

Midland Zone of PCAV Committee Meeting Held on 24th March 2015 at St Arnaud

Meeting Open: 8.15pm

Apologies: Julie Robins, Kira Chalmers and Nicki Chalmers (Maldon), Viv Cole (Stawell), Liz McCourt (St Arnaud), Faye Barnett (Bealiba), Nicole Kendt (Maryborough), Christine Linton (Midland Zone)

Club Representatives Present:

Ararat – Wendy Dickinson
Bealiba –
Beaufort –
Bendigo – Deb Browell
Castlemaine –
Charlton –
Donald –
Harcourt –
Horsham –
Huntly Spring Gully –
Loddon –
Maldon –
Mandurang South – John Dunkley, Kylie Akers, Mindi Bell
Maryborough – Chelsea Gerring
Neangar Park –
Stawell – Narelle O'Callaghan
St Arnaud – Tracey Arbuckle,
Midland Zone – Sue Foley, Linda Gerring, Debbie Ruff, Deb Weir

Business Arising from 2015 Minutes:

- Letter has not been sent to PCAV as yet regarding their decision to change the rule about the use of portable yards at events and our concerns with this rule change

Note: Sue Foley believes that there is probably no use in sending this letter as the decision has already been made by PCAV even though there were quite a few letters of objection sent in

- Beaufort PC (from Section A) have offered to host the Games & Flat event to be held in April 2015
- Linda still to contact Section C clubs asking who would like to host the Flat Ride & SJ event to be held in Aug 2015
- Linda still to contact Section B clubs asking who would like to host the Dressage & SJ Qualifying event to be held in Dec 2015
- Prices are still to be obtained for portable PA system
- Grants are still to be sourced to purchase portable PA system
- An email has been sent to PCAV asking if the website is going to be updated at any time soon. We received an answer saying that it may happen in the middle of the year
- The Award of Merit nomination forms have been sent to all clubs. Zone exec has agreed that we will have a Facebook committee discussion re; any nominations received before the closing date to send on to PCAV. An email is to be sent ASAP regarding closing dates and to remind clubs to send them through
- We still need to contact Don Roach about Life Membership of Peggy Mills
- Nicki did not get contacted about the Zone Camp
- We need to contact PCAV about the Life Members that are on the Midland Zone data base – most of the Life Members listed are not Life Members of the Midland Zone but of Bendigo PC

Confirmation of Minutes:

Moved: Debbie Ruff

Seconded: Narelle O'Callaghan

Correspondence In: 28/1/2015 through to 24/3/2015

Clubs

- Event programs
- Huntly-Spring Gully – advising that are in the process of making payment of the Affiliation Fee ASAP and that they are still wanting to hold the Zone Camp
- Beaufort PC – advising that they are able to host the Games, Flat & Musical in April but not the Instructor's School as well
- West Gippsland Zone – with an update to two of our riders competing at the State Event
- Maldon PC – advising that they are unable to run the Zone HT in May as the grade 1 course is not up to standard
- Maldon PC & Maryborough PC – Award of Merit nominations
- Maryborough, Loddon & Bendigo PC – letters re: PCAV decision around WWCC

Note: Letters to be sent back to Maryborough & Loddon, Bendigo have already been replied to

Zone

- Deb Weir – advising that she has uploaded the Zone camp program, the minutes from 2012 onwards, Efficiency Test-application to the Zone website
- Nicki Chalmers – reminder that the C Certificate nominations close on March 4th 2015

PCAV

- State Council Update – Feb 2015
- Non-paid coaches volunteer registration forms
- E Certificate Standard Manual Feedback Survey
- 2015 State Games, Flat & Musical Teams Championships Info
- Coach E-news – March 2015
- WWCC changes for PC members

Correspondence Out: 28/1/2015 through to 24/3/2015

Clubs

- Sue Foley – replying to Loddon PC regarding the letter sent about the WWCC decision from PCAV

Zone

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PCAV

- Deb Weir – asking if the PCAV database was going to be updated in the near future as we wish to run a "How to use the Website" info session

Correspondence Moved: Debbie Ruff

Seconded: Deb Weir

Presidents Report from Linda Gerring

Over the past 8 weeks we have had a lot going on in the Zone with riders representing the Midland Zone at the PCAV State Dressage & Show Jumping Championships at Wonthaggi.

With 3 of our 4 teams placing and the 4th team coming second it was a great weekend for us. The best part of the weekend was the team atmosphere and support that was shown by all our Zone riders and parents to each other.

I would like to remind all clubs in our Zone that the people that hold positions on the Zone are volunteers who also have very active volunteer roles within their own clubs and most have full time jobs as well.

PCAV & Zone rules and procedures are put into place to ensure the jobs of our volunteers are easier and transparent for all. I strongly encourage all club officials and parents to learn and understand the rules and follow the process.

Often Zone officials receive emails and calls regarding rules that can be found on the PCAV website. We understand that it is not always easy to navigate this website but the more you use it the more familiar you become with it.

This needs to happen for many reasons including improved communication, statistics, better targeting of resources, risk management and insurance requirements. If you are a coach but not registered as a coach on the PCAV Database you will not be covered by our insurance policy for your coaching activities.

All Coaches, including Preliminary Coaches and other Coaches, approved by PCAV have Public & Products Liability up to \$20,000,000, with an excess of \$1,000 third party property damage for claims relating to your legal liability to compensate third parties for personal injury or property damage. The second bone of contention is the changes implemented to those pony club members who need to have a Working with Children's Check.

As per the State Council update Feb. 2015 on the PCAV home page:

The following motion was passed by State Council at the November 2014 State Council meeting. It is a proactive decision designed to provide a duty of care to all PCAV members. The WWCC Legislation outlines minimum mandated requirements; organisations can broaden their policy and widen the field beyond those listed by The Department of Justice to protect the children/youth in their respective fields. That from July 1st 2015 clubs must ensure that all parents/guardians/carers of members and members over 18 must provide a current WWCC.

I have received some queries about who needs to have the WWCC. One club asked about Grandparents and the parents of riders who Come and Try.

Grandparents who occasionally come to watch at pony club are exempt as are the parents of children who attend a Come and Try rally. These people should sign the club registration book to prove their attendance in case of an incident that could later involve an insurance claim.

They also asked about people who don't qualify for a WWCC. From what I have read the only people who would fail a WWCC are those that the Department of Justice & Regulation deems to "pose a risk to the safety of children".

A WWCC is relatively easy to apply for. The check can be applied for online and it is free for volunteers. I believe it is also a simple process to admin at club level.

Every member of pony club has to reapply to join their club in the new financial year which means filling in a new application form. The internal club forms are available from the PCAV website and can be amended to suit your club by also adding columns for the WWCC information.

The club secretary will need to advise all relevant members of the need for them to have a WWCC by the time annual club fees are due.

The rule for the WWCC is no different to the many other rules that we have in the PCAV Hand Book of Bylaws. The rule has been implemented as PCAV is being pro-active as an organization and recognises that we have a duty of care to our riders to anticipate and avoid risk to the children.

Insurance is put at risk if clubs fail to abide by our rules and all clubs should follow PCAV rules and directives. Litigation will be no different for this than for any other rule that a club does not abide by.

A WWCC should form part of a clubs risk management and if you have taken every care as a club to provide a safe environment for your club by complying with the rules then the club will be fine.

An incident can also come from someone who has passed a WWCC but at least as a club you have done all you can to provide a safe environment for your riders.

C Certificate

Nicki is on holidays so is not with us this evening. She has been working on a Certificate information sheet to go to all clubs to better explain the process of the "C" certificate. This information will be sent to clubs in the very near future.

All clubs should please add the C certificate dates to their club calendars at the beginning of each New Year so that members can plan around the examination dates.

NCAS dates

There has been information sent by Kate from head office to clubs about the upcoming NCAS Training & Assessment @ Stawell Pony Club on the weekend of the 18th & 19th April.

The program and entry form is out for the Horseland State Horse Trials Championships 2015 to be held at Rosedale on the first weekend in May. Another long drive including the tunnel!
The InterZone Team 3 and 4 challenge is to be held at the Pony Club Victoria Equestrian Centre and while it is a bit of a drive for those of us in the outer Zones once we have done it once or twice we will become familiar with it and it will be easier than going to unknown destinations all the time
I attended my first horse trials as Zone rep last weekend at Dunolly run by Bealiba PC. It was a great day of competition and I can tick off Horse Trial briefing from my "Firsts" list. I am on a steep learning curve and I thank Linda and the rest of the Zone exec for their help and of course Kay who thank goodness is only ever a phone call away.

**Happy riding,
Sue Foley**

Moved: Sue Foley

Seconded: Chelsea Gerring

Zone Chief Instructor Report from Nicki Chalmers

PCAV State Council has implemented a process for unpaid volunteer coaches to become a registered coach without paying a fee. Volunteer coaches are those that receive no reimbursements for coaching, time & travel. Such coaches need to be registered via their zone or club; all other coaches must continue to register online. Instructions and the templates required to complete the registration process should have been received by clubs already.

The scheduled NCAS weekend for April 18th & 19th will be held at Stawell Pony Club grounds. It will be run as our zone has previously run these weekends, with training on the Saturday and Assessment on the Sunday. Both prelim and Level 1 will be catered for, and current coaches may use the Saturday for updating. Full information and bookings can be made on the PCAV website. If anyone has any questions or requires any assistance with their workbooks etc. they are welcome to contact me. Coach E-News has just begun, and will be distributed to registered coaches, persons registered with NCAS books and club officials. These will communicate training opportunities & news to our coaches, however, it is important that club officials still discuss these with members to continue to encourage up and coming coaches who may not yet receive such information.

Nicki Chalmers
Chief Instructor

Moved: Nicki Chalmers

Seconded: Tracey Arbuckle

Zone Examining Secretary Report from Nicki Chalmers

We have upcoming C certificate examinations in April. Thank you to those who were diligent in getting nominations to me promptly. It is important that club committees and members make themselves familiar with the processes for C certificate nominations & examination to ensure that there are no disappointments or confusion surrounding this process. An information sheet will soon be available for members explaining the processes and procedures, which are in place for good reason. It is out of courtesy & respect to our volunteers and fellow members that we ask these procedures to be followed.

Please keep in mind that C*/K examinations are set for October again. If anyone has any candidates I would appreciate if you could let me know as I could possibly hold an information evening if required.

Nicki Chalmers
Zone Examining Secretary

Moved: Nicki Chalmers

Seconded: Mindi Bell

Zone Events Report:

- Maldon is unable to host the Zone HT in May. Maryborough is willing to host this event
- Games, Flat, Musical & Pairs at Beaufort – program is complete and will be sent through to Sue. We have shields for the Games and Musical; do we need a shield for the pairs? Poles and equipment to be checked to make sure it is the same size, height, etc.

General Business:

- Letter to be sent re; tier system of entry fees for distance to PCAV park so that outer Zone members are not disadvantaged. Debbie Weir and Narelle to draft a letter and send to Sue to check and then forward onto Debbie Ruff to forward on to PCAV
- Sue to send an email asking for a quote on prices for gazebos and banners to be used at Zone/State events
- Saddle blankets – Deb Weir will organise a survey to be sent through to all clubs to see what colour saddle blankets they would prefer

Meeting closed: 9.35pm

Next meeting: Tuesday 26th May 2015 at Maryborough

Job list from Meeting

Job	Responsible	Timeline	Completed
Old Midland Zone documents that require archiving to be sent to the Donald History Group (this is where previous Midland Zone documents are archived).	Debbie	ongoing	
Contact Section C clubs asking who would like to host the SJ & Flat Team event to be held in Aug 2015	Linda	By next meeting	
Contact Section B clubs asking who would like to host the Dressage & SJ Qualifying event to be held in Dec 2015	Linda	By next meeting	
Get prices for a portable PA system to be used at Zone events	St Arnaud & Maryborough	By next meeting	
Look at possible grants available to purchase PA system	St Arnaud & Maryborough	By next meeting	
Send email to all clubs as a reminder about the Award of Merit Nominations	Deb Ruff	ASAP	DONE
Contact PCAV about the Life Members listed on the Midland Zone database	Deb Ruff	By next meeting	DONE
Letter regarding a tiered system of payment for events held at PCVEC	Deb Weir & Narelle	By next meeting	
Quote for gazebos & banners to be obtained	Sue	By next meeting	
Survey to be organised regarding the colour of saddle blankets used at State events by Zone competitors	Deb Weir	By next meeting	
Letter of reply regarding WWCC decision by PCAV to be sent back to Maryborough PC & Loddon PC	Deb Ruff		DONE

Midland Zone Sections:

SECTION A	SECTION B	SECTION C	SECTION D
Ararat	Charlton	Bendigo	Bealiba
Beaufort	Donald	Huntly-Spring Gully	Castlemaine
Horsham	Loddon	Mandurang South	Harcourt
Stawell	St Arnaud	Neangar Park	Maldon
			Maryborough

Section Calendar:

EVENT	2014	2015	2016	2017	2018
Instructors School	A	C	B	D	A
Horse Trials	B	D	A	C	B
Games & Flat	D	A	C	B	D
Instructors School	C	B	D	A	C
SJ & Flat Team	A	C	B	D	A
AGM	B	D	A	C	B
Dressage & SJ Qualifiers	C	B	D	A	C