



Draft Minutes of Meeting

ESNZ Eventing Board Meeting held;
9.30am on 31 October 2019
NEC McLeans Island, Christchurch

Present: Graham Fox, Marg Evans (chair), Raewyn Eastwood, Maree Burnett, Clive Long, Jane Callaghan, Bundy Philpott (NI Rider rep), Rosie Edwards (OC rep), Leonne Jones (OC rep)

Attended by: Eliza Johns (Sport Manager), Dana Kirkpatrick (CEO), Jock Paget (Performance Leader)

Apologies: Hamish Butler-Gallie (TAG Chair), Lydia Truesdale (SI Rider Rep),

<u>Agenda</u> <u>Item</u> 1	Meeting Administration
	<p>The Chair opened the meeting, formally welcoming all board members to the meeting and to Christchurch and thanking them for giving their time to the board and the sport.</p> <p>Apologies accepted from Hamish Butler-Gallie and Lydia Truesdale.</p> <p>Changes to the board interest register were noted as; Raewyn Eastwood – add Member of the College of Sciences Executive Committee at <i>Massey University</i> Graham – add husband of an eventing official as this has dropped off his list.</p> <p><u>Confirmation of minutes</u> Moved minutes of the meeting 24 September 2019 be approved as true and correct record of the meeting.</p> <p style="text-align: right;">Moved: Graham Seconded: Leonne Minutes accepted.</p> <p>Matters arising from the previous minutes;</p> <ul style="list-style-type: none">• Taupo Subcommittee XC Working Group Terms of Reference were sent to Raewyn and Marg following the last meeting, no action taken, they need to be sent to the whole board for review and agenda item for next meeting to discuss. Action: Eliza to send Taupo XC Subcommittee TOR to whole board.

- No one had been assigned to review of the sport operational delivery model. It was agreed that the review will happen once the actions from the strategic plan are finalised and will be completed by Raewyn/Eliza
Action:

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Reports

Chair Report

The chair tabled her report and moved that it be accepted.

Moved: Marg Evans
Seconded: Raewyn Eastwood
All in favour

Sport Manager Report

The sport manager tabled her report and asked if there were any questions. There were no questions.
Moved the acceptance of the sport manager report

Moved Eliza Johns
Seconded: Jane Callaghan

Finance Report

The finance report to 30 September was presented in the printed board papers. The board were given time to review the report and to ask any questions.

Key points to note in the finance report;

- Membership income is under budget. This is due to timing of event start levies being invoiced and because member services are 3-4 weeks behind on processing. At worst, eventing is \$3,000 behind on annual starts sold but this is believed to be a timing issue.
- AGM costs above budget which relates to venue and location over runs and inaccurate budgeting at the time the budget was set.
- TAG well below budget due to lack of activity within officials development space.

The sport manager will work with Maree Burnett to review layout of financial report and feedback any requests for change to CEO and Finance Manager. **Action**

Technical Advisory Group

TAG chair was unable to attend the meeting in person so his written report was tabled as read.
There were no questions.

Action: send reminder email to the south island CDs that are looking to transfer/develop - Eliza.

NZ3DE Subcommittee

Equestrian Entries will not fulfil the secretarial role in 2020, the event convenor, Jenny Draper, is making plans for replacement secretarial provision.

Subcommittee actions are progressing well. Sponsorship and funding still the major area of risk to note.

Move the acceptance of the NZ3DE subcommittee report
Moved: Graham Fox
Seconded: Jane Callaghan

NEC Rep Reports

NEC Rep Reports were circulated prior to the meeting.

There were no questions.

Moved that the two NEC rep reports were taken as read.

Moved: Jane Callaghan

Seconded: Leonne Jones

All in favour

Subcommittee Taupo XC Working group

It was agreed that the Taupo NEC XC working group subcommittee should provide a written report to each board meeting as is an official subcommittee appointed by the board – **Action: Eliza to follow up.**

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General Business**Strategic Plan**

Progressing the strategic plan.

Maree, Raewyn and Marg have been working on the strategic plan and would like it finalised so it can be displayed on the website and agreed actions implemented.

The board, in consultation with OCs and Area Delegates at the 2019 AGM workshop, identified the major areas of concern for the sport. These aligned with many of the initiatives already present in the strategic plan and it was agreed that action points be decided and allocated to various board members to progress.

The CEO recommended that eventing pick two or three key initiatives to focus on for the remainder of the financial year, initiatives that are achievable.

Financial sustainability of the sport

The board agree that a funding strategy, which incorporates sponsorship, is required to drive funding initiatives and avoid the scatter gun approach.

With funding, consideration needs to be given to national funders vs regional funders; competition with OCs and area groups and competition/cannibalism of other ESNZ disciplines.

It was agreed that sponsorship, while part of funding and financial sustainability, should not sit within the funding portfolio as it is a big action on its own, should have a dotted line to the financial sustainability strategy.

ESNZ Board must take responsibility of over arching funding plan. The competitiveness of the disciplines goes against everything the organisation supports and creates issues and reduces chance of success.

It was suggested that Eventing write to the other discipline boards highlighting the problems being encountered with funding applications and suggest two options; 1. Collaboration with other disciplines and coordinate approach to national funders, or 2. Advocate hard at ESNZ board level to push for an overarching funding strategy for all of ESNZ.

Ability to obtain commercial sponsorships and develop those relationships is stopped by capacity within ESNZ at the moment. Currently area groups and OCs are in prime position for funding, while Disciplines are in no man's land and ESNZ will focus on SNZ and HPSNZ and commercial relationships.

Action: Financially Sustainability Model – Raewyn to commence, Maree can provide support.

Focus suggestions;

- All of sport facilities strategy.
- FEI Events
- New venues
- Bulk buying options – what might these look like?

It was agreed that actions need to be decided to progress these this area including how much money is required to achieve goals and over what timeline.

It was also agreed that eventing needs to identify its demographic, age and interests outside of equestrian sport. Also what is eventing's value proposition and why would a company/brand support the sport?

- History of the sport, success internationally, well funded HP but nationally the sport is resource heavy and needs support to continue to succeed. Keeps people outdoors, relationship between human and horse, two hearts one goal, rewarding volunteers.

Action: Clive is willing to be involved.

Vibrant Organising Committee – Rosie/Raewyn/Leonne

Is there a role for ESNZ Eventing to do some capability workshops – what are the things that OCs need help with Some OCs need governance guidelines.

Valued OCs. Good meeting process, good succession planning, good relationship with their venues,

Arena Eventing – banners/signage at Puhinui – blurb in the 10min box.

Concept of lower level options running alongside upper level events.

As a board, interest in trialling new formats.

Talk to competitors – reasons for competing, perception of the format. What they would like to see.

Action: Future OC/Secretarial workshops – set a timetable for 2020

Locate info used in the first round and share this, including topics covered and numbers invited from each area. Recommend setting these across winter months to avoid events. Eliza and others

People for the future – Clive and Rosie

Addressing the issue of lack of officials in the lower north island at all levels.

Health & Safety – Rosie – use TAG/Hamish

Declining entry numbers - Bundy

Action: summary of event entry fees

Performance Pathway

Jock Paget presented the illustration document of the performance pathway 2020-2024 which shows how riders are sourced, selected and how they move through the pathway, including criteria for selection and performance expectations. The purpose of each squad was also outlined.

Points highlighted were changes to the selection criteria for the TID and the additional resources being focused on that squad to help bridge the gap to Talent Development. There will now be 4 horse camps per year for TID and 1 x off horse camp also.

Ideally there will be 5-6 athletes in each of the TID and TD squads although this is not stated anywhere on

the pathway.

South Island riders have been challenged due to squad camps being based in the north island and the cost to attend was prohibitive. To accommodate the south island squad members going forward there will be 4 camps run per year in the south island which will be open to other riders on a user pays bases. It is anticipated that the riders paying for these camps will enable the squad riders to attend free of charge.

Action: Jock to provide dates to Eliza of SI Camps. Thought to be Feb, April, August, October 2020.

Action: Are there any avenues that TID applications could be shared through – are we certain that we are capturing everyone? - Eliza

Team performance was raised and the question was asked, “where do we introduce this in the pathway?” and “Are our competition structures working to support this?”

What are the opportunities that are available to ESNZ Eventing to support this – ideas suggested were;

- Young Rider Team to SI.
- South Island Team to NI.

Travelling and team management involved. Development opportunities across coaching and management pathways also. Sponsorship? 2* and 3* level.

Action: brainstorm ideas with Jock, Simon, Rider Reps, OC Reps.

Funding and Grants

Agreed that board would wait for outcome of application to NZCT before submitting a backup application to Lion Foundation or One Foundation.

Resolution: it was resolved that the board will apply to the Lion Foundation or The One Foundation for funding support of approximately \$17,000 for course development at the Taupo NEC.

**Moved: Raewyn Eastwood
Seconded: Graham Fox**

Racing Board. Raewyn will have investigative conversation with the person she knows within the racing board and then feedback to ESNZ for the board to progress. This is seen as a Long term option, not an immediate funding source.

ACC funding medical cover – investigate. All events or all eventing events.

Action: Starters caravan full of equipment - north island project.

ESNZ Board update

Agreed that disciplines would be advised that the issues with the database remain and is the top priority for ESNZ. There are significant issues, but no solution currently.

Summary notes being approved by Chair and Maree will share with the eventing board via email when able.

Discipline representative role description on the ESNZ Board
NZPCA and RAS collaboration. Range of issues for the disciplines, also issues for all equestrian sport.

Constitution Review – waiting for action from Jumping.

NZPCA – Action: ESNZ will initiate conversation with pony club.

Officials – providing a base of people/officials that ESNZ can train – pay levies to support this.

Appointment Process

Last meeting when the appointment of the national selector was approved a point was raised over whether or not the names of the applicants should be shared with the full board. The board chose at that meeting not to share the names of the applicants and listed their reasons. However, the topic was brought back to table to check that current board appointment process – best practice - is fit for purpose.

Discussion took place.

Suggested that Board appointed chair of the panel is added to the process. – Action: Eliza

Other suggested edits coming from Raewyn.

Panel report to the board should include

X number of applications.

Followed this process x, y, z.

Asked to ratify the process.

It was noted that the further removed from the process being personalised, the safer the position is for the board.

Eventing Auckland

A reply will be sent to Eventing Auckland, thanking them for their detailed reply and stating that the board looks forward to receipt of the 2019 financial statements. Letter to include that there are currently no national sponsors to approach for sponsorship on behalf of the OC and that several board members will be attending the event and the whole board supports a successful event at Puhinui in December.

Suggested that each Area Group or OC be asked to run a practice day/training day or fundraiser to raise funds to support the three long format events in NZ. **Action: Marg will draft something.**

Officials – Lower North Island

Perceived lack of officials in the lower north island.

Raised with both Hamish and Jenny from TAG.

Ideas – suggested to actively recruit.

Recognition of prior learning, or current competency where people can self-assess at time of application.

Clive and Rosie will progress.

NZ3DE Official Appointments

Moved to appoint officials as suggested for the NZ3DE 2020 Championships.

Moved: acceptance of officials: Maree Burnett

Seconded: Marg Evans

Bundy declared a conflict of interest

Board Only Time

The board held a 10min board only time session at the end of the meeting.

Date for next meeting: 12 February 2019 – venue tbc

Meeting closed at 5.00pm