



Eventing Technical Advisory Group - Terms of Reference

Aims

- To ensure ESNZ Eventing has a capable and competent list of technical officials able to meet the current and future needs of national and FEI Eventing competition in New Zealand.
- To contribute to and make recommendations to the provision of quality technical rules that provide a safe and competitively fair sport.
- To ensure the technical issues of the sport (officials, rules) encourage participation at all levels and contribute to a development pathway for athletes.
- To work positively with the ESNZ Eventing Board and other sub-committees and working groups to develop opportunities that assist Eventing combinations reach an internationally competitive level.
- To support and uphold the values of ESNZ in the Technical Advisory Group and in the interaction of Technical officials within the sport.

Structure

1. The Technical Advisory Group (TAG) is a group set up by and reporting to the ESNZ Eventing Board.
2. The TAG shall be responsible for the budget for Technical which will be determined annually by the ESNZ Eventing Board and must be strictly adhered to.
3. The TAG is likely to meet 2-3 times per year using teleconference, Zoom or in person.
4. The TAG shall have 4-6 members responsible for the following:
 - Rules
 - National Safety Officer
 - Judge's Liaison
 - Technical Delegate Liaison
 - Course Design Liaison
 - Steward General for Eventing (Liaison)
5. The ESNZ Eventing Board will appoint members to the TAG. Each position will be appointed for a term of three years with (two positions) becoming vacant by rotation each year at the Eventing AGM or at a suitable time as soon after the AGM as possible.
 - 2020 Steward Liaison and Technical Delegate Liaison
 - 2021 Steward Liaison and National Safety Officer
 - 2022 Course Design Liaison and Judges Liaison
6. Members of the TAG will serve no more than two continuous consecutive terms, unless expressly invited to do so by the ESNZ Eventing board.
7. With the approval of the ESNZ Eventing Board, the TAG will annually appoint the chair of the Technical Advisory Group at the first meeting after the AGM.

Specific Responsibilities

The Eventing Technical Advisory Group will be responsible to the ESNZ Eventing Board for:

1. Implementing the technical aspects of ESNZ Eventing Board decisions.
2. Recommending to the ESNZ Eventing Board officials for all National Championships and FEI events to support the career pathways of national officials.
3. Planning and implementing continuing education opportunities for Technical Officials and other personnel according to an annual calendar approved by the ESNZ Eventing Board. Training will include both the technical aspects of their role, any legal responsibilities and any necessary skills to ensure communication or other dealings with organising committees, other officials, volunteers and athletes are undertaken in a professional manner that encourages involvement in the sport. Such training also needs to ensure awareness of any relevant New Zealand laws.
4. Implementing International Safety Standards and policies as delegated by the ESNZ Eventing Board.
5. Ensuring Health and Safety practices in the sport align with current New Zealand legislation and are developed to encourage participation within the sport.
6. Recommending rule changes, procedures and policies concerning the technical rules of the sport including safety issues.
7. Managing the lists of National and International Officials
 - a. Document and communicate a 'career pathway' for each technical official role.
 - b. Develop and document target vs current officials list showing the number of officials at each stage of 'career pathway'.
 - c. Upgrade officials where appropriate.
 - d. Identify potential officials for promotion to FEI Levels and to attend FEI courses.
 - e. Facilitate the training and presentation of officials for evaluation by the FEI.
 - f. Recommend the demotion or removal of officials from national or FEI lists to ESNZ Eventing Board.
 - g. Maintain a national record (spreadsheet) of Officials identifying qualifications and officiating roles completed in New Zealand and Internationally. This record can be used to aid in decisions in relation to recommending officials for both FEI and national events.
7. To organise and run National Eventing Seminars, and to assist with the running of FEI Seminars, at times and at the levels to ensure NZ officials can effectively up skill, maintain skills or upgrade.
8. To review competition schedules before they are published to ensure technical details are correct.
9. To be proactive in resolving issues within each area of influence for the welfare of the sport.
10. Provide a written report to all ESNZ Eventing Board meetings.
11. The Chair of the Technical Advisory Group will attend ESNZ Eventing Board meetings to present the TAG report and provide technical input where required. The TAG representative holds no voting rights on the Board.

Communication

The expected channels of communication, which will be undertaken professionally and using appropriate mediums, are;

1. Technical Advisory Group – report in writing to each ESNZ Eventing Board meeting. The report will present activities completed and upcoming and proactively identify issues and opportunities for the achievement of the Technical Advisory Group aims and the objects of the Eventing Strategic Plan.
2. Between meetings – TAG members will provide a copy of all emails to the Sport Manager.
3. Communication to the FEI – Technical Advisory Group will direct all communications to the FEI through the ESNZ Eventing Board and ESNZ Office.
4. Communication to members – All general communications to ESNZ members will be through the ESNZ Eventing Board.