



Equestrian Australia Eventing Committee Charter

1. Purpose

The Equestrian Australia Eventing Committee (EAEC) appointed by the Equestrian Australia (EA) Board assists the Board in fulfilling its oversight responsibilities relating to the promotion and development of Eventing in Australia. The purpose of the EAEC is outlined in the EA Committee Bylaws.

The EAEC must also recognise and preserve the integrity of Eventing through common goals and a shared commitment to constructive and cooperative relationships.

2. Authority

The Board has authorised the EAEC, within the scope of their duties and responsibilities set out in this charter to:

- perform the activities required to address its responsibilities and make recommendations to the Board;
- have access to management, employees and Eventing information it considers relevant (via EA staff) to its responsibilities under this charter.

3. Membership

The EAEC appointed by the Board is a State Based Committee and shall comprise of a representative from each State plus a Riders' Representative.

The EAEC Members shall be required to meet the criteria of a State Based Committee as outlined in the EA National Discipline Committee Appointment and Procedures Policy.

4. Chair

The main role of the Chair is to demonstrate leadership and to ensure effective governance of the EA Eventing Committee.

The Chair of the EAEC will be elected by a method outlined in the EA National Discipline Committee Appointment and Procedures Policy.

The EAEC Chair must not be the Chair of a State Eventing Committee or the Riders' Representative.

Should the EAEC Chair be absent from a meeting, the EAEC Members present must appoint a Chair for that particular meeting, who should not be the Chair of their State Eventing Committee.



The EAEC Chair will ensure that the EA Committee Liaison Manager is immediately informed of matters that may have a significant impact on Eventing or the reputation of EA.

The Chair must fulfil the duties as outlined in the EA National Discipline Committee Appointment and Procedures Policy.

The Chair must maintain a timely correspondence with the EA National Office on Eventing matters.

5. Meetings

The EAEC will meet in a manner agreed to by the members of the EAEC.

The EAEC Chair, any EAEC Member or the EA Committee Liaison Manager may call a meeting of the EAEC.

EAEC members must do all things reasonably necessary to attend and participate in all meetings and acknowledge that commitment is fundamental to the effective operation of the EAEC.

Any person may be invited by the EAEC to attend meetings, but not necessarily for the full duration.

Meetings will adhere to the EA National Discipline Committee Appointment and Procedures Policy.

6. Quorum and Voting

A quorum must consist of four (4) members of the EAEC.

7. Decision Making

All decisions of the EAEC are to be made by a simple majority of votes cast by the Members present at the meeting.

All Members are entitled to one (1) vote each.

In the case of an equality of votes, the EAEC Chair will have the casting vote.

8. Minutes

The EA Committee Liaison Manager or delegate must prepare the minutes of the EAEC within seven (7) working days after the meeting. The minutes are to be promptly approved by the EAEC Chair and then circulated to all EAEC members and EA CEO. A meeting summary update will be prepared and



placed on the EA website once the minutes have been reviewed by all committee members.

9. Confidentiality

All EAEC members will be privy to sensitive and confidential information. At no stage should this information be publicly referred to, disclosed or discussed to any third party outside of the EAEC. If the matter is escalated to the EA Board members of the EAEC may discuss the issue at the Board's request only.

Should an EAEC member pass on any confidential information to any external third party that member may be required to stand down from the EAEC.

10. Review

EA will review this Charter at least annually and recommend to the Board its approval including any appropriate amendments.

11. Sub-Committees & Working Parties

The EAEC has the authority to create Sub-Committees and/or Working Parties as required. Any funding required for the operation of these groups will come from the overall EAEC budget. Additional funding will not be provided.

The EAEC has the following Working Group:

- Eventing Risk Management (ERM) Working Group: The ERM Working Group monitor, review and manage the risks involved in Eventing with the view to minimise these wherever possible, and optimise safety for the horse and rider.

12. General Responsibilities

The EAEC will be responsible for, but not limited to, the following:

- Maintaining the National Rules and staying abreast of FEI rule changes
- Maintaining the National Calendar, including FEI Events
- Communicating with State Eventing Committees
- Informing EA of any contact changes
- Addressing any issues and considering thoughtfully agenda items put forward
- Managing the EAEC budget appropriately to ensure no overspend
- Developing new initiatives to support Eventing in Australia
- Promoting Eventing positively at all times
- Liaising with the FEI (via EA staff) where necessary
- Developing and managing any sub-committees as necessary



- Working closely with the National Safety Officer to support the 'Equestrian Australia Making Eventing Safer' initiative
- Ensuring the consideration of all applications, supported by State Eventing Committees, for junior riders seeking 'Express Permission' to compete at one or two star level. The EAEC will make a final decision based on the combinations' previous results.