



**DRAFT Minutes of the ESNZ Jumping Board  
Friday 8<sup>th</sup> July 2016  
ESNZ Offices**

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<b>Present:</b>	Richard Sunderland	Chair	RS
	Malcom McKee	Vice Chair	MM
	Jan Hunt	Member	JH
	Jenny Booth	Member	JB
	Ray Egarr	Member	RE
	Chris Shore	Member	CS
	Maurice Beatson	Riders Representative	MB
	Trudi Duncan	Show Hunter Representative	TD
<b>In Attendance:</b>	Dana Kirkpatrick	Jumping Director	JD
	Bailey McCormack	Jumping Administrator	BM
	Vicki Glynn	Chief Executive	VG
	Scott Barnett	CountryTV	SB

***Board only time: 10:00-10.27am***

JD, JA and VG invited into meeting.

***Apologies:*** None

***Interest Disclosures:*** None

***Approval of Previous Minutes: 25<sup>th</sup> May 2016***

Minutes are taken as true and correct.

Moved: JB

Seconded: MM

## **Matters Arising**

- **Affiliation:** the role of the Affiliation Committee was discussed and the decision that all shows must be affiliated which covers officials for Health and Safety.
- **North Island Championships:** TD notes Show Hunter were disappointed they weren't considered for the North Island Championships. It was noted that a Show Hunter representative was not present at the last meeting when the shows were being allocated. The message to concerned delegates being this was a misunderstanding.
- **FEI Clean Sport Fee:** \$30 fee is the figure that was agreed. It was noted there is a shortage of FEI vets in the South Island which is a concern.
- The AGM awards voting process was discussed. It was agreed the rules around voting needs to be tidied up for next time as it was not clear whether areas should be allowed to vote for themselves.
- It was noted the Show Hunter Bylaws need to be tidied up.
- **Steward General for Jumping:**  
Ray Egarr to be put forward as Jumping's Steward General at the AGA

Moved: RS      Seconded: MB

## **Correspondence**

- A thank you letter from Emma Watson who was part of the self-funded Korea trip was received.

Correspondence received:

Moved: MB      Seconded: JB

## **Jumping Director's Report**

- The prospect of splitting up the Bay of Plenty/Eastern Bay area up was briefly discussed. It was noted that this would need to go to the ESNZ Board as area group makeup is stipulated in the constitution.

JD talks to her report noting the following:

- **Sponsorship:**
  - Canterbury Equestrian will not be a sponsor this season. FMG look set to replace them but this is still to be confirmed.
  - Potential for Bayer to come on boards, a meeting is occurring soon.
  - Ultramox will be the overarching sponsor for the series.
  - Equibreed are back.
  - East Bay Finance is out so another sponsor is required.

- Mitavite are confirmed to sponsor the training camps.
  - For Show Hunter, Equissage, Canterbury Equestrian and CountryTV are gone this season. Options have been identified by Kate Mullins who is taking the lead on securing more sponsors.
  - The Volunteer Programme has been established. It is budgeted to cover training and support for volunteers and officials.
  - A stock take of flags needs to be done to figure out what needs replacing.
- o **Training Camps:**
    - Secretary Courses and Training Camp applications were discussed.
    - More clarification required around the Training Camps as there is conflicting information regarding which one Show Hunter is joining in on.
    - It was noted the South Island training camps will be organised separately with a different application process etc.
- **Selectors:**
    - The appropriate number of selectors was discussed between three and four.

Motion to have four selectors:

Moved: MM    Seconded: JH

- RS suggested Warrick Allen be put forward as the third independent member of the panel to interview the selectors an independent selector.
- The need to have a performance panel for choosing the new selectors was discussed.

Motion to add Warrick Allen as the third member of the interview panel for the selectors appointments :

Moved: RS    Seconded: JH

- The role of the Performance Leader was discussed. It was agreed there is a need to review the job description and KPIs when it comes up for renewal in October.

### **CountryTV Presentation:**

Scott Barnett from CountryTV discusses the following:

- The current tag technology which serves FEI events well, but can cause overheating resulting in damaged equipment.
- He recommends the right dongle and the correct software is setup on one device that travels to all the shows it is required. This will ensure all the right equipment is kept together.
- RE discusses the options in timekeeping equipment and suggests the current dongle being used is sold to CountryTV or to ESNZ. It is estimate the figure could negotiate down to \$2000. He also suggests staying with the existing tag technology and committing to the yearly upgrades. Version 6 will cost around \$3500.

- It was agreed it's best to do regular upgrades or the cost down the line will be substantially higher.
- Scott recommended ESNZ purchasing the dongle and noted the downside of tag technology is the constant upgrading.
- It was agreed the next step was to price out the cost of the following equipment in order to apply for funding with two quotes required for each:
  1. Dongle
  2. New fit for purpose laptop - must have a graphics card. Scott agreed he would look into this suggesting a ballpark figure of \$1500-1800.
  3. the software

Motion to price out equipment and apply for funding to cover costs:

Moved: MM      Seconded: MB

- **Interislander Incentive**
  - The feasibility of reintroducing the Interislander incentive was discussed. It was decided to keep it out of the budget for now and table the topic to be revisited later in the year.
- **Northern HB**
  - Accepted of the Board's decision to not receive any further funding for their show.
- **Starts Variance Analysis**
  - This year's starts were found to be correct but last years were wrong. These figures will not be presented at the AGM.
- **Kevin Wilson Bio**
  - Bio of Kevin Wilson from Sports Wellington was presented. He will be presenting on funding at the AGM.

Motion for area groups to apply for funding:

Moved: RS      Seconded: MM

- **Show Dates**
  - To be checked by delegates at the AGM. The aim is to have the final card sent out with renewal forms.

RS thanks JD for the excellent Jumping Director reports that have been presented over the year.

**Balance Sheet**  
**As at 31 May 2016**

CAPITAL	This Year	Last Year End
Show Jump and Hunter Fund Account	252,123	250,785
	<u>252,123</u>	<u>250,785</u>
Plus Current Year Operating Surplus/(Deficit)	55,639	1,338
<b>TOTAL CAPITAL FUNDS</b>	<u>307,763</u>	<u>252,123</u>
<b>REPRESENTED BY</b>		
<b>CURRENT ASSETS</b>		
Jumping 00 Account	15,979	5,250
Jumping 01 Savings Account	116,156	86,294
Jumping - Term Deposit 85736446-1010	78,147	72,663
Jumping - Term Deposit 85736446-1012	77,423	75,055
Jumping - Term Deposit 85736446-1013	75,933	72,663
Accounts Receivable - Show Jump/Show Hu	44,993	40,054
Accrued Interest - Show Jumping	4,480	5,063
Prepayments - Jumping	0	3,410
GST	8,387	7,324
	<u>421,498</u>	<u>367,777</u>
<b>LESS CURRENT LIABILITIES</b>		
Accounts Payable - Show Jump/Sh Hunt	30,720	46,746
Grant Income Received in Advance 9SJS)	5,500	0
Sundry Payables SJS	14,691	2,995
Income Received in Advance - SJSH	78,296	84,026
	<u>129,207</u>	<u>133,767</u>
<b>NET WORKING CAPITAL</b>	292,292	234,010
<b>FIXED ASSETS</b>		
Fixed Assets - Show Jumping/Show Hunter	15,471	18,114
	<u>15,471</u>	<u>18,114</u>

Motion to approve balance sheet subject to audit and further adjustment:

Moved: CS      Seconded: RE

## **Debtors List**

- Discussion was had around the need for a better process with the Woodhill Sands levy.

Motion to accept budget:

Moved: RE      Seconded: JH

## **Finance AGM Presentation**

- The presentation for the AGM was discussed. It was anticipated questions may be asked about administration costs.

## **Committee Reports**

### **Performance Committee Report**

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- **Training Camps**
  - The upcoming training camps were discussed. It was agreed that a planned private camp is clearly kept separate to the ESNZ camps and selectors will not be present. Performance Leader will need to respond to the organisers advising of this.
  - It was noted that the money for high performance will need to be re-negotiated with Sarah Dalziel.
- **Selector Update**
  - Discussion was had around the international breeding table and the potential for international horses needing to be registered in NZ to gain NZ breeding points. There is potential to implement a requirement for all NZ horses overseas to be registered with ESNZ.
- **Chef d'Equipe Report**
  - Read and accepted.

### **Technical Committee Report**

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- **Technical Seminar**
  - Dates are set.
  - It was noted that the technical seminar information should be presented at the AGM.

○ **National Titles**

- The Technical Committee presented the recommendation that the following National Titles be approved by the ESNZ Board:

**Horse of the Year**

**Lady Rider**

**Pony of the Year**

**Young Rider**

**Top height Class HOY**

**Silver Fern Stakes**

**Pony Area Teams**

**NZ Speed Championships**

**Rider with Most Points**

**Show Hunter of the Year**

**Olympic Cup**

**Merrylegs Cup**

**Somerset Fair Cup**

**Big Red Cup**

**Norwood Gold Cup**

**Ian Nimon Cup**

**Saba Sam Trophy**

**The House of Blackmore Cup**

**Nationwide Cup**

**A St H Vallance Challenge Cup**

Motion for National Titles to be approved:

Moved: MM    Seconded: MB

- The Technical Committee presented the recommendation that the Olympic Cup class is in the HOY schedule as The Jumping Horse of the Year (Article 10).

Motion to for Olympic Cup Class to appear in HOY schedule as Jumping Horse of the Year:

Motion: MM    Seconded: JB

- There are two Show Hunter titles missing from the National Titles list:

**Amateur Show Hunter of the Year**

**Denise Crispe Memorial Trophy**

**Junior Show Hunter of the Year**

**Double O Eight Trophy**

- These Show Hunter titles are to be taken to the ESNZ Board to be included as national titles in August.
- The Technical Committee presented the recommendation that the Silver Fern Stakes (Ian Nimon Cup) be added as a National Title.

Motion for National Titles to be approved:

Moved: MM    Seconded: JB

○ **Penalties and Fines**

- The issue was raised of unregistered horses slipping through the cracks; these horses are not found unless they win prize money.
- It was agreed it should be up to secretaries to check registrations, but there are clearly instances where the riders are not being chased up.
- The fine fee was discussed with \$100 decided as fair. Punishment for prize winners is that they are not entitled to receive the money.
- It was noted this relates to Article 282 8.3 in the rules

- It was suggested that this issue be raised at the Conference on Saturday then is voted on at the AGM on Sunday.

Motion to have \$100 fine as a discussion topic at the AGM: Moved: RS Seconded: RE

- o **Judicial Committee**

- The function of the Judicial Committee was discussed, it was noted that it is in place but has not been used.
- It was agreed the Judicial Committee is to stay in place until the next Board Meeting.

- o **Adults Riding on Ponies**

- It was noted that the rules state adults can ride ponies in practice rings only. However, practice days/training days are exempt from this rule.

- o **National Upgrades**

Motion to upgrade Sarah Ching and Danielle Watts: Moved: MM Seconded: RS

Motion to approve Fiona Tapp as a candidate: Moved: MM Seconded: MB

### **General Business**

- o **World Cup Class**

- The World Cup class was discussed.

Motion to not allow those who ride in the World Cup to participate in the World Jumping Challenge:

Moved: MM Seconded: RE

- o **Bylaws**

- The Show Hunter additions to the bylaws were discussed. It was agreed that they should be rolled into one and approved in one go at the AGM, and then they can go to the ESNZ Board for approval.

Motion for Jumping Bylaw Changes to go to ESNZ Board: Moved: RE Seconded: MM  
All in Favour

- o **Remits**

- It was noted the remits need to be added into the Technical Committee Minutes.

- o **ID Papers**

- The topic of ID Papers needs to be included in the secretary seminars.



**Vicki Glynn joins the meeting at 2pm.**

- **Annex 14**
  - Saddlery/standing martingales was discussed.
- **Officials**
  - JD to send out an updated officials list for World Cup and World Jumping Challenge competitions.
- **Technical Delegates**
  - Need to be approved at the AGM.
- **Restricted Areas required World Cup Classes**
  - A letter was read from John Roche raising issues regarding those competing in World Cup classes and staying on the grounds in restricted areas. The letter was sent on 7<sup>th</sup> April and reads as follows:

*Dear Dana,*

*I met with your President Richard Sunderland in Lausanne and discuss the two following items.*

- 1. The holding of international classes at national shows in NZL*
- 2. The FEI education programme for officials and how NZL officials will progress through that in the future.*

*We agree that for international events run over one day in your country that the following will apply:*

- *The parking area for trucks with horses taking part in the international competition will be considered the restricted area instead of stables. The trucks of all horses taking part in this class must be parked in this area. This area must be stewarded during the day of the international competition.*
- *On the morning of the World Cup qualifier the OC must provide the international riders and horses the possibility to take part over obstacles in the main arena.*

*The issues raised relating to officials will be discussed by the FEI Jumping Committee on the occasion of it's in person meeting later this month.*

*Kind regards,*

*John*

- It was agreed conditions need to be developed by the FEI Committee at the AGM.
- **AGM and Conference Presentations**
  - Both power point slides were presented with no questions/issues raised.
- **AGM Awards**
  - AGM Awards winners were checked and agreed as true and correct.

○ **FEI Clean Sport Application**

Vicki Glynn discussed the following:

- FEI announced they will test 20 horses across all disciplines from October-December. They've enrolled the vets and will nominate the horses that are to be checked and allocate the vets to deliver the checks.
- The plan is for ESNZ national testing to slide in alongside the FEI vets and ask if they are able to perform a national test at the same time. They are able to do so because they are independent NZ vets.
- A separate vet to the one doing testing must also do the trot up.
- The budget for this comes from the FEI – this will translate into a \$30 flat fee from riders.
- It was noted the FEI have still not supplied an answer to whether certain FEI competitions such as the Children's Challenge and World Jumping Challenge will be exempt or not.
- It was agreed that this topic should be discussed at the AGM/Conference.

Motion to accept \$2500 added to the budget to cover Clean Sport for the World Cup:

Moved: MB      Seconded: JH  
All in Favour

○ **Helmet Standards**

Vicki Glynn discussed the following:

- The current safety standard of EN1384 is going to officially be removed from 1<sup>st</sup> August. This will affect all disciplines and includes Pony Club.
- The new standard of VG1 is to be adopted. This will disallow the use of top hats for dressage. The rules relating to helmets are currently being updated in the general regulations (GR150).
- GPA (Standard EN1384) will become illegal in one year. Retailers have been forewarned and understand. All affected parties are working towards this date.
- A tagging system is recommended to aid with the checking process during the one year adjustment process. Pony Club has begun their own tagging system.
- The new recommendation is that helmets must be worn during all horse handling as well.

○ **Health and Safety Update**

JD discussed the following:

- ESNZ has the primary duty of care. This includes officials, area groups and disciplinary boards.
- ESNZ Insurance covers officials at all times as long as they are current financial members.
- Organising Committees are obligated to consult and cooperate

- A&P committees have a memorandum of understanding with ESNZ so are covered
  - It was noted the biggest area of concern is people riding motorbikes at shows as the answer as to who is responsible for these kind of H&S issues is unclear.
  - All H&S risks will need to be identified and then assessed by organising committees. But whatever is decided by those committees needs to comply with the Jumping Rules.
  - The priority for rolling out the H&S message is to get area groups thinking proactively about their role. Getting started is the first step.
- **New Registration Forms**  
JD discussed the following:
    - The form has been updated so all disciplines are separated out. The registration team has been told to check registration starts and will send a follow up email for ones that are out of sync.
- **Show Hunter Points Coordinator**
    - It was noted this position needs to be advertised after the AGM.
- **Stewards Going to Australia**
    - Three people need to be sent to the refresher course in Australia
    - Three-four people need to be sent to do the Level 1 course.
    - The potential for Nigel King to come to NZ was discussed to take a Level 1 Jumping and Dressage course at the same time. JD to discuss this further with Heidi Buffin and the Dressage steward Lynda Clarke.
    - Approval to send these candidates to Australia will be done at the AGM.

**Next Meeting** - to be set at the AGM

The board was thanked for their attendance and the meeting was closed at 2.30pm