



# MINUTES

## EQUESTRIAN AUSTRALIA LTD

### Equestrian Australia Interim Coaching Committee

HELD: Monday 13<sup>th</sup> May 2019  
Teleconference - 7.30pm AEST

#### 1. ATTENDANCE

##### COMMITTEE MEMBERS

Robert Stewart (NSW)	Interim Chair
Tim Calkin (VIC)	Interim Committee Member
Sue Leslie (VIC)	Interim Committee Member
Geraldine van Montfrans-Eady (QLD)	Interim Committee Member
Judy Peel (TAS)	Interim Committee Member
Lynda Smith (SA)	Interim Committee Member
Sally Ann Barbera (NSW)	Interim Committee Member
Phillipa Collier (WA)	Interim Committee Member
Gill Botten (WA)	Interim Committee Member

##### ALSO ATTENDING

Karen Myers	EA Committee Liaison Manager
Gillian Canapini	EA Board Member

#### 2. OPENING/WELCOME

Opened: 7.32pm

Robert thanked everybody for their attendance.

#### 3. APOLOGIES & DECLARATION OF CONFLICT OF INTEREST

##### 3.1 Apologies

Apologies received from Gillian Botten (WA).

##### 3.2 Declaration of conflict of interest

All attending coaches are employed coaches.

4. MINUTES FROM PREVIOUS MEETING AND OUTSTANING ITEMS	
Discussion	Action
<p>Amendment to 15 April 2019 minutes: Action Item – add Judy Peel to advise TAS dates.</p> <p><b>Acceptance of Previous Minutes – 15 April 2019</b> <b>Minutes as recorded with amendment stated above be accepted as a true and accurate record of proceedings.</b> <b>All in favour, Carried.</b></p> <p>Business Arising from previous minutes</p> <p><b>5.11 CE/SSTA Updates</b> Much discussion took place regarding the organising of these workshops and the issues encountered in relation to confirming available funding and the funding allocation for States.</p> <p>Some dates are yet to be finalised (in red):</p> <p>NSW - Glossodia 20&amp;21/5/19, Canberra 3&amp;4/6/19, Tamworth 29&amp;30/7/19 VIC - yet to be advised TAS – 29 &amp; 30/6/19 ? Quamby Westwood (depending on Darryl travelling from WA) QLD - 27&amp;28/5/19 Venue TBC either Tamborine or Fig Tree Pocket SA - 20&amp;21/6/19 ESA Office Mt Barker &amp; Tilling Hill at nearby Echunga. WA - 27&amp;28/6/19 Venue TBA</p> <p>Darryl Durham, being difficult to confirm, currently on a cruise.</p> <p>The need to ensure funding is available to States if clinics are run post 30 June and the extension of coaching accreditation for those coaches who enrol in the clinics, post 30 June 2019.</p> <p>In order to try and sort things to enable States to understand their funding situation and move the meeting forward the following motion was placed.</p> <p><b>Motion: Robert and Karen meet with Peter Friend tomorrow (being Tuesday 14/05/19) to establish the break-up of the \$43,000, divided by 8 workshops (\$5375 per workshops). Establish process whereby States can access the funding post 30 June (State Invoice EA for 2019 updates prior to 30 June?) and where updates are run post 30 June, extensions are granted for Coach Educators in that state provided they are enrolled in a workshop.</b> <b>Moved: Tim Calkin</b> <b>Seconded: Phillipa Collier</b> <b>Carried</b></p> <p><b>5.3 Coach Registration Fee Transparency</b></p> <p>Amend action item to – Sally to develop a statement for approval by EA and then to be placed on the EA website.</p>	

<p><b>5.4 TAE Assessment Updates</b></p> <p>SKILLS IQ – accepting to EA Certificate 3/4 &amp; diploma courses being delivered by EA Coaches as long as they are TAE accredited. To ensure the scheme is open and available we need to be able to deliver the AQF. Still following up on RTO that can deliver Nationally.</p> <p><b>5.6 2016 Syllabus Review Working Parties</b></p> <p>Response to the letter sent has been poor to date. Not enough responses to formulate and distribute a strategy. Sue to follow up with Eventing Working Group.</p> <p><b>5.8 EAEC Pre-Competition Licenses</b></p> <p>Robert confirmed with Roger the EACC was happy to help, however model Eventing proposed not effective. Concept is supported, not the method.</p> <p><b>5.9 Award for Workers in the Industry</b></p> <p>Gillian has not yet addressed.</p> <p><b>5.10 Driving Coaches Working Party</b></p> <p>Ongoing, Robert yet to respond.</p> <p><b>4.12 State Nominations for Committee Commencing 1 July 2019</b></p> <p>Requested changes have been submitted to the Board.</p>	<p>Karen to follow with an email, thank those who have replied and reminder to those who haven't.</p> <p>Gillian C to follow up with Roger on a sustainable model.</p> <p>Gillian C to develop Award proposal and circulate to committee. Proposal to be submitted to next Board Meeting</p>
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**5. AGENDA**

<b>5.1 IGEQ delegate &amp; 2020 strategy</b>	
<b>Discussion</b>	<b>Action</b>
<p>Simon Kale's report was distributed to the committee. Robert advised by Amy only 2 passports issued in the past 2 years and costs EA \$300 annually to remain part of the program.</p> <p>Suggested strategy:</p> <ol style="list-style-type: none"> <li>1. Nominate Simon Kale as the delegate until January 2020</li> <li>2. New EACC nominate a new delegate from the EACC, Simon to work with the member as a changeover process for 2020</li> <li>3. Both Simon and new delegate attend in 2019, Simon to introduce new delegate moving forward.</li> <li>4. New delegate takes over in January 2020</li> <li>5. Simon be co-opted to the EACC as the IGEQ representative until January 2020 – rationale being valuable resource and ability to report to the committee.</li> <li>6. Simon works through the process of the EA Coaching Scheme demotion in the matrix for the rest of his tenure as delegate.</li> </ol> <p><b>Motion: Accept suggested IGEQ Strategy moving forward.</b> <b>Moved: Sue Leslie</b> <b>Seconded: Tim Calkin</b> <b>Carried</b></p>	<p>Karen to include Simon on EACC distribution list. Robert to provide Simon Kale's contact details to Karen.</p>

<b>5.2 Budget</b>	
<b>Discussion</b>	<b>Action</b>
<p>2020 budget was prepared and distributed to all members for comment. Budget has been submitted; members will be advised once anything is heard from EA.</p> <p>Budget outcome is critical to determine whether coaches re-register, registrations will be lost if EACC cannot provide outcomes this year.</p>	<p>Gillian to speak to FARM members for clarification of when budget outcomes are advised.</p>

<b>5.3 Working Groups</b>	
<b>Discussion</b>	<b>Action</b>
<p>Refer to Business arising 5.6 of these minutes</p>	

<b>5.4. Coach Educator w/s funding &amp; appointments</b>	
<b>Discussion</b>	<b>Action</b>
<p>Robert reported that Lucy has developed the staff coaching structure to best be able to access funding.</p> <p><u>Sport Manager</u> overseeing:</p> <ul style="list-style-type: none"> <li>Pathway Officer - Coaching</li> <li>Pathway Officer - Officials</li> <li>Pathway Officer - Athletes</li> <li>*Shared resource person to assist all areas</li> </ul> <p>Pathway Officer – Coaching has been advertised, closing date 17 May 2019. Committee’s nominated representative on the appointment panel being Robert has been advised to Lucy.</p>	

<b>5.6 Coaching Scheme Participant Incentives Letter</b>	
<b>Discussion</b>	<b>Action</b>
<p>Sally had prepared and distributed paper addressing incentives to encourage more people to accredit, re-accredit and upgrade their accreditation. Committee agreed all great ideas. Gives something tangible for the Board identifying areas that this committee is trying to promote.</p> <p>Suggestion to cost the items, possibly access to FARM members in NSW Helen and Suzanne to assist.</p>	

<b>5.6 Items discussed via messenger and outcomes decided</b>	
<b>Discussion</b>	<b>Action</b>
<p>Robert advised that any outcomes through messenger chats in between meetings need to be captured in the minutes.</p>	<p>To be included in next minutes.</p>

## 7. NEXT MEETING

Next meeting - TBA

## 6. MEETING CLOSED

Meeting finished at 10.25pm.