

# ESNZ BOARD SUMMARY

6 November 2017

The ESNZ Board met on the 6<sup>th</sup> of November 2017 at the NEC Christchurch, 820 McLeans Island Road, Christchurch. The following is a summary of key outcomes from the meeting.

## KEY AREAS FOR REVIEW / WORK

A presentation from St John Craner, Brand/ Culture Marketing consultant was delivered to the Board.

## APPOINTMENT OF CHAIR

As per the Constitution, the Chairman of the Board is to be elected by a simple majority of the Board Members at the first meeting of the Board following the AGA. Only one nomination was received and the Board duly elected Mr Nick Pyke as Chair of the Board for the next year.

## MATTERS ARISING

- Risk Register AFR to work through at next meeting.
- NZPCA – change in board, continue to work collaboratively on outcomes.
- Letter of resignation from Endurance Official, Wendy Farnell.
- The Board was made aware of a complaint from the Para Equestrian Show at Bay of Plenty Dressage. The conflict would be resolved by ESNZ.

## HEALTH AND SAFETY POLICY

Internal organisation policy to be confirmed alongside any change in structure. The current policies need to be updated and circulated.

### Helmets and Back Protectors

Ensure both NECs have Hazard Registers that include the use of Helmets and Back Protectors on NEC grounds. These need to be on the signs.

### Incident Register

- A summary list of horse and rider falls and level of injury to be formulated.
- A plan for action regarding multiple falls, injuries by a rider to be addressed.

### Hazard Register

Transfer responsibility of horses in yards ie weeds to riders/owners.

Dana to check insurance regarding poisonous plants in yards and who is responsible if we are charging fees for the use of the yards.

## REAPPOINTMENT OF BOARD MEMBERS:

- Amendment to Wallie's Reappointment to read until 2018.
- Kathryn Roberts reappointed to the Board (2019).
- Note to Constitutional Review Panel to have an ability to co-opt personnel for ESNZ meetings, or subcommittees when the need arises for specialist tasks, also a recommendation that someone on each NEC committee sits on the board.

## **GENERAL MANAGER'S REPORT**

- Interschools Programme was progressing with the aim of linking participation of younger riders into all disciplines as the outcome. ESNZ to provide a framework for schools, introducing an initiative building on the current school programs.
- There is currently a focus from Sports NZ for funding of 11 to 18yr olds that is a possible source to fund School Initiatives.
- Breeder Information – any named distribution of data results to be further discussed.
- Membership Working Party – Malcolm McKee was appointed Chair of WMP committee.
- The GM had drafted a terms of reference for the Membership Working Party.
- Membership Working Party to contribute to the working model.
- The GM informed the Board that the database project was currently working on historical data input and will be slightly delayed until all internal and user checks had been complete. Timeline for launch was anticipated to be the end of November 2017.
- Member Protection Policy – the GM requested the Board to provide feedback by end of November.
- Disciplinary Process – The Board suggested to co-opt Scott McKenna onto this committee to support the process for this Policy development and report options to the Constitution review group.
- HOY volunteer and staff hours to be represented in HOY financial records.
- Approval of draft letter to a horse owner with regard to a Horse's ownership is not ESNZ's responsibility.

## **SECRETARY GENERAL REPORT**

- FEI Elections – two positions were to be filled from four candidates for the positions on the FEI Tribunal.
- Feedback from the disciplines on the FEI rule changes had been submitted.
- The FEI AGA would take place on 18-20 November. A full report from the meeting would be presented at the next meeting

## **HIGH PERFORMANCE REPORT**

- The Board agreed to advertise for the role Chef de Mission for WEG 2018.

## **FUNDRAISING**

- Disciplines to put nominations forward.
- Create a terms of reference.
- Role to be coordinated by the new appointment - must be able to have an oversight of Sponsors.

## **FINANCIAL REPORT**

- Review of Auditors, tender and /or reappointment. Check AGA decision and follow through.
- The Financial Report provided to the Board was approved and accepted.

## **CONSTITUTION REVIEW**

- The next step was finalisation of the consultation plan for the members and to continue with the review of the disciplinary process and any other outstanding issues.

## **GENERAL BUSINESS**

- Regarding request for a mediator.
- ESNZ Hall of Fame to be initiated and preference was given to present it at the HOY dinner or Extravaganza.
- A terms of reference to be drafted.

### **Next Meeting**

The next meeting is to be held 20<sup>th</sup> December 2017 – Wellington.