

# Pony Club Queensland Management Committee Meeting Minutes

3<sup>rd</sup> August 2023

Held electronically via Zoom Conferencing

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- 2023.08.01 Open Meeting – Chairman:** The President opened the meeting at 7.05 pm.
- The President acknowledged the Traditional Custodians of the lands and waters of Queensland, past, present & emerging.
- 2023.08.02 Attendance & Apologies**
- 2.1 Present: Executive Committee** – Sarah Standen (Pres), Geoff Thomson (VP), Brett Coombe (VP), Tracey Camilleri (VP), Melinda Hughes (Sec), Megan Wray (Treas) and Michael Carlson (SCI).
- Zones:** John Martin (1); Jillian Bird (2); Alice James (4); Beryl Burkhardt (6); Debbie Iker (7); Leah Frohloff (8); Lois Dawes/James Fisher (18); Sarah Holt (20); Barry Dossetto/Ken Jensen (26); Joanna Lowe (27).
- 2.2 Observers:**
- 2.3 Staff:** Margie Davidson & Mary Genocchio
- 2.4 Confirmation of Quorum and Confirmation of Delegates:** 50% of Executive Committee (7) and 25% of Zones (9).
- Confirmed:** Quorum Present
- 2.5 Apologies:** Scott Jackson (VP); Peter Ryan (1); Grace Brodie (5); Di Elder (28).
- Motion:** “that the apologies be accepted”
- Moved:** Megan Wray                      **Seconded:** Michael Carlson                      **Carried**
- 2023.08.03 Minutes from Previous Meeting**
- Motion:** “that the minutes of the previous meeting of 22<sup>nd</sup> June 2023 are a true and accurate record of the meeting”.
- Moved:** Megan Wray                      **Seconded:** Melinda Hughes                      **Carried**
- 2023.08.04 Business Arising from Previous Minutes**
- Nil
- 2023.08.05 Treasurer’s Report**
- The meeting was presented with the June 2023 Balance Sheet & Profit & Loss Statements.
- The Treasurer highlighted the following:
- 2022/23 Audit has been completed
  - Finalising draft budget
  - Change in how PCA fees are being structured.
  - DTIS Funding – funding approved for the next 2 years. Participation will no longer be a delivery area with the focus now on capacity. The DTIS is looking at associations to build and strengthen the capability to service current and emerging needs within the activity or service provided.
  - First Aid Courses – small response received to date. A second notice has been circulated to clubs advising of the First Aid online or CPR renewal course. Clubs able to nominate further candidates even if the club already has first aid officers.
- Motion:** “that the Treasurer’s Report be accepted”.
- Moved:** Megan Wray                      **Seconded:** John Martin                      **Carried**
- 2023.08.06 Executive Committee Report**
- Since the June meeting, the Executive Committee has conducted the following business:
- PCQ:**
- Sub-Committee Reports from Management Committee Meeting of 22<sup>nd</sup> May 2023.
- Coaching
  - Sporting
  - Dressage & Combined Training
  - Tetrathlon
  - Jumping Equitation & Showjumping – will trial a four-month pilot program for probationary course builders to assist and be signed off, with PCQ to pay for attendance. Guidelines to be drafted.
- The Executive reviewed these reports and resolved to accept all reports.

# Pony Club Queensland Management Committee Meeting Minutes

3<sup>rd</sup> August 2023

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## First Aid Course:

As previously advised PCQ circulated a notice to clubs on the 14<sup>th</sup> June seeking the names of candidates to undertake this course. To date the office has received 23 responses. Another reminder has been sent to clubs requesting the form be completed and returned to PCQ. There are 160 places available.

## PCQ eNews Publications:

Over the past month, the following eNews publications have been circulated to members:

Topic	Date Sent
Check & Update Credentials – PCQ Judge/Technical Delegate/Presenters & Coaches	24.06.2023
Combined Training Rule Update	24.06.2023
Child Safeguarding Program	24.06.2023
Horse Abuse	25.06.2023
Play by the Rules – I will, I won't.....	01.07.2023
State Chief Instructor Medals – App	01.07.2023
Social Media Posting	16.07.2023
Investigation of Sudden Horse Deaths in Victoria & Hendra Virus in NSW	22.07.2023
Aust Sports Foundation – Insight into Community Sport in Australia	23.07.2023
Health & Wellbeing Qld – A Better Choice	29.07.2023

**Minimum Medical Standards Variation Consent** – In the interim VP Geoff Thomson will take on the role of the Variations Assessment Officer while transitioning our three volunteers into the role.

VP Geoff Thomson reported from the National Safety Committee meeting that other states are also receiving minimal requests for variations. The question then “is everyone complying”.

It was also reported from the meeting that there has been a marked increase in the number of incident reports being submitted from QLD.

**Model Constitutions for Clubs** – the Executive has been made aware of a number of clubs and zones that are operating under outdated constitutions. To enable clubs and zones to rectify this, PCQ will be providing a model pony club constitution which clubs and zones will be able to adopt in its entirety. PCQ will consult with external professionals to ensure this model constitution complies with the requirements of the Office of Fair Trading. This is expected to take a few months and once completed, clubs and zones will be advised.

**PCQ Smoking Policy** – this policy to be updated to reflect the upcoming new laws from 1<sup>st</sup> September 2023.

The meeting was advised that under the new smoking reforms and effective from 1<sup>st</sup> September 2023 “under 18 organised outdoor recreational events must be smoke free”.

## PCA:

**National Discipline Committees** – insufficient response received to form appropriate committees. QLD has put forward nominations for most committees.

**Trade Mark Agreement** – PCQ has renewed its agreement with PCA on the Trade Mark Licence. This agreement will enable PCQ to:

- Have the legal right to use PCA’s registered trademarks in connection with its Pony Club activities and promotions in Queensland free of charge
- Help PCA protect the value of the Pony Club brand and maintain the trust and respect of the Australian equestrian community in that brand; and
- Minimise legal risks associated with the unauthorised use of PCA’s registered trademarks by ensuring that PCA can properly regulate use of those trademarks.

PCQ will also have the right to sub-license the right to use PCA’s registered trademarks to its affiliated members (clubs). To do this, PCQ will require its affiliated members (clubs) to enter into a sub licence agreement. This will be done with the 2024 club affiliation process of which clubs will be advised in due course of the process.

# Pony Club Queensland Management Committee Meeting Minutes

3<sup>rd</sup> August 2023

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**Motion:** "that the Executive Committee's Report be accepted".

**Moved:** Geoff Thomson

**Seconded:** Melinda Hughes

**Carried**

2023.08.07

## **Office Manager's Report**

Members as at 31<sup>st</sup> July 2023: Riding: 4900 Social: 1773 Total: 6673

This total is 163 up from July 2022

**Clubs Affiliated:** 183 as at 31-July-2023-Augathella, Bowen, Gracemere & Hervey Bay have yet to affiliate

## **Annual General Meeting:**

The PCQ AGM will be held via zoom at 7:00pm on Thursday 7<sup>th</sup> September. The Notice of the 2023 PCQ Annual General Meeting was emailed to zones and clubs. To ensure zoom meeting invitation is forwarded to the Club delegate email details must be provided. Clubs and Zones had until Friday 28<sup>th</sup> July, 2023 to submit motions for the AGM. The agenda will then be finalised and forwarded to all clubs and zones no later than the 7<sup>th</sup> August 2023. The Annual Report will be posted out at a later date.

## **FairPlay Vouchers:**

Round 9 of the program opened on the 26<sup>th</sup> July. More information can be found on the PCQ website homepage under News. The Fair Play Vouchers cannot be redeemed through the JustGo system as the system doesn't have the functionality to validate and check the vouchers.

There are two options available:

- **Pay** the full membership amount; provide the vouchers to the club; they can claim the monies from the government and then can refund you the voucher amount outside the system.
- **Give** the voucher to the club, once the club has redeemed the voucher monies, they can pay for the membership using their club card.

## **National Fire Ant Eradication Program:**

Fire Ants have been detected around Zone 2 and the Scenic Rim.

Fire ants are everyone's responsibility. Under the [Biosecurity Act 2014](#), everyone is required to check their property for fire ants and take all reasonable steps to prevent spread.

## **State Formal Gymkhana, Sporting, Stockman's Challenge and Campdraft:**

Riders to nominate through their club, clubs to nominate their riders to their zone, zones to forward the nominations to Millmerran; nominations for this event close Friday 4<sup>th</sup> August.

At this point in time there will be no State Mounted Games for 2023.

## **Monthly Reminders:**

### **Club Office Bearers Return:**

The 2023 Club Office Bearers Return can be found on the PCQ website – Resources – Forms – Clubs <https://ponyclubqld.com.au/resources/forms/> This form along with the Risk Assessment; AGM Minutes & Financial Report must be forwarded to the PCQ Office each year so club contacts can be updated on the database and website;

85 clubs are yet to send in their Returns.

### **Zone Office Bearers Return:**

These returns also have a form for the Zone Delegates to PCQ for the current year and the details are used to send out invites to State Management Committee meetings. Our information is only as good as the information we receive and that is very limited from Zones. 16 out of 25 Zones have sent in 2023 returns.

Zones yet to comply: 5,12,13,14,21,22,23,25 & 28. Without this information the office cannot verify the Zone Delegates

<https://ponyclubqld.com.au/wp-content/uploads/2021/11/2022-Zone-Office-Bearers-Return-Form.pdf>

### **PCQ Discipline Sub-Committees:**

Failure to return these forms results in either an incorrect Delegate or no Delegate attending the relevant sub-Committee meetings. Not yet received - Zones 12,13,14,15,22,23,25 & 28

<https://ponyclubqld.com.au/wp-content/uploads/2021/11/2022-Discipline-Sub-Committee-Nomination-Form.pdf>

### **Blue Cards:**

It is also very important to make sure your club Coaches and Officials have details listed for their Blue Cards on their profiles in JustGo. Applicants need to be linked to PCQ or their club, clubs can set this up through [organisationportal@bluecard.qld.gov.au](mailto:organisationportal@bluecard.qld.gov.au)

# Pony Club Queensland Management Committee Meeting Minutes

3<sup>rd</sup> August 2023

Held electronically via Zoom Conferencing

The JustGo database will not accept any member joining/renewing as a Coach if the Blue Card/Working with Children is not current in their credentials.

## **NCAS Preliminary and Level 1 Coaches:**

Are reminded they must send the PCQ Office an NCAS Re-registration Form and an Activity Sheet every four years. The forms can be found on the PCQ website – Recourses – Forms – Clubs; please note expiry date will only change when the forms are received

<https://ponyclubqld.com.au/wp-content/uploads/2020/10/2020-NCAS-Coaches-Re-Registration-Form-v2.pdf>

## **Credentials:**

In every member profile there is a Credentials Tile which is where Coaching, Officials, Proficiency Certificates and Horse Registrations can be found. If information is missing, please contact the PCQ Office.

## **Horse Registrations:**

When entering Horse Registrations on the JustGo database as Official there is no option to pay for the cards. Payment can be made by credit card (phone) or direct deposit to PCQ; the horse will sit in a Pending File until payment is received. Currently there are 178 Pending registrations, members should check their credentials and contact the PCQ Office if they require cards or would like the registration cancelled.

## **PCA National Medical Requirements:**

<https://ponyclubaustralia.com.au/wp-content/uploads/2020/06/Minimum-Medical-Standards-for-Pony-Club-Guidelines-revision-June-2022.pdf>

## **PCA First Aid Check List**

<https://ponyclubaustralia.com.au/wp-content/uploads/2020/06/PCA-First-Aid-JUN-2022.png>

It is to be noted the Human Checklist and Equine First Aid Checklist are a recommendation only

## **PCA National Gear Rules (amended)**

<https://ponyclubaustralia.com.au/sports/national-gear-rules/>

## **PCA Incident Reporting Guide & Poster**

<https://ponyclubaustralia.com.au/Incident-Reporting/>

It is to be noted all paper forms for Incident Reporting are now obsolete

## **Official Events:**

A reminder that all Official Day Programs and a list of Officials must be forwarded to the PCQ Office for approval prior to advertising. On completion of the event **please forward the results** so they can be posted each month on the PCQ website Events/Results – Official Events Results  
<https://ponyclubqld.com.au/official-pony-club-events/>

**Important:** When anyone is making a direct deposit payment into the PCQ Account it is imperative the payee identifies themselves with a Reference, e.g., abc pony club

Please be aware that all PCQ CBA accounts have now been closed; all payments must go to the account below.

## **Current bank details are as follows:**

ACC Name: Pony Club Assn of Queensland Inc. BSB: 084-034 ACC NO: 87-730-5062

## **Correspondence circulated to Zones/Clubs:**

- Health & Wellbeing Queensland – A Better Choice
- June PCQ Management Meeting Minutes and Sub Committee Reports
- Child Safeguarding Club Program
- 2024 Applications to host State Events and PCQ Masters
- FairPlay Amplification Kit and Poster
- Sport and Recreation Partnership
- First Aid Officer Information

A final reminder that queries should in the first instance be directed to PCQ via email at [admin@ponyclubqld.com.au](mailto:admin@ponyclubqld.com.au) or phone 3216 1255.

**Motion:** “that the Office Manager’s Report be accepted”.

**Moved:** Jillian Bird

**Seconded:** John Martin

**Carried**

# Pony Club Queensland Management Committee Meeting Minutes

3<sup>rd</sup> August 2023

Held electronically via Zoom Conferencing

## 2023.08.08 State Coaching Panel Report

As per Appendix 1, this report was tabled for discussion and referred to the Executive Committee for endorsement.

The SCI highlighted the following items from his report:

- Concussion Policy – need to be diligent with complying, have seen an increase in the number of concussions reported.

VP Geoff Thomson stated that PCA are looking at expanding any significant injury where advice is to seek a medical opinion with either a 21-day layoff or a medical certificate required before resuming riding.

- Child Safeguarding – online training to be done by coaches, not mandatory but encourage coaches & clubs executives to complete the relevant courses
- SCI Medals – increase in the number partaking and completing

## 2023.08.09 Sporting, Campdraft, Mounted Games & Stockman's Challenge Sub-Committee Report

As per Appendix 2, these reports were tabled for discussion and referred to the Executive Committee for endorsement.

No queries.

## 2023.08.10 Dressage and Combined Training Sub-Committee Report

No Report

## 2023.08.11 Tetrathlon Sub-Committee Report

As per Appendix 3, this report was tabled for discussion and referred to the Executive Committee for endorsement.

The following item was highlighted

- Qualifying event for Nationals held on 30<sup>th</sup> July, two boys and three girls to attend hub at Samford and then go to WA for the other phases

## 2023.08.12 Showjumping, Jumping Equitation & Horse Trials Sub-Committee Report

As per Appendix 4, this report was tabled for discussion and referred to the Executive Committee for endorsement.

The following items were highlighted:

- Applications for State events 2024 - to be considered at next meeting
- Samford completed new ODE course, needs to send through approved paperwork that it has been accredited by an EA Course Designer
- There are 4 riders and 5 horses going to the Nationals, participating in eventing or showjumping

**Motion:** "that the sub-committee reports be received"

**Moved:** Megan Wray

**Seconded:** Ken Jensen

**Carried**

## 2023.08.13 Correspondence

13.1 Inward Correspondence

	From	Committee
13.1.1	Biosecurity Qld – On Farm Biosecurity Summit	Executive
13.1.2	Qld School Sports – Horse Sports Event Activities	Executive
13.1.3	Sport & Rec – ASC National Sports Participation Strategy: Output Summary	Executive
13.1.4	Sport & Rec – A Better Choice Food & Drink	Executive
13.1.5	Dept Tourism Innovation & Sport – Funding	Executive
13.1.6	PCA – 2024 International Program	Executive



# Pony Club Queensland Management Committee Meeting Minutes

3<sup>rd</sup> August 2023

Held electronically via Zoom Conferencing

13.1.7	PCA – Minutes State Reps Meeting 28 <sup>th</sup> June	Executive
13.1.8	PCA – Gears & Whips (response to PCQ letter)	Executive
13.1.9	PCA – Trade Mark Agreement	Executive
13.01.10	Zone 7 – Application to Host 2024 State JE & SJ	Sub-committee
13.01.11	Zone 7 – Application to Host 2024 PCQ Masters	Sub-committees
13.01.12	Zone 2: Copy of letter to PCA – Changes to National Gear Rules	Executive

## 13.2 Outward Correspondence

	<b>To</b>
13.2.1	PCA – Gear & Whips

## 13.3 Business Arising from Correspondence

13.2.1 Query if the whips referred to combined training and horse trials. The meeting was advised, this was queried as it not PCA's role to change competition rules.

2023.08.14

## Lease of Horses

Lessor	Lessee	Club – Lessee	Horse	Colour	Sex	Hh.	Expiry
Taylah Mahony	Richard Davey	Cooroy	Kyron	Chestnut	G	15	24.04.24
Burnie Southern	Casey Reedman	Goondiwindi	Cutlers Rocky Road	Gray	G	14.3	17.07.24

**Motion:** “that items 13 & 14 en bloc be accepted”.

**Moved:** Beryl Burkhardt

**Seconded:** Michael Carlson

**Carried**

2023.08.15

## General Business:

**PCA** – The President apprised the meeting of a proposal from the PCA Chair to meet with QLD on a regular basis once the new CEO is on board. PCQ sees this as beneficial in building a good working relationship with PCA.

**Fire Ants** – VP Geoff Thomson advised that DAF had requested a list of all attendees from a recent event at Tallebudgera due a suspected outbreak. As this list included minors, the club was reluctant to provide this information, however after discussions with DAF it was agreed to send through the horse health declarations.

The meeting briefly discussed the threat of fire ants and it was agreed an eNews will be circulated to members highlighting this issue. It was also noted that any advice from DAF that the office receives is forwarded to the relevant clubs and zones.

**Horse Sport Gold Coast** – the meeting was advised that the Gold Coast City Council had released an assessment on horse sport re: pony clubs on the Coast and suggested that the Oxenford PC merge with the Nerang PC. Oxenford PC has identified errors in the report and has responded accordingly. The Zone Delegate asked if PCQ could provide a letter of support for Oxenford PC to the Council.

The President agreed however will need to know what is to be addressed. The Zone Delegate to forward the documentation to PCQ.

It was noted that the report with its recommendations is going before the Council on Tuesday 8<sup>th</sup> August.

**Zone Roundup** – general consensus that participation numbers are low for events and gymkhanas being conducted by clubs and zones. Proston PC conducted its first ever gymkhana with around 60 riders participating. Other activities around the state include certificate assessments and coaching clinics including B and C levels. With the central and northern areas of the state being very wet limited activities have taken place. Some areas were also having to reschedule events due to lack of officials. Zone 4 thanked all those who participated and assisted at the State Dressage, Combined Training and

# Pony Club Queensland Management Committee Meeting Minutes

3<sup>rd</sup> August 2023

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Horse Trials Championships in July. The President congratulated the Zone on the success of the Championships. Nominations are still open for the Masters event being hosted by Zone 26.

**OTT Funding** – query as to whether this will still be available. The meeting was advised it had apparently been put on hold while a few internal matters were resolved and it is understood it will resume with perhaps a different criterion.

**Pony Racing** – The President queried whether is still happening on the 12<sup>th</sup> August at Eagle Farm. The meeting was advised that it was, with pony club members involved and it was understood that matching rider with ponies is a high priority.

**2023.08.16**

## **Close Meeting**

The President closed the meeting at 8.20pm and thanked the delegates for their attendance and engagement. The next meeting is scheduled for Thursday 7<sup>th</sup> September 2023 and will commence at the conclusion of the Annual General Meeting.

**Signed:**

\_\_\_\_\_  
**President**

\_\_\_\_\_  
**Date**

# Sub-Committee Reports

## Appendix

Appendix	Item	Sub-Committee Report
1	2023.08.08	State Coaching Panel Report
2	2023.08.09	Sporting, Campdraft & Mounted Games
	2023.08.10	Dressage & Combined Training – <b>No Report</b>
3	2023.08.11	Tetrathlon
4	2023.08.12	Showjumping, Jumping Equitation and Horse Trials



## Pony Club Association of Queensland



### State Chief Instructors Panel Management Committee Report

#### Details

Date	29 <sup>th</sup> July 2023
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#### CONCUSSION

##### Concussion

*Tools to help your club ensure the safety and welfare of your riders!*



Concussion is a type of brain injury, resulting from an impulsive force to the head.

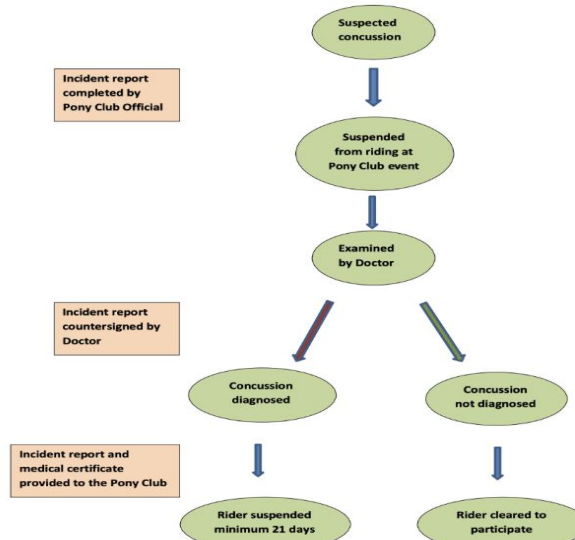
A concussion is a subset of mild traumatic brain injury that is at the less severe end of the brain injury spectrum. Relatively minor knocks to the head can result in a concussion.

Concussion commonly causes short-term neurological symptoms which may become apparent over the hours or days following the injury.



#### PONY CLUB AUSTRALIA Concussion Policy

##### Concussion Policy Implementation Procedure





## CONCUSSION RECOGNITION TOOL RECOGNISE & RESPOND

Concussion should be suspected if one or more of the following visible clues, signs, symptoms or errors in memory questions are present.

### 1. Visible clues of suspected concussion

- Loss of consciousness or responsiveness
- Lying motionless on ground/slow to get up
- Unsteady on feet/ balance problems or falling over
- Grabbing/clutching of head
- Dazed, blank or vacant look
- Confused/Not aware of fall/what is happening around them

### 2. Signs and Symptoms of suspected Concussion

- |                          |                            |
|--------------------------|----------------------------|
| - Loss of consciousness  | - Headache                 |
| - Seizure or convulsion  | - Dizziness                |
| - Balance problems       | - Confusion                |
| - Nausea or vomiting     | - Feeling slowed down      |
| - Drowsiness             | - "Pressure in head"       |
| - More emotional         | - Blurred vision           |
| - Irritability           | - Sensitivity to light     |
| - Sadness                | - Amnesia                  |
| - Fatigue or low energy  | - Feeling like "in a fog"  |
| - Nervous or anxious     | - Neck Pain                |
| - "Don't feel right"     | - Sensitivity to noise     |
| - Difficulty remembering | - Difficulty concentrating |



### 3. Memory Function

Failure to answer any of these correctly may suggest Concussion

"Where are you today?"

"What Pony Club are you a member of?"

"What colour is your horse?"

Any rider with a suspected concussion is NOT permitted to remount

### RED FLAGS

If ANY of the following are reported then the rider should be safely and immediately removed. If no qualified medical professional is available, consider transporting by ambulance for urgent medical assessment:

- |                                                |                                 |
|------------------------------------------------|---------------------------------|
| - Rider complains of neck pain                 | - Deteriorating conscious state |
| - Increasing confusion or irritability         | - Severe or increasing headache |
| - Repeated vomiting                            | - Unusual behavior change       |
| - Seizure or convulsion                        | - Double vision                 |
| - Weakness or tingling/burning in arms or legs |                                 |

### Remember

- Any rider that suffers a fall should be screened for signs of concussion
- In all cases, the principle of first aid (danger, response, airway, breathing, circulation) should be followed.
- Do not attempt to move the rider (other than required for airway support unless trained).
- Do not remove helmet unless trained
- The rider should not be left alone following the fall / injury. Serial monitoring is essential over the first few hours

"Adapted from McCrory et. al, Consensus Statement on Concussion in Sport. Br J Sports Med 47 (5), 2013"

[PCA Concussion Policy \(Click Here\)](#)

## HEALTHY EATING



FOR THE PCQ RIDER



## PCANCAS COACHES

### PCQ Judges/Technical Delegates/Presenters & Coaches

#### CHECK & UPDATE YOUR CREDENTIALS



#### Pony Club Queensland

IMPORTANT : Request to all **PCQ Judges/Technical Delegates/Presenters & Coaches** to check your Pony Club (R) JustGo Credentials Profile and Working with Children Card for currency and accuracy.

**Judges/Technical Delegates/Presenters** - Check currency (Active or Expired). If expired and you have completed updating requirements then click on the below link "To UPDATE CREDENTIALS" and submit details.

**Coaches** - Check currency (Active or Expired). If expired and you have completed updating requirements then click on the below link "To UPDATE CREDENTIALS" and submit details.

Note: Submitted credential details do not take effect immediately.  
Updated details will appear in your credentials on update by PCQ Office.

Thank you for your assistance.

**If you have any questions first contact PCQ  
OFFICE FOR ASSISTANCE  
[admin@ponyclubqld.com.au](mailto:admin@ponyclubqld.com.au) or phone 3216 1255**

**[TO UPDATE CREDENTIALS \(Click HERE\)](#)**



## PCA – HORSE MEDICATION POLICY - 2024



Use of medications in horses is one of the important aspects of Integrity and social license in our sport, but missing from the Sport Integrity Australia National Integrity Framework.

**To take full effect for Pony Club events from 2024.**

An important aspect of the policy is the veterinary certificate and the Therapeutic Exemption form. This reduces the burden on event organisers.

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### PCA - Horse Medication Policy - effective 1st January 2024

We accept that there are some older horses and ponies in Pony Club® and we do not intend to take a draconian approach that no banned substances can be used. For example, some drugs for Cushings would be ruled out by EA but allowed by Pony Club Australia on that basis.

You will see that the veterinarian attests to the performance-enhancing nature of the treatment. Yes we accept that it will mean that a rider will need to obtain a veterinary certificate but they should be seeing their vet sometime in the next 6 months.

We do not expect event organisers to implement rigorous testing regimes. But it does put riders on notice that they need to declare the prohibited substances that their horse might be on.

It takes a hard line on giving a horse a touch of sedative for dressage!

As always, PCA will monitor the implementation of the policy and adjust as necessary.

The policy forms part of the PCA National Integrity Framework and replaces all other horse medication policies previously existing at state or club level. Breaches of the policy are dealt with by the relevant NIF disciplinary policy.

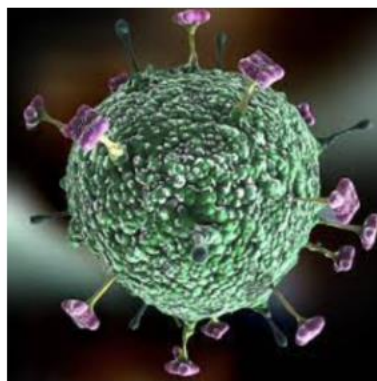
## INVESTIGATION OF SUDDEN HORSE DEATHS IN VICTORIA & HENDRA VIRUS IN NEW SOUTH WALES



### Investigation of sudden horse deaths in Victoria

Agriculture Victoria is working to investigate the cause of multiple sudden deaths in horses which have occurred on separate properties since Tuesday 4 July. [Read more from Agriculture Victoria.](#)

There are no movement restrictions in place for moving horses from Victoria into Queensland. However, in Queensland the [general biosecurity obligation](#) requires people to manage any biosecurity risk, including any illness in horses. Only healthy horses fit for the intended journey should be transported.





## Department of Primary Industries Media Release



19 July 2023

### **Hendra virus confirmed in unvaccinated horse near Newcastle**

A 24 year old unvaccinated horse has died from Hendra virus at a property near Newcastle, NSW.

The detection of the virus was confirmed late on Tuesday 18 July 2023, through testing at NSW Department of Primary Industries (DPI) Elizabeth Macarthur Agricultural Institute.

NSW DPI Chief Veterinary Officer, Dr Jo Coombe said a private vet attended to the affected horse.

"The horse was depressed, uncoordinated, had a nasal discharge and high temperatures, so the attending vet collected samples for testing and notified the DPI Emergency Animal Disease Hotline," Dr Coombe said.

"NSW DPI and Local Land Services are working with the private vet to undertake a risk assessment on the property. At this stage, no other animals are showing any signs of ill health.

"Public Health Officers from Hunter New England Health are also undertaking risk assessments of any people who have had contact with the infected horse.

"Hendra virus infection is notifiable in NSW under the NSW Biosecurity Act and an Individual Biosecurity Direction to control the movement of animals and people on and off the property is now in place for at least 21 days."

This is the first confirmed detection of Hendra virus in NSW since October 2021. Previous to this case, there have been 25 horse deaths in NSW as a result of Hendra virus on 24 properties, since the first case in 2006.

There have been no human deaths from Hendra virus in NSW.

NSW DPI is urging horse owners to remain vigilant as the signs of Hendra virus infection are very non-specific early on.

"Vaccination of horses is the most effective way to help manage Hendra virus," Dr Coombe said.

"Owners should also keep their horses away from flowering and fruiting trees that are attractive to bats.

"Do not place feed and water under trees and cover feed and water containers with a shelter so they cannot be contaminated from above.

"If your horse is unwell, keep people and animals away from the horse and call your private veterinarian immediately."

Owners or private vets with concerns about a horse that may have Hendra virus, should call the Emergency Animal Disease Hotline on 1800 675 888.

For more information on Hendra virus visit, [www.dpi.nsw.gov.au/hendra](http://www.dpi.nsw.gov.au/hendra).

**Media contact: 02 6391 36**

## HEALTH & WELLBEING QUEENSLAND – A BETTER CHOICE



Health and Wellbeing Queensland has officially launched A Better Choice Food and Drink Supply Strategy for Queensland Sport and Recreation Facilities.

The aim of the Food and Drink Supply Strategy is to create a better balance in the availability and promotion of healthier food and drink options in sport settings across Queensland.

The strategy will roll out across Queensland sport clubs and arenas, recommending organisations make small achievable changes across four areas: healthy drinks, healthy snacks, healthier meals and options beyond the menu.

Organisations can access the [tools and resources](#) needed to give their members, players and visitors healthier food options through the [stakeholder kit](#) and [resources](#) developed to support them with the implementation of the strategy.

These resources are available on the website [A Better Choice for Sport and Recreation website](#).

A Healthy Eating policy template is also available under the 'Promoting healthier options' resources section [https://hw.qld.gov.au/wp-content/uploads/2023/06/A-Beter-Choice\\_Sport\\_Healthy-Eating-policy.docx](https://hw.qld.gov.au/wp-content/uploads/2023/06/A-Beter-Choice_Sport_Healthy-Eating-policy.docx).

Thank you for your support in encouraging healthier options across Queensland's sport and recreation landscape.

Kind regards  
The Team @ Sport and Recreation

### **Partnerships**

Sport and Recreation | Department of Tourism, Innovation and Sport  
Level 6 | 140 Creek Street | Brisbane City QLD 4000



## RECOVERY TIPS FOR PERFORMANCE

### PCQ partnering with GCAS



## RECOVERY TIPS FOR PERFORMANCE

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### **ACTIVE RECOVERY**

Complete for a minimum  
of 7 minutes after activity

Why?

- Helps increase blood flow to tired muscles and remove waste products



## **CONTRACT WATER THERAPY**

Contrast therapy consists of using hot and cold baths - Ice vs Heat  
Why?

- Aids in the recovery of tired muscles
- Causes a "pump" which helps to decrease the feeling of pain after exercise



## **MASSAGE RECOVERY**

20-30 minutes of massage immediately following or up to 2 hours after activity.  
Why?

- Will provide relief from DOMs (Delayed Onset Muscle Soreness)
- Improves circulation and decreases swelling to muscles

### 6 Basic Moves For Sore Muscle Relief



### FOAM ROLLING RECOVERY

Tips:

1. Break each body part into thirds: upper, middle and lower
2. Roll back and forth on each third for a minimum of 10 seconds
3. Start with minimal body weight and slowly increase weight as you get used to the pressure



### TRIGGER BALL RECOVERY

Tips:

1. Locate the area of tenderness
2. Play trigger ball on the "sore spot"
3. Allow your body weight to relax for approx. 30-60 seconds
4. Feel the trigger point starting to 'ease off' - This deactivates the sore point

**IF PAIN PERSISTS SEEK MEDICAL ADVISE.**

# Hydration



## Why is hydration important?

- Maintain blood volume
- Regulate body temperature
- Replace water lost during exercise (sweating)
- Help you perform as best as you can
- Recovery, your body needs water to function properly!

## How many glasses should you be drinking per day?

- 8 Glasses + more when exercising!

## Make sure your urine is clear/pale in colour (1-3) is ideal

- Dehydration can lead to:
- Early fatigue
- Lack of concentration
- Decreased decision making

1

2

3

4

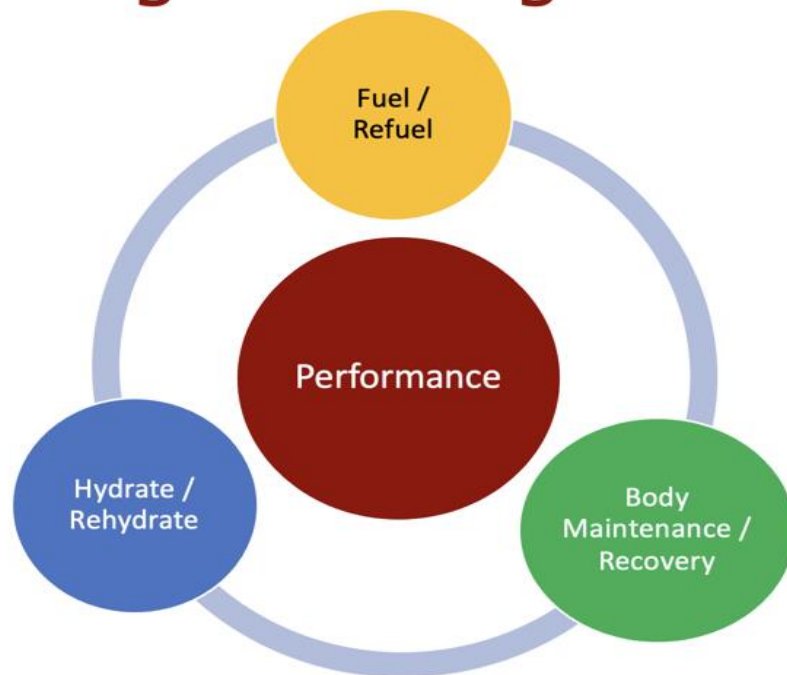
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6

7

8

## Putting It All Together



# Child safeguarding

Protecting children from physical, emotional or mental abuse

## IMPORTANT ANNOUNCEMENT

Dear Pony Club Queensland Member

**Child Safeguarding Club Program :**

Regardless of the role you fill within our beloved movement, Pony Club Queensland be it as a Parent, Coach, Judge, Committee Member, Grounds person, Canteen Convenor or as Grandparent who tirelessly support our members at pony club® activities, I encourage you to read on and consider completing the following Sport Integrity Australia "Child Safeguarding" online training. We realise there could be members who are not able to access an online course, be assured we are here to assist.

We may consider this another chore placed upon us as volunteers, however, please help us demonstrate to Sports Australia, Pony Club Australia, State & Local Government that our association is proactive in creating a child safe environment and communicating expectations.

**Child safeguarding is the process of protecting children from physical, emotional or mental abuse.**

***Tools to help your Club foster a child safe environment.***

**[PCA National Integrity Framework CHILD SAFEGUARDING \(click here\)](#)**

This course assists in the understanding and implementation of the Child Safeguarding Policy.

By the end of the course you will be able to:

- understand what child safeguarding in sport is
- understand what the Child Safeguarding policy is, who it applies to and when
- recognise alleged breaches of the Child Safeguarding in Policy.
- understand the role of Child Safe Practices in the Child Safeguarding Policy
- understand the recruitment and screening requirements of the Child Safeguarding Policy
- identify how to respond to alleged breaches of the Child Safeguarding Policy.

**To complete "Child Safeguarding in Sport" Induction Course**

1. Click on the following (link: [elearning Sport Integrity Login or Register \(Click link to register\)](#)).
2. Recommend Registering via "Play by the Rules"
3. Click on "Play by the Rules" and Register.
4. From the Catalogue Entries select "Child Safeguarding in Sport Induction" – sports reference.
5. Online course will take approximately 1.5 – 2 hrs to complete. Your progress can be saved at any time to allow completion at your convenience.
6. On completion of your course download your "Certificate of completion" and forward to PCQ Office for upload by PCQ Office to your credentials and compliance to Pony Club ® National Integrity Framework.

**PCA Resources for your reference:**

*Policies and resources (click on the below link to access)*

[Child Safeguarding Commitment](#)

[Child Safeguarding Policy](#)

[Child Safeguarding - SA Addendum](#)

[Child Safeguarding in Sport Induction Course](#)

[Child Safe Practices Do's & Don'ts](#)

[Child Safe Resources](#)



## **PCQ State Chief Instructor Medal APP**

### **Content:**

- Overview of PCQ State Chief Instructor Medals
  - COPPER
  - BRONZE
  - SILVER
  - GOLD
- Application Form (apply for your PCQ State Chief Instructor Medal)
- Registration Form for Interview after completion of your medal components
- Medal Criteria - COPPER, BRONZE, SILVER & GOLD
- Access to on-line (electronic) journal submissions

**Install this application on your Home Screen for quick and easy access when you're on the go.**

**CLICK the below LINK to access the above.**

**[LINK - Click HERE to visit PCQ State Chief Instructor Medals and APP](#)**

**[Click HERE to view SCI Medal AMBASSADORS](#)**





## SCI MEDAL UPDATE

# Pony Club Queensland State Chief Instructor Medals



	Copper	Bronze	Silver	Gold
SCI Medal Registrations:	114	29	6	2
SCI Medals Awarded:	16	11		
SCI Leader Medals Awarded:	5	5		
Regions:	Burnett Capricornia Far North South East Southern Western	Burnett Central Far North South East Southern Western	Southern Capricornia	Far North South East

### PCQ SCI STATE CHIEF INSTRUCTOR MEDAL

	Copper	Bronze	Silver	Gold
Age requirements	Between 9 and 25 years 6 months	Between 13 and 25 years.	New participant: • 15 and 25 years  Bronze Medal holder: • 14 and 25 years	New participant: • 18 and 24 years 6 months  Silver Medal holder: • 17 and 24 years 6 months
Time to complete (minimum)	3 months	3 months	12 months 6 months (if Bronze Medal holder)	18 months 12 months (if Silver Medal holder)

#### Medal Components

On the ground	Yes	Yes	Yes	Yes
Under Saddle	Yes	Yes	Yes	Yes
Lunge	N/A	Yes	Yes	Yes
Horse Management	Yes	Yes	Yes	Yes
Journal	Yes	Yes	Yes	Yes
New Skill	N/A	NA	Yes	Yes

For more information contact PCQ Office [admin@ponyclubqld.com.au](mailto:admin@ponyclubqld.com.au) or 07 3216 1255 or your Regional Coaching Director.

### ALTERNATIVE TO PROFICIENCY CERTIFICATES FOR STATE EVENT ENTRY

Established STATE CHIEF INSTRUCTOR MEDAL ALUMINI ON PCQ Website.

**PCQ SCI MEDAL ALUMINI**

## PCQ JUNIOR & SENIOR COACHING LEVELS

Clubs encouraged to develop Junior Coaches

### PCQ 'E' – PCQ 'D' – PCQ 'D\*' – PCQ 'C' – PCQ 'B'

Pony Club Queensland introduces three (3) additional coaching levels to engage participation and development of situational coaching tailoring to coaching strengths.

PCQ 'E', PCQ 'D' and PCQ 'D\*' provide flexible entry to become a Pony Club Queensland Coach and a progressive coaching pathway development program to move to another level.

Category	Coach Accreditation				
	PCQ 'E'	PCQ 'D'	PCQ 'D*'	PCQ 'C'	PCQ 'B'
Practical Riding	NA	NA	NA	NA	RPL/Demonstrate
Coaching Principles	✓	✓	✓	✓	✓
Horse Care					
• Feeding	✓	✓	✓	✓	✓
• Hoof & Shoeing	✓	✓	✓	✓	✓
• Grooming	✓	✓	✓	✓	✓
• Saddlery	✓	✓	✓	✓	✓
• Horse Care	✓	✓	✓	✓	✓
• Travel, Rugs, Bandages & Boots				✓	✓
General Knowledge	✓	✓	✓	✓	✓
Safety	✓	✓	✓	✓	✓
Equine Science	✓	✓	✓	✓	✓
• Slow, Step Back, Park, Head Down				✓	✓
Course Design Accreditation					✓
Specialist Area					Coach
Officiating Accreditation					✓
Coach Flat Riding		✓	✓	✓	✓
Coach Games Riding		✓	✓	✓	✓
Coach Jump Riding – Poles & Grid			✓	✓	✓
Coach Jump Riding – Poles, Grid & Course				✓	✓
Coach Cross Country				✓	✓
Troop Drill				✓	Coach
Lungeing				✓	Coach
Rule Book Orientation / Alignment Table		✓	✓	✓	✓
Coach Outside of Pony Club Activity	X	X	X	X	X
Preparation Clinic	✓	✓	✓	✓	✓
Practical Assessment	✓	✓	✓	✓	✓
Updating Requirement	✓	✓	✓	✓	✓

## **Coaching Pathways**

Coaches can commence at PCQ 'E' or PCQ 'D' or PCQ 'D\*' or PCQ 'C' – flexible entry and moving to another level with Recognised Prior Learning.

### **Recognised Prior Learning (RPL) applied to:**

PCQ 'D' if PCQ 'E' is held

PCQ 'D\*' if PCQ 'E' and/or PCQ 'D' is held

PCQ 'C' if PCQ 'E' and/or PCQ 'D' and/or PCQ 'D\*' is held

*For more information contact PCQ Office [admin@ponyclubqld.com.au](mailto:admin@ponyclubqld.com.au) or 07 3216 1255 or your Regional Coaching Director.*

## Appendix 2

### PCQ SUBCOMMITTEE MEETING

SPORTING, CAMPDRAFT, MOUNTED GAMES SUB COMMITTEE – MEETING HELD BY ZOOM

**Committee Delegates: Chairperson:** Scott Jackson

**Mobile:** 0428 102 710

**Email:** [jackomichelle4692@yahoo.com](mailto:jackomichelle4692@yahoo.com)

#### Club/Zone representatives

Tina Smith	<b>Sandra Brunner Zone 8</b>	Rob Kann Zone 1
<b>Di Youles Kilcoy</b>	<b>Linda Brown</b>	<b>Grace Brodie</b>
<b>Pat Lunney Zone 4</b>	<b>Wendy Lehmann Zone 18</b>	Sonia Law Zone 6
<b>Vicky Groves-Pearce Zone 5</b>	<b>Michael Shaw Zone 28</b>	Alyssa Ellis
Cameron Magick	<b>Warren Keyes Zone 26</b>	<b>Sarah Holt Zone 20</b>
Julie Sandy	Peter Tornabene Samford	Natalie Lewis
Angie Bauer	Margaret Pomeroy	
<b>Erin Buchanan</b>	<b>Dwayne Makemson Zone 1</b>	

#### MINUTES – PROCEEDINGS

**Date:** 10 July 2023

**Meeting opening:** 7.15pm

**Attendance:** Bolded in above Table

**Apologies:** Peter Tornabene

**Confirmation Of Quorum:** Scott Jackson

**Minutes of Previous Meeting:** Minutes of 5 June 2023 were taken as being read

**Moved:** Scott Jackson **Seconded:** Warren Keyes

#### BUSINESS ARISING FROM PREVIOUS MINUTES

##### ACTIONS

Recommendations	Responsible	Status
<b>\$15 to assess C Certificate</b> Zone 28 finding it is taking a long time for marking to be completed. Impacting ability for nominations to be completed for states	Scott	To follow up
<b>6 metre line</b> Discussion on options to improve, including: removing it, clearer instructions from judge, cannot stop forward motion if at a walk, alternative signal (flag, voice cue), allow 1 false start. Consider addition to rule book with suggested wording 'When you are ready'	Scott	All committee members to consider prior to next meeting with a view to adjusting rule book

#### CORRESPONDENCE

**Inwards:** Nil discussed

**Outwards:**

**Moved:** **Seconded:**

## GENERAL BUSINESS

### ACTIONS

Recommendations	Responsible	Status
<b>States 2023</b> Great feedback from pony club community on proposed Meet and Greet/ Brainstorm.  Request from Zone 20 for Word version of nomination form to complete – all zones/ clubs are welcome to email Vanessa if they would like the same. Zone can just email endorsement rather than complete form.  Rules for different horses for different disciplines – you can ride one horse per discipline, can be a different horse for each day at States. 2023 rulebook is not clear. Refer to 2020 rulebook which has it clearly written. All in favour of organising committee to put post up on Facebook to clarify. Jacko to check with PCQ that only the most current rulebooks are online.  Future State events suggestion to look at changing patterns for Stockmans Challenge due to degree of difficulty, particularly for 13-17 Age Group. Consider ASH Patterns or other association patterns to add into the mix.  Feedback on pony club mount pattern – same pattern for all ages. Concerns around hand gallop for young riders, canter through bending pegs.	All  All  Pat/ Scott  Committee to consider  Committee to consider	Encourage attendance from Zones  To pass on to clubs  Pat to arrange post on Facebook Scott to look into rulebook wording/versions  For brainstorm session at Millmerran  For brainstorm session at Millmerran
<b>PCA Spurs rule</b> Gear check rule book is saying no spurs for sporting– check version on PCA as that was overturned. Roller spurs for any age. Scott to circulate most recent version.	Scott	To send to committee

**Close of Meeting:** 8.25pm

**Next Meeting:** Monday 7<sup>th</sup> August, 7pm

## Appendix 3

Minutes for PCQ TET SUB-COMMITTEE ZOOM MEETING		
Date:	Tuesday 25th July 7.30pm - 8.30pm	
Attendees:	Brett Coombe, Kev Walsh, Christine Topalov, Eve Corkery	
Apologies	Guy Clare, Jenny Lanskey, Amber Monks, Belinda Griffiths	
Minutes	Minutes of Meeting 12 th June.	Moved KW 2nd CT
	PCA Nationals was discussed with the following riders approved on performances to date.	Rys Lanskey Z2, Hayden Taylor (Runcorn), Lily Morrissey (Nerang)
	The following riders are looking to qualify at the West Toowoomba event on the 30th July. There scores will be looked at on Sunday after the event and nominations then made before the closing time of midnight Sunday night.	Spencer Doyle (Mogul), Isabel Cooper, Jordan Thurson
	Discussion held with Eve as to whether they could hold a tetrathlon at Samford in August and we could use this to run the riding hub for the National competitors. This would be within the time period allowed and should work.	Hub date 20/08/23
Next Meeting	Sunday 30 th July 4.00pm West Toowoomba PC	-

## Comments/Current Status

### 1. Meeting opening:

### 2. Delegates present: As indicated below by X

Geoff Thomson [VP]: Technical Advisors: Jan Morland [SJ/JE] John Hughes [HT];  
CIP Delegate Steph Commens

Z		Z		Z		Z	
1	Peter Ryan HT	1	Carmen Coombs JE	1	John Martin SJ	4	Jasmine Baker HT
2	John Hughes HT	2	Jan Morland SJ/JE	3	Christina Hooper SJ/JE	4	Christine Topalov SJ/JE/HT
4	Steph Commens HT *	5	Grace Brodie SJ	5	Gayle Bunker HT	5	Lyn Coombe JE
6	Becky Jeffries SJ/JE	6	Sharne Andrew HT	7	Deziree Roos SJ/JE	7	Courtney Iker HT
8	Leah Frohloff SJ/JE/HT	9	Kim Creed JE/SJ	9	M Hughes HT	10	Sonya McLeod HT
10	Tracey Hornick JE	10	Thomas Madigan SJ	11	Robert McLachlan SJ/JE	11	Adrienne Kelley HT
18	Susan Swanson SJ	18	Julie Sheppard 18 JE	20	Kim Witt	20	Jahra Taylor HT
26	Ken Jensen SJ/JE	26	Barry Dossetto HT	27	Joanna Lowe SJ/JE	28	Di Elder SJ/JE/HT *

Current List of Delegates to be forwarded with Minutes. To have a vote, attendees must be allocated Delegates or appointed 'substitute' delegates.  
See attached.

### 3. Apologies:

### 4. PREVIOUS MINUTES: Meeting of 05/06/2023 Circulated Approved: Moved: Seconded:

### 5. Business arising/outstanding actions:

- 5.1 Risk Assessment Form – John H to send form to Michael C for compilation
- 5.2 Scoring for JEQ/SJ and State Events – Jayne Sharrock advised that EXEL program is 'generally 'user Friendly' for her (as she created it) Is reviewing now to establish basic format and a manual. No timeframe. PCA Data base - Just Go not user friendly, no report writing facilities. OK for nominations only – no fees!!
- 5.3 TD Applications and Responses
  - TD Application Forms being updated including amendments for JE Judging
- 5.4 Proposal to create Online component for Refreshers to be resolved with CIP. Follow up with Zone 1 (doing this for part of coaches' refresher) and Funding allowance to develop system.
- 5.5 State Champs 2024 - Applications to host 2024 Sate Comps opened to the State
- 5.6 Document type of Metal Cups to be banned 1.1.2025 – GT Photos. SS to also provide photos
- 5.7 Clubs need to be reminded to send in their Officials [also reminded to send in reports and results with 2 weeks]



- 5.8 Zones and Clubs to concentrate on supporting 'new' Officials for their Regions. We need to plan for the not too distant 'future'
- 5.9 Four riders and five horses approved to date for attendance to Nationals.  
We are advised they will be riding as individuals.
- 5.10 Interschool Comp November at Caboolture.  
Program underway. Call for volunteers to assist.  
Jayne S to be asked to score again.

**6. Correspondence:**

- ODE and Showjumping dates and programs approved or for approval

Club/Zone	Date	Programme approved	Officials approved

Outwards:

Programs Approved: As above

**7. Items for General Business:**

Report on State Competition at Toowoomba – Zone 4

8. **Next Meeting:** Monday 21<sup>st</sup> August, 2023  
**Meeting Closed:**