



Minutes of the ESNZ Jumping Board Meeting
Thursday 29th September 2016
ESNZ Offices Wellington

Present:	Richard Sunderland	Chair	RS
	Malcom McKee	Vice Chair	MM
	Jan Hunt	Member	JH
	Jenny Booth	Member	JB
	Glen Hicks	Member	GH
	Ray Egarr	Co-opt Member	RE
	Maurice Beatson	Riders Representative	MB
	Lucy Maley	Show Hunter Representative	LM

In Attendance:	Dana Kirkpatrick	Jumping Director	JD
	Victoria Martin	Jumping Administrator	VM
	Bailey McCormack	Jumping Administrator	BM
	Nick Pike		

Board only time: 9:30 – 10:10am

JD, VM, BM and NP invited into meeting.

Apologies: Trudi Duncan

Motion to approve Lucy Maley standing in for Trudi Duncan as Show Hunter representative:

Moved: RS Seconded: JH
All in Favour

Interest Disclosures

GH to complete.

Approval of Previous Minutes: Friday 8th and Sunday 10th July

It was noted that two small corrections are required in the previous minutes on page 10 and page 17.

Minutes are taken as true and correct once corrections are made:

Moved: JB Seconded: MM
All in favor

Approval of Minutes from the Jumping Board conference call on the 5th of September 2016;

Matters Arising

None

Health and Safety

- JD - has spent time talking to area groups and helping them to develop their own H&S plans using the templates that have been provided.
- Motorbikes at shows continue to be a health and safety concern as does the picking up jumping poles.
- There have not been any major incidents to report in recent months. The only notable incident reported was a horse that died at a dressage event at Taupo NEC. This has now been dealt with and those involved have learnt from the incident and taken the necessary steps deal with these kinds of events.
- The Google Docs horse and rider incident form is now accessible online for organising committees.
- The secretary seminars had a good turnout for H&S officers from area groups.

Correspondence

- Fleur Butler – dispensation request for 5yo breeding series.
 - This prompted discussion regarding the process and requirements for granting dispensation.
 - It was noted there are many in the system recorded as ‘unknown’ so the problem is bigger than it appears.
 - It was agreed that in this case dispensation will be granted, but the solution going forward is to address it at registration level.
 - The process was agreed as follows:
 - 1 - ID papers have to be sent to Vic to have age verified
 - 2 - Any horses with insufficient documentation that can't be verified have to be told they must apply for dispensation.

Motion to approve dispensation for Fleur Butler

Moved: MB

Seconded: JB

- Caroline Sutherland – points being removed for non-registration.
 - A summary of events was provided including the basis evidence that Caroline was not registered.
 - All agree with the action taken for her points to be removed as per Jumping rules.
- Debt recovery letter template
 - A letter template has been created to assist Waitemata Show Hunter retrieve money owed to them by a rider.
 - This letter will be available to all area groups to assist with debt recovery.

- It was noted a minor correction is required – the word ‘be’ needs to be added in bullet point one.

Motion to accept the Debt Recovery letter with the minor correction added:

Moved: JB Seconded: JH

- John Pearce, Northern HB Area Group - Young Rider Test
 - NHB have requested to run a NI VS SI Young Rider Test at the Young Horse Show in Hawke’s Bay on the 9-11th December, 2016.

Motion to approve the request for a NI VS SI Young Rider Test:

Moved: MM Seconded: MB
All in favour

- Gisborne Area Course Design Course
 - An application from the Gisborne Area Group has been submitted requesting ESNZ Jumping fund John Vallance to run a course designing seminar during the Wairoa and Gisborne shows in January.

Motion to approve funding the seminar as long as numbers are strong:

Moved: MM Seconded: MB
All in favour

- ESNZ CEO Vicki Glynn’s letter to the FEI submitting ESNZ Jumping’s recommendations to the proposed FEI rule changes was presented
- Gisborne Show Hunter Area Group letter regarding the Show Hunter championships and Trudi Duncan’s response
 - It was noted no further email from Gisborne has been received since Trudi’s response.
- Thank you letters from South Island riders
 - Some thank you letters to the Jumping Board from South Island young rider camp have been received.
- A letter from Jackie Jermyn was received about social media use by ESNZ members and coaches.
 - A letter from Jackie was submitted requesting ESNZ Jumping enforce its social media policy for what she considered inappropriate social media use.
 - It was noted ESNZ does not have the authority to police people’s comments on their private page, only on ESNZ managed pages.
 - It was suggested that a general reminder is put on Facebook about appropriate conduct on social media.

It was agreed the Jumping Director would respond explaining why ESNZ cannot censure private facebook pages.

Finance

Resolution to move \$50,000 the accumulated profit from the previous financial year into a term deposit account for 12 months.

Moved: GH

Seconded: RE
All in Favor

- VM presented the levies report – all reports have been received. To date we are over 300 up on horse numbers over the shows compared to last season \
- Jumping now has a full sponsor's book, Showhunter are still working on a number of potential sponsors - JD will assist Kate Mullins with this.
- Registration and Discipline starts have been slow in the last few months but are up this month and overall on last year's totals.
- Outstanding receivables presented – no major concerns. All will be followed up - some may not have received invoices.
- Budget and P&L reports – it is early days. There have been some savings with the conference and operations.
- The notes from the accounts department are ideal and answer a lot of questions – the board would like to pass on their thanks.

Move adoption of Finance Report

Moved: JH

Seconded: RE
All in Favor

Jumping Director's Report

JD talked to her report noting the following:

Horses Not Registered for a Discipline Start

- JD outlined a new proposed policy to assist Secretaries in dealing with riders and/or horses that arrive at a show with no or the incorrect registration.
- Concerns it would create additional work for staff - could have it in place for a short period to assess.
- We are checking all entrants in Series Classes and Points are being deducted – riders are contacted where possible to inform them of the loss of points and to clarify any issues.
- A full list of riders and/or equines that have already lost points was provided for both Jumping and Showhunter. This list does not include those not correctly registered.
- The board would like a list of the riders/equines that have lost points and or had incorrect registrations sent out monthly.
- The JD will advise all secretaries of the new procedures to help them. It is to be reinforced that it is a riders responsibility to be correctly eligible for their classes and secretaries may choose not to accept those not registered.

South Island Media Co-ordinator

- The role has been offered to Devon van Til and she has already produced her first report.

Show Hunter Points Co-ordinator

- Sandy Richmond will be the Show Hunter Points Co-ordinator for the 2016-2018 Seasons..

HOY Equestrian Committee

- Committee is working well
- All sections have been provided with budgets and are responsible for reducing costs. Jumping's expenses will be reduced with dropping the FEI classes and additional savings in officials travel and accommodation, in particular not needing an international judge.
- The organizing committee has also tightened up the scratching and refund policy.
- Expenses for International Course Designer Werner Deeg will be shared between NZ and Australia and then between HOY and ESNZ.

Technology upgrade for Live streaming

- The current Dongle that we use we do not own but do pay to use it so if we want our own we will need to purchase one.
- Board agreed that we go ahead and purchase the existing dongle for \$2000.
- RE and JD to work out what is required including requirement/benefit and price of a cooling seat for the laptop.
- Funding will then be sought for the major items such as display screens and software upgrades.

Move approval for purchase of dongle and resolution to apply for funding for the larger items required.

Moved: JH

Seconded: RE

All in Favor

Training Camps

- Three camps have so far been held attendance lists provided.

Interislander Vouchers

- We have been given three \$200 vouchers to give out for the season. Suggest that they be given to the three South Island Riders in the Talent ID squad – Harry Feast, Rose Alfeld and Kimberly Bird.

Move Interislander vouchers are distributed to the above riders.

Moved: JB

Seconded: RS

All in Favor

Helmet Tagging

- Underway started with the North Island Training Camp.

FEI Courses

- Currently working on bring Nigel King over to run a Level 2 FEI stewards course. We are also aiming to run a level 1 CD course after HOY with Werner Deeg

VM and BM also provided reports on tasks undertaken over the last few months.

Operations Director's Report

JD talked to her report noting the following:

NEC's - Health and Safety and Taupo NEC Website

- JD met with Taupo NEC Health and Safety and has given a number of recommendations to bring them up to code.
- JD has received the Health and Safety plan for the South Island NEC and is to arrange a time to meet to go over the same process as Taupo.
- The Taupo NEC is working with our web developer to discuss how they can better the platform they are using.

FEI and National Identification Documents

- New FEI requirements mean that as of the 1st of January we require a national identification document that has to be approved by the FEI.
- We have emulated Australias and it has been approved by the FEI.
- Each book will have a ULEN number for traceability.
- One question for the disciplines will be the extent they would like to introduce the use of the national identification document. It would have added costs on registrations and a vet needs to fill out and sign it.
- We are currently working on a joint submission with Australia to the FEI in relation to the barriers our isolation and size cause in relation to Officials upgrades..
- Can we apply for the Duncan Trust Technical funds from 2015? This should have been allocated and just did not happen JD to follow up on.

NP left the meeting; Board broke for lunch 12.10pm

Board meeting recommenced 1:00pm

Performance Committee

RS and JH talked to this – noting the following

- The role and purpose of the official chef d'équipe. It was noted that the original plan was to have one official chef d'équipe and a pool of others that would be trained. JD is to find the original report where this was discussed.
- Board agreed having more than one chef is necessary.
- Details of the Performance Leader role review that were discussed via conference call were presented.
- The Performance Committee agreed the best way forward is to advertise the role with the option to split duties.
- The current contract and when it finishes was assessed. The extra two months will need to be paid out until the job advert is posted. The role to officially finish end of October – fixed term contract.
- Payment arrangements for the new contract. It was agreed a nominal fee plus expenses is the better option over a yearly wage. \$20,000 plus \$5000 expenses were agreed as reasonable.

- The job description is to be created by JD with input from Sarah Dalziell and advertised by the end of October.

Motion to create the job description with option to split into two roles:

Moved: RS Seconded: MM
All in favour

Technical Committee

MM talked to this – noting the following

- Officials seminars have been successful with great numbers attending, more people were used to take the seminars saving in costs.
- The following CV's for upgrades have been received and recommended by the technical committee for board approval.
 - *Debbie Eddington to Candidate National Judge (SCNO)*
 - *Heather Rogers to Candidate National Judge (Waitemata)*
 - *Phillipa Talbot to Candidate National Judge (Canterbury)*
 - *Phillipa Taylor to Candidate National Judge (Canterbury)*
 - *Gina Moss to Candidate National Course Designer (Waitemata)*

Move approval of above upgrades Moved: MM Seconded: RS
All in Favor

- Gill McRae and Kaye Williams attended the FEI level one stewards course and Gai Edge, Ray Egarr and David King also attend the FEI Stewards refresher course in Sydney. The board has previously approved to cover the course fees. Technical would also like to see a further contribution to their expenses for travel and accommodation which was \$1200 - \$1300 per person. MM suggested that we give a further \$500.00 to each of the attendees.
- Noted the board would have appreciated knowing who was attending the course before. We need to look at a policy around what to pay in relation to travel for officials.

Move approval additional \$500 for attendees Moved: MM Seconded: JB
All in Favor

- Fiona Bentley attended the ESNZ technical meeting with the following noted.
 - The ESNZ board are unsure about the \$100 fine for incorrect discipline starts and feel that any fines should come to ESNZ central – board were not concerned if that was the case as it is there to stop people competing with incorrect registration rather than making money.
 - They are working on reviewing and further clarification around sanctioned and unsanctioned events.
 - The ESNZ technical committee has decided not to adopt the FEI guidelines at this stage.

- Serious incident procedures were discussed and a template will be developed where all officials can access and input information.
- Hors Concours is being brought back into the ESNZ General Regulations. Suggest that Jumping technical committee needs to discuss implications for jumping and our rules. The General Regulations have not yet been passed so not likely to come into effect till Jan 2017.
- Concern was expressed around owners doing their own ID papers and potential for them to be falsified. Could look at having vets sign off on them.
- The first four WC schedules have been sent to the FEI for approval with Hastings and Feilding having been approved. The last two will be done once the new 2017 schedule is available.
- The FEI officials List for the World Cup and World Jumping Challenges were presented for approval – noting there are some gaps still to be filled.

Move approval of officials for the FEI Shows Moved: MM Seconded: JB
All in Favor

- The officials List for Wairarapa Area Premier Show were presented for approval.

Move approval of officials for Wairarapa Area Moved: MM Seconded: RE
All in Favor

- The officials List for Nationals were presented for approval by MM as follows:
 - President of the Ground Jury Malcolm McKee
 - Chief Steward Ray Egarr
 - Technical Delegate Ross Coles
 - Course Designer John Vallance
 - Timing Margaret Egarr

Move approval of officials for the Nationals Moved: MM Seconded: JH
All in Favor

- The officials List for the National Young Horse Show is not yet available and will be forwarded to the board for approval once we have received it.

Move adoption of Technical Report

Moved: MM Seconded: RS
All in Favor

Show Hunter

LM talked to Show Hunter noting the following:

- The Show Hunter rules have now been updated and are on the Website
- The executive are now working on the Course Design booklet and other information for Show Hunter.
- The Judges clinics were well attended.
- Show Hunter are looking at producing two Digital publications this season much like dressage's bulletin one in December and the other in April.
- The executive is also looking at the need for a delegates meeting as has not been well supported of late.

Move adoption of Show Hunter Report

Moved: LM

Seconded: JH

FEI Committee

MB talked to FEI Committee with the following noted:

- The FEI committee held a conference call on the 22nd of September to discuss and make recommendations to the board on venues for the 2017/18 season for FEI World Cups and World Jumping Challenges.
- Unfortunately the conference call was not well attended. Seven applications were received to host an FEI world cup round. The applications were discussed and the following comments and recommendations made:

2:05pm Warrick Allen joined the meeting to clarify NZL Olympic Qualification and how it all works

2017/18 FEI World Cup Applications

- RE declared his conflict of interest and stood down for the discussions and any votes
- The FEI committee discussed the possibility of adding an additional round but felt that as no more rounds would count this could have a negative impact on participation and would like to see class numbers improved consistently before adding another round.
- Board felt that extra rounds would make the shows work harder to bring in the riders but would be an additional cost to jumping that has not been budgeted for.
- We need to be accommodating and give new shows the opportunity to host these events as they will stop applying if they do not get them.
- Suggested Hawera be given a round for the 2017/18 season.
 - Feilding IAP Association
 - Hawkes Bay A&P Society 18 – 20 October
 - Egmont A & P Association at their November 2017 Show
 - Waikato CSI - W Mystery Creek
 - Central & Southern HB - Dannevirke 5, 6 & 7th Jan 2018
 - Waitemata 12-14 Jan 2018 – Final

Move approval of the above dates to FEI

Moved: MB

Seconded: JH

All in favor (RE did not vote)

- JD to inform all areas of the decisions.

2017/18 FEI World Jumping Challenge Applications

- In assigning the competitions last season the recommendation was to move the North Island Rounds to the lower North Island to give all riders a chance at competing without having to travel too far.

North Island FEI WJC Cat A & B

- *Event 1 – Poverty Bay A&P 12-14 Oct*
- *Event 2 – Hawkes Bay A&P Society 18-20 Oct*

- *Event 3 – Wairarapa Labour Weekend 21-23 Oct*

South Island FEI WJC Cat A (event order and dates to be confirmed)

- *Canterbury*
- *Ashburton*
- *SCNO Waimate*

- The South Island Events may change order and dates to be confirmed with VM before entering with the FEI.

Move approval of the above dates to FEI

Moved: MB

Seconded: MM

All in Favor

- Restricted area were discussed and Waitemata will possibly need to have three restricted area this is not ideal but will know how well they will work after the first few rounds.
- A comment was noted around whether ESNZ jumping has funding available to shows for bringing over international course builders – the answer is no, JD to Reply.

Move adoption of FEI Committee Report

Moved: MB

Seconded: MM

General Business

1. The Young Horse Show Schedule Review

- Show Hunter need to check the schedule as clarity is needed around the Show Hunter derby

Motion to accept schedule with Show Hunter schedule to be confirmed:

Moved MM

Seconded: RS

All in favour

2. HOY Draft Schedule Review

- It was agreed the schedule needs to be taken away and studied further before any decisions are made. The Technical Committee needs to review it further.

3. ESNZ AGA and Annual Report was presented

4. General Regulations changes were outlined

5. National Jumping Squad Financial Assistance

The following was discussed:

- It was agreed that the \$15,000 grant is to be used for the squad training camps. If the rider attends, the allocated grant will be used to pay for camp costs. If riders do not attend the camp, they will not get the money.
- This will apply to Talent Id, Accelerator Development and Accelerator squads but not High Performance as these riders are based overseas.
- It was agreed that the HP squad receives \$1000 towards travel costs for this year only.
- Riders who are in two squads who are eligible for two allocations of funds, one for each squad.

The allocation of funds between squads was proposed as follows:

\$15,000	Equissage Youth Programme	Mitavite Talent ID	Accelerator Development	Accelerator	High Performance
Number on squad	10	10	6	6	6
Proposed Grant per rider - NZD	-	\$240.00	\$400.00	\$700.00	\$1000.00
TOTAL	-	\$2400.00	\$2400.00	\$4200.00	\$6000.00
OVERALL TOTAL					\$15,000.00

Motion to accept the allocation of funds as laid out in the chart:

Moved: JH

Seconded: JB

6. World Jumping Challenge date error

Motion to amend this on the show dates card:

Moved: RS

Seconded: MM

7. \$100 Fine Rule for unregistered riders

The following was discussed:

- The rules need to be clear and a fair, level playing field needs to occur.
- Judicial committee could be created to handle these issues but criteria needs to be set around who gets fined and what happens if an appeal comes in.
- Riders competing in series classes will get picked up, but those competing in non-series classes are being missed. The jumping administration will complete random audits to check.
- It was noted this rule is welcomed by show secretaries as it allows them to warn riders and get them to pay right away.
- A 'two strikes and you are out' system was suggested. The first time points get removed and then the second time a \$100 fine is issued.
- The rule simply being in place is having the desired effect at deterring people
- Any riders who breach the rule will be discussed at the Technical Committee level to approve the issuing of a fine and then back to the ESNZ office to complete the process.
- It was suggested this process is followed from this board meeting onwards.
- JD to create a template letter detailing why the fine has been issued

Process:

- JA is to send a list of names of those who have breached the rule to the technical committee.
- JD to send letter to rider issuing the fine.
- ESNZ to issue the invoice for the fine.

Motion for the \$100 fine issued across the board by ESNZ Jumping Staff and Technical Committee to assess cases only if the fine is then appealed:

Moved: RE

Seconded: RS

8. Recommendation to charge riders who cancelled late for the Mitavite squad training camp in September:

- It was recommended these riders who gave only a day's notice of cancelling their spot should be still be partially charged for the camp. The suggested amount was one day's lessons which is \$175 per rider.

Motion to charge riders for one day's worth of lessons - \$175:

Moved: JB

Seconded: JH

Next Meeting – TBA via email – it was requested all the meeting dates for the remainder of the year be set. Add in the new dates here please

Meeting Closed: 3:30pm