



**Minutes of the ESNZ Jumping Board Meeting  
Wednesday 8<sup>h</sup> November 2016  
Wellington Airport**

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<b>Present:</b>	Richard Sunderland	Chair	RS
	Malcom McKee	Vice Chair	MM
	Jan Hunt	Member	JH
	Jenny Booth	Member	JB
	Glen Hicks	Member	GH
	Ray Egarr	Member	RE
	Maurice Beatson	Riders Representative	MB
	Trudi Duncan	Show Hunter Representative	TD

<b>In Attendance:</b>	Dana Kirkpatrick	Jumping Director	JD
	Bailey McCormack	Jumping Administrator	BM

**Board only time: 10-10.30am**

JD and BM invited into the meeting.

**Approval of Previous Minutes**

Motion to approve minutes from the last meeting held on the 29<sup>th</sup> September:

Moved: MM  
Seconded: MB  
All in Favour

**Matter's Arising**

- Clarification was sought regarding late membership payments. This applies to situations where riders are required to make payment at the show in order to ride or have submitted their paperwork too late in the week for processing.
- It was confirmed that the current and correct process is that membership will still be granted before paperwork has been received as long as proof of payment is provided.

- There was discussion around the best process to deal with the overdue balance of levies from Woodhill Sands owed to Jumping. A debt recovery process was agreed as follows:
  - Send a letter outlining solutions with a date given for payment to be made.
  - Letter to state that if payment is not made by the set date then they will be not allowed to hold any further shows until a payment plan is in place.

### ***Health and Safety***

- It was noted that the focus currently is to encourage all incidents to be recorded.
- A summary of recent incidents and the solutions that followed was provided.

### ***Correspondence***

#### *Show Hunter Debt Recovery Letter*

- This worked well as the funds have now been recouped.

#### *Peter Herrick Letter*

- The draft reply for Peter Herrick has been accepted.

#### *FEI Courses*

- A follow up is required regarding the Werner Deeg invitation and official's course. JD to assign HB to do this.
- It was agreed funding is to be sought to cover the course fees for the Werner Deeg course and the Stewards Course.

#### *Squad Rider's Meeting Letter*

- A summary was provided of a complaint letter regarding the recent squad meeting riders meeting. The letter was later withdrawn and has been dealt so no further action is required, but it has prompted a need for more structure when planning these kinds of meetings.
- A meeting calendar is to be created by the Jumping Administrator for next year for more effective planning of all Board, committee, squad and riders meetings going forward.

### ***Finance Report***

- Report shows that levy collections are up slightly from last year, but the biggest period for levies is still to come. Not all data is there yet so can be hard to compare.
- It was noted a total of rebates will be provided at the next meeting.

- Jumping is up by 148 for annual starts compared to last season and there appear to be more horses in the sport than last year.
- The majority of outstanding receivables are from training camps, but no major concerns as all will be followed up. This prompted discussion to investigate using an online show registry system such as to manage training camps in the future. BM to investigate.
- Sponsors: invoicing has been done and is up to date, just waiting on the income to show.
- Update on the long term deposit was provided: The term is for one year at a rate of 3.50% per annum. The maturity date is 4<sup>th</sup> October 2017 which is when the investment is to be reviewed.
- Budget and P&L reports – Request for JD to compare the current budget to the one presented at the AGM and look into the ‘interest’ received income line.
- It was noted that the World Cup evented attracted more riders than was budgeted for which was great but would impact the budget allocation for FEI clean sport testing.

Motion adoption of Finance Report:

Moved: JH  
 Seconded: RE  
 All in Favour

***Jumping Director's Report***

- Administrator's reports presented and were taken as read.
- An update on points removed for the Jumping Series and Hoy was provided. It was noted that secretaries are using the \$100 fine as a threat which is working to achieve prompt payment at shows.
- An update on TiES was provided. HB is running the programme and it is to be presented at HOY.

***Performance Committee***

- A change to the Performance Committee was presented – Jan Hunt is to become the new Chair with Richard Sunderland remaining on the committee as a member.

Motion to appoint Jan Hunt as the new Chairperson of the Performance Committee:

Moved: RS  
Seconded: JB  
All in Favour

JH presented the following recommendations to the board:

*Squad Camp at the Young Horse Show*

- Because the November training camp was cancelled, it was recommended that a one day only training camp for squad riders at the Young Horse Show in HB.
- Jeff McVean is to be the trainer and use of the HB Showgrounds has been approved by John Pearce from the NHB Area Group.

*Team Competition at the Young Horse Show*

- A NI vs SI team event is scheduled; however it is unlikely that the South Island riders will be able to produce a team so it was agreed a North Island only young rider team event is to be held instead.
- Exact details to be finalized by the Performance Committee and final team to be approved by the board at a later date.

*Allocation of funds to squad riders*

- Most of the funds have already been allocated. But next year the grant is to apply to the cost of training at the camp only and not to go towards other costs such as yards and ground fees.
- It was agreed that discretion is given for riders who can't attend training camps for a valid reason. This will allow them to still receive the grant for other training, as long as evidence is provided.
- The subsidy is to be reviewed next year.

*Individual Performance Plans for Squad Riders*

- Jan Hunt is to work with Sarah Dalziell on providing IPPs for Jumping Squad Riders beginning with the Accelerator squad in December.

*Senior Rider's EquiFest Tour 2017*

- The feasibility of sending a senior rider team of 4 x riders and a chef d'Equipe to Australia next year was discussed. The tour would include:
  - Hawkesbury Showgrounds (Sydney) - 30 March-2nd April
  - Elysian Fields (Qld)- 21-30th April (two different shows held at the same venue with a small break in between)

- Jumping staff will provide a budget for approval to the next board meeting then funding options can be explored.

#### *Tokyo 2020 Jumping Format – GA 16 14.2*

- Questions were raised regarding the rule for qualifying as an NZ team. It puts NZ in a vulnerable position if 2 out of 3 riders in a team affected by injury, the team is then disqualified. It is preferred that if this happens the remaining riders could compete as individuals.
- It was decided that Jumping will submit a proposal to the FEI raising these concerns and providing the solution where combinations selected for a team could compete as individuals if in the event of injury.

#### *Performance Leader Job Description*

- This role has two main pillars of responsibility: international and national. There is the option to split the role between two people or it could remain as one larger role.
- The scope and appropriate remuneration for the role/s was discussed. The salary range and terms for the role/s was agreed as follows:
  - National role \$8-12,000 per annum plus expenses
  - International role \$5,000 per annum plus expenses
  - Final figure offered is at interviewers discretion (within the above salary range)
  - The contract would run for two years beginning in January 2017.

Motion to accept remuneration of \$8-12k + (national) expenses and \$5k + expenses (international) for Performance Leader Role/s:

Moved: JH  
 Seconded: JB  
 All in Favour

- The following panel was recommended to conduct interviews:
  - Sarah Dalziell (High Performance)
  - Dana Kirkpatrick (ESNZ Jumping)
  - Jan Hunt (Jumping Board)
  - Wallie Niederer (Former Olympic Chef d'Equipe)

Motion to approve recommended interviewees:

Moved: JH  
 Seconded: RS  
 All in Favour

*Chef d'Equipe Job Description*

- It is suggested a call for expressions of interests for Chef d'Equipe's is to be advertised at the same time as the Performance Leader role.
  
- Training will be provided with the aim of this recruitment drive to attract a larger pool of people.

Motion to advertise expressions of interest for Chef d'Equipe's with the board to approve the final selection of applicants:

Moved: JH  
Seconded: RS  
All in Favour

***Technical Committee***

Malcolm McKee presented the Technical Committee Minutes from November and lead discussion on the following:

*Establishment of Judicial Committee*

- There is a need for a separate Judicial Committee and to establish a clear process for handling judicial issues.
  
- MM to discuss the establishment of this committee with Andy Coupe and investigate further. Report to be presented at the next board meeting.

*New Officials and Upgrades*

- The Technical Committee presented the following candidates for approval to be upgraded:
  - Robyn Clark to Candidate National Judge (Southland)
  - Carron Paul to Candidate National Judge (Southland)
  - Judith McNaughton to Candidate National Judge (Southland)

Motion to approve all three candidates:

Moved: MM  
Seconded: RE  
All in Favour

*5 Year Old Series – Rule Clarification*

- Clarification is required in the rule 4.4. This is not a complete change just an addition of the words ‘*and/or second round*’ to specify when the ‘Liverpool’ can be added as an optional jump. The original rules state that the Liverpool can be included ‘*after the completion of the course*’ which was unclear.
- It was agreed that the rule change is to be advertised on the ESNZ Jumping website, on Facebook and via email to officials.

Motion to adopt minor wording change for rule 4.4 - 5 Year Old Series:

Moved: RE  
 Seconded: TD  
 All in Favour

*WJC Judge Michael Archer Visit*

- Plans were made to assist with accommodating Michael Archer, FEI WJC judge from Australia who is coming from 26-27<sup>th</sup> November. RS to take the lead on this.

*FEI Trot-Up Issue – Waikato CSI Event*

- RE presented a report on an issue where the trot up for the World Cup class was programmed two days before the actual event. This goes against the exemption that NZ has been granted from the FEI to hold trot ups on the day.
- The knock-on effect was that a full security area had to be established and two security guards employed for the two days which was difficult to manage.
- Official warnings will need to be sent by RE to two riders who disobeyed instructions to keep their horses in the lockdown area.
- To prevent this situation occurring again it was agreed show schedules with an FEI event will be thoroughly checked at the imputing stage

*Sponsors Flags*

- It was noted an email needs to be sent to Area Delegates reminding them that it is their responsibility to put sponsors flags up at shows.

*Livestreaming*

- RE presented a report on livestreaming at the Hastings A&P Show and the Waikato World Cup.
- CountryTV have requested ESNZ Jumping pay for software and hardware to upgrade the livestreaming services. These figures were quoted as follows:

▪ Software upgraded from V5 to V7	AUD \$2970
▪ New laptop:	NZD \$1500
▪ New screen	TBC
<b>TOTAL:</b>	<b>NZD \$4621 approx</b>

Motion to apply for funding to cover the costs of the livestreaming equipment upgrade pending the added amount for the screen:

Moved: RE  
 Seconded: RS  
 All in Favour

- It was recommended that only major classes should be livestreamed and more advertising is played in between classes to cover the moments of course changeover.
- JD to create guidelines for livestreaming for area groups and JX Live.

Motion to accept the establishment of livestreaming guidelines:

Moved: MM  
 Seconded: RS  
 All in Favour

**Show Hunter Committee**

- Nothing to report

**Rider's Representative**

- MB provided a summary of the Rider's Meeting which was held at the Masterton Show 22-24<sup>th</sup> Oct. The next meeting will be held at the Christmas Classic.
- The need for a long term meeting calendar was reiterated to ensure such meetings are most scheduled.

**General Business**

*HOY Schedule*

The draft Horse of the Year schedule was discussed with the following changes and recommendations made:

Motion to grant dispensation to run two rounds of competition in the Junior Rider events – classes 45 and 50:

Moved: MM



Seconded: RE  
All in Favour

- Classes 34, 52, 54: it was recommended that the height for these classes is specified on the schedule.
- It was recommended that for the NZ Speed Class to be shifted into the main ring. However it was great to see series classes have been moved into the main ring this year.
- There is very few horse classes are scheduled on a Sunday which could drive people away.

Motion to approve the Hoy Schedule with the above adjustments recommended as changes to the HOY board:

Moved: MM  
Seconded: RE  
All in Favour

#### *FEI Breakaway Cups*

- Lex Peddie has requested the purchase of certified breakaway cups to be used in the South Island.
- It was agreed this is worth pursuing as long as funding can be sought to cover the cost of them.

Motion to seek funding to cover the cost of breakaway cups for use in the South Island:

Moved: RE  
Seconded: MB  
All in Favour

#### *Jumping Growth Plan*

- JD to circulate the current plan so it can be discussed at the next board meeting.

#### *Jumping Sponsors HOY*

- It is hoped that the Jumping Series flags can be displayed at HOY. JD to discuss this with the Hoy Committee.
- TD to investigate options as to how Jumping and Show Hunter can host the series sponsors at HOY.

#### *National Passports*

- It was noted that the information on what is required for FEI Classes can be confusing. JD to look at the information sheet and see if information can be clarified.

*World Cup Rounds*

- It was noted that Taupo were disappointed they had their World Cup rounds removed. This was done due to the ground surface conditions but the feeling was they may get them back again once the indoor ring is complete.

**Next board meeting scheduled to occur on the 8<sup>th</sup> of February 2017,**

***Meeting closed at 3.05pm***