



Board Meeting Summary

June 2021

The Board met on 16th June 2021, via webex. Previous minutes were accepted, and **outstanding actions** reviewed. Remaining areas of focus from previous actions include:

- Discipline Bylaws to be updated, annually.
- Oak Bank Racecourse being considered for location for State Equestrian Centre, requires support of all Equine partners, development of an infrastructure concept.
- DRAFT Risk register to be reviewed by the Finance Audit Risk Management Committee (FARMC) and make recommendation to the Board.
 - Develop risk appetite and tolerance.
- Discuss GRYDSP with DCs as Diversity Inclusion Program (DIP) Funding no longer exists and therefore is not available.
- Develop process for DC and WP rule changes.
- Develop a template for progress report against the Governance Review Implementation Plan.
- Circulate a framework for the ESA Annual Report to the Board and DCs.
- Setup memberships on nominate for 2021/2022, once confirmed by EA.
- Create membership letter for review by the Board.

Note: Most of these actions are ongoing due to the complexity and requirements for finalising these matters.

EA

- EA insurance was promoted for tender in May 2021, three tenderers were interviewed, Marsh has been successful. Marsh hopes to place cover for insurance by the 1st July 2021.
- EA insurance levy was confirmed.

ESA

- Measuring Bay location was resolved.
- WWCC were discussed, ensure the Board, Staff and DC members have current WWCC. DCs to request members of Organising Committees (OCs) to complete WWCCs. Staff required to complete Police Checks.
- The Board reviewed the Profit and Loss and Balance Sheet for May 2021 and forecast a surplus for the end of the financial year, items on BS to be reviewed prior to end of the financial year (EOFY).

- Strategic planning process is in the discovery stage, with an initial meeting with the Chair, Vice Chair and EO. A working group is being established to develop a DRAFT of the new Strategic Plan, led by Wallace Long from C2M.
- ESA 2021/2022 membership fees (with no actual increase) were approved with the 5.5% gateway fee being paid by the member.
- The DRAFT 2021/2022 Budget[s] were approved.
- A DRAFT staff restructure was approved.
 - Receptionist position made redundant, Membership and Education Coordinator position created
 - Administration position made redundant, Communication and Event Coordinator position created.
 - Finance Officer remained the same with an increase in hours.

DCs

- Show Jumping the proposed State Championships date was approved after discussion on the impact on Show Horse Horse of the Year (HOTY).

The next meeting will be held on 21st July 2021, via webex.