



MINUTES

**Minutes of the Dressage NZ Planning Forum
Held at the West Plaza Hotel, Wellington
5.30pm Tuesday 10th April & 9.00am Wednesday 11th April 2018**

Present:

Board

Lynda	Clark	Chair
Sara	Bright	Finance Officer
Sue	Hobson	Judges Officer
Scott	McKenna	Rules Officer
Judy	Alderdice	Training & Development
Michelle	Zielazo	Marketing Manager

In attendance:

Wendy	Hamerton	Dressage Sport Manager & Secretary
Celine	Filbee	Event Manager
Helen	Hughes-Keen	Minute Secretary

Apologies

Marti	Pow	Dressage SCNO
Aubrey	McRae	Dressage Canterbury
Jude	Nickolls	SI Riders Rep©
Julia	Thomson	SI YR Convenor
Jo	Telfer	NI YR Convenor
Betty	Brown	Dressage Auckland-Manukau
Andrea	Raves	

That the apologies be accepted:

Moved: Susan Tomlin

Seconded: Sue Harris

CARRIED

Committee Area Delegates (D)

Judith	Matthews	Dressage Northland (D) Substituting for Ulrike Gerstenberger
Christine	Latch	Dressage Waitemata (D)
Karen	Shields	Dressage Akld-Manukau (D) Substituting for Betty Brown
Debra	Cowen	Dressage Waikato (D)
Sue	Harris	Dressage Gisborne (D)
Janine	van der Horst	Dressage Bay of Plenty (D)
Susan	Tomlin	Dressage Central Districts (D)
Dana	Haszard	Dressage Taranaki (D)
Bernice	Frost	Dressage Taihape (D)
Genevieve	Quin	Dressage Nth Hawke's Bay (D)
Sharon	Field	Dressage Sth Hawke's Bay (D)
Amber	McGovern-Wilson	Dressage Wairarapa (D) Substituting for Suz Halligan
Rosanne	Rix	Dressage Wellington (D)
Diane	Wallace	Dressage Marlborough (D) Substituting for Liza Herkt
Helen	Bowler	Dressage Nelson (D)
Jane	Crichton	Dressage Canterbury (D) Substituting for Aubrey McRae
Nicola	Sim	Dressage Ashburton (D) & Dressage SCNO
Laura	Hayes	Dressage Otago (D)
Jenny	Affleck	Dressage Southland (D)
Alicia	Zeludko	NI Riders Rep©
Jane	Robertson	Steward General

Members

Judy Collin (Auckland), Jos Gresham (Central Districts), Helen Hughes-Keen (Chair of Selectors) Samantha Norman (NZPCA CEO/member)

Observer (Tuesday evening) Ron van der Horst

Dressage Planning Forum 2018

Chairman's Welcome

Lynda Clark welcomed members to the meeting noting that all attendees are welcome to participate in discussions and but only voting delegates have voting rights

AGENDA ITEM 1

Minutes of Dressage NZ Committee

Held Sunday 25th June 2017 as previously circulated and on pages 5 - 17 of the agenda
That these minutes be accepted as a true and accurate record

Moved: Karen Shields

Seconded: Jenny Affleck

CARRIED

Matters Arising: There were no matters arising

AGENDA ITEM 2

Financial Position YTD 28/2/18

Finance Officer Sara Bright noted the change in the ESNZ has impacted Dressage NZ income
There has been little impact in annual start income but non -graded participation and income has reduced significantly owing to the requirement to pay a membership fee.
There has been no income from annual starts for three months Dec - Feb owing to the new ESNZ finance system connected to the database being unable to report the figures. It is expected this will be resolved in the near future

Moved by Finance Officer Sara Bright that the financial report as per the agenda be adopted

CARRIED

ED

Guest Speaker: Ken Allen Sport Wellington. Volunteer Succession Planning

"If we give better recognition to our volunteers maybe it will be easier to recruit and retain volunteer for our group. It is important to understand what motivates volunteers".

Motivations - GIVERS

Growth. How the individual will grow themselves from volunteering. Maybe it will look good on their CV.

Impact. The impact the volunteer has on the organisation

Voice. Volunteering enables the person to be involved and have their say

Experience. They gain experience in the sport from an inside perspective

Recognition. It feels good to be wanted and publically acknowledged for volunteering

Social. It provides social interaction or a social outing for the volunteer, where they can work alongside other like-minded people.

Some ideas included building a database of volunteers so that you can email them regularly and include them in the group.

Vital to give recognition to volunteers. Publically state what these people have done and what impact it had for the group. Show how the volunteer has grown as a result of volunteering.

It is important to give a good brief to the volunteers so that they are clear what their job entails.

AGENDA ITEM 3

WEG Update

Strategic Plan Priority – A Team to WEG 2018

The Sport Manager advised the meeting that she felt honoured, excited and humbled to be appointed as Chef d'Equipe for the NZL riders for WEG 2018

Summary of SM Presentation

Wendi Williamson sadly lost her potential team horse Déjà vu MH to colic after HOY and currently NZL does not have sufficient qualified riders to field a team at WEG.

Without a team at WEG, NZL does not have the opportunity to qualify a team for Tokyo OG 2020. There is still time for other combinations to qualify. NZL is permitted to send one or two individuals. A CDI has been introduced to the show programme at Taupo later in April plus there is a CDI in Australia in June which would be another qualifying opportunity for NZL horses.

NZL riders were initially planning to campaign in Europe prior to WEG but now are looking at going straight to the USA via Sydney, Singapore and Anchorage. An advantage of this route is that the horses can go into quarantine in Kentucky soon after the games and be back to NZ 6-8 weeks earlier than if going back to Europe. There is a CDI 3* competition the horses can compete at near New York a month prior to Tryon.

The Tryon athlete and officials accommodation is not going to be completed finished by September so will stay in hotels. The grooms will be able to stay on site.

Return flights to the USA are approx \$70,000NZ including home bound quarantine. The horses will possibly fly mid July. There will be many other costs riders will have including accommodation and agistment. Sharn Wordley has offered help with accommodation and contacts in the USA.

Dressage NZ has committed \$20,000 per rider with other fundraising to date at approximately net 10K. Contributors to date include the Walking for WEG by a group of officials, Waikato Dressage Group auction, Hobby Horse auction at nationals, Takapoto Estate auction and a donation from Dressage Central Districts. Riders entering nationals were invited to contribute with entries.

A short ppt presentation was shown of the Tryon venue

Fundraising: Michelle Zielazo (Marketing Manager)

Michelle noted that this project is about putting Dressage NZ on the map.

A monster raffle is planned hoping to raise at least \$30,000 from 300 tickets @\$100 each. Other items could be more appropriately auctioned.

EOI were sought from anyone interested in co-ordinating the raffle. Karen Shields suggested a silent auction could also raise funds

Michelle is also working on a retail offer to equestrian buyers, plus areas are invited to use local initiatives eg – WEG morning teas, make donations with show entries by adding a line on Equestrian Entries

AGENDA ITEM 4

Officials Pathway Updates / Reviews

1) Judges – Sue Hobson (NJO)

The JSC have recommended that NZL adopt the 2019 version of the USDF tests and collaborate with AUS to make any adjustments to the “language” to make them consistent for AUS & NZ. One of the benefits of this proposal would be to allow easier Trans Tasman exchange of judges. Dressage Australia currently uses the previous version of USDF tests with some small modifications and pay 10k over 4 years. NZL Currently liaising with AUS to determine if we can submit an application to the USDF to secure a joint license under the Oceania Federation

The USDF tests are reviewed every four years and are currently being reviewed but are not quite ready for publication.

They have three tests plus a freestyle at each level for levels 1-5. There are still 0 level or introductory tests available.

The main differences in the tests are;

Level 2: Sitting trot is mandatory for the leg yielding. Elsewhere you can do either sitting or rising.

Level 3: Might have half passes in the trot

Level 4: has a single flying change each way

Level 5: is like our 5D test in that it has working pirouettes and a simple sequence change.

Level 6-9: remain the same

It is anticipated these tests would come into effect 1 August 2019

Questions asked

- Will downgrading be an option for current Level 4 horses unable to execute changes at time of implementation of the tests
- Will a double bridle be permitted at level 4 if changes are introduced
- Will there be an ongoing cost every four years
- Will the increased difficulty of the introduction changes at L4 be a road block for Amateur riders

It was agreed in principle that delegates take this proposal back to areas for further consideration with further discussion to be held at conference.

The JSC also recommended that NZL should also adopt the DA judge’s classification and training programme. .

NZL List 1 judges would become A Level judges.

NZL List 2 and 2A would be given the chance to sit an exam. Providing they have an 80% + pass rate and shadow judge with a judge educator, they would be promoted to A Level. The exam would be held in Auckland, Wellington and Christchurch.

If List 2 or 2A decline this opportunity they would have B level status and be able to judge up to Int 1.

No area would be disadvantaged by this system and the sport would have more A level judges than we currently have List 1 judges.

This will be implemented only if we adopt the USDF tests alongside DA. If implemented, the JSC will conduct road shows explaining the new system and test requirements.

It was agreed in principle that delegates take this proposal back to areas for further consideration with further discussion to be held at conference.

2) Stewards – Jane Robertson (Steward General)

Jane Robertson noted with the meeting that it may be necessary to make changes to the rule to ensure all areas use stewards at events

The Sport Manager proposed a vote of thanks to Jane and her stewarding team who work such long hours, particularly at the national events

AGENDA ITEM 5: REMITS

REMIT 1:

Re Abuse of Horses

Submitted By: Alicia Zeludko (NI Riders Rep)

NEW RULE

That a rule be initiated that protects equine participants in dressage from abuse occurring through being ridden at a level higher than their capabilities.

OPTIONS

“That a certain number of scores at X level be obtained before being able to ride at that level in RE or above rated competitions”

AND/OR

“That if during a performance a horse scores a 4 or less on more than X amount of movements, and the final score is less than 50%, that the combination will be withdrawn by officials from that level for the remainder of the competition”.

Both options FAILED

It was agreed that there are currently sufficient rules available to protect equine participants from abuse but officials must be clear about their application

REMIT 2:

Re Prize Givings

Submitted By: Alicia Zeludko (NI Riders Rep)

NEW RULE

That prize givings are only held no earlier than 30 minutes after the official results of a class are posted.

FAILED

REMIT 3:

Re: Arena Familiarisation

Submitted By: Alicia Zeludko (NI Riders Rep)

Article 473(4)(4.1) Arena Familiarisation

All arena familiarisation is under the jurisdiction and control of the OC and should be advertised in the schedule prior to the event. Arena familiarisation is defined as permission to work around the outside of the competition arena, unless the OC has stated this is allowed under Article 473.1.

- **It was agreed**
In principle arena familiarisation should allow walk, trot and canter around the outside or inside of the arena. Conditions of familiarisation will be left up to each area as event/ground conditions are different and may require amending for any reason at the event.
 - **The Rules Officer to amend the rules and present new wording at conference to reflect the above**
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REMIT 4:

Re: Identifying young/green/problem horses with tail ribbon

Submitted By: Alicia Zeludko (NI Riders Rep)

NEW RULE

To be under Article 477 – Saddlery

For the purposes of safety, horses known to kick are permitted and encouraged to wear a red ribbon in their tail at all times whilst being ridden and/or handled except in actual competition.

Young or green horses are permitted to wear a green ribbon whilst being ridden and/or handled except in actual competition.

Agreed in principle: The Rules Officer to amend the rules and present new wording at conference to reflect the above

REMITTS 5 & 6:

RE: Noseband Taper Gauge

Submitted By:

5. Jody Hartstone (member) & supported by Dressage Bay of Plenty
6. Alicia Zeludko (NI Riders Rep)

5. AMEND CURRENT RULE/ARTICLE NUMBER: Article 477 (Saddlery) 4.10

That Article 477 (Saddlery) 4.10 be deleted and replaced with:

REMIT: That all Dressage New Zealand stewards are provided with an approved Noseband Taper Gauge in order to test the tightness of nosebands in an equitable way. This Noseband Taper Gauge needs to be used on the Nasal Planum (front of nose) to ensure that there is room for two fingers placed beside each other horizontally underneath the noseband.

Stewards MAY check noseband tightness at any time during an event. Any official / judge can ask a steward to check the tightness of a horse's noseband at any time during an event. If the noseband is found to be too tight before a dressage test has been ridden, the rider will be given the opportunity to loosen the noseband until it is of the correct tightness.

If the rider is found to have ridden a horse/pony in a test with a noseband tighter than set out in the guidelines for the Noseband Taper Gauge, they will be eliminated from that test.

Stewards MUST check noseband tightness using the taper gauge at all mandatory inspections.

6. re: Noseband Taper Gauge

Submitted By: Alicia Zeludko (NI Riders Rep)

NEW RULE

That New Zealand Dressage Stewards be provided with an approved Noseband Taper Gauge so that noseband tightness can be checked in a systematic way without any room for subjectivity.

Although there was no support for the current rule, after lengthy discussion remits 5 & 6 both FAILED

It was agreed that Scott McKenna, Alicia Zeludko and Susan Tomlin consider a fair way to measure the tightness of all types of nosebands in consideration of the welfare of the horse and re present a new rule at conference to reflect this

REMIT 7:

Submitted By: Scott McKenna (Technical Officer)

Re: Article 454: Lameness, Blood or Welfare Concerns

Amend

Article 454 – Lameness, Blood or Welfare Concerns

1. Any horse that shows lameness while competing will be eliminated. The Judge or Chief Judge will ring the bell to stop the test and explain the reason for the elimination to the rider. There is no appeal form this decision.
2. (as per existing clause 3)
3. The Chief Judge may stop a test at any point and eliminate the rider if for any reason the Judge believes it is contrary to the best interests of the horse and/or rider to continue the test.

PASSED

Comment:

REMIT 8:

Submitted By: Scott McKenna (Technical Officer)

Art 453: Re Use of Voice

Amendment to Article 453

Amend to;

1. The use of the voice or clicking of the tongue is prohibited and will be penalised by the loss of two marks from those that would have been awarded for the movement in which this occurred.

PASSED

Comment

REMIT 9:

Submitted By: Scott McKenna (Technical Officer)

Re Art 451.12: Commencement of Test

Amendment

Clause 12 – Amend to

12. The rider has 45 seconds from the sounding of the bell to commence the test. The test commences from the point the horse proceeds on the centre line.
If the test is not commenced within 45 seconds of the sounding of the bell the rider will be penalised 2 points per judge.
If the test is not commenced within 60 seconds of the sounding of the bell the rider will be eliminated.

Proposed by S Tomlin: add ... After the bell has rung

PASSED

REMIT 10:

Submitted By: Scott McKenna (Technical Officer)

Re Art 451.15: Horse Leaving Arena During Test

Amendment

Clause 15 – Amend to

- 15 A horse leaving the arena with all 4 feet between the time of commencement of the test and the time of exit from the arena will be eliminated. The only exception to this rule is when a horse is required to recommence a test pursuant to article 451(4).

PASSED

REMIT 11:

Submitted By: Scott McKenna (Technical Officer)

Re Art 441.2 Placement of Judges

Amendment

Amend Article 441 as follows;

- (2) The Judge(s) should sit between 3 and 5 metres from the outside of the arena. If the dimensions of the competition area do not permit the Judge to sit at least 3 metres from the edge of the arena then the Judge should sit as far from the edge of the arena as possible.

PASSED

REMIT 12:

Submitted By: Scott McKenna (Technical Officer) on behalf of the Dressage NZ Board

Amendments Rules for Dressage Administration ESNZ By-Law 17

11. THE COMMITTEE

- a) iv The President and the CEO/ GM of ESNZ ex officio, **Add: as observers only**

16. FINANCIAL

Two Officers and the Dressage **Sport General Manager** will be appointed by the Board of Dressage NZ to authorise all transactions and at least 2 Officers will sign off on all transactions.

Delete General

17. SELECTORS

- ~~c. Selectors will be subject to a yearly review.~~ Delete this para.

19. SUB-COMMITTEES

~~The Board of Dressage NZ may form sub-committees for a specific purpose. The Board must inform the committee of the membership and Terms of Reference annually to the Committee.~~

Delete this para. Duplicated in Board procedures 10(a) as below

10. BOARD PROCEDURES

- a) The Dressage NZ Board may regulate its own procedure and may co-opt, appoint or employ individuals or subcommittees for any specific purpose falling within its functions.

PASSED

AGENDA ITEM 6

GENERAL BUSINESS FOR DISCUSSION

Item 6.1

Submitted by: Betty Brown (AMDG Delegate)

Presenter: Karen Shields (AMDG President)

TOPIC: NEW JUDGES (List 5)

Dressage Auckland – Manukau concerned that it is difficult to secure mentors and the current structure to enlist and train new judge is not really working.

Sue Hobson agreed the JSC to review the criteria at the lower levels to make this more attractive but at the same time riders should be able to expect judges to have sufficient knowledge to capably judge their level of competition. If areas are having difficulty securing mentors, they should contact her for assistance

Item 6.2

Submitted by: Betty Brown (AMDG Delegate)

Presenter: Karen Shields (AMDG President)

TOPIC: GRAZING OF STALLIONS

It was agreed Scott McKenna discuss this with the ESNZ technical committee

The Sport Manager noted the importance of keeping gates shut not only within the venue but also road gates

It was noted by the NZPCA CEO that some venues simply do not have the appropriate facilities for stallions to be safely on the grounds and these events should not permit stallions to enter

Alicia Zeludko noted any stallion handler must be capable and any grazing of horses should only be permitted in an enclosed area

Item 6.3

Submitted by: Betty Brown (AMDG Delegate)

Presenter: Karen Shields (AMDG President)

TOPIC: RIDDEN PONY STALLIONS at EVENTS

Recommendation - An age limit (not specified) be imposed

FAILED

It was agreed that subject to there being no issues of control, this is permissible, noting that Organising committees can ask anyone to leave an event if there a considered risk.

Item 6.4

Submitted by: Scott McKenna (Technical Officer)

TOPIC: ERROR OF COURSE / ERROR OF TEST

Proposal and / or Rationale for Forum Discussion

Article 451 uses the terms “error of the course” and error of the test”, neither of these terms are defined, but examples are given. It is proposed that the committee agree on comprehensive definitions of each of these terms.

It was agreed that Scott McKenna be given a mandate to discuss this further with the Judges Officer to compile a list of definitions

It was agreed that the issue of conferring between judges on the issue of course errors be clarified and confirm the authority of the issue of a course error

Item 6.5

Submitted by: Dressage Bay of Plenty

Presenter: Janine van der Horst

TOPIC: VENUE FOR NZ DRESSAGE NATIONAL CHAMPIONSHIPS

The Bay of Plenty delegate referred to the submission regarding hosting the nationals at Taupo NEC. It was noted that the Board has recommended the Nationals will stay at Manfeild for 2019 but anticipates a move to Taupo in 2020. It is unsure when the NEC facilities indoor will be completed, particularly the kitchen and consideration for lighting if night shows are to be held.

AGENDA ITEM 7

TOPIC:

NATIONAL CHAMPIONSHIPS PLANNING 2019 and beyond

Refer to Agenda Item 6.5

It was noted Celine Filbee has resigned from the position of national events manager effective Feb 2018 and that EOI are being sought for a replacement EM

The Sport Manager noted she had been invited to attend a Taupo NEC meeting in February which had been positive progress in understanding the NEC developments. Feedback around the facility following the Waikato RE had been well received by the Taupo committee.

HOSTING A CDI 3*

Riders /members had requested a breakdown of costs associated with hosting the national championships and /or a CDI in conjunction with a regional show. Comparative figures were presented from BoP and Waikato RE at Taupo NEC and the NCH at Manfeild. This demonstrated the differences with the NCH having a budget of approx three times the RE listed. Some points around the BOP RE budget were clarified. The Waikato Delegate noted their OC gratuities should be \$12,000 not \$1200, but that the total is correct

Sharon Field requested that EM payment to run the four day April show be reviewed and that she should not be underpaid for work done

AGENDA ITEM 8

TEST BOOK REVIEW UPDATE

This was discussed in Item 4 Officials Pathways & Updates

AGENDA ITEM 9

CALENDAR

a) North Island Championships:

- The updated draft calendar for 2018/19 was tabled noting that Wairarapa have withdrawn from hosting NI Champs in 2019. Central Districts are hosting NI Champs 2018.
- A sub-committee comprising of delegates identified from areas who were identified as having suitable venues for NICH, Alicia Zeludko, Dana Haszard, Janine van der Horst, Debra Cowen, Karen Shields, Amber McGovern-Wilson & Rosanne Rix be delegated to investigate possible rotation and date setting in advance for planning purposes.

b) NZPCA & Dressage NZ

- **Samantha Norman**, dressage competitor and NZPCA CEO spoke to the meeting re difficulty of scheduling NZPCA /ESNZ dates to avoid clashes and the apparent short length of the season.
- **Karen Shields** noted that AMDG has a Young Rider event and suggested a joint venture with Pony Club Championships
- **Scott McKenna** asked if it was possible to “tag” PC Champs to a DNZ event
- **It was agreed** there is a need to work together where possible for the benefit of the development of dressage in both organisations

c) 2018/19 Calendar Draft for Review.

- The Southland delegate noted the only date they could host SICH in Gore 2020 was 8/9 Feb
 - The Sport Manager requested that areas be as prompt as possible submitting dates in order potential clashes can be avoided. Asked for any further dates by 20th April
-

AGENDA ITEM 10

COMMUNICATION

a) ESNZ Website

The SM outlined progress on the website noting that some items were still a work in progress and results from mid-December were still waiting to be uploaded hence the difficulty accessing current points & profiles. Gen Quin noted she liked the new look of the site

b) Dressage NZ Bulletin Review

A general view that some members find accessing and reading on the Issuu platform too difficult but the magazine was high quality. Michelle Zielazo outlined the “website blog’ option which was viewed favourably if easy to read.

It was resolved to explore the blog option further.

c) Communication

Areas were invited to outline how they communicate with their members. Otago and Southland both noted the social aspect of getting together at events really supported communication

Dana Haszard from Taranaki sought confirmation that any newsletters from Dressage NZ could be used in area websites. This was encouraged.

AGENDA ITEM 11

ROADSHOW 2018

Areas were asked if they would like a roadshow this season.

There was support for this in principle as it gave groups the chance to meet the leaders of the sport.

Karen Shields supported Board/SM attendance at events in order they can meet riders/others. She also supported the work of the Board but would like to know more. It was noted that a Board Minute Summary is posted on the website

Roadshow Topics Suggested

- Update re Woodhill Sands Trust. What user groups should be asking for to maximise the “new” venue
- How do we best represent ourselves to the managers of our grounds to get them to understand our needs
- Meeting Etiquette & Procedure (x 2)
- Volunteers
- What’s In It for the members (DNZ)
- Communicating with other groups in our area and getting more riders at our competitions
- How to promote grass roots (x3)
- Development opportunities for starting riders
- Managing finances and budgets
- Event organisation
- Committee management
- Q & A session
- Training opportunities
- Area obligations to DNZ

AGENDA ITEM 12

Training & Development Overview 2018/19 – J Alderdice (TD Board Member)

The Performance Pathway for the 2018/19 season was outlined

Squad criteria to be published before the season begins

Ponies will now be included in the Youth Squad with no separate pony squad being selected

Qualifying scores are likely to remain the same as for this season but those who meet the criteria will not automatically be included. The Selectors will retain the right to consider all other factors when naming squads.

The Talent ID squad attracts large number applications but there are only limited resources and places available.

DNZ is producing a format for regional development that areas groups are encouraged to adopt.

Dressage NZ has ppt presentations points on rules and social media use that can be made available to areas.

Dressage NZ is looking to make the composition of the Performance committee more flexible and include island riders reps where appropriate

AGENDA ITEM 13

a) Conference Update. WEG Theme & Fundraising possibilities

To be hosted by Dressage Central Districts. Sat 30 June, Sun 1 July.

The format was discussed noting the AGM is largely a limited number of elections, reports and ratification of reports discussed at the Planning Forum. That this could be completed in the Saturday morning session and the committee meeting beginning in the afternoon followed by the Awards Dinner. There was support for a meeting on Sunday but finishing early afternoon

b) Officer & Sub-Committee Elections & Appointment 2018

The following vacancies were noted

- i. Finance Officer. S Bright not available for re-appointment. Three year term. Appointed Board member
- ii. Judges Officer. Board position available for re-election by rotation. Sue Hobson indicated her availability for election for a further three year term
- iii. NI Young Rider Convenor. Two Year term. By appointment

The Chair declared the meeting closed at 3.45pm