

Minutes of the General Meeting of Members

Date: Saturday 3 August, 8.30 am to 6.30 pm.
Sunday 4 August, 8.00 am to 3.00.

Venue: Quality Hotel Melbourne Airport, 265 Mickleham Road, Tullamarine, Melbourne, Victoria.

1. Welcome by President

Welcome by Peter Bice to all delegates.

It was agreed to allocate time on Sunday morning for discussion on constitution and Biosecurity Statement.

Departures were noted with first departures at 3.00pm; agreement for earlier start to meeting on Sunday morning.

2. Members Present

2.1. AERA Delegates Present:

Peter Bice (NSW) - Chair, Kerry Fowler-Smith (NSW), Noni Seagrim (NSW), Dick Collyer (Qld), Leigh Ann Sample (Qld), Kim Moir (Qld), Stella Harbison (SA), Linda Tanian (Vic), Damien Little (Vic), Sioux Reid (Vic), Abigail Bartell (WA), Sarah Dumbrell (WA).

2.2. Apologies:

Pat Hodgetts (Tas), Mark Dunn (Tas), Jodie Luck (SA).

2.3. New Member:

Nomination received for Trenton Huxtable to represent TEERA.

Motion: 2019/08/01 Moved: VERA/QERA

That the nomination of Trenton Huxtable as a third delegate for TEERA is accepted as in the best interest of the TEERA and of the AERA.

Voting NSWERA - yes ; QERA - yes ; VERA - yes ; SAERA - yes ; TEERA - abstain ; WAERA - yes.

To advise in correspondence that it is important to have continuity of delegates.

2.4. Proxy Votes:

Nil received

2.5. Visitors

Dr Albert Sole Guitart, University of Queensland, attended the meeting from 1.30 pm on Saturday and provided a power point presentation on the analysis of data that has been gathered from the database for horses who have been ridden in endurance rides.

Report titled "Risk factors for lameness and metabolic elimination in endurance rides in Australia" had been provided to Delegates prior to the meeting. Albert spoke to a PowerPoint presentation and advised that this is still early data analysis acknowledging the need to tidy some language and calculations.

Data from AERASpace provided data for over 30,000 participations by 4622 horses from 2012 to 2018. No names of horses or riders were available in the data provided, nor were ride names.

Some issues with data with horses being recorded as having done 40 km legs at very fast speeds probably due to having been withdrawn on track so speed is not real. Decision to exclude any data showing a horse that had competed at over 22 kms per hour as a benchmark for what might be skewed data.

Three groups of eliminations – Lameness, Metabolics (includes Heart Rate) and others. Analysis of data including reference to gender, breeds, distance, state, season, age. Data has also been collated on temperatures, HR and resp etc – some may be used but not yet determined what will be used in final study.

Can look at specific data to endeavor to answer specific questions.

Albert will provide a pdf version of the PowerPoint once changes are made as emanated from discussion at AERA meeting.

Note that post-meeting Albert has suggested that the sharing of this remain as with AERA and DAs until further advised.

3. Portfolio Allocations

Discussion

Jodie Luck removed from Sponsorship Sub-committee on advice from Stella Harbison.

Chairs of other sub-committees to confirm non-AERA Delegate members – Donna Venn and Bill Harbison.

4. Register of Pecuniary Interest and Conflict of Interest

Addressed as arises during the meeting.

5. Registration of votes

Adult & Junior Riding Membership (AeraSpace, 31/2/2018) with comparative figures for 2019 to date.

	2013	2014	2015	2016	2017	2018	2019 (19/07/19)	Votes Ref 2018
NSWERA	474	471	520	495	474	431	394	5
QERA	531	537	526	495	463	480	493	5
SAERA	71	65	76	81	81	84	57	1
TEERA	224	253	260	222	224	232	171	3
VERA	174	191	189	194	209	193	173	2
WAERA	141	187	190	180	159	198	194	2
Total	1,615	1,704	1,761	1,667	1610	1618	1482	18

Table includes lifetime members.

Discussion

Note general decline in membership across all states; TEERA membership may be less due to inaccurate recording of day memberships historically.

6. Previous Meeting Minutes

6.1. Amendments to the Minutes of General Meeting held on 16/17 March 2019

Nil amendments

Motion: 2019/08/02 Moved: Peter Bice/Linda Tanian

That the Minutes of the General Meeting of 16/17 March 2019 are accepted.

Carried

7. Matters Arising from the Minutes – please refer to the Action Sheet

7.1. Newbridge Trophy storage

Newbridge trophy was transported to the Stockman's Hall of Fame in Longreach, following TQ19.

Action

Advice to Stockman's Hall of Fame on requirements for annual updates on trophy re winners and how this can be managed – Kim

TQ Manual to be updated to note location and process for management.

Sioux Reid to seek cost of replacement trophy to advise Stockman's Hall of Fame of estimated value of trophy and to note this on our insurance policy.

7.2. Teleconference options

Action item ongoing since December 2018 as cost of Hot Air Conferencing was increasing.

The GoToMeeting option was used for one meeting of delegates, but most were linked in by phone only so could not appreciate full range of tools.

Sioux Reid reported that a recent use of this technology had worked well while she and Linda had worked on a document review and she had been able to see the changes as they were made.

Peter Bice also noted the benefit of seeing work being done but that it was more complicated to use.

Leigh Ann suggested that we should move forward with this.

Peter Bice raised option of it being used for video conferencing and Linda suggested that there may be issues with band width to support this.

Action

Linda to arrange further training with aim to shut down Hot Air Conferencing by 13 September 2019.

7.3. Hall of Fame

The idea of a "Hall of Fame" to be built to add to website has been on the agenda for some time. It was re-affirmed that it is important to provide recognition and to capture the history of the sport. Discussed that this could reference information provided annually in TQ Booklet.

This to be added to tasks for webmaster.

8. Executive Decisions to be ratified

Financial Decisions

All approved expenditure items as per agenda.

Other decisions voted on by Executive

That funds be allocated to seek further legal advice from John Mullins with regard to questions that have been raised from discussions at AERA meeting in March and by the Sub-committee.

Moved Noni Seagrim / Linda Tanian. Carried.

Motion: 2019/08/03 Moved: Damien Little / Leigh Ann Sample

That the executive decisions are ratified.

Carried

Other Decisions voted on by Delegates (15)

That Andrew Miles (TEERA) be accredited as an AERA Chief Steward - moved Mark Dunn / Kerry Fowler-Smith.

13 votes in favour; 2 did not vote – carried.

That Kristie Rayner (WAERA) be accredited as an AERA Head Vet - moved WAERA/QERA

14 votes in favour; Pat Hodgetts abstained – carried.

That Christina Foot (QERA) and Julia Tanner (QERA) be accredited as an AERA Head Vet – moved QERA/VERA

9 votes in favour; Pat Hodgetts abstained; 5 did not vote – carried.

That John Anderson (WAERA) be accredited as an AERA Chief Steward – moved Mark Dunn / Peter Bice
12 votes in favour; 3 did not vote – carried.

That Olaf Lochtenberg (QERA) be accredited as an AERA Chief Steward – moved Mark Dunn / Dick Collyer
12 votes in favour; 3 did not vote – carried.

That Nick Hamill be accredited as an AERA Head Vet – moved WAERA / VERA
10 votes in favour; Pat Hodgetts abstained; 4 did not vote – carried.

That Gregg Fields be accredited as an AERA Chief Steward – moved Mark Dunn / Peter Bice
11 votes in favour; 4 did not vote – carried.

That Kirsty Nicholson be accredited as an AERA Head Vet – moved QERA / VERA
9 votes in favour; 6 did not vote – carried.

That Michael Shaw be accredited as an AERA Chief Steward – moved Mark Dunn / Dick Collyer
11 votes in favour; 4 did not vote – carried.

That the contribution of Ieva Peters and Steve Swan to AERA and Endurance in Australia be recognised through the awarding of an appropriate gift, to be a plaque including a TQ buckle – moved Linda Tanian / Peter Bice.

12 votes in favour; 3 did not vote – carried.

Discussed by GoToMeeting on 26 June 2019 (refer incoming correspondence)

That AERA agrees in principle to the request from the Canobolas Club in providing a float to the approximate value of \$14,000 as a prize under the following conditions:

- This applies only to the 2019 running of the Bullio Cup event
- The float will be awarded as a draw prize only
- The draw will be selected from successful competitors in all 120km events run at the Bullio Cup
- This agreement is not intended to set a precedent for future events and future similar requests will be subject to individual consideration on their merits as per Rule 20.4

Moved: NSWERA / QERA

Voting NSWERA – yes; QERA – yes; SAERA – yes; TEERA – yes; VERA – no; WAERA – no.

Carried by majority.

9. President's Report

Report from Peter Bice as per agenda.

Report received

10. State Reports

10.1. NSWERA Report

Nil report received

Verbal report received from NSWERA Delegates

- Shahzada planning going well
- Problems with NSW National Parks consents for preparation time – need to list Ride Organisers on insurance policy.
- ETS to be used for Shahzada
- NSWERA SC – no treatments
- Half-yearly memberships have commenced and approx. 20 new members since then.

- Calendar strong
- Couple of IDP matters – problem of finding IDP members.

Report received

10.2. QERA Report

Report from Dick Collyer as per agenda.

Report received

10.3. SAERA Report

Report from Melanie Scott as per agenda.

Report received

10.4. TEERA Report

Report from Blaine Astel as per agenda.

Discussion

Want to focus on junior membership growth.

Transport of horses is an issue that effects all horses

Potentially 20 memberships counted as full members as opposed to day membership.

Report received

10.5. VERA Report

Report from Linda Tanian as per agenda.

Discussion

TQ Committees being under VERA's control to make it easier for ROs to set up to run a TQ event.

Rule to cover running of intermediate and introductory rides during daylight hours – at present this is up to RO and Chief Steward and allows flexibility.

Report received

10.6. WAERA Report (late report received 29/07/2019)

Report from Abigail Bartell as per agenda

Discussion

Ride happening in National Park is a coup – Tracey was able to link to history of graziers using horses in NP areas to muster cattle. This strategy will be used to gain access to other areas.

In process of replacing rider trailer.

Report Received

11. Treasurer's Report

11.1. Report

Report from Sioux Reid as per agenda.

Motion: 2019/08/04

Moved: QERA/ TEERA

That Linda Tanian be added as a signatory for the AERA bank accounts as per the rationale provided in the report on AERASpace.

Voting: NSWERA – yes; QERA – yes; SAERA – yes; TEERA – yes; VERA – yes; WAERA – yes.

Carried.

Note that Linda Tanian abstained from voting.

Discussion

Sioux asked to support request to increase ride fees by provision of projections via a budget for 2020 for the next meeting.

Figures to be provided re income and expenses associated with buckles to provide understanding of paying off investment in machinery. Note discussion in minutes of July 2017 re purchase of machine and software for manufacture of buckles. (SR)

Discussed option of use of machine for manufacture of other buckles. To get comment from Gerard Bou re capacity to do this and potential cost. (KM)

Note that the contract for the bookkeeper is due for renewal at end of 2019. Sioux reported that Deb's work is accurate and timely. An agreement to be written up to formalise the renewal of contract process. (SR)

Correspondence from TEERA re reduction in AERA fees when DAs offer part-year membership. It was noted that AERA's costs do not decrease for a member in proportion to part-year membership. Secretary to respond that AERA will not reduce fees.

**Motion: 2019/08/05 Moved: Sioux Reid / QERA
That the Treasurer's report is received.
Carried**

11.2. Insurance

Note that members choosing to take out PA insurance to date for 2019 compared to same period for 2018:

	2018	2019
<i>Senior members</i>	<i>557</i>	<i>483</i>
<i>Junior members</i>	<i>77</i>	<i>66</i>
<i>Total</i>	<i>634</i>	<i>549</i>

11.2.1. Merger

Note correspondence received announcing merger between Steadfast Brecknock, Newmarket Grandwest and IC Frith & Associates, and business is now known as SUREWiSE.

11.2.2. Claims

There are currently 7 claims open – one from 17-18, two from 18 – 19 and four in year 19 – 20.

Discussion re need for CSs to be vigilant in completing incident reports – need to promote to members the need to complete these forms to support any future claim to insurance.

12. National Ride Entry Statistics 2018. (Source: AeraSpace.)

Data as at 23 July 2019

Division	Endurance	Intermediate	Introductory	FEI	Total
NSWERA	707	443	432	16	1598
QERA	1316	849	452	21	2638
SAERA	123	49	36	-	208
TEERA	209	185	57	-	451

VERA	207	163	85	-	455
WAERA	231	204	197	-	632
Totals	2793	1893	1259	37	5982

Data as at 31 December 2018

Division	Endurance		Training		Introductory		FEI		Total		% variance
	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	
NSWERA	1015	1123	699	732	949	871	32	24	2695	2750	-2%
QERA	1277	1007	1063	846	572	414	26	45	2938	2312	27%
SAERA	190	355	142	146	213	158	-	-	545	659	-17%
TEERA	657	601	259	326	60	87	-	-	976	1014	-4%
VERA	531	483	302	254	127	172	-	-	960	909	6%
WAERA	378	412	302	334	384	287	8	-	1072	1033	4%
Totals	4048	3981	2767	2638	2305	1989	66	69	9186	8677	6%

13. Portfolio Reports

13.1. AERA Registrar Report (Jo Bailey, Kim Moir)

No report available from registrar.

Note late correspondence from Helen Lindsay concerned that multiple requests to correct data have not resulted in correction to data. Jo has advised that this request came in shortly before the Quilty and she will endeavour to complete this task over the next month.

Discussion

Kerry to contact Jo to ascertain the level of work required to catch up on historical data.

13.2. Website (Noni Seagrim, Damien Little)

Noni has provided some recent updates including Honorary Members, to show Biosecurity Statement as "under review", uploaded AERA Rulebook 2019 version and summary of amendments for 2019.

Discussion

Noni has asked if AERA website should have a link to live feed from the AERA Facebook page. No discussion on this but to be discussed again following appointment of Webmaster.

13.3. AERA Webmaster (Noni Seagrim, Damien Little)

Discussion

No progress has been made in appointment of Webmaster.

Position Description for the role had been circulated to all Delegates for review with advice received from Chris Nichols for some additions.

Action

PD to be revised by 9 August 2019 and calls for expressions of interest for the position to be promoted on Facebook and websites by 16 August, to close by 30 August – panel of Noni, Damien and Linda.

13.4. Facebook (Sioux Reid, Noni Seagrim, Jodie Luck, Jane Radny, Ieva Peters)

Report from Sioux Reid as per agenda.

13.5. AeraSpace (Linda Tanian, Damien Little, Steve Swan Anita Fortsch, Tom McCormack)

13.5.1. Database

Report from Linda Tanian as per agenda

13.5.2. Electronic Timing System (ETS)

Report from Tom McCormack as per agenda.

Discussion

Linda spoke to both reports and highlighted items:

- End of year enhancements to be planned so that large enhancements would be brought to the AERA table first due to cost.
- Working on communications to DAs around new processes and access to a designated email that is available to all members of the sub-committee.
- Steve ran an initial training for the Horse Welfare team; aware of need to ensure that information is going out; looking at options for the database to generate Early Warning letters and for members to access their own record via a unique password. This would tie in well with other planning around on-line nominations for example.
- There were a few changes made for TQ19 – better access to public viewing from devices so people can track where their horses are – this is still dependant on adequate bandwidth being available – people were dropping out before they could see anything. Two antennae had been set up – one dedicated to ETS and one to improve external access; this does access within 200 metres and tends to be in “Line of vision” access. There is still an issue about having network access.
- Appendix 1 re on-line nominations is proposing our own system which can generate income. Discussion re Manehub (now Equinoms) and whether this could be used – question of whether the cost of developing our own system vs a small fee to use their system has been compared. Initial proposal from Mindy to link her system to allow it to link to the database was rejected. Linda happy to talk to Mindy to discuss options – discussions have occurred with Nominate.com and Trybooking but acknowledging Mindy’s understanding of endurance. Linda noting the need to maximise the opportunity to develop our own income stream and using this. Another benefit of using our database is that any changes are integrated with nomination system rather than having to have external provider update their system to match ours. Noting there will always be a charge for any financial package.
- Sub-committee commended for moving forward with this and Linda acknowledged that Steve is still willing to contribute to ongoing development.
- Linda spoke about co-opting another member to the sub-committee as one member has not been available. There is no pecuniary benefit to this, so members invited to talk to acquaintances who might have the skills to contribute to this work – needs to be the right person – need time and ability to contribute to discussions about ongoing development without necessarily requiring technical skills.
- Appendix 2 re enhancements to ETS – application for funding by Michael Shaw has been successful and \$10, 000 has been granted to updat the ETS. This will be managed by Nth Burnett. Peter Johnson has been looking at some of the issues that slowed down reporting from TQ19. The system needs better coding methods and as more transactions are required, we will run into this more often. We need to fine tune the coding to make it more efficient.
- Ongoing investigations into other options that will improve the functioning of the system.
- Discussion re access for riders and support team to real time information about horses – a want that would have been available by leader boards and strapper calls. Launch of Progressive Ride report was hindered by repeat requests and this is now restricted.
- Process to provide access to new users. DAs should have someone who is local contact point for these requests which will be approved by Exec before forwarding to Sub-committee who will approve and advise person and DA that this has been set up. This process will be communicated to DAs and a review of current access levels is on the list to do. Kerry asked that those who have “registrar level” access should be reviewed immediately. A list of all people with database access can be made available by someone who has admin access – Adam Garvin, Linda Tanian, Peter Johnson, Steve Swan, Damien Little and Tom McCormack.

- Discussed requirements for Confidentiality Agreements – ROs can't access any information that is not already available to them through ride entry forms. Most others don't have current confidentiality agreements.

13.6. Chief Stewards and TPRs (Mark Dunn)

Report from Mark Dunn as per agenda.

Discussion

Work done by Mark acknowledged.

Form that has been developed is not yet finalised. It was noted that it is not yet being used.

13.7. National Veterinary Panel (Mark Dunn, Matthew Walker)

Nil report received

General discussion about how the NVP came to be and its purpose.

Originally set up as a means of facilitating discussion between vets from across the country before emails and chatlines existed. The concept of a meeting at each TQ was supported by at least one vet being there from each DA. It was noted that the group had been very active in contributing to the Rulebook issued in 2016. Most communication seems to occur via the vet "chat list" which can continue.

There had been a need to standardise vet approaches and treatments at endurance rides

Pat Hodgetts had offered some suggestions in revitalising this group including a new name to better suit the purpose of the group; review of Terms of Reference; need to include vets with less endurance experience with ones who have been involved in the sport for a longer time to share knowledge and experience; need for DAs to be more pro-active in nominating Honorary Vets and not just allowing one to be that representative from year to year; option for each DA to nominate a non-vet member to the group – possibly the Horse Welfare person.

Action

Terms of Reference to be reviewed by sub-committee of Pat (chair), Mark and Stella to bring something back to November meeting.

13.7.1. AERA Veterinary Accreditation

13.7.1.1. Accreditation of Vets

Intra-meeting decisions to accredit vets resulted in 7 vets being approved for accreditation by AERA.

WAERA Kristine Rayner, Nick Hamill

QERA Katie Collins, Brianna Pownall, Christina Foot, Julia Tanner, Kirsty Nicholson

Discussion

Forms from WAERA and QERA that are used to advise on vets recommended for accreditation were circulated to Delegates.

General satisfaction that information that is being given is adequate

13.8. Horse welfare and Invasive Treatments (Mark Dunn, Linda Tanian and Jo Hamilton-Branigan)

13.8.1. Report from Linda Tanian as per agenda

Discussion

The Position Statement was presented to Delegates and discussed as an overarching statement of our hopes and aspirations regarding Horse Welfare. This is based on EA's statement and covers all areas of a relationship with a horse in competition; it is supported by AERA rules and can't be too prescriptive.

Aware of need to improve the process of storing information about horse treatments and the process to inform AERA about Horse Catastrophies.

Action

Document to be forwarded to all delegates to review and send back suggestions for improvements.

13.8.2. Horse Catastrophies

Information relating to three horses who had died subsequent to participation in endurance events was provided in the agenda.

Discussion

Current process for advising the AERA table about horse catastrophies and outcomes of DA investigations is not providing information as people would like. A standing task of the Acton Sheet is that information is provided to DAs about horse deaths.

Rulebook requires that the AERA President and / or Secretary is advised within 48 hours of a horse death. The matter is then investigated by the relevant DA to assess whether there are any concerns that should be managed as a horse welfare issue and this would be managed by the DA if required.

Concerns are that as the national body, AERA should be informed to consider any changes to procedure that may be required and to manage any media response. Note that President is point of contact for any media response and would provide a general statement that a matter is being investigated.

Not all IT forms and Catastrophe forms are being uploaded to the database so Horse Welfare Sub-Committee are not receiving full information about treatments. Training to HW people and development of PD has been done to improve this.

Three horse deaths don't evidence any trends; NSW have concluded their report and advised that they have assessed the circumstances and that this was not the fault of the rider. Two deaths in Queensland reported as two very different sets of circumstances - one had colic surgery and subsequently was euthanised 8 days later; one was an aged horse with colic that was euthanised post completion of a 40 km ride. The horse who received surgery was competing in an FEI event and paperwork has not yet been provided to QERA.

Action

Add to Horse Welfare Sub-committee responsibility that they access information about Horse Catastrophies and report to AERA at subsequent meetings. Reporting should also include how many treatments have occurred in each division which will be easier to do once all HW people upload data.

CS to forward reports to the HW Officer in each DA.

13.9. Medication Control (Dorte Colja)

Report from Dorte Colja received as per agenda.

Discussion

The rule change mooted by Dorte was discussed with clarification provided that this is because there are so few accredited "endurance" swabbing stewards there has been a need to call on stewards who

are more familiar with other disciplines and who may not be available for the full duration of a ride, thus excluding early finishers or later ones.

Recommendation that CS and HV determine random selection at each ride on presumption that swabbing will occur and consideration given to the option of the CS being advised 24-hours before the event.

Decision to refer this to the Rule Sub-committee to ensure that EADCM rules remain aligned with FEI rules as per our agreement and that consideration is given to how, what may be a timing issue, can be provided for without compromising the integrity of the procedure.

Accreditation of Stewards is still an issue and Dorte is in ongoing discussions with EA to support the accreditation of more stewards. Training opportunities are infrequent so difficult to build numbers.

Capacity to meet target of 2% - VERA and NSWERA were confident that they would meet targets by end of year.

13.10. Biosecurity Committee (Linda Tanian, Pat Hodgetts, Sioux Reid, Luke Annetts, Matthew Walker, Jo Hamilton-Branigan, Bill Harbison.)

AERA Biosecurity for Endurance Events was distributed to Delegates prior to the meeting, with some changes having been made following discussions between Linda and Sioux.

Discussion

Linda spoke to the changes that have been suggested, acknowledging that other Sub-committee members have not yet been consulted.

Initial work on this document has focussed on removal of duplications and of specific references to Hendra as this document is regarded as an overarching statement. This initial review has also sought to standardise terminology to align with the AERA Rulebook and to be realistic with what a Ride Organiser can provide.

A summary statement to refer to individual State requirements – removal of links due to lack of currency.

Jo Hamilton-Branigan and Luke Annetts have confirmed their continued membership of this sub-committee; awaiting responses from

Action

Linda will provide a “clean” copy to delegates to reflect changes discussed which will then be sent to DAs by end of August, with a request for feedback within one week.

13.11. Equestrian Australia – Endurance Committee (Leigh Ann Sample, Louise McCormack)

13.11.1. Report received from Linda Tanian as per agenda re discussions about EA Agreement

13.11.2. Report from Dr Anne Barnes, Chair of EAEC

Discussion

Feedback on rule changes has to be forwarded by 31 August. Anne B advised that the committee has discussed these but no info available about whether any submissions have been made. Concern that rules are being changed to manage a few – and that current rules are not being enforced.

General feeling that proposed rule changes will end FEI n Australia.

Linda to write a letter stating our concerns re weights and leg lengths moving towards faster rides and potentially horse welfare issues. Also, weight may be seen as a welfare issue for riders.

13.11.3. EA Agreement

Process to move forward with this.

Discussion

Leigh Ann presented her thoughts on the way forward for FEI rides and members.

How many members do we have who are EA members? – 58 members as per current FEI register. This is 58 people paying an average of \$300 (\$17,400) for their membership to EA through their state body. There is also the cost of getting a horse to a 1* event - calculated at approximately \$800 per horse. (And the cost to ROs in putting a ride onto the calendar.)

Conversations with other people who might have an interest in FEI rides suggest that people are not really aware of the agreement other than the cost of it. Leigh Ann had sought to develop a list of pros and cons for being affiliated with EA and has struggled to find any justification for the cost of this – other than being the only body who can run FEI rides.

The proposed rule changes to be implemented in 2020 will make it very difficult for riders in Australia to become qualified and harder for ride organisers to run rides

Kerry acknowledged that when the agreement was first negotiated in the early 2000's was so that members could compete as representative teams internationally. Funding from the Australian Sports Commission was also based on the association being recognised by the national peak body. Other groups were interested in running rides and affiliation with EA provided autonomy in running rides. How much of this are we concerned about now?

Leigh Ann suggested that we push back on what is in the agreement and rather than rush to renew we should take time to negotiate. It would be better to put some energy into making it work for EA and for AERA.

Suggestion that we should press for EA to allow AERA logbooks to be used as an adequate record of a horse's participation. Also of AERA provides the EC Committee that would reduce one cost for EA.

There needs to be some good research so it is hard for EA to reject our offer – we are running FEI rides on their behalf.

Action

Discussion with Anne Barnes first; then write to EA CEO – Linda and Leigh Anne to follow up with this.

13.12. Governance and Policy

13.12.1. AERA Constitution

Two documents sent by Kerry Fowler-Smith to be referred to in discussion.

Discussion

Note that documents have not yet been made available to wider membership.

Dick reported that the sub-committee had thought they had revised the draft constitution to include all changes as discussed at the March meeting but this was referred back to the Executive because Kerry was insistent that the legal advice that we had been given did not agree with the model that we were proposing – that was with no delegates providing representation of the members, the DAs, at General Meetings.

The Executive agreed to approve further consultation with John Mullins.

Kerry reported that six questions (worded by Dick with one by Kim) were sent to J Mullins and the response was had been received only 3 days prior to the meeting so had not been distributed.

Kerry reminded the table that the consultation with J Mullins was about the structure and about the Constitution reminding everyone that the only members that AERA has jurisdiction over are the people sitting at this table and that has been a problem in the past when AERA sought to discipline a member.

Answers provided by John Mullin

Question 1

provided two options

Option 1 – no delegates and votes cast by MC on behalf of DA Associations at all General Meetings; trying to make all DAs members of AERA so there is a direct link between the AERA and DAs and a link between AERA and Management Committees; rationale referred to the clumsiness of the model that included Delegates.

Option 2 – delegates are the real people representing, and appointed by, the members (DAs) who are entities; number of delegates is proportional to the membership and will attend and vote at general meetings – noted that attendance can be remote.

Response JM

It is hard to understand question 1. There are two levels which operate in all companies and incorporated associations. In this case you are an incorporated association. There are two levels of the organisation. Both of these levels involve meeting and potentially involve voting. These two levels are the membership level and the management committee level. In your case it is proposed to have a largely representative board and therefore it may seem that there is no difference between the management committee and the members, but that is wrong. Each of these levels has the power to deal with certain matters. Option 2 of the question accurately describes the situation. Option 1 is not even an option in my opinion.

In the comments under the heading rationale to option 1 it says "on the other hand I can see many disadvantages: apart from the clumsiness of this artificial proposal, it runs the risk of separating AREA MC from division associations (DA) and the DA members which it is meant to be serving – "exactly what the average enduring riding member does not want."

Whether this is what the average enduring riding member wants, it is how these organisations are structure and absolutely the AREA management committee is separate from the members.

I largely agree with the rationale in relation to option 2.

I can see no way to even draft the constitution where the management committee act as de facto members of the association to the exclusion of DA's.

Question 2

Response JM

You need to have a membership level and if members are not human beings, then you need to have human beings to represent the members. Whether they are called delegates, representatives or any other title it doesn't matter. But inanimate entities need to be represented by real people.

Question 3

Why have delegates if the DA can use MC members to hold proxies?

Response JM

If a delegate wishes to provide a proxy to a third party, be that person a member of the management committee, is a matter for them. The fact that a member of the management committee may be granted a proxy does not change the fact that at that critical moment they are acting as proxy for a member.

Question 4 & 5

Note 15 people going to 8

Response JM

As mentioned previously, if members which are inanimate entities do not appoint someone to represent them, there is no way that you can have a debate or any voting at a general meeting. This is often overlooked by organisations who fail to recognise this. If you didn't put in delegates then DAs/members would be represented by people, it simply wouldn't be strictly correct under your constitution.

Discussion – delegates not clear on the meaning of this response

Question 6

Response JM

If there are no delegates, I don't know how DAs can be separately represented.

Question 7

Response JM

If there are no delegates, I don't know how any general meeting can function, be it a special general meeting or annual general meeting.

The issue of the appointment of delegates as representatives of DAs to present the views of the DA at an AGM or a Special General Meeting was discussed with comments received from all AERA Delegates. It was acknowledged that this was the main issue that had to be resolved to allow the acceptance of the Draft Constitution.

The main requirement fulfilled by the appointment of delegates is that the MC Members, also appointed by the DAs, are not the only people attending general meetings and voting on agenda items. The DAs are the members and MC members are appointed to manage the sport from the national perspective.

Kim – we are appointed by DA now to represent the DA but with a sense of overarching governance.

Linda – two separate structures ensures that MC manages from a national perspective – delegates can hold MC members accountable and could challenge the membership of MC.

Dick – whoever is on AERA are representing the DA and do what the national body is responsible for that is rules, TQs, accreditation of officials, finances and insurance. If any other issues come up they are representing the DA that sent them.

Leigh Ann — the same people or some of the same people will be sitting at this table under a new structure and we will do the same – work to manage the sport from a national perspective with influence from the DA who has put us here – will a change of title change that

Dick – what is best for the DAs is best for the National Association – that is the negotiation game this table plays.

Trenton – as a Board Member, I will still represent Tasmania – naive to think that is not going to happen.

Kerry – have a dream that we can have a National Body to look after the national interest – did have this for a while with MC people who were prepared to look at it as a National Body except for Qld who wouldn't vote without consulting with members. Where are we able to demonstrate a separation of power – put forward notion of judiciary looking at rules and their interpretation; executive – implementing rules – that is the MC who in this case will be the members; legislature – sits here and makes the rules.

Dick – this is trying to apply a governmental analogy.

Kerry – John Mullins responses support the need for two levels.

Dick – this is condemning the AERA MC to being separated from the members and so not directly accountable.

KFS – if no delegates the only people who turn up at an AGM at the MC members who are then voting on behalf of the DAs – same as saying to members “don't bother coming to the AGM”.

Dick – delegates re not making decisions by themselves – they are being directed by members.

Leigh Ann – why have delegates if DAs have already chosen their AERA MC members

Kerry – DAs are members of AERA – inanimate entities so need to be represented – delegates re representing the DAs.

Leigh Ann – concern that we are adding another layer and processes will move more slowly.

Dick – by making DAs members of AERA we are resolving the problem of membership and connection between the two.

Damien – AERA as no power to require a DA to do anything and no guarantee that they would enact anything Response JMee

Kim - JM is saying no way around this so does it have to be the number suggested?

Damien – and who will pay for delegates to attend.

Kerry – next stage will be to develop guidelines / by-laws that will give the process for this.

Kim – all of JM's answers say there is no other way.

Leigh Ann – is it a matter of opinion or has to be?

Linda – at the end of the day, we decide but we have legal advice to say do it this way.

Stella – it doesn't change how things will happen

Kerry – it will separate the functions of people

Stella – delegates can still do what we do

Kerry – 8 people will be doing the same as we do now

Abigail – note that voting on AGM agenda items is generally all done prior to the meeting

Kerry read an email from JM noting the difference between having a members' meeting and having a committee meeting – members are entitled to vote in their best interest – committee members are expected to vote in best interest of AERA.

There are no absolutes with regard to constitutions simply matters that represent good governance. JM has referred to Australian Sports Commission Good Governance Principles. Response JMes

We can have delegates and MC members as same people or MC members can hold proxies for delegates but that is not good governance.

All delegates invited to state their view

Trenton Huxtable – is change really necessary? We have one lot of advice from one lawyer with no other confirmation; we are not in breach of any law. This table is made up of who is here and in the most part we act in the best interests of the sport but I would argue against anything that was not in best interests of Tasmania.

Kim Moir – if this is the only structure her recommends, let's talk about how to make it work; think it is still window-dressing but if it has to be we have to work to make it relevant.

Leigh Ann Sample – we need to consider the numbers in our sport and who is willing to put their hand up; it is onerous on our sport to add more governance; is it possible to move forward and not take his advice? This came about because of one legal issue and that is not a good reason to make fundamental change. He can't understand what happens in our sport; a lawyers advice is just that and the law is to be interpreted.

Dick Collyer - AERA Management committee must operate on the basis of the national interest – that comes from the Divisions, that comes from the members – would worry about a National MC that is being told to go off and make its own decisions. That has not worked.

Kerry Fowler-Smith – what we are operating under now is not compliant with the 1996 NSW legislation and we need to make some changes. The delegates will attend the AGM and any SGM which could be called by the DAs (members). Without delegates, the MC is making decisions on its own performance – not confident that we will get away with current structure continuing.

Noni Seagrim – understand the need for a clear division of power but would hope that the AERA table would always work to consider the needs of all members (DAs). Legally it is good governance to have accountability and clear division of power – was of a similar mind but see that it makes sense. People at the table have a responsibility to be informed and understand the needs of all DAs. This provides a better legal structure.

Peter Bice – sticking point with acceptance of the new constitution is the structure. It's not right that we are saying to DAs to make us more money and then we just go and spend it – that accountability needs to change.

Sioux Reid – the governance model is two things – delegates and Management Committee – hope that the Management committee is in touch from a national perspective to understand from a national perspective. This allows checks and balances – if they are not performing, the MC can be challenged. Having a MC meeting doesn't preclude members from attending but that would not be at AERA cost. 8 people won't be operating without regard to others' views. Good governance says there has to be separation of roles.

Linda Tania – standard process is to separate powers – up to the legal advice that we have and we don't need more – I believe in this structure and understand that this works for some people. But we need to have a different structure.

Damien Little – without the addition of delegates a fundamental piece of the association is missing. This is part of the hierarchy tree with paying members at the bottom, then DAs then AERA MC. Members would pay their own way to get here. Delegates are the representative voice of that member, the DA, and DA would pay for delegates to attend the AGM. If we remove the delegates, we remove the ability of the DA to have a voice.

Stella Harbison – my understanding is that there is an impracticality in having the delegates, but the constitution is outdated and we need to cover ourselves.

Sarah Dumbrell – aware that the current constitution doesn't support actions.

Abigail Bartell – undecided whether this is the best structure and think this may be a marketing issue for AERA – have heard it several times and still struggle to explain it to the DA who sees it as redundant. If we say yes to delegates and to the rest of the draft constitution how do we sell it to the DAs. I hope everyone is separating DA aspirations to national.

Further points

Constitution has not been updated since its adoption in 1989.

Early discussions considered a National Council, but this was voted against in 1974.

Accountability is important

Something needs to change but does it have to be the structure.

Australian Sports Commission provides information on Sports Governance Principles and delegates should refer to page 7 of these which supports what we are being told by John Mullins.

Concern that the added level will slow the processes and concern about getting enough people, though it was noted that delegates could come from current DA Management Committees. Concern then that it could be the same people.

The Management Committee as proposed in the draft constitution is a smaller number so decisions may be made more quickly.

The draft constitution allows MC members to hold proxies so it can be managed this way

Motion: 2019/08/06 Moved: Kerry Fowler Smith/Linda Tania

That we retain the delegate structure in the draft constitution

Voting

QERA – no; NSWERA – yes; SAERA - yes; TEERA – abstain; VERA – yes; WAERA – yes.

Carried by majority

13.12.2. Policy, Strategic Planning, Restructure

13.12.2.1. Child Protection Policy

Generic template was distributed to all DA Secretaries.

General discussion about who is required to have a working with children check. WAERA had sought advice from their Justice Department and were told they had to decide this for themselves.

VERA have considered whether the role may have control or direct interaction with children.

NSWERA have considered roles that have unsupervised direct interaction with children.

This is about risk management and the process of working with children checks is our due diligence to do as best we can to know that people are ok to interact with minors.

The process of nominations must capture signatures of parent or guardian; Ride Organisers must ensure this is the parent or guardian and if they are not available to sign form, Form 36 can be brought to the ride by minor and responsible adult.

Note to DAs that AERA expects that all DAs will have a state-based Child Protection Policy.

13.13. National Ride Standard

Nil report

13.14. Tom Quilty Gold Cup

13.14.1. 2016 – Lexton, Victoria

The final financial report for TQ16 is still outstanding; this has been requested but has not been forthcoming.

13.14.2. 2018 – Scotsdale, Tasmania

Financial report still to be received – awaiting a final transaction to be processed.

13.14.3. 2019 – Queensland

13.14.3.1. Ride Director's Report

Report from Kim Moir as per agenda.

Discussion

Highlights – 31 juniors – great completion rate.

Focused on a culture of positivity, set from the start, and a solution-focussed approach to problems.

Feedback has been good.

Strapping area didn't allow viewing of horses trot out area.

Stella – commenting as a rider – absolutely fantastic! The organising committee seemed to maintain the group. Kim commented on the demands on a committee all of whom were strong individuals with their own particular skill set.

Peter Bice thanked TQ19 Committee for such a wonderful event. This was applauded by delegates.

Issue of second place buckle – as Ride Organiser, Kim suggested that the National Championships should be appropriately acknowledged with all placed acknowledged. RO has paid for 194 buckles and would like that number to include two x second place buckles and 1 x 3rd place buckle will be returned. There will be 6 buckles in stock and one second place. AERA has met cost in the past for two winners' cups. Even with ETS equal placings can occur and riders were allowed to select to be equal. Complicating factor is that next year's buckles may be different, but Gerard has suggested that any changes will be minor.

Linda cited rules that say people who come in on equal placings have to work out the prizes.

Motion: 2019/08/07 Moved: Damien Little / Trenton Huxtable

That AERA provide a second 2nd-place Lightweight buckle for the TQ19 Committee in exchange for the return of the 3rd-place Lightweight buckle in original condition to AERA.

Voting – 12 for; 1 against. Carried by majority.

Because it became apparent that the placing buckles are state-specific, Kerry Fowler-Smith requested that it be recorded that she was now against the provision of an additional 2nd place buckle.

Option to have the state-based buckle to be discussed with Gerard.

13.14.3.2. Head Vet Report

Head Vet Report from Dr Matthew Walker as per agenda

13.14.3.3. TQ19 Chief Steward Report

Nil received.

13.14.3.4. AERA Awards

The AERA Awards seemed to run smoothly with a good audience in attendance. This was in the same venue as the Meet n Greet for Sponsors and Officials and one event seemed to seamlessly transition into the other. The AERA awards were presented by President Peter Bice supported by Ieva Peters.

13.14.3.5. AERA Teams

There were a total of 53 teams nominated; 4 out of 6 teams were placed in the TQ Division Rep Teams which was won by NSWERA; 16 out of 33 teams were placed in the Standard Restricted Team category; and 9 out of 14 in the Standard Unrestricted Team category were eligible to receive badges.

There are still a number of team badges to be sent out to the successful team members and there are 36 badges in stock.

Action

Kim to explore the cost of badges and whether there is any benefit in ordering bulk numbers.

13.14.3.6. AERAspace

Report provided by Kim Moir

Discussion

Peter Bice reported that this information session was well presented and of value.

AERA to look at opportunities to run further education events at Tom Quilty events in the future as an opportunity to bring together members from other States to share ideas.

13.14.4. 2020 – Western Australia

13.14.4.1. TQ 2020 Report

Note that Minutes of Meetings, 14 April and 25 May, had been circulated to Delegates.

Report provided as per agenda covering committee, budget, sponsorship, camping area, strapping area, course, catering/entertainment, merchandise, publicity, biosecurity, officials and vet hospitals.

working with performance horses, including first opinion racehorse work, lameness diagnosis and

Discussion

Abigail Bartell spoke to the report with reference to the aerial map of the ride base, Collie Racecourse, which is a well-used venue by endurance, so organisers know the "fit".

- Camping will be in the arena in the middle of the track and has been mapped out for 100 campsites though has capacity for more.
- The vetting and strapping area will be in front of the buildings with good sight.
- The start includes a sharp turn off the track to access bushland but can't do any other way as agreement is only to use the track in the same direction as racing. Return allows good visuals of horses around the track to finish in front of the grandstand with a good opportunity for a gallop finish.
- Vehicle access for rescue floats eg can be across the track with supervision.
- Canteen area allows for outdoor eating and will be manned by Ride Organisers till Thursday when other caterers will be on site.
- Town is approximately 2 kms from ride base. Collie is approximately 2 hours' drive from Perth- 2.5 hours if towing a float.
- Tote area will be used for office / information desk. Bar will be open from Thursday and area to front of this will have shade and provide a good gathering area.
- Vet Hospital will be a grant-funded permanent structure near the race yards area and access points to this were identified on the map.
- There are two toilet /shower areas on site and this will be augmented by hired facilities.
- The race-caller's box will be used by MC.
- Local SES are organised to man the checkpoints.
- Accommodation for officials will probably be in Collie with an option to have a "tent city" layout if required – it was suggested that bookings for the hotel be made sooner than later due to possible demand.
- No appointment has been made as yet to replace the Event Director or Sponsorship Portfolio person – a meeting is scheduled for this weekend.

General consensus that planning is well underway.

13.14.4.2. TQ20 Budget – sent with delegate documents

A Budget was presented to delegates showing income of \$167, 650, including sponsorship and grants of \$84k and from entries estimated at 115. Expenses were estimated at \$153, 506 giving a surplus of \$14, 144.

Discussion

Suggestion that budgeted completion number of 100 (85%) was probably not realistic based on previous events so expense could be reduced there. Also, vet expense of \$32k will be mostly covered by AERA's commitment to cover cost of Senior Vet Team and expenses for them and DA Representative Vets.

13.14.4.3. TQ20 Agreement, Officials and AERA Delegate

Dr Anne Barnes' appointment as Head Vet for TQ20 had been accepted at the March meeting of AERA Delegates.

Further information to support the recommendation of Dr Emma McConnell as Treatment Vet and Dr Arun Ramachandran as On-course Vet was provided in the report from TQ20.

Peter Bice stated the preference that it was preferred that the AERA Delegate to the TQ20 Committee as liaison from the AERA table, should be a member of the AERA Committee. It was noted that Jane Radny had offered to fulfil this role.

Sarah Dumbrell stated her willingness to be the AERA Delegate to TQ20 acknowledging that this required her to attend TQ20 meetings.

Motion: 2019/08/08 Moved: QERA/ TEERA

That Sarah Dumbrell is appointed as the AERA Delegate, supported by Jane Radny, to the TQ20 Committee.

That Gerard Bou is appointed as Chief Steward

Voting

NSWERA – yes; QERA – yes; SAERA – yes; TEERA – yes; VERA – yes; WAERA – yes

Carried

Discussion re Risk Management / Biosecurity Plan

Minutes from WAERA suggest that a plan similar to TEERA and SAERA will be adopted

TQ20 committee asked to explore options for other referral hospitals

AERA requires that the event is to be open to all eligible horses and members and that a RMP, including Biosecurity is available by the March 2020 – a draft would be good to have at the November meeting. There is concern about the 28-day “out of Hendra area” period suggested in minutes received from WAERA. 28 days is an arbitrary measure and there is no current identification of “Hendra areas”. It was noted that an alternative biosecurity strategy worked for TQ19. TQ20 Committee required to look for an alternative hospital and to provide information on testing that may be required to include all horses.

Appointment of Treatment Vet and On-Course Vet will be decided after the receipt of RMP and Biosecurity

Abigail to provide this feedback and Secretary to formally advise by letter to TQ20 Committee that “in principle, AERA does not support a 28-day quarantine period or any other prohibitive plan” and that the Risk Management Plan, including a Biosecurity Plan, should be available to review at November meeting.

13.14.5. TQ Buckles

Report from Gerard Bou as per agenda

Discussion

Motion: 2019/08/09 Moved: SAERA/ NSWERA

That Gerard Bou be contracted to make buckles for TQ20 and TQ21.

Also that GB be asked to provide a design for a 1000-mile buckle and two quotes for that buckle to be made from sterling silver or alternate.

Voting

NSWERA – yes; QERA – yes; SAERA – yes; TEERA – yes; VERA – yes; WAERA – yes.

Carried

Cost of buckles to TQ20 – discussion at last meeting determined that it would not be less than \$315.

Motion: 2019/08/10 Moved: QERA/ NSWERA

That buckles be provided to TQ20 at a cost of \$320.

Voting

WAERA declared a conflict of interest

NSWERA – yes; QERA – yes; SAERA – yes; TEERA – yes; VERA – yes; WAERA – abstain.

Carried

In discussion about price for buckles, consideration was given to the investment in the machine and software to make buckles and that this is an income stream for AERA, with the cost of silver a fluctuating factor.

Correspondence to Gerard Bou to advise of decisions and to ask for a breakdown of costings.

It is noted that 4 people are on target to achieve a 1000-mile buckle in TQ20 – Alix Jones, Angela Hawks, Debbie Grull and Rowena Robinson.

13.14.6. AERA National Awards

Report from Kerry Fowler-Smith as per agenda.

Discussion

KFS to do some work on application form – suggest close off date for awards/scrolls would be early June.

13.14.7. AREA responsibilities to TQ20

TQ20 Agreement - to sign – awaiting decision on Treatment and On-Course Vets

AERA Team Events – this is the responsibility of the AERA. Need someone to be responsible for taking the nominations and presenting the awards. Team badges to be supplied. Kim to seek quote for buckles depending on cost efficiency depending on number ordered.

AERA Awards – who to organise these and cut-off date for applications for scrolls. Kerry to review form to present at November meeting.

AERA Delegate to TQ committee- advice to TQ20 that Sarah is appointed to this position.

TQ Gold Cup – call for quotes to make the 2020 keepsake cup. Gerard Bou to be asked for a quote to make the TQ20 winner's cup for November meeting.

Other tasks as per agenda to be carried forward to November meeting.

13.14.8. 2021 – New South Wales

Expressions of Interest for a Committee to host TQ21 have been called for and closed. The NSWERA meeting in two weeks will decide and will be advised to AERA at the next meeting.

13.14.9. Tom Quilty Manual – carried over from March meeting**13.14.9.1. TQM 4.1 The Event Standard Draft March 2019**

Document circulated to delegates prior to meeting with suggested amendments and additions.

Report Ieva Peters – sent with Delegate Documents

Some updates to the TQ Event Standards doc to include some of the things that have been identified, including research projects at the TQ.

I have also suggested that the cost of transporting the CS to the TQ from each state is charged to the states proportionally – same as the vets.

I have done “track changes” so you can see the differences.

Linda Tanian has forwarded her suggested changes.

14. Rule Changes

14.1. Motions for a second vote

14.1.1. QERA re rule 20.4

QERA Motion presented at March 2019 AERA Meeting:

That the wording of Rule 20.4 is changed to show a prize value limit of \$5000 instead of \$3500.

Rationale

This is particularly relevant for a TQ event when the replica cup and buckle will be valued at over \$2000 and with other in-kind sponsorship having included saddles in recent years it is easy to reach a prize value of over \$3500. This change is seen to be in line with CPI and inflation.

Motion: 2019/03/20 Moved; QERA / VERA

That Rule 20.4 will read “Cash prizes money is not permitted, and the total value of all prizes and /or trophies awarded to an individual rider must not exceed \$5000 unless prior written approval has been obtained from the relevant DA and the AERA.”.

Motion was passed on first vote and is presented to the July meeting to be voted on for a second time.

No further discussion was noted.

Voting

NSWERA – yes; QERA – yes; SAERA – yes; TEERA – yes; VERA – yes; WAERA – yes

Carried

Change to AERA Rulebook to be implemented from 1 January 2020.

14.1.2. QERA re rule 26.5

QERA Motion presented at March 2019 AERA meeting:

That the wording of rule 26.5 is changed to read:

Dogs must be secured in a structure or on a leash that is attached to a solid structure or a human handler when at an endurance event.

The current rule is:

Dogs must be secured in a structure or on a leash at all times when on ride base.

Rationale

This is a wonderful family sport and we encourage competitors to include their family which does include dogs. However, first and foremost this is a horse event. Uninvited dogs in other competitors' camps and dog fights are becoming very common. Not to mention the unwelcome deposits these unsupervised dogs leave behind.

Motion: 2019/03/21 Moved: QERA / VERA

That the motion be amended to read that the wording of rule 26.5 will read “Dogs must be secured in a structure or on a leash that is attached to a solid structure or a responsible human handler when at an endurance event.”.

Motion was passed on first vote and is presented to the July meeting to be voted on for a second time.

No further discussion was noted.

Voting

NSWERA – yes; QERA – yes; SAERA – yes; TEERA – yes; VERA – yes; WAERA – yes

Carried

Change to AERA Rulebook to be implemented from 1 January 2020.

14.2. Motions on notice for discussion and first vote

14.2.1. NSWERA re Rule 28 and 29 (changes highlighted)

28.1 Every *rider* is deemed to be of novice *rider* status unless the *rider* has satisfied the requirements to progress to endurance *rider* status pursuant to Clause 29.3.

28.2 A *rider* may compete indefinitely at novice *rider* status until they choose apply to upgrade pursuant to Clause 29.

29.3 To progress from novice *rider* status to endurance *rider* status the *rider* shall:

- a) Successfully complete two (2) *intermediate rides* as required in Clause 29.1 c), and
- b) Successfully complete three (3) *endurance rides* in any riding division, and

c) Apply to their respective DA to have their rider status upgraded from novice to endurance status.

29.4 Delete

Rationale

There has been confusion over the requirements for the rider upgrade from novice to endurance resulting in the disqualification of a rider who had not upgraded his status yet rode faster than novice pace. This issue resulted in a complaint to the AERA and many letters of complaint to the NSWERA SMC over the ambiguity and perceived misinterpretation of the rule. These changes make it much clearer for the rider to follow and ensure compliance with the rule.

By changing 28.2 and adding “until they choose to upgrade” advises that they must upgrade to be of endurance status, since this upgrade does not happen automatically.

As 29.3 was read to be all that was required to progress to endurance status, 29.4 appeared to not be part of the upgrade process. Moving this to 29.3 c (and hence deleting 29.4) ensures this is also required to complete the process.

Discussion

This rule change is sought to remove the “may” aspect of the current rule.

28.2 – the wording “until they choose to apply” was changed to “until they apply” to make the intent of the rule change more definite. This change was accepted by NSWERA Delegates.

Motion: 2019/08/11 Moved: NSWERA / QERA

That rules 28 and 29.3 will read

28.1 Every rider is deemed to be of novice rider status unless the rider has satisfied the requirements to progress to endurance rider status pursuant to Clause 29.3.

28.2 A rider may compete indefinitely at novice rider status until they apply to upgrade pursuant to Clause 29.

- 29.3 To progress from novice rider status to endurance rider status the rider shall:**
- a) Successfully complete two (2) intermediate rides as required in Clause 29.1 c), and**
 - b) Successfully complete three (3) endurance rides in any riding division, and**
 - c) Apply to their respective DA to have their rider status upgraded from novice to endurance status.**

29.4 Delete

Voting

NSWERA – yes; QERA – yes; SAERA – yes; TEERA – yes; VERA – yes; WAERA – yes

Carried

Motion was passed on first vote and will be presented to the November meeting for a second vote.

15. Correspondence

15.1. Correspondence Inwards

List of correspondence received provided in agenda

15.1.1. Correspondence Inwards Discussion Items

15.1.1.1. Correspondence from TEERA re AERA Fees

Request from TEERA that AERA consider a reduction in fees from DAs who offer part-year memberships.

This was discussed as part of the Treasurer's report. Response to TEERA that this cannot be done as AERA expenses are mostly on an annual basis and cannot be adjusted to consider part-year memberships.

Secretary to provide response.

15.1.1.2. Correspondence from WAERA re R Jeggo claim for reimbursement

Correspondence from WAERA was tabled noting their disappointment that R Jeggo's request for reimbursement of travel expenses for attendance at the AERA meeting in July 2018 has been refused. This correspondence had been acknowledged.

No further action.

15.1.1.3. Request for approval for use of float as luck draw prize

Correspondence from NSWERA and Canobolas Club requesting approval to give a float as a lucky draw prize to riders completing a 120 km event at the Matar Stables Bullio Cup event in November 2019.

This matter was discussed via GoToMeeting on 27 June 2019 and resolved. Notes from meeting attached as Addendum. Motion from this meeting noted in item 8 of these minutes.

15.1.1.4. Correspondence from EA re Concussion Policy

Equestrian Australia have adopted a concussion policy for athletes and are requesting that this be adopted by all disciplines as a national policy. Example documents were also provided as suggestions for how this is communicated to athletes.

Discussion

NSWERA has adopted as required to secure government funding. It was noted that Ride Organisers or Chief Stewards may not always be aware of incidents that may occur on track with no witness.

Action

Linda and Kerry to present a draft policy to circulate to delegates for discussion at November meeting; also to consider any requirement to mention in the rulebook and addition to CS reports and incident forms.

15.1.2. Late Correspondence Inwards

Date	Late Correspondence Inwards	Action
23/07/19	NSWERA – re change to Rule 28 and 29	Agenda item 14.2.2
	Anne Barnes re FEI rule changes	Fwd to Delegates
	Bob Sample – thanking for Honorary Membership gift	Noted
	NSWERA re affiliation fees for rides held in NRZ	Agenda item 15.1.3.1
	I Peters – thank you for plaque	
25/07/19	H Lindsay re update to data for horse and rider – Jo Bailey to respond	Resolved
	TEERA – minutes and financial reports	Fwd to Delegates
26/07/19	EA re Trans Tasman invite from Equestrian Sports NZ	
29/07/19	SAERA re review of 2018 Financial reports	Acknowledged
	Paul Bryson re TQ19 buckles – positive comments	Fwd to Delegates + G
30/07/19	QERA – fwd member correspondence re biosecurity controls future TQ events	Agenda
	VERA re breach of confidentiality re report in AERA Agenda	Agenda
	I Peters – complaint re WAERA	Agenda
31/07/19	F Braunius – request for duplicate 2 nd place buckle	Agenda
02/08/19	J Randle re allocation of prize for first international rider at TQ19	Agenda

15.1.3. Business Arising from Late Correspondence Inwards**15.1.3.1. NSWERA re dual affiliation fees for rides occurring in NRZ**

NSWERA has asked that AERA assist NSWERA in recovery of fees perceived by them to be owed by QERA with regard to dual affiliated rides occurring in Northern Rivers Zone.

Discussion

Linda Tanian chaired this part of the meeting.

Trenton, Dick and Kerry were able to provide historical information to support this discussion.

Dual affiliation for rides in NRZ had been determined by AERA that they should be dual affiliated so that NSW members attending those rides could have any points taken into consideration for annual awards in NSW.

Kerry made reference to an original agreement in 2001 that had allowed for dual affiliation fees to be administered but Dick suggested that these fees had become null and void when the data base made the recording requirements of the points a less onerous task.

Motion from AERA in 2015 said that any fees should be negotiated between NSWERA and NRZ Ride Organisers.

Kerry advised that some NSW Ride Organisers are suggesting that their ride numbers are affected by NSW members electing to attend rides in NRZ. Dick assured the table that QERA is not charging any fee to dual affiliate rides.

Linda noted that the Rulebook states that the Ride Organiser will pay any dual affiliation fee as determined by the affiliating DA.

Trenton, who had chaired the sub-committee that looked at this issue, recalled that NSWERA had requested that rides in NRZ should be dual affiliated and that members residing in that area could choose to be a member of QERA or of NSWERA.

Motion: 2019/08/12 Moved: Trenton Huxtable / Linda Tanian

That response to correspondence will advise that NSWERA discuss with Northern Rivers Zone Ride Organisers the issue of dual affiliation and any associated fees.

7 votes in favour

6 abstained (NSWERA and QERA Delegates)

15.1.3.2. VERA re breach of confidentiality (ref AERA Agenda reports)

Report received from Dorte re EADCM and included in the agenda, had included information about swabbing that was to occur at a VERA ride. This compromised the process and swabbing had to be cancelled. The agenda has been forwarded to DAs so they were also aware that swabbing was to occur.

Linda advised that her intent in sending this correspondence was to improve the process.

Discussion re what needs to be reported onto AERA. Linda suggested that ride names do not need to be on the forms but Sioux advised that ride names are on the forms when kits are ordered. It was noted that Pat Hodgetts orders kits that are recorded as for "various" rides. Discussion as to whether Dorte needs to know where swabbing is scheduled – suggested she needs this information to follow up with reports and this at least allows us to know that swabbing has occurred and where – useful for the annual report on swabbing.

Report to be de-identified with only the information that needs to come to the AERA table which is suggested to be only how many kits, how many have been sent and how many were blood and urine. Further information may be sourced from Dorte to compile annual report.

Abigail noted that when a DA receives an invoice for swabbing the event is noted and this has been useful in the past to ensure correct invoicing.

Results of "clean" samples is posted on EA website showing a number that is unique to each sample; this number is known to the steward and the person responsible. Stewards should check this to ensure that the kits have arrived and have been processed.

Actions

Response to VERA thanking them for raising this concern and note that we are aware of the need to maintain the integrity of the process

Advise Dorte – that no ride names are to be included in the report that comes to AERA.

15.1.3.3. QERA – fwd correspondence from member re biosecurity for future TQ events

QERA member, Gregg Fields, has requested that AERA consider how future Tom Quilty events will be managed with concerns expressed about how any biosecurity restrictions might impact on the ability of all eligible members to attend.

Secretary to respond advising that AERA are working with future groups to manage this.

15.1.3.4. Member re TQ19 equal placing buckle

Floor Braunius has requested that her equal second place in the Lightweight division at TQ19 be acknowledged by presentation of the appropriate buckle.

This was discussed and resolved at 13.14.3.1

15.1.3.5. **Ieva Peters re complaint WAERA processes**

Ieva Peters has written to AERA to advise of her ongoing concerns about WAERA's management of disciplinary action taken against her and the process to appeal this.

Abigail Bartell spoke to this correspondence providing some background to WAERA's concerns with consideration of matters that are ongoing and the efforts of WAERA to resolve these. Abigail also assured that WAERA is aware of the need to work within their constitution and noted that AERA has sought to not become involved in disciplinary matters that are to the business of DAs.

Discussion

Comments from delegates included

- If AERA felt some response was necessary, this would be about reminding WAERA to work within their own rules and procedures and aligned with AERA Rules
- That responses must be aligned with WAERA Constitution and in accordance with principles of procedural fairness
- Concern that this could result in an insurance claim that could impact on all members
- Note advice from J Mullins offering an way of resolving this matter acknowledging that J Mullins is representing Ieva Peters – Abigail also pointed out that other matters have to be considered in any decision made by WAERA
- Encourage WAERA to look at every option that could include seeking support from independent mediators
- Ieva has raised the concern that this could bring the sport into disrepute if it is not appropriately managed.
- Noted that Ieva has sought comment from members of IAC regarding any potential bias but WAERA has decided to refer the matter to another panel, consisting of MC Members who were not members last year when this issue was first discussed.

Abigail asked that this table allow WAERA to work to resolve this.

Abigail Bartell and Sarah Dumbrell left the meeting.

Action

Resolution from AERA Delegates that letters be sent to I Peters and to WAERA

That AERA write to Ieva thanking her for informing AERA and acknowledging the seriousness of the situation; a suggestion of external mediation to be made.

That AERA also write to WAERA, advising that this correspondence has been received and that AERA is confident that WAERA will work through this matter with regard to their Constitution and the suggestion that independent mediation.

Kerry asked that it be minuted that it is desirable that WAERA follow their own Constitution. This comment was supported by Damien and Noni.

Abigail and Sarah returned to the meeting and were advised that letters would be sent to both parties with hope that both parties can resolve this matter.

15.1.3.6. **Jay Randle re allocation of prize for *First International Rider Across the Line* at TQ19**

Jay lodged a protest that at the 2019 Tom Quilty Gold Cup ride, the "First International Rider Across The Line" Award was given to Paul Bidei who had ridden as a QERA member and so was not eligible to be also considered as an international rides according to AERA Rule 32.1 and 32.2.

Discussion

It was confirmed by reference to AERASpace that this award should rightly have been awarded to Meg Sleeper, an American rider.

Debate whether this is a TQ committee responsibility or an AERA responsibility.

The TQ Manual refers to the TQ Committee organising sponsorship of this award if they choose to award this.

Action

Respond to Jay Randle confirming that her protest has been upheld.

Kim to discuss with recipient about where rug is and if it is easily returned.

15.1.4. Correspondence Outwards

List of Correspondence Outwards as provided in agenda.

15.1.5. Late Correspondence Outwards

	LATE CORRESPONDENCE OUTWARD:	
24/07/19	J Mullins – questions re Constitution	KFS
25/07/19	AERA Delegates – agenda etc	KM
26/07/19	DA Secretaries and Presidents – AERA Agenda for August Meeting	KM

16. General business**16.1. Record Keeping guidelines**

Correspondence had been received from WAERA seeking advice on how long to keep documents. A response had been provided by the Secretary reference ATO requirements as well as any insurance or incident requirements and biosecurity information.

Kim asked if we needed to have guidelines for this but it was determined that this was up to each Ride Organiser to be aware of State and Federal legislation regarding record-keeping.

17. Meeting Dates

16 and 17 November 2019

Commencing at 8.30 am on Saturday 16 November, concluding at 3.00 pm on Sunday 17 November.

21 and 22 March 2020 AGM and GM tbc

18. Meeting Closed

Meeting closed at 2.55 pm

Meeting Dates

16 and 17 November 2019

21 and 22 March 2020 AGM and GM tbc

Notes of meeting by GoToMeeting on 27 June 2019**Appendix 1**

Meeting commenced at 8.00 pm AEST.

Meeting to respond to correspondence from Canobolas Endurance Riders Club and NSWERA seeking agreement from AERA to allow a prize of a float, est value \$14,000, as a prize at the Matar Stables Bullio Cup event in November 2019.

Participants in meeting:

Peter Bice, Linda Tanian, Noni Seagrim, Sioux Reid, Kerry Fowler-Smith, Kim Moir, Leigh Ann Sample, Pat Hodgetts, Mark Dunn, Jodie Luck, Sarah Dumbrell, Abigail Bartell.

Apologies:

Stella Harbison, Dick Collyer, Damien Little

Chris Bailey participated in the early part of the meeting to present the case to support this concept.

Chris identified that the concept was to create an event that was exciting and fresh that would appeal to all demographics of the membership and to build marketing to bring people into the sport. Chris referenced the investment at Stirling's Crossing in Queensland and the opportunities that have been created to support youth participation. Chris was concerned that there were not enough "parent age" participants who would be bringing their children to endurance. For young people the sport's image was not fast enough. This concept was seen as creating a buzz about who might win a prize but not in the placings, and to create some buzz that would be attractive to sponsors. The focus on the 120 km events was to encourage riders to move on to longer distance rides.

General discussion highlighted the need to grow membership.

Challenges include

- The small population over the vastness of the country
- The opportunities for rides to happen in areas with smaller memberships
- Crating a prize pool that is broad and can cover all participants
- Capacity to attract significant sponsorship
- The need to create a more spectator friendly sport
- Concern expressed that bigger prizes might put more pressure on vets

Opportunities to come from this

- Building on promotion of sport that has come from Stirling's Crossing
- Strategize to work collectively across all DAs
- Clubs to work together to offer bigger prize pools for completion over multiple events (example of Sth Burnett Challenge, Triple Crown)
- Create a culture that is focussed on encouraging people from other disciplines to try – need to support them through induction and education about managing a horse
- Manehub allows easy methodology to survey participants.
- Ensure that our own representation of our sport is positive - reference social media management.

Chris Bailey was thanked for his participation in this discussion and left the meeting at 8.50pm AEST.

NSWERA has been asked to approve this and had done so as a lucky draw prize open to all completions in the 120 km rides at this event.

Concerns discussed included impact on other events; potential to overshadow events such as State Championships; concerns re “cowboys” who would seek to enter to win a float, but this was negated by need to complete to be in draw.

Kerry said that NSWERA had also considered putting a restriction on the event of 60 bpm within 20 minutes to vetting. Others thought this was up to the ride organiser and would be complicated if run in conjunction with FEI events.

Linda and Kerry both proposed that there should be some measurement of success by consideration of entry numbers, completion numbers and overall attendance at the event. Noted that it would be difficult to compare to last year as no 120 km rides were offered in 2018.

Concern that this may be “the thin end of the wedge” but it was also unlikely that many ROs would be given the opportunity of a float to give away.

Summary

The rationale for offering this is to create more interest in the sport and to encourage riders to enter longer-distance rides by promoting a big prize opportunity for 120 km rides.

The rule book allows this with consent from AERA.

The offer of a lucky draw prize for all who complete, as opposed to a placing prize, reduces the risk of riders driving horses to be more competitive than they are able.

This is a one off agreement to allow this prize at this event and Ros should consider how they can measure the success of this strategy.

Moved NSWERA/ QERA

That AERA agrees in principle to the request from the Canobolas Club in providing a float to the approximate value of \$14,000 as a prize under the following conditions:

- ***This applies only to the 2019 running of the Bullio Cup event***
- ***The float will be awarded as a draw prize only***
- ***The draw will be selected from successful competitors in all 120km events run at the Bullio Cup***
- ***This agreement is not intended to set a precedent for future events and future similar requests will be subject to individual consideration on their merits as per Rule 20.4***

Voting: NSWERA - yes ; QERA - yes ; SAERA - yes ; TEERA - yes ; VERA - no ; WAERA - no .

Carried by majority vote

Secretary to advice Canobolas Endurance Riders Club of outcome.

Meeting closed at 9.34 pm AEST.