

ESNZ BOARD SUMMARY

6th APRIL 2017

The ESNZ Board met on the 6th April 2017 in Wellington, the following is a summary of key outcomes from the meeting.

HEALTH & SAFETY

The Board was provided a copy of the ESNZ incident register.

There had been some combined ESNZ/NZPCA events where incident had occurred and ESNZ has not been advised of the incident. ESNZ to approach NZPCA around having joint processes around Health and Safety.

KEY AREAS FOR REVIEW / WORK

MEMBERSHIP MODEL REVIEW

Submissions were received from all disciplines, 14 area groups or clubs and 72 individual. The Board was presented with a summary of the key issues raised via the submissions:

- Mixed response to the proposed \$120 membership fee but most understood why it had to be increased.
- Everyone should pay something so remove first year free altogether
- Mixed support on retention of \$60 for non-competitors
- Children should not have to pay as much as adults.
- Introductory levels need to be addressed in all sports.
- Day/event membership needs to be re-introduced instead of the community membership.

Short term recommendations were presented to the Board. Following the meeting these recommendations would be further discussed with the disciplines for further feedback and to address introductory levels.

The Board agreed to establish a working party of representatives from each of the disciplines and board members to analyse all the issues raised in the consultation and review any other ideas that may assist with the joint objective of financial stability and increase participation e.g. family memberships, further user pays initiatives.

The final membership model would be presented to the next Board meeting for approval following feedback from the disciplines.

Membership Model Review Timeline

- Complete modelling
- Board approval
- Communication with discipline boards – early 2017
- Feedback – February 2017
- General Communication – March 2017
- Forms and database integration – April – May 2017
- Roll out – June 2017

DISCIPLINE & NEC SERVICE FEE REVIEW

Service fees are based on ESNZ providing the following services: Administration, Desk Space, Accounting, Audit and Mobile Phone Costs. This review is now completed.

Discipline & NEC Service Fee Review Timeline

- Establish current status
- Review all costs/options
- Present to ESNZ Board for initial feedback

- Communication with discipline Boards – during Feb – March 2017
- Complete service fee agreements for budget setting 2017-18 – April 2017
- Roll out – June 2017

FUNDING AND GRANTS UPDATE

While ESNZ does not wish to rely on funding, it is necessary with the current financial difficulties ESNZ is facing to do as much as possible in the area of funding and grants with the sole aim of reducing the operating costs for central.

Funding received to date:

Date	Funding Agency	Purpose/Project	Amount
December 2016	NZCT	National Office Salaries	\$20,000
February 2017	Pelorus Trust	Trophies & Engraving	\$1,000
March 2017	Pub Charity	IT Support	\$8,160

DISCIPLINE LOAN REQUIREMENTS

At the last Board meeting the Board requested that a pro-rata system be used to determine how much money would be borrowed from disciplines. The General Manager presented a report which included the workings out for determining loan amounts. This would now be presented and discussed with each of the disciplines.

KEY STRATEGIC PROJECTS

A sub-committee of the ESNZ Board had met via teleconference to review the proposals received for the new database/website project. The sub-committee had narrowed the applications down to two following their review and advice from Sport NZ and ESNZ Staff.

The two preferred companies made presentations to the Board meeting. Following the presentations board members each expressed their views on the two presentations and requested some further information to be sought from both providers before selecting a preferred supplier. The Board moved that following receipt of the additional information, requested that management come back to the sub-committee with a recommendation of a provider.

New Database Timeline

Issue RFP – 16 February 2017

Registration of intent to submit proposal – 23 February 2017

Respondent questions submitted – 2 March 2017

Questions answered – 6 March 2017

Closing date for responses – 15 March 2017

Successful respondent selected and all respondents notified

Project started – 16 March 2017

STAKEHOLDER ENGAGEMENT

Cynthia Bowers (Horse of the Year, Hawke's Bay Ltd) and Lawrence Yule (Hastings District Council Major) joined the Board for lunch and to speak to the Board following the success of the 2017 Horse of the Year Show.

The Board appointed ESNZ Board Member, Don Robertson as a second ESNZ representative on the Horse of the Year, Hawke's Bay Ltd Board, alongside ESNZ Secretary General, Vicki Glynn.

NEXT MEETING

The next meeting of the ESNZ Board is scheduled for the 15th May 2017 in Taupo.