



MINUTES

EQUESTRIAN AUSTRALIA LTD

Equestrian Australia Interim Coaching Committee

HELD: Friday 15th March 2019
10.00am

Werribee Park National Equestrian Centre (Board Room)

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 (Until 1.30pm)
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 (via phone 1.25 – 2.05pm)

ALSO ATTENDING

Karen Myers	EA Committee Liaison Manager
Gillian Canapini	EA Board Member

2. OPENING/WELCOME

Opened: 10.40AM

Robert thanked everybody for their attendance and for their part in re-energizing the dynamics of the Coaching Committee. There has been a negative impact on the coaching scheme over the past few years and it will take time to turn it around, however this is a good starting point.

This interim Coaching Committee was an outcome of the Coaching Forum held in November 2018. It may not necessarily be everybody from this group going forward to the formal committee, but thanked everybody for being involved.

Everybody then introduced themselves and a brief background.

Karen Myers – Newly appointed EA Committee Liaison Manager. Formerly Sports Director/High Performance Manager with Gymnastics Australia. Level 3 Gymnastics Coach

Robert Stewart – Level 3 Coach, Level 2 General Coach & Coach educator, Former National Coaching Committee member, Former National Examiner. Chairman of NSW Coaching. Involved in Show Jumping and Eventing since 80's, Australian representative in Showjumping, Experienced SJ & Eventing rider and horse trainer in the Olympic Disciplines.

Sally Ann Barbera – Level 2 General/Dressage Coach, Involved in coaching scheme since 90's. Coach educator.

Tim Calkin – Level 2 General Coach, previously British Horse Society and Dressage.

Lynda Smith – Level 1 Coach since 1991. 16 years teaching TAFE – racing.

Sue Leslie – Level 3 Eventing and Level 2 General Coach. Member of former National Coaching Committee.

Judy Peel – Level 2 General and Level 3 Dressage Coach. Member of former National Coaching Committee.

Gillian Canapini – Rider, 9 years National Coaching Director. EA Board Member.

Geraldine van Montfrans-Eady – background competing and coaching. Involved in implementing QLD 2 day coaching workshops.

3. APOLOGIES

Apologies received from Gill Botten (WA).

4. GENERAL BUSINESS

4.1 CULTURE

Discussion	Action
<p>Robert addressed the committee highlighting the need to set a new culture for the group:</p> <ul style="list-style-type: none"> - Letting go of the past - Taking new position and new voice moving forward - Inclusive - Helping in-coming committee with outcomes from the forum and the interim committee - Speaking positively - Addressing valid issues only, not becoming involved in non-issues. - Push unity back to State Committees with a positive approach. <p>This was support by the members present. Item 5 on the agenda was the rollout of the EACC Charter & policy Document. Gillian Canapini advised the meeting that at the most recent EA Board meeting that the documents were accepted.</p>	

4.2 AGENDA

Discussion	Action
<p>Due to the length of the agenda, items of great significance were prioritised to address first and if time would allow, other items could be addressed.</p> <ol style="list-style-type: none"> 1. Insurance (Item 3) 2. NCM, NEM – CA/SSTA Updates (Item 4) 3. Charter (Item 5) 4. Coach Registration Transparency (Item 7) 5. Pathway Review (item 8) 6. Assessments and Assessors (Darryl Durham by phone) (Item 9) 	

<p>7. SKILLS IQ - Belinda Bailey and Glenys Cox (by webinar) (Item 10)</p> <p>8. Coach Communications (Item 11)</p> <p>9. Promotion & Marketing of EA Coaches (Item 14)</p> <p>10. 2014 Coaching Review (Item 19)</p>	
<p>4.3 INSURANCE</p>	
<p>Discussion</p>	<p>Action</p>
<p>Inclusion of a delegate from this committee on the Insurance Tender Working Party as suggested by Lucy Warhurst. Their role would be to represent the coaches needs and relaying issues raised by this committee.</p> <p>Motion: Robert Stewart to be the Coaching Committee representative on the Insurance Tender Working Party.</p> <p>Moved: Sue Leslie</p> <p>Seconded: Judy Peel</p> <p>Carried</p> <p>Points raised:</p> <ul style="list-style-type: none"> - Cover needs to address member’s needs, be they F/T, P/T, Horse Trainers or competitors. - Currently paid work eg. Course building, judging not covered, needs to be - Package their offer in a way that is easy for members to understand and provide members the ability/flexibility to select their specific insurance needs - Insurance Blocks, “not one option fits all” - Increased buy-in from coaches if offering product that suits their business - Coaching is the only career pathway in EA - Ratings – no claims bonus <p>Motion: Incumbent Insurer provide policy freely available to download from the EA website. Link distributed to all members to communicate this.</p> <p>Moved: Tim Calkin</p> <p>Seconded: Sally Ann Barbera</p> <p>Carried</p> <ul style="list-style-type: none"> - Quote to be provided based on comprehensive members needs <p>Motion: Open tender be requested, approaching the service providers for the best insurance offer.</p> <p>Moved: Judy Peel</p> <p>Seconded: Geraldine van Montfrans-Eady</p> <p>Carried</p> <ul style="list-style-type: none"> - Database of incidents reporting, level of coach, incident and claims to enable coaches to ascertain where the level of risk is. <p>Motion: Request claims history including level of coach accreditation, discipline, injury, circumstance of the injury and risk exposure (payout) in an annual update that can be circulated to the coaching community.</p> <p>Moved: Sue Leslie</p> <p>Seconded: Tim Calkin</p> <p>Carried</p>	<p>ACTON: Karen Myers to find out from Lucy, who the other members on the Insurance Tender Working Party are and advise Robert is the CC representative – immediately.</p>

4.4 NCM, NEM – CE/SSTA UPDATES	
Discussion	Action
<p>Robert advised the meeting that Lucy had suggested the appointment of a Coaching Administrator would take place in the next 4 – 6 weeks.</p> <ul style="list-style-type: none"> - Priority that this committee have input to this appointment. - Coaching and Equestrian experience essential for the role <p>Motion: Request from this meeting that a committee member be involved in any appointment of the NCM/NEM/Coaching Administrator. A committee member be on the interview/appointment panel. Equestrian and coaching background essential. A member of this committee also involved in the appointee's induction process for continuity, mentoring and relationship basis.</p> <p>Moved: Sue Leslie Seconded: Tim Calkin Carried</p>	

4.5 CE/SSTA UPDATE	
Discussion	Action
<p>Discussion took place around how coaches clinics/updates are run (including email from Amy McGregor – EA Coaching & Officials Pathways Administrator), and the need for them to be standardised across the country. Each state requires one to be run before the end of June.</p> <p>Motion: EA Coaching Committee submit to the CEO program content and presenters for CE & SSTA accreditation and reaccreditation in order to conduct CE/SSTA workshops prior to the 30th June 2019 in all States.</p> <p>Moved: Tim Calkin Seconded: Judy Peel Carried</p> <ul style="list-style-type: none"> - Victoria workshop to be used as a basis. This be circulated for committee member contribution. <p>(1.25pm Phone in from Phillipa Collier (WA) updated on meeting progress so far.)</p>	<p>ACTION: Karen Amore to distribute EV Update Program to Committee Members – immediately</p> <p>ACTION: All members to respond and contribute by 31 March 2019.</p>

4.6 ASSESSMENTS AND ASSESSORS	
Discussion	Action
<p>Darryl Durham joined the meeting via telephone. Points made by Darryl:</p> <ul style="list-style-type: none"> - Change in landscape since the decommissioning of the NCAS, moving to sports own accreditation - Robust your brand - “accredit” to the standard the NSO requires - Steer clear of RTO’s - Build your brand around Coach Education, Coach Assessment and Coach Mentoring - Look at the present structure and develop Coaching & Officiating Framework - Robust curriculum is encouraged, buy into units of competencies 	

<ul style="list-style-type: none"> - Look at signing up with Sports Coaching Modules - Assessing and Training parts, build on units - Suggested creating own Training and Assessment Package and parallel this to insurer <p>Robert Thank Darryl for his comments.</p> <p><i>(1.35pm Geraldine van Montfrans-Eady departed the meeting)</i></p>	
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4.7 SKILLS IQ	
Discussion	Action
<p>Robert provided the committee with background regarding cancelled meeting between himself, Sally Ann and SKILLS IQ. Cancelled not knowing the ramifications and critical timing being only included in the process at such a late stage.</p> <p>Belinda Bailey (EA Coach/TAFE Employee) and Glenys Cox (EA coach/RTO) joined the meeting via webinar.</p> <p>Belinda and Glenys gave some background on The Australian Qualifications Framework.</p> <ul style="list-style-type: none"> - EA Coaches no longer a part of that framework, however used to be. - EA was an RTO in 1999, expired in 2003 - Demonstrated the process that had taken place and at what stage they are at now, EA becoming involved at the very last point and now timing being critical. - Went through the advantages of engaging with SKILLS IQ: Nationally endorsed qualification, Centre link/AusStudy Benefits, Study while on the job, ability to align with EA Coaching Course for 2 qualifications. <p>Robert thank Belinda and Glenys for the work they have done.</p> <p><i>(2.05pm Phillipa Collier (WA) phone in finished)</i></p> <p>Robert then moved to the information received from Melinda Brown (General Manager of SKILLS IQ). Robert had sought information on how we re-engage. What is required for us to do this? Committee need to decide to go with SKILLS IQ or not?</p> <p>Robert also made members aware of a finding from the 2014 Review – page 11</p> <p><i>“Mapping to external courses for access to Government funding: The EA courses need to be mapped formally to courses in the ANTA framework (TAFE/RTO/University) so candidates have access to Austudy/Abstudy financial assistance. The other benefit is that schools can better utilise EA courses as recognised components of their curriculum. EA is increasingly missing out on candidates who choose to do TAFE courses due to the financial assistance offered.”</i></p> <p>Robert then handed it over the members to discuss options and to make a decision. Comments made – Cautiously confident that this was the way to go now we had been given more information, narrow window of opportunity to become involved (may need to wait another 4 years to have the opportunity again), not bound to them (can exit at any time), stipulated requirement that EA Assessors be used.</p>	

<p>Motion: <i>The Coaching Committee supports the SKILLS IQ Draft and agree to endorse via email the proposal. Confirm we support the Equestrian Training Packages as per the draft provided, strictly on the premise that all assessing of the competencies be conducted by current registered, accredited EA Coach Educators. Follow up letter from EA CEO confirming support of the submission of the training packages as requested.</i></p> <p>Moved: Sue Leslie</p> <p>Seconded: Lynda Smith</p> <p>Carried</p>	<p>ACTION: Robert Stewart to email Melinda Brown advising support of the proposal as per the motion, by 22 March 2019 (Copy Lucy & Gillian)</p> <p>ACTION: Lucy Warhurst forward follow up letter confirming support of the submissions of the training package. Request that Lucy inform the board. When required from SKILLS IQ</p>
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4.8 COACH REGISTRATION FEE TRANSPARENCY	
Discussion	Action
<p>Discussion took place around what coaches receive from EA for their \$250 registration fee. Sally had followed up with Lucy, however suggested the response was broad and no quantification for each item. Would like to receive a breakdown of the costs per item for transparency, as stakeholders are entitled to understand.</p> <p>Why is it an issue?</p> <ul style="list-style-type: none"> - Coaches have paid for many decades the coaches registration fee and never understood what they are receiving for this expense. - Possible mass walkout of coaches - Development of alternative coaching association <p>Robert to write to Lucy outlining the situation and its impact on the coaching community. Would like to have expenses in the email individually quantified and request that this is an agenda item for the next board meeting.</p>	<p>ACTION: Robert Stewart to write to Lucy as per notes.</p>

4.9 PATHWAY REVIEWS	
Discussion	Action
<p>The meeting discussed that a lot of work had been done by the working parties from 2018 & the EACC believe that the work that the working parties have done to date, should be acknowledged, recognised and utilised in the interest of the improvement of the syllabus & curriculum.</p> <p>Motion: <i>Re-connect with existing working parties to establish their ongoing interest on completing the project. Request they advise if they are able to complete, and if so, submit completed documents to the Coaching Committee. Documents will then be peer reviewed by a discipline expert and education consultant.</i></p> <p>Moved: Tim Calkin</p> <p>Seconded: Judy Peel</p> <p>Carried</p>	<p>ACTION: Robert Stewart to request Lucy Warhurst provide the detailed contacts for the working parties across all levels and disciplines, to enable the Chair of the EACC to make contact to establish their interest in continuing and completing the task.</p>

4.10 PROMOTION & MARKETING OF EA COACHES	
Discussion	Action
<p>Currently non-EA Coaches are delivering Squad Training. EA is to mandate and roll out across all disciplines and affiliated clubs that EA Accredited and currently registered Coaches should be used exclusively to coach at Squad training and clinics at all levels, State Discipline Training and Affiliated clubs training must also use currently registered & accredited EA Coaches. We should be able to insert a condition to the terms and conditions to ensure that clubs that comply receive insurance cost saving of up to 15%.</p> <p>Motion: EA mandates, EA Coaches are to be used across all development training squads and all affiliated clubs us EA coaches. Moved: Lynda Smith Seconded: Judy Peel Carried</p>	

4.11 Recommendations to be passed from this committee to CEO	
	Action
<p>Item 12. Search Engine Upgrade - expansion of coaches profiles to include extra training & developments undertaken, High Performance attainment, squad training interest on other areas of equestrian pursuit; Equine Assisted Learning, Para Equestrianism. etc</p> <p>Item 13. Regaining RTO Status - Regarded as not essential in the short term. Perhaps medium/long term dependent of the AQF Status and success. Daryl Durham advised against as compliance costs are prohibitive and non-compliance ramifications can result in criminal charges.</p> <p>Item 16. VIC - EA requests Vic requests EACC to be advised of all safety measures to be implemented across all disciplines by EA & NDC's is communicated to the EACC to be incorporated into the syllabus and updating process. Request to receive from EA information relative to the inquest into the eventing fatalities and the implications for coaching. High Performance Coaching trips to Europe - EACC requests that the coaches that have received this opportunity are required to feed their learning back into the EA Coaching scheme by presenting at a Coaching update clinic in the year following their trip to ensure that EA members and coaches can benefit from their experience not just the coaches themselves and their private clients. EACC requests that EA incorporates this into the deliverables of this program.</p> <p>Item 19. 2014 Coaching Review - Robert had provided the review to all committee members prior to meeting. Robert requested everyone to read thoroughly as the recommendations largely reflect what changes we are currently seeking.</p> <p>Agenda Items 6, 11 & 15 were not addressed at this meeting as we ran out of time as delegates had flights to catch & could not extend the meeting to cover.</p>	

5. NEXT MEETING

Next meeting - teleconference Monday 15th April 2019 (evening).

6. MEETING CLOSED

Meeting closed at 4.30pm.