee Table Book.

One to be sent to Liz Rutherford. We have 34 left.

9. National Membership/Ride Entry Statistics 2015.

Division	Endurance	Training		Introductory		FEI	Total
		Full Member	Day Member	Full Member	Day Member		
TEERA	776	220	182	27	89	0	1,294
QERA	1,261	524	471	163	405	0	2,824
SAERA	233	96	42	56	211	0	638
WAERA	428	136	175	51	285	0	1,075
VERA	487	141	194	69	151	0	1,052
NSWERA	1,841	333	429	135	671	54	3,463
Totals	6,026	1,450	1,493	601	1,822	54	10,346

10. Portfolio Reports.

10.1 AERA Registrar Report.

Database

Most results I am working on are pre 2005 with a large majority of riders now inactive.

Quilty Scrolls

I already have a list of horse distance scrolls to be presented at this year's Tom Quilty, I would like the cut-off date for this year to be 31/7/16. Any scrolls of distances less than 3000km are available any time of the year and are posted to the applicant. I have included an updated application form with this report for distribution to states.

Honorarium

I would like to renegotiate the amount I am being paid for this work, I would prefer to do the job for less money in order to remain doing it, I have a passion for this work and I am happy to donate some of my time.

Rider Scrolls

I am not sure where AERA sits at the moment with the issue of the 10,000km distance rider scrolls?

Jo Bailey

Registrar - AERA

Discussion:

Deb J has offered to help with the 10k riders and get their records checked. There were some anomalies for the 20k and 30k awards which was pointed out. Deb J pointed out that some of the training rides were also included that shouldn't be. People eligible for 10k awards need to check their records and ensure they are correct. Should be one person from each state be checking their records of their members.

10.2 Website.

Hopefully everyone has had a look around the site, and will have some ideas on where it can go from here, with a new manager. My specific interest is about dovetailing AeraSpace into the AERA website, and remodelling the AeraSpace look, feel and user-friendliness. I have connected Angus Smith and Peter Johnson and am working with them to achieve this.

Steve Swan

Motion 2016/3/04.

That we accept Angus Smith's quote for the development of the AeraSpace website in conjunction with the AERA website. To a total of \$1,450.

Moved: Steve Swan/Deb Jewell. Carried.

10.3 Insurance Report.

I've been happy with the progress we've made with dealing with our new Insurer Newmarket Grandwest. It took a little time gathering all the new paperwork required but we have pretty much got everything in place now. I would ask though that state representatives make sure that their website has all the updated information available to their members. If unsure have them email me on nswera@westnet.com.au and I can forward relevant information to them to upload. To date no Personal Accident claims have been made.

*Kind Regards
Sonya Ruprecht
AERA Insurance officer.*

Discussion:

Change of companies has been a very busy time. Sue Reid found the new insurer easy to deal with. Tamara required clarification that there are no ride limits for day member.

10.4 Hendra Virus.**Biosecurity Committee.**

**AERA Biosecurity Statement (January 2016) sent to NVP and the States for comment.
Sent as a separate attachment as PDF file.**

Discussion:

Simon Bain, Luke Annetts, Melanie Scott and Chris Nicholls are on the subcommittee.

This is a base line document for the states to use. It's not just about Hendra. This document addresses the situation as best as possible. NVP – no comment, so has been accepted. Document has been sent to the states and have asked for feedback. Kerry would like to send the document to the insurer for opinion. Mel agreed, until it gets tested.

Steve said that the endurance biosecurity and measures are the best around at the moment. Shows intent to manage a risk.

What is a Hendra risk zone, also needs to be clarified? We need to have a rule come back for the next meeting to include the Horse Health declaration nationally.

Steve said we need to understand what will happen if a horse is found to have Hendra at a ride. OH&S Legislation will be introduced into every state eventually. The burden of an infected horse concerns everybody at the ride.

Motion 2016/3/05.

That the AERA adopt the AERA Biosecurity Statement document dated 16 March 2016, with the following changes:

- **Page 10 – Biosecurity Equipment List – “complete” is changed to “minimum;**
- **Page 14 – Additional paragraph describing how the Council code can be derived from the PIC number;**
- **Page 4 – dot point 5 – the additional of “no horse health declaration, no ride”.**

As a foundation document for biosecurity for all endurance participants, nationally.

Moved: Melanie Scott/Wendy Rand.

State vote:

Vic – yes, Tas – yes, WA – abstain, SA – no, NSW – yes, Qld – yes. Motion is passed.

Action item: we expect the states to adopt the horse health declarations. New document to be circulated as soon as possible.

10.5 Equestrian Australia - Endurance Committee.

Horse Welfare – Group 7

The on-going horse welfare issues in Group 7 continue to require further intervention by the FEI. The Endurance Committee, in conjunction with the EA have undertaken the following actions:

- *Two further letters to the FEI have been submitted expressing our concern at the ongoing rule breaches and lack of improvement in horse welfare. These letters also expressed support for the FEI and its continued involvement.*
- *A meeting was held with Brian Sheehan to get an update on actions being implemented following the temporary suspension of rides.*
- *A meeting was held with the AERA and SMC Presidents to discuss the situation and to gather further suggestions on additional actions that could be implemented*

Despite reports to the contrary the Endurance Committee has not yet made a decision on boycotting the World Endurance Championships. In fact, it is more likely that Australia will field a team at this event. The main reasons for this approach are:

- *Punitive actions such as boycotting will have little to no effect in terms of improving horse welfare in Group 7.*
- *Attendance and successful completion is seen as setting an example of how to compete and manage horses well.*
- *This event will be considered as a preparatory event for the World Equestrian Games at which Australia will have a better opportunity to meet the Team goals and the focus will be on training riders to compete as a team.*

Appointment of Committee Members

Since the last report the terms of the following Committee members have expired: Linda Tanian, Anne Barnes and Leigh Ann Sample.

Expressions of Interest were called by EA and the following people were elected: Linda Tanian, Anne Barnes and Matthew Walker.

Leigh Ann Sample has been appointed as Rider Representative. Linda was re-elected as Chair of the Endurance Committee. All terms are for two years and the positions will be declared vacant at the end of 2017.

Australian Endurance Team

A lot of energy is being directed into the preparation of the Australian Teams by the Endurance Committee, Selection Panel and Team Management. A selection policy for the World Endurance Championships has been developed and is currently awaiting approval by EA.

Planning for the forthcoming Team Camp, to be held at OSO Arabians in late April is in full swing at the moment. The camp will be a week of training, team building and educational experiences with an attempt to replicate the condition that may be experienced when competing overseas. This will include camping in teams (each of the championship event teams), stabling horses together, training together, etc.

The camp will be followed up by an FEI ride.

Meeting with AERA & SMC Presidents

A teleconference meeting was recently held to discuss the ongoing horse welfare issues in Group 7. This was a great opportunity to have an honest and open conversation and to get feedback. As part of the discussion the Presidents indicated that it would be good to have a regular meeting to be provided with an update on the

activities of the Endurance Committee and to discuss any issues. A regular meeting will now be scheduled – probably on a quarterly basis.

Education for Officials

The Endurance Committee has been working with Trish Annetts (Course Director) and Brian Sheehan (Chair FEI Endurance Committee) to have a seminar run for Officials, Vets and Stewards. This will occur in September at a venue yet to be decided.

EA/AERA Agreement

The current period of the EA/AERA Agreement expire in October 2016 and, according to the terms of the agreement, discussions must be commenced within July 2016. To avoid the long drawn out period of time that it took to get agreement on the terms the Endurance Committee have commenced the review of the current agreement and will provide suggestions on changes required. I would like to invite AERA to commence a parallel review and to provide us with early advice on changes to the agreement that will be required. One of the initiatives discussed that the Endurance Committee would like to include in the agreement is the right for AERA to have a 'seat' on the Committee. This would, initially, be a non-voting position but it is expected that this would mature into full participation at a future point.

Role of Discipline Committees

The following administrative processes have been reviewed and a new procedure will be implemented for the handling of these activities:

- *Letters of No Objection*
- *Ride Date Applications*
- *Approval of Schedules*

These changes are being implemented because of a directive from the EA Board that the Discipline Committee are to take a stronger leadership role in the management of their sports. This is a very welcome change.

New FEI Rules

As part of the fallout from the horse welfare issues in Group 7 there have been some new rules added to the FEI's Endurance Rules. Some of these, such as the Mandatory Rest Period and the new Novice Horse rules have a number of implications for competing in FEI events. The new rules will impact on many riders who may not be used to the longer qualification period that is enshrined in the rules.

Changes to the medication control program have also been implemented resulting in the need for more testing to be conducted at rides. This adds a cost burden and the responsibility for the process has now shifted from the Swabbing Steward to one of the Veterinary Panel.

Linda Tanian

Discussion:

Group 7 – update. A couple of FEI rides have been cancelled this weekend.

Linda called a meeting of the states for updates surrounding Group 7. Should the situation arise, you will be called upon as AERA delegates if we need to make a media release to support outcomes from the FEI. As we have the agreement with EA, we need to support the decisions on an international level.

EA Agreement expires soon. Review of the AERA EA agreement is required. Main sticking point is paying the money. Ieva talked about the history of the agreement and the need to have some control at international level.

Kerry, Mel, Ieva and Talea will review the EA agreement.

Linda has met with the EA chair and they discussed the Hendra situation and will follow this up.

Would like to include in the agreement for AERA to have a seat on the committee - this needs to be explored.

10.5.1 Domain Name.

From: Chris Nichols [mailto:nicko72@gmail.com]

Sent: Tuesday, 19 January 2016 9:37 AM

To: Melanie Scott
Subject: Re: EA

Hi Melanie,

I think AERA should be protecting our sport a little through a trademark. We don't want any break-away groups putting on endurance rides that are called endurance rides. They could do irreparable harm. If AERA could register endurance in relation to equestrian events, then at least they would have to call it something else. Have a look at this video for example,

<https://www.youtube.com/watch?v=cNozaiLeCec&feature=youtu.be>

It is a 40km horse race in the Kimberly, have a look at the little horse being led at about the 6:20 mark. There are no veterinary controls.

I'm not sure what it costs, but I believe the initial application is \$200 or so, and if approved, you then have to pay a registration fee which is for 10 years.

Chris

Discussion:

It's about protecting our "brand" of endurance in Australia. What if another organisation used the domain name or internet address? He wants the word "endurance" registered to the AERA. This is a perfectly reasonable idea. We are OK with this. Get back to Chris and ask him to proceed to ensure this is done. Mel to talk to Chris and ask him to proceed.

10.6 Chief Stewards and TPRs.

SMCs/ROs are now to use AeraSpace to record TPR stewards at rides. No more TPR cards being issued. AeraSpace operators need to ensure that it is kept up to date and include all TPRs, etc. Ieva to advise the states.

10.6.1 Chief Stewards for Accreditation.

From WAERA - Motion: *That Joanna McCord is accepted as an AERA accredited Chief Steward.*

Joanna is a past Chief Steward that has done the appropriate rides and also attended the recent Chief Steward's seminar held in WA.

Motion 2016/3/06.

That Joanna McCord is accepted as an AERA accredited Chief Steward.

Moved: Deb Jewell/Ieva Peters. Carried.

10.7 Veterinarians/Treatment Veterinarians for Accreditation.

From VERA – Motion: *That Dr Carl Barker is accepted as an AERA accredited Veterinarian.*

From NSWERA – Motion: *Dr Nathan Noble, Dr Georgia Ladmore, Dr Natasha Webb, Dr Christopher Stott, Dr Hannah Belling are accepted as AERA accredited Veterinarians.*

Motion 2016/3/07.

That Dr. Carl Barker accepted as an accredited AERA Veterinarian, subject to confirmation that the appropriate course has been done.

Moved: Sioux Reid/Tamara Atkinson. Carried.

Motion 2016/3/08.

That Dr Nathan Noble, Dr Georgia Ladmore, Dr Natasha Webb, Dr Christopher Stott, Dr Hannah Belling are accepted as AERA accredited Veterinarians.

Moved: Simon Bain/Talea Hasko-Stewart. Carried.

10.8 Horse Welfare & Invasive Treatments.

I have received 83 IVT reports for 2015. There were 3 CI's for 2015 - all of which have been fully reported in 2015. Tom McCormack (thank you Tom) has done the analysis of these similar to the 2014 IVT'Ss. See attached.

I would like to make a recommendation to AERA that QERA follow the procedure as requested in previous

correspondence rather than just send a summary of IVT's. The other DA's are responding well and keeping me updated with what is going on in their divisions.

The variation in treatments is interesting eg stomach tubing fluids /electrolytes vs iv fluids. However, it seems to be working and I cannot see that any horse has been compromised by the various treatment regimens applied. The quoted costs involved also vary. In many cases I do not know if a standby vet was called in for treatment or if they were already on the ground and hence "double dipping" re fees and associated costs. In many cases the Rider report has not been included but the most irritating is that the Logbook number for the horse has been incorrect (quoting series number).

I have suggested some additional criteria to Tom to include on the IVT forms and IVT spreadsheet.

Overall I am impressed with the communication and responses of the DA horse welfare representatives and I look forward to working with them in 2016.

Pat Hodgetts

Discussion:

Tom's analysis document was tabled.

Release page 1 for publication. Also the two years comparatively. Needs to be updated to include the fractured shoulder.

10.9 Medication Control.

No kits have been ordered or samples taken since November report.

Revised Post Swab Report form attached, this form now includes a count of the amount of bloods and Urine sampled at an event. I have also attached the Kit order form again. Kit orders will not be placed if the kit order form is not used.

I would like to ask that the State Swabbing Portfolio Holder be the responsible person for collecting Post Swab Report forms, as that person will know who the Swabbing Steward used at an event was. The forms should then be forwarded to me for a National report to AERA.

EA has appointed new NMCO (National Medication Control Officer), Dennis Golden. Dennis and Andrea Webb, Equestrian NSW, are working on a new curriculum for Swabbing Stewards. A Swabbing Steward course and refresher will be held in September, until then, any swabbing Stewards whose accreditation has run out of time, will have their accreditation acknowledged. The new accreditation period will be 3 years instead of the current 2 years.

NSW Racing Analytical Lab is currently the only Laboratory accredited by FEI to analyse samples. The charge for a sample, urine or blood is currently \$200, that amount is charged for both FEI samples and National (AERA) samples although I have been informed that FEI samples are tested more extensively than National samples. This issue should be discussed with EA by a qualified AERA vet who has the knowledge to discuss the details of which drugs are tested for in blood and urine, and which drugs are tested for in FEI samples and in National samples. In my opinion the cost of the analyses should reflect the amount of tests done on the samples, which could lead to cheaper National samples.

FEI has changed their procedures in relation to swabbing and charges. The costs of FEI swabbing is now billed directly by FEI to the RO's, and it is now the RO's responsibility to collect swabbing fees directly from the Riders.

This means that the State smc's are now only responsible for costs of any AERA swabbing done in their respective states.

Discussion:

Pat Hodgetts, Melanie Scott and Sandy Harbison have been working behind the scenes with the kits. We have had no positives since we started using the Racing Forensic Laboratory. We are paying \$200 per test – blood and urine are one sample. Some research being done at the moment. It is encouraged that the MCP stewards take urine samples as much as possible, rather than blood.

10.10 AeraSpace.

The End of Year update went well, with some reasonably major structural changes, most notably the format in which divisional membership entries, and their cross referencing to national parameters is made.

There were also many other smaller changes –

- *Inactive Status parameters were updated..*
- *IT forms have already been able to be entered / saved into the program, and now those records may be printed if required.*
- *The Hide Contact Details facility on CS, TPR and Vet Contact Lists have been tidied up to work more accurately.*
- *The EWS system has had a few changes.*
- *Default time for timeouts to occur at startup has been increased from 30 seconds to 60 seconds.*
- *The logic behind **Rest Orders** has changed, so that if multiple outcomes are given to a person or horse, the longest penalty will apply*
- *In the **Annual Teams** setup, there will now be a choice of whether to include all rides, or endurance rides only.*
- *There will be an error message when doing an update, if the difference between the server and computer times is greater than 5 minutes. The computer time will need to be corrected.*

Ride Management changes

- *The principle of multiple computers working on the same ride that usually happens at Tom Quilties has been re-designed. The right to use this type of ride setup is now determined by security access, which will be gained by contacting the AeraSpace administrator. This will be thoroughly tested before TQ16.*
- *BC - There is now a printable Recording Sheet, printed from the Ride Inputs | AERA BC page.*
- *In keeping with FEI ride structures, FEI Open and Youth rides will now be wholly separate rides, instead of one ride with different riding divisions as we have in AERA rides.*
- *Results display on **Progressive Ride Summary** has been minorly revised.*
- *There is a new menu item – **Extra Ride Reports** – that contains reports used for specific rides, like Tom Quilty, or marathons.*
- *The logic behind the Ride Check report has been revised, in particular in regard to false messages regarding novice times, that had been incorrectly included.*

There have been changes resulting from the new Rulebook –

- i) *In (ride) **Metabolics** the column formerly known as Overall, at the ride hand side of the metabolics table, shall now be called Result. This to reflect the idea that this score (A, B, C, D) is a summary of the previous scores giving a result, and not a score separately determined.*
- ii) ***Riding Weights sheet** – the column ‘Rule’ will change to ‘Min Wt’ and in rows below display the relevant division’s minimum weight - HW – 91kg; MW – 73kg; LW – None; Junior – None.*
- iii) ***Riding Weights – Riding Divisions***

<u>Riding division</u>	<u>Criteria</u>
Heavyweight	All-up riding weight of 91 kg or greater
Middleweight	All-up riding weight of 73 kg or greater
Lightweight	No minimum weight
Junior	Riders who attain the age of 17 years or less in the year of the ride.
<i>Junior riders shall only enter the junior division and there are no weight restrictions for junior riders.</i>	

These are the new weight rules. There are only minimum weights and then only for MW and HW. There are no maximum weights for any division. So – all juniors can be any weight at all. LWs can be any weight – so a 120kg HW can logically ride in LW. MWs can be any weight of 73kg or greater – so a 120kg HW can be MW too. HWs can be any weight of 91kg or greater.

Note: The weight formulas for BC will remain the same –

Junior – no upper limit

Lightweight – 72.9 kg

*Middleweight – 90.9 kg
Heavyweight – no upper limit*

iv) Ride Distance Increments

New Rule –

For all rides, the distance of the ride shall be published and credited to the nearest whole kilometre with no decimal points permitted.

v) *The Responsible Member field in Ride Entries has become Trainer. Application when doing ride entries is the same as before.*

Steve Swan

10.11 AERA Handbook/Rulebook.

The AERA Rulebook Sub-committee has completed the task assigned to it with the new Rulebook now effective as at January 1st 2016.

The new Rulebook has been printed and is currently being distributed to Divisional members throughout Australia under the supervision of Steve Swan.

The final version of the Rulebook was available electronically on the AERA website from mid-January and social media sites were advised of this fact.

The draft Rulebook was also available for public viewing and feedback since May 2015 and then updated in November 2015 with the final version updated in mid-January 2016.

It should be noted that several submissions were received and most of the submissions did result in some degree of change.

I would particularly like to thank the members of the sub-committee, Dick Collyer, Pat Hodgetts, Gertraud Norton, Melanie Scott and Steve Swan and in the early stages Sandy Little. This group dedicated considerable thankless hours in an effort to improve the management and administration of our Sport through a more definitive, less ambiguous document and I personally believe this has been achieved.

*Tom McCormack
Chairman*

10.11.1 Oops.

The rule from the old rulebook R5.6 -

*A rider in the Youth Division of an FEI Ride will not receive National Points / kilometres unless they are 18 years or older in the year of the ride and weigh a minimum of 73kgs i.e. no National points / kilometres for Lightweights and Juniors. **Note: this rule does not apply if an AERA Lightweight and AERA Junior division is held at the same event.***

...was inadvertently left out of the new Rulebook. It needs to be discussed / approved / re-instated.

Discussion:

This came up because a few weeks ago a question arose about running an FEI ride. Ride was subsequently cancelled. Steve recalled the rule and asked if they were aware of the rule. It is an omission and not a change and needs to be in the rule book. To go in the document that Tamara does that goes to the states. Change the document on the website that is downloaded. Also put a notice on the website that the electronic version will be updated and takes precedence over the paper copy.

11. Tom Quilty Gold Cup.

11.1 2016, Lexton, Victoria.

Final works on the vet ring are underway and the camp layout has been planned. The further most camps are under five minutes' walk from the Vet ring.

The course is set with only minor tweaking to be done. Detailed maps are being produced and will be available via

the website.

Accommodation for Vets and officials has been reserved. Some on-site, but most fifteen to twenty minutes drive.

The Chief Steward should have had a site inspection by this meeting and that will confirm our site plans.

We have had two additions to our committee. Catherine Hayes is the sister of the property owner and is working with the sponsorship team and will help with the website. Shannon McNamara has taken over as treasurer and comes from a bookkeeping background. She is also a horse rider and has just started in the sport.

The sponsorship fishing cruise is really starting to fire up with some early commitments and a lot of ideas in the pipeline.

We have finalised our bio-security policy and this will be published on our website. Head Vet Narelle has raised no objection to the policy. At the time of writing I am waiting for a reply from Ian Palmer re acting as treatment vet.

In conclusion things are moving with most of the foundations in place, work is needed on details, but it is coming together.

Sandy Little

TQ2016 Biosecurity Plan sent separately as a PDF file.

Discussion:

Sandy and Bronwyn attended the meeting from 2pm, Saturday 19th March 2016.

Site has been secured in writing. Because the venue is rural zoned and it is a public event, we needed a public entertainment permit for that weekend. We have 20 vet lanes. Vet registration needs to be sorted.

Tamara has asked if the AERA has a business plan for the Quilty? VERA is creating their own business plan, and would include the TQ. AERA has a budget template and the Quilty events standard. Could change the Quilty manual to the Quilty business plan.

Calendar of Events: Selected hours to allow horses to arrive to the site. Biosecurity check prior to horses being allowed to enter the site. All horses to be on site by Thursday evening. Main marquee will be used for the AERA awards. Presentations could be with horses in hand.

Website: course graphs, leg lengths, hold times. This is being done at the moment. Biosecurity stuff to go up, vaccination status and what that means as far as treatment goes, refund policy, process of the entry into the site. CS and Vets – do you need more than one from each state? Will probably need more vets and CS from each state. States will be required to send an extra CS and vet.

21 day temperature log to be done, including whilst in camp. In case of lockdown for Hendra, vaxxed horses will be allowed to leave. Others will be forced to stay until clear.

Treatment Vets – is this sorted. Ian Palmer has agreed to be the treatment vet. Robyn Mather will not treat unvaccinated horses, so had to change. Ian Palmer is from Qld and is a good treatment vet. Sandy has already had discussions with Ian about setting up the treatment hospital. Ballarat Equine Clinic is not far. They won't treat unvaccinated horses. Continue discussions and the biosecurity arrangements. Simon Bain is also available to join in the discussion.

Internet access on site/Facebook/AeraSpace: Liz Rutherford is going to be there. At the least we can get a satellite dish in and Liz can get access to it for the duration. Telstra are not being very helpful.

The Quilty Committee are not a subcommittee of VERA. Started off with \$16,000.

Thanks to Bronwyn and Sandy for attending the meeting and all of your hard work.

11.2 2017, South Australia.

After a lot of discussion and research, Worrina Cove has been chosen as the site for TQ17. The date chosen is 7.7.17 (2 days before the full moon)

The ride base is Worrina Cove Holiday Park, owned by Ben and Holly Taylor. Hire of the Ride Base is \$25,000. This amount is needed to cover a complete top dress and restoration of the surface of the Park to the original high standard. Hire includes all water and power, use of the shower block and toilets, Ride Secretary rooms, the renovated woolshed, oval and 11 self-contained cabins that can sleep 3 or 4 people. These are ideal for Vets and Officials on site. We will have a Trade stalls area as well.

Jessica Aistrop has been working hard on the course and we will have it complete ready to trial at our State Championships for 2016 on June 24.

Paula and Tony Van Eck designed the SA Quilty Campsites in 2004 and 2011 and have agreed to do it again for 2017. They have inspected the Park and are confident we can make it work. At the moment we are considering a

slightly separated area for horses from Hendra areas (still close to the Vet ring however). This situation will be discussed and revised over the coming months. We have sheds available, separate from the camp, to use for the Vet Hospital and Quarantine area.

The Committee is comprised of:

Jean Sims – Event Director

Mel Scott – Course Director

Jess Aistrope – Course Design

Tony and Paula Van Eck – Camp Directors

Jodie Luck – Sponsorship

Jody Smith and Lainie ray – Merchandise

Lesley Cartwright – Treasurer

Ingrid Iedam – Secretary

Rose Ross

Murray Peal

Dr Lidwein Verdegaal – Head Vet

Chief Steward assistant – Dorte Colja

Chief Steward – Sandy Little has been approached and is considering it.

Jean Sims

Event Director TQ17

Update: I recently spoke to Sandy Little and he has agreed to be our Chief Steward for TQ17. He will also be Chief Steward for our State Champs on June 25/26 being run over the Quilty course at Worrina Cove.

Updated budget sent separately.

Discussion:

AERA to nominate Head Vet, Treatment Vet and Chief Steward.

Motion 2016/3/09.

That Lidwien Verdegaal is appointed as the Head Veterinarian and Sandy Little as the Chief Steward for the Tom Quilty 2017 in South Australia.

Moved: Jessica Aistrope/Deb Jewell. Carried.

Treatment vet still needs to be appointed.

Quilty Agreement needs to be signed. Work to get this sorted prior to the next meeting.

11.3 2018, Tasmania.

As mentioned in the TEERA report, track maintenance has commenced. Upgrading the ride base facilities is also being done. TQ course is being used for the 2016 Eastern marathon.

12. AERA Constitution.

Kerry has agreed to be involved with this portfolio.

The AERA members are the people sitting at this table. General membership are not members of the AERA. We need to re-align the divisions with the AERA and that our processes and documentation is correct. By-laws would accommodate the disciplinary process, Quilty events, etc. and don't need to be written into the constitution.

13. Child Protection Policy.

Discussion:

QERA have had a policy in place for some time. It is basically an EA document that has been used. QERA are reviewing the policy document at the moment. Every state's requirements are different and should be kept up to date. VERA need to address this matter.

14. Rule Changes.

14.1 Rule Changes – Motions for Second Vote.

Nil.

14.2 Rule Changes – Motions for Discussion and First Vote.**14.2.1 Mandatory Rest Periods.**

NVP proposed rules on Mandatory Rest Periods for Horses (November 2015). States were asked to discuss this at their AGMs:

Tassie discussed this – thought the life ban on horses was too harsh. Suggested individual assessment. Grades of lameness vs chronic lameness. If you pass the vet check and get to BC and your horse is lame, shouldn't affect your ride result. Pat to send her notes to Simon.

VERA – wasn't minuted at the AGM but was not supported. Was also discussed at the December SMC meeting. Too many variables at this time. We have rest orders and the EWS.

WAERA – discussed it at length at the AGM and didn't support the motion. Felt that the EWS could be beefed up to further protect the horses.

SAERA – was discussed and not supported.

NSW – didn't discuss it at the AGM, but have discussed it amongst the SMC. Suggested looking at the EWS.

QLD – don't support it.

Simon to advise the vet panel that it generally wasn't supported and that we didn't vote for it. Simon to discuss the EWS and does it need to be updated/reviewed.

15 Correspondence.**15.1 Correspondence Inward.**

15.1.1 Correspondence from Jennifer Thompson: TEERA committee was satisfied that they had been through the court system and no further action should be taken. Outside of TEERA's jurisdiction.

15.1.2 Late Correspondence Inward.

10/3/16 from SAERA (Melissa Bright) re: documentation update regarding court case (Di Kajar). Background information was discussed. Matter is ongoing. 13th April is the hearing.

16. Late Reports.**16.1 New South Wales Report.**

The NSWERA AGM was held at the Windsor RSL on the 6th February and was very well attended with a record number of proxies received and over 100 people going to the dinner dance afterwards.

There were 9 nominations for the SMC, possibly a record, with 110 proxy votes registered with the secretary. The large number of candidates and proxy votes shows that the makeup of this year's SMC was important to the membership.

I am delighted to announce that the following people were elected to the SMC for the next 2 years:

Talea Hasko-Stewart, Belinda Hopley, John Howe, Kerry Spratt & Peter Bice.

Greg Moore
President NSWERA

Discussion:

Financial reports for the NSW Quilty was discussed. Bottom line is \$2,252 profit. That is a great result given the great completion rate. Still outstanding is the cost of the ride bibs that never showed up, which is around \$5,000. DVD discs – the property of NSWERA? Selling for \$30 each. Ieva has one and it is very good. It is noted that there was no AERA logo etc. on the DVD which is disappointing. Adeline is happy to work with the AERA to create DVDs etc. if necessary.

NSWERA had passed a motion to withhold AERAs outstanding monies due to the outcomes of AERAs actions taken regarding the Northern Rivers Zone. AERA were never advised and no explanation was given. The ramifications to NSWERA could have been disastrous, and could have included disaffiliation and

withdrawal of insurance, access to AeraSpace, inclusion in national point scores, etc. AERA is very disappointed and concerned with this action. This matter was discussed at the NSWERA AGM and was addressed. Shouldn't happen again.

17. General Business.

17.1 Other General Business.

- Kerry: training on AeraSpace: Do we expect ride committees to verify the membership of trainers and the person responsible? And if so, are we going to provide training? New forms etc. require the PR to be a member. AeraSpace needs to be updated to ensure that proper memberships have been done and are current. Steve has changed the ride entry page it now says trainer and asks for a membership number. Responsibility lies with the CS at the moment. How will they know? Trainers Declaration? It is the CSs responsibility. Steve will have a look at the program to refuse trainers that are not members. Membership list can be supplied to a CS prior to the ride for verification.

18. Meeting Dates 2016.

16th and 17th July 2016.

19th and 20th November 2016.

Apologies in advance for the July meeting from Tamara Atkinson and Pat Hodgetts.