

# Minutes

## Coaching NSW Committee Meeting

Date	14/1/19
Venue	ENSW Board Room
Attendance	Rob Stewart, Sally Barbera, Megan Joerg (phone), Brett Parbery, Bruce Farrar, Sue Birch
Apologies	Jane Frankum

### Meeting opened 6.45pm

Minutes of previous meeting accepted as fair and accurate.

### Actions arising from previous minutes

1. **FaceBook page.** All Committee members in favour of the creation of a FB page – Equestrian Coaches NSW – independent of ENSW. All committee members plus Bruce and Sue to be added as page Admin. Sally to create the page including entry questions to join and add admin. Sue to prepare email to go out to all NSW registered Coaches inviting them to join the page. Link to Facebook page to be put on the Coaching NSW web page.
2. **Coach Forum.** Gillian Canapini has been appointed to present the Coach Forum outcomes to the EA Board and to prepare the charter, structure and nomination process. Bruce requested the committee follow up with Gillian to ensure this document comes back to the State Committees for sign off prior to going to the EA Board on behalf of all State Committees. Once approved by the EA Board then the nomination process can begin. Bruce has undertaken to write to Lucy Warhurst on behalf of this Committee to request a Project Plan for the reinstatement of the National Coaching Committee including the creation of a charter, structure and voting process including consultation with all the States. The Coaching NSW Committee are to endorse Bruce's email to Lucy. Rob thanked Sally and Megan for the representation at the Forum.
3. **TAFE NSW Response.** It is envisaged that EA will go along the path again to becoming an RTO. Sue to send a response to TAFE NSW that the proposal will be presented to the national Coaching Committee once formed.
4. **Coach of the Month.** Sue to post a coach of the Month nomination story on the new FB page when it is established. Nominations are to go to the Committee for review and selection for nomination for the EA Coach of the Month programme.
5. **Coaching Clinics**
  - Coaching Update Clinics – Regional clinics are proposed for riders and coaches. Committee to use Clinics to reconnect coaches with discipline committees.
  - Clubs to be identified which have suitable facilities and riders to assist host Coaching Clinics/Coaching Masterclasses.
  - It is proposed that Updating Clinics to be run over a couple of days and be multi discipline and include the following: CE/SSTA Updates, Familiarisation clinics for returning coaches and coaches outside of the scheme, Insurance Webinar (pre-work), new Coach introductory sessions, intensive coach training.
  - Sue to obtain prior Ce/SSTA training info and distribute to Committee.

- Sue to obtain from Amy Mcgregor, National Office, details of any plans already in place re 2019 CE/SSTA update clinics.
- All committee members to be involved in the organisation and delivery of CE/SSTA updates, Coaching Updates and other educational opportunities.
- Committee to commence preparations to conduct a Coaching Conference in May 2020 with planning to commence as the committee prepares for 2019's update.
- Suitable dates avoiding major competitions for May 2019 to be identified to hold CE/SSTA Coach updates clinics. All Committee members are to check calendars. Core training/updating needs.

### **Next Meeting**

Phone hook up to be booked in for Thurs, 31 Jan, at 6.30pm. Committee to provide lists of Clubs they have existing relationships with as regional clinics work best with a Regional Champion to help organise local requirements such as bookings and demo riders.

**Meeting closed 8.55pm**

<b>Action Items</b>				
<b>Coaching NSW Committee Meeting</b>				
<b>Date: 14/1/19</b>				
	<b>Item</b>	<b>Due Date</b>	<b>Owner</b>	<b>Progress</b>
<b>1</b>	<b>FB Page. Sally B to create FB page for Equestrian Coaches NSW and include entry questions to join and add as admin all committee members plus Bruce and Sue.</b>	<b>31/1/19</b>	<b>Sally B</b>	<b>Completed</b>
<b>2</b>	<b>Sue B to prepare email to go out to NSW registered coaches inviting them to join the page.</b>	<b>7/02/2019</b>	<b>Sue B</b>	
<b>3</b>	<b>Sue B to place a link to the FB page on the Coaching NSW web page.</b>	<b>7/02/2019</b>	<b>Sue B</b>	<b>Completed</b>
<b>4</b>	<b>Bruce F will email Lucy Warhurst on behalf of the committee providing a Project Plan for the reinstatement of the National Committee and the creation of the charter and the operational structure &amp; process.</b>	<b>21/01/2019</b>	<b>Bruce F</b>	<b>Completed</b>
<b>5</b>	<b>Sue B to write to TAFE NSW advising that their proposal will be presented to the National Committee once formed.</b>	<b>21/01/2019</b>	<b>Sue B</b>	<b>Awaiting copy of original correspondence to reply to.</b>
<b>6</b>	<b>Sue B to post a coach of the month nomination story on FB page. Nominations to the committee for review and selection</b>	<b>31/01/2019</b>	<b>Sue B</b>	<b>Completed</b>
<b>7</b>	<b>Committee to schedule Coaching updates/clinics – Metro &amp; rural</b>	<b>Feb meeting</b>	<b>All</b>	
<b>8</b>	<b>Committee to identify clubs which have the appropriate facilities and riders to assist hosting 2 day multi discipline Coaching Clinics / Masterclasses.</b>	<b>31/01/2019</b>	<b>All</b>	
<b>9</b>	<b>Sue B to obtain and prior Ce/SSTA training info &amp; costs &amp; distribute to committee.</b>	<b>28/01/2018</b>	<b>Sue B</b>	<b>Completed</b>
<b>10</b>	<b>Sue B to obtain details of any EA National plans re 2019 CE/SSTA update clinics from Amy McGregor.</b>	<b>ASAP</b>	<b>Sue B</b>	<b>Request for info sent. Amy Mc on leave until 29/1/19</b>
<b>11</b>	<b>Committee will hold separate CE/SSTA update working group meetings by conference call for May 2019 update clinics and also for 2020 Conference. First meeting 31/1/19 at 6.30PM</b>	<b>31/01/2019</b>	<b>All</b>	
<b>12</b>	<b>Committee to research calendars to ensure that our date for update clinic avoids major competitions in 2019 &amp; 2020.</b>	<b>30/01/2019</b>	<b>All</b>	

<b>13</b>	<b>Committee to provide details of clubs and contacts they have existing relationships with to generate regional champions to assist with local organisation of regional clinic venues and demo riders.</b>	<b>30/01/2019</b>	<b>All</b>	
<b>14</b>	<b>Organise dial-in Telstra Teleconference for next committee phone hook up on Thursday 31/1/19 at 6.30pm</b>	<b>29/01/2019</b>	<b>Sue B</b>	Booked. Awaiting dial in # and PIN confirmation from Telstra