

## COACHING NSW COMMITTEE MEETING MINUTES

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Time and Date	16 March 2020
Location	Phone conference
Attendees	Rob Stewart, Brett Parbery, Megan Joerg, Sally Barbera and Sandy Lucas Bruce Farrar (Secretary)

### 1. ADMINISTRATION

#### 1.1 Welcome

With a quorum in attendance, Rob as Chair opened the meeting at 7: 35pm.

#### 1.2 Apologies

No Apologies.

#### 1.3 Conflicts of Interest

As recorded.

#### 1.4 Review of Previous Minutes

The Meeting Minutes from the last meeting on 17 Feb 20 were reviewed.

Motion: to accept the Meeting Minutes from 17 Feb 20.

Proposed: Megan Joerg                      Seconded: Brett Parbery                      Motion Carried

#### 1.5 Business Arising

The Business Arising from 17 Feb 20 was reviewed. All items included in the 16 Mar 20 Agenda.

#### 1.6 Correspondence

None

### 2. GENERAL BUSINESS

#### 2.1 EA Coach of the Month Nominations

Megan nominated Dee McVicker (1 vote):

- Been going for 4-5 years
- Follows EA principles
- Grass roots following

Sally nominated Simon Kale (1 vote):

- Level 3 General
- Involved since the start of the coaching program
- Olympian Pentathlete coach

Rob nominated Colleen Brook (3 votes):

- Hasn't received any recognition to date
- Involved in the coaching program for many years
- True to the EA scheme

Motion: To nominate Colleen Brook as the EA Coach of the Month, then Dee McVicker and Simon Kale in coming months.

Proposed: Sally Barbera                      Seconded: Megan Joerg                      Motion carried

Action: Nominate Colleen Brook as the EA Coach of the Month (Rob by 20 Mar 20).

Action: Develop a formal process, with criteria, weighting and scoring, to select the Coaching NSW Committee nomination for EA Coach of the Month (All by 30 Apr 20).

## **2.2 Coaching NSW Update Clinics**

### **2.2.1 April 2020 Clinic**

The Committee discussed suitable dates and formats:

- Date: 29 Apr 20
- Venue: Hawkesbury Riding Club
- 5 to 6 hour duration
- Presenters: Prue Barrett (\$110 per hour plus \$205 travel) and Gina Haddad \$450 for 3 hours
- Topics: Training for Performance, Mental Skills, Interpersonal Skills, Accountability etc.

Action: Email the Coaching NSW project plan template to Sandy (Bruce by 17 Mar 20).

Action: Develop an Update Clinic Project Plan for review by the Committee (Sandy by 20 Mar 20).

Action: Promote the Update Clinic on the ENSW web site and social media (Bruce by 30 Mar 20).

Action: Promote the Update Clinic on the Coaching NSW social media page (Sally by 30 Mar 20).

### **2.2.2 Jean Bemmelmans Clinic**

Brett advised that he had spoken to Toni Venhaus about having a coaching workshop and masterclass at the 2020 Dressage Nationals. Toni agreed in principle.

Proposed details:

- Date: Friday 16 Oct 20.
- Venue: SIEC.
- Presenter: Jean Bemmelmans (EUR 1,000 per day plus travel and accommodation.
- Morning coaching workshop with Jean in the SIEC Rider Retreat.
- Evening masterclass in the Indoor with Jean.
- Toni Venhaus and Cathie Drury-Klein to coordinate horses/riders.
- Coaches' fee to be about \$150 including venue entry, the workshop and masterclass.

Action: Confirm that Jean Bemmelmans is willing and able to do the workshop and masterclass (Brett by 18 Mar 20).

Action: Confirm with Toni Venhaus that Dressage NSW agrees with the Bemmelmans clinic proposal (Brett by 30 Mar 20).

Action: Explore options to do a digital promo (Brett by 20 Mar 20).

### **2.2.3 Edwina Tops-Alexander and Rowan Willis**

Rob advised that, with the current uncertainty about Covid-19 and the Tokyo Olympics, it is unclear whether Edwina and Rowan will be available to come to Australia.

### **2.2.4 Boy Exell**

Bruce advised that the Tamworth FEI Driving competition is planned for 21-25 Oct 20, which is the same weekend as the FEI World Singles Driving Championship. Boyd's step man may be a competitor, so he is not likely to be able to come to Australia.

## **2.3 Insurance**

Bruce advised that he had spoken to EA and Gow Gates, with the following feedback:

- EA will almost certainly not call for insurance tenders this financial year.
- The insurance underwriting market for equestrian is tightening.
- ESI had lost its coaching insurance underwriter.
- EA is recommending that coaches with ESI insurance move to Gow Gates.
- Only very limited work has been done by EA and Gow Gates towards the flexible cover requested by coaches in mid-2019.

Action: Push EA and Gow Gates for progress towards Coaches' insurance requirements (Rob and Bruce by 21 Apr 20).

## **2.4 SSTA/CE 2020 UPDATES**

The Committee discussed a late November 2020 clinic:

- Either face-to-face (2 days) or a webinar.
- Format: SSTA/CE update TBA

Action: Establish which coaches need what, when and where (Rob by 21 Apr 20).

Action: Develop a format and schedule for the proposed Nov 20 clinic (All by 31 May 20).

Action: Ask EA to fund a National Coaching Update webinar (Rob by 30 Mar 20).

## **2.5 COACHING NSW AWARDS AT THE ENSW AWARDS NIGHT**

Bruce confirmed the invitation from the ENSW Board to the Coaching NSW Committee to develop a process to present up to four awards at the ENSW Awards Night in 2021.

The Committee discussed the potential awards categories but decided that more work is required.

Action: Develop a formal process, with criteria, weighting and scoring, to select the Coaching NSW Awards for Excellence, to be presented at the 2021 NSW Awards Night (All by 20 Apr 20).

## **2.7 COACHING NSW SURVEY**

Bruce advised that the current NSW Member Survey had received more than 770 responses to date. Also, that 70% of respondents got lessons, with 70% of them from EA accredited coaches. The NSW Board was keen to do similar surveys for coaches, officials and volunteers.

The Committee agreed to develop a Coaches only survey with up to 30 questions.

Action: Develop a Coaches only survey with up to 30 questions (All by 21 Apr 20).

## **2.8 COACHING NSW SECRETARY ROLE**

Sally asked why ENSW couldn't provide a Coaching NSW Coordinator as had been done in the past. Bruce advised:

- Up until five years ago, Sue Birch performed the role, including her other duties, three days per week.
- EA then took over the coordination of coach update clinics and administration.
- EA's ongoing commitment and resources to deliver coaching clinics is uncertain.
- ENSW doesn't provide secretarial services to other Discipline Councils and Committees and the roles performed by Vicki Burgess and Marjolyn Thomas are paid for by Eventing NSW and Dressage NSW.
- Volunteers on the other Discipline Committees deliver events and clinics (eg Dressage NSW and Eventing NSW at least six per year).
- ENSW will pay for a Coaching Committee Meeting Secretary and is considering additional financial support (eg similar to the Bemmelmans Clinic) in the FY2021 budget process.
- Sue Birch will continue to field coaching enquiries in the office and assist the Committee with administrative tasks.

## **2.9 COACHING NSW COMMITTEE MEETING SECRETARY**

Megan provided the credentials of Alison McLean as a potential Committee Meeting Secretary. The Committee agreed that Alison was suitable and the rate of \$50/hour plus gst.

Action: On-board Alison McLean as the Coaching NSW Committee Meeting Secretary (Rob by 30 Mar 20).

## **2.10 EWA COMMIT TO COACHING PROGRAM**

Rob advised that he had been approached by Gillian Burns from Vaulting NSW to explore opportunities to roll out the coach accreditation program for vaulting coaches, as had occurred recently in WA.

Action: Call Gillian Burns regarding Vaulting NSW coaching requirements and requests their needs to help us to assist them to deliver a vaulting coaching Program. (Rob by 21 Apr 20).

## 2.11 COACHING NSW FINANCES

Bruce presented the detailed Coaching NSW accounts for FY19 and FY20 year to date. In summary:

	FY19	FY20 YTD	Total
Income	\$28,825	\$7,836	\$36,661
Expenses	\$12,450	\$15,405	\$27,855
Surplus/(Deficit)	\$16,375	(\$7,569)	\$8,806

## 2.12 COVID-19 VIRUS

Bruce gave a briefing about the Covid-19 virus:

- The ENSW Board needed to ensure the safety, welfare and wellbeing of its members.
- The NSW Government had legislated to ban social gatherings with more than 500 people.
- The Southern Cross Show Horse event and the Sydney CDI Dressage were cancelled.
- The ENSW Board planned to release a Covid-19 announcement on Tue 17 Mar 20.

Meeting closed at 10:10pm

## 3. OTHER BUSINESS

None.

## 4. NEXT MEETING

21 Apr 20.

## BUSINESS ARISING

Item	Action	Status
<b>Meeting: 16 Mar 20</b>		
1	Nominate Colleen Brook as the EA Coach of the Month (Rob by 20 Mar 20).	
2	Email the Coaching NSW project plan template to Sandy (Bruce by 17 Mar 20).	
3	Develop an Update Clinic Project Plan for review by the Committee (Sandy by 20 Mar 20).	
4	Promote the Update Clinic on the ENSW web site and social media (Bruce by 30 Mar 20).	
5	Promote the Update Clinic on the Coaching NSW social media page (Sally by 30 Mar 20).	
6	Confirm that Jean Bemmelmans is willing and able to do the workshop and masterclass (Brett by 18 Mar 20).	
7	Confirm with Toni Venhaus that Dressage NSW agrees with the Bemmelmans clinic proposal (Brett by 30 Mar 20).	
8	Explore options to do a Bemmelmans clinic digital promo (Brett by 20 Mar 20).	
9	Establish which coaches need what updates, when and where (Rob by 21 Apr 20).	
10	Develop a format and schedule for the proposed Nov 20 clinic (All by 31 May 20).	
11	Ask EA to fund a National Coaching Update webinar (Rob by 30 Mar 20).	
12	Develop a Coaches only survey with up to 30 questions (All by 21 Apr 20).	
13	On-board Alison McLean as the Coaching NSW Committee Meeting Secretary (Rob by 30 Mar 20).	
14	Call Gillian Burns regarding Vaulting NSW coaching requirements and requests their needs to help us to assist them to deliver a vaulting coaching Program. (Rob by 21 Apr 20).	