

MAKING A DIFFERENCE

Club and Zone News

November 2003

Inside this issue:

| | |
|-------------------------------|----|
| PCAV Fees for 2004 | 2 |
| Club Risk Management | 2 |
| Equitana | 3 |
| State Council Meeting Format | 6 |
| Uniform Changes coming in Feb | 8 |
| PCAV Calendar of Events | 9 |
| State and Zone Contacts | 16 |

Special points of interest:

- Governance Motions delayed to March 2004
- PCAV Fees for 2004 have been set at \$60
- Equitana results are on page 3
- Uniform changes coming in early 2004
- Newsletter in February to go to all members

From James Fitzpatrick, Executive Officer



The last two months were really positive for the PCAV at a state level. We finished the risk management plan for the state, went in to full gear with Equitana, bedded down the government grants for the next three years, assisted many clubs with resolving some longstanding issues, bought new office equipment, developed a new meeting structure for the State Council, wrote the plan for the club liaison program, undertook a staff restructure, finalised the Business Plan, and serviced members queries.

One of the positive improvements is our staff changes. Suanne Waugh has taken on the position of Club Development Officer and will be working to assist clubs with their operations. Jennifer Goard will be our accounts administrator and has performed this role previously. This is the best outcome for the PCAV as we have two experienced staff members performing new roles.

I have just received a copy of the insurance policy and will be writing answers to the frequently asked question in December which will be available on the website in the new year.

Equitana was a very special event with over 1000 pony club members involved in some shape or

form. Thanks to all those people who assisted with this event as your time and effort were appreciated by the riders and members involved.

Don't forget the PCAV Zone Teams Challenge for Grade 3 and 4's is on again at Werribee on 22/23 May 2004. This one day event will be popular and we are thrilled to have it on the calendar again this year. Please call Petie Marshall if you can assist as a volunteer on the weekend.

The uniform changes continue as planned and sample garments have been viewed by the State Council. With the rules being drafted, promotional flyers being produced, we are on-track to launch the uniform March next year.

Included in this mailout is the information for the State Games and the Zone Team Challenge to be held in 2004.

On behalf of the State Council and staff, we wish your members all the best for the Christmas and the New Year.

James Fitzpatrick

Executive Officer



Governance



State Council to review timing in February for Governance.

The State Council received feedback from the recent round of Zone Meetings. As Stephen Coffey and James Fitzpatrick attended many Zone Meetings, and comments from the Zone Representatives, a review of the process and content of Governance was discussed.

Timing

It was noted that it is not practical to have a Special General Meeting in February as this would mean that information and voting slips would be sent out in January.

The Special General Meeting will be delayed until a later date in the first half of 2004.

Rule 34

There was discussion over Rule 34 Alteration of the Rules in the PCAV Rules of Incorporation as the rule can be read in different ways. The Executive Officer will seek legal advice and have a discussion with the Registrar of the Office of Corporate Affairs.

Life Members

The voting rights for Life Members was discussed and it was agreed that they were not planned to, and will not, have voting rights.

The State Council will discuss the timing at the February Meeting.

All clubs received a copy of the four Governance Motions in the September mailout—please call PCAV on 9596 4778 if you require additional information.

Risk Management

A sample Club Risk Management Plan is being written and will be provided to clubs to assist them.

The State Council has received a grant from Sport and Recreation Victoria to undertake a Risk Management Strategy for the State, Zones, and Clubs over the next three years.

Boardworks International were contracted to assist the State Council in developing a State Risk Assessment. This has been undertaken and the

State Councillors spent a day compiling this information into the risk management format.

At the November State Council Meeting, it was agreed that the next phase of this process would be to complete a “sample” club risk management strategy. All clubs with a plan have been invited to send in a copy to the PCAV and then a sample plan

will be written. The sample will be sent to clubs to help them in looking at their own situations and managing the risks involved with running a pony club.

Clubs will be assisted to help do their own version of a risk management plan based on the sample provided. It is hoped that all clubs will have a risk management plan by the end of 2005.



PCAV Fees for 2004-2005

The PCAV Fees for 2004-2005 effective 1 July 2004 have been set and are as follows:

| | |
|-----------------------|------|
| Riding Members | \$60 |
| Riders without Horses | \$40 |
| Adult Supporters | \$0 |

The pro-rata fees from 1 March 2004 to 30 June are

| | |
|-----------------------|------|
| Riding Members | \$45 |
| Riders without Horses | \$35 |

EQUITANA 2003 PONY CLUB PROGRAM (GROUP BOOKINGS) NATIONAL MOUNTED GAMES EXHIBITION

Equitana was a terrific experience for the riders and members involved. There were so many opportunities available and it was really pleasing to see so many people attending. PCAV had a stall on the exhibition floor with ponies, ran the PCAV Victoria Cup for Showjumping, Had a National Mounted Games Exhibition in Demo 2, had grooming competitions.

Pony Club Program

What a huge response. Absolutely hundreds and hundreds of riders were bused

in from all over the state. With the very best speakers such as triple Gold Medalist and ex pony clubber, Andrew Hoy, I am sure all the groups found this a fantastic program. They went on tours behind the scenes where the public were restricted This format did have everything; fun, education, access to the elite of the sport and much more.

National Mounted Games Display

In the indoor arena, the National Mounted Games team did a display on games. After much practice, the

display was excellent and very informative commentary supplied by Marilyn Healey.

Grooming Display

Georgia Appleton, PCAV Trainee did a fantastic grooming competition which was a highlight for the



Jess Mills, winner of the PCAV Victoria Cup A Grade

Equitana—PCAV Victoria Cup Showjumping

The showjumping for Grades A, B, C, and D was great. All the riders did so well and represented the PCAV with pride and distinction.

The A and B grades did two rounds of competition outside and then went to the “mane arena”. They had a chance to compete on the world cup course at their level in front of about 1000 people. For some of these riders, they have or

will never repeat this experience. Pony club is about offering kids the chance to grow and learn, to have fun and to be part of the group. Equitana provided a perfect opportunity to really push some of the boundaries. Immense excitement, great fun, and sound competitions.

Congratulations to you all on the way in which you handle each and every challenge.



Victoria Cup Results

VIC CUP - PA GRADE

- 1st Jess Mills - Riverside Harcourt
- 2nd Rebekah Tyler - Galgada Park Marzi Loch-Nyora
- 3rd Candice Gartung - Kings Caleb Briagolong
- 4th Samantha Harrington - Sir Billy Stratford
- =5th Erin Claessen - Glenrowan Wonthaggi
- =5th Serena Woess - Stennings Lane Bealiba
- 6th Carly Adams - Northern Maynard Yarrambat

VIC CUP - PB GRADE

- 1st Lucy Young - Bear Bunyip
- 2nd Megan Joyce - Chocolate Delight Berwick
- 2nd Samantha Whiting - Magic Edition Bacchus Marsh
- 2nd Amy Holland - Tommy Turbo Mornington Peninsula
- 2nd Michelle Page - Woodstock Neangar Park
- 6th Trelawney Dewe - Moudy Blue Kangaroo Ground
- 6th Kate Peric - Noggen Wodonga
- 6th Adele Kemp - High Pearl Upper Beaconsfield
- 6th Bronwyn Potton - Skite's Best Nunawading

VIC CUP - PC GRADE

- 1st Eliza Baldwin - Gemma Tocumwal
- 2nd Amber Amezdroz - Jack in a Box Riddells Creek
- 3rd Jane Salter - Woodmount Peter Ballarat
- 4th Kathryn Houben - Mr. Maverick Balnarring
- 5th Tabitha Whiting - Bart Bacchus Marsh
- 6th Maeve Wild - Emma Wyena

VIC CUP - PD GRADE

- 1st Tory Liarakos - D' Artagnan Mansfield
- 2nd Ashlie Oliver - Haberfield Tenacity Riddells Creek
- 3rd Alexandra Dingjan - Emma Nth Eastern
- 4th Kirsty Woess - Commanche Bealiba
- 5th Anastasia Basse - Arilpa Montana Ringwood
- 6th Bernadette Hone - Bettina Stratford





Georgia Appleton, PCAV Trainee, did a great job in organising PCAV's activities at Equitana. Many thanks.





EQUITANA 2004 VICTORIA CUP WINNERS

Top Left Jess Mills
Harcourt

Right Lucy Young
Bunyip

Bottom Left Eliza Baldwin
Tocumwal

Right Tory Liarakos
Mansfield





State Council tries a new meeting format

The State Council tried a new meeting format at the November Meeting at the Brighton Town Hall.

As you can imagine, with 16 people discussing topics at one time, it can prove to be difficult to get to a detailed discussion on any one topic.

On the day, the full Council met first and discussed issues of high importance.

They then broke out in to working parties in administration, club liaison, development, events and rules.

The full council then met to hear a summary of the working parties discussion. More discussion on reports and general business.

The general feeling from the State Councillors was positive and they found that they really got to a more in-depth level on some of the issues that need addressing. It was very structured based on the Business Plan and current issues raised by zones/clubs. All Councillors had access to the reports provided prior for all working parties and summaries after-

wards.

The Councillor's on these working parties will be moved from committee to committee as required and they are not a set structure as would be a sub-committee.

The full Council will make decisions and grant approvals and the working parties have no power on such matters.

The February 2004 State Council meeting will run on the same structure and then be reviewed.

New Meeting format was a success with detailed discussions proving worthwhile

Discussion topics for the State Council Working Parties

Administration

The focus of this group was the financial reporting of the PCAV. They agreed that a new chart of accounts should be written in MYOB and that this would allow for better segmented reporting of data for the State Council. They reviewed the office equipment and noted that the photocopier/fax had been ordered and paid by the government grant.

Club Liaison

There was a long discussion to inform the group of the requirements of the government grant for this project and then general discussion as to some of the key areas to be covered. A time-line was presented and release dates for such things as the Club Handbook were discussed. It was agreed that this is a really exciting program that is design to help and as-

sist club personnel.

Events

The focus will be on the Grade 3 and 4 Zone Teams Challenge as it is a new event. They liked the concept of a PCAV Awards Night. They reviewed the draft motorbike and first aid policies. They will concentrate on these first and then develop future options.



Development

This is the working party that will look at the issues for the future with regards to raising funds through activities and the location of the PCAV. The discussion was based around the need to generate more funds from external sources, like many other associations do, to help relieve the pressure on membership fees through

rising insurance costs. They will look at a number of options over the year. They made a start to clarify that the programs they look at must be good for the membership, risk free, low to no capital investment. On the issue of the PCAV site, they felt that Brighton was not an ideal site and that alternative options would be investigated over the coming year.

Rules

The rules group developed some principles of which they will review the rules. They agreed that they will only make rule changes where necessary and would like to keep rules in place for the long term so as they may educate riders. They want the rules to be more readily available for all riders. Next—review current books.

Membership and Finance

The current membership of the PCAV is 7208 which is 576 higher than this time last year.

The profit year to date is \$24,743 which is on budget for the year to date.

The forecast is for a small loss at the 30 June 2003.

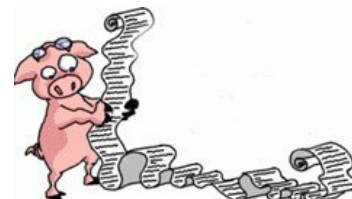
For the year-to-date the following cost centres were reported:

| | |
|-------------------|-----------|
| Trading Shop | \$11,728 |
| Events | -\$2,287 |
| Administration | -\$15,674 |
| Grants | \$37,927 |
| Zones/Instruction | -\$577 |

National Mounted Games

Mr Stephen Bragg, Zone Representative from East Gippsland Zone, has been appointed State Council representative on the National Mounted Games sub-committee.

Stephen has been very involved with the State Games and is looking forward to serving on this sub-committee.



PCAV Planning

The State Council gave the feedback of the Zone Executive's on the Business Plan.

The points requiring further discussion and work were noted.

The Business Plan forms the framework of how the PCAV is going to discuss and report as a group.

All of the current issues and the feedback from clubs/zones will continue, but the Business Plan will complement the current processes by allowing the State Council to plan

for the future and be more strategic.

The PCAV State Council, by using its working groups, will discuss the details of how to improve the PCAV. It's not about change, it's about detailed discussions and time dedicated to improving the way we operate. The State Council are aware of many of the frustrations on certain issues in the field, and they are committed to taking their time and making improvements.

It is about the simple things

like the way we communicate (the lack of newsletters, not current websites), the outdated office equipment, the training provided in the field, the many rule changes, the financial reports from the office, the lack of resource materials to help clubs perform their daily tasks, the indefinite discussion about the Brighton office site, clubs being informed of contact details, events lists etc.

The planning is about lists of improvement's to make and a measure of the success.

*Improvement's
planned—Council
are working
through the details*

Coaching and Instruction

CALENDAR 2004

Will be finalised and issued in February 2004.

COMFORT & SAFETY

Three workshops are planned for the 2004.

- Midland Zone – June
- North Metro Zone – August
- West Gippsland Zone

APCC CLINIC

Victoria has request a clinic to be conducted by Sue Chandler (National Coach) on the 21st & 22nd August this will be ratified by APCC on the 9th Nov.

“C*” CERTIFICATE

The State Coaching Director is developing work sheets to be used at this level.

It should be noted that C* and K Certificates are both a requisite for B Certificate.

“C” TEST CARDS

The increase in demand for the C Certificate has highlighted that some Clubs are less experienced than others in preparing Candidates for their C Certificate. It is recommended that all riders be is-

sued with the “C Efficiency Test Card” (available from the PCAV Office). This is a check list of all areas to be covered and can be used as a guide by Candidates, Coaches and Assessors. It complements the Syllabus of Instruction and should be used in conjunction with it. It should be emphasised that the Candidate must attempt all sections in the Syllabus. Candidates must have a degree of knowledge and competency in all areas.



NCAS PC LEVEL 1

- The second weekend will take place on Nov 22nd & 23rd 2003.

New DCI's

- Margaret Battye – BZ
- Aileen Marshall – MZ
- Sonia Perkins – EGZ



HEALTH THROUGH PONY CLUB



Healthy & Welcoming Clubs

PCAV in partnership with VicHealth are proud to offer your Club the opportunity to be involved with an innovative program, aimed at assisting your Club to focus on providing a Healthy, Safe and Welcoming environment for your members and potential members.

The program will take the form of a voluntary, self assessment accreditation process which will aim at guiding Club Committees through issues such as implementing health policies, developing risk management plans and focusing on future Club

planning. The program will aim at increasing resources for Club Committees and providing support mechanisms to assist with daily management and future planning.

Club Committees are invited to take up the challenge of this accreditation process, which will serve as a framework to review, analysis and evaluate your Club's management practices.

The Healthy and Welcoming Club Development Program will be officially launched at Zone Meetings during April

and May of 2004.

If you have any queries regarding this program please contact Suanne Waugh on 9596 4778.



**SPORT AND
RECREATION
VICTORIA**

Increasing communication from PCAV

PCAV in conjunction with Sport and Recreation Victoria have commenced a process to improve communications with zones, clubs and members.

Grant funds have been used to purchase a new photocopier/printer/fax machine to assist in producing better quality and reliable newsletters and documentation.

This is the third issue of a zone/club newsletter which is

designed to help your knowledge of state strategy and "need to know" information.

In 2004, a members newsletter will be prepared and distributed to all members with the support of SRV and Horseland.

The website is being updated to make it more current. The club contacts are now current, 2004 PCAV Calendar is

current, results for 2003 events are current. There is still a long way to go but we are going to get there. It is an enormous site and we will succeed.

SRV have also allocated funds to PCAV to design new stationary, newsletters, etc which will occur in 2004.

Communication will improve in 2004 and we will all benefit from this goal.

Uniform Changes are coming soon

The State Council viewed the uniform samples that are proposed for 2004.

The samples were excellent and looked very smart. The range of garmets are in line with what the riders requested in the uniform surveys.

A new logo has been drawn for this merchandise.

The Rules Sub-committee are

drafting the necessary Rule Changes to be included in the revised rule books from 1 Feb 2004.

The current uniform items as specified in the PCAV Bylaws will ALL remain for 2004 and the new items are being added on top as optional extras.

Clubs will continue to set what is required as the club uniform

and many clubs will continue as they are and may add items as they see fit over the years ahead.

It is proposed to be a slow transition to the new uniform for clubs and there is plenty of scope for choice with this new proposal. Launched in March next year, full details will be included in the next mailout.



2004 PCAV Calendar

| Date | Event Type | Venue | Contact |
|------------|-----------------------------------------------------------|------------------------------|--------------------------------|
| 7-8 Feb | PCAV 2004 State Show Jumping & Dressage Championships | Midland Zone | Kaye Blanchard 0354 911487 |
| 10 Feb | PCAV State Council Meeting | State Office, North Brighton | 03 9596 4778 |
| 27 Mar | PCAV CIP Meeting | State Office, North Brighton | 03 9596 4778 |
| 13-Apr | PCAV State Council Meeting | State Office, North Brighton | 03 9596 4778 |
| 1-2 May | PCAV 2004 Horse Trials Championships | Central Zone - WPNEC | Janice Ray 9320 8960 |
| 22-23 May | Zone Teams Challenge Grade 3 and 4 ODE | WPNEC | Petie Marshall 0355 92 7212 |
| 12-13 June | PCAV 2004 State Games, Flat Teams & Musical Ride | Geelong Show Grounds | Lynne Roberts 03 9439 4294 |
| 20 June | PCAV CIP Meeting | State Office, North Brighton | 03 9596 4778 |
| 25 June | Closing Date for AGM Business and nominations for Council | State Office, North Brighton | 03 9596 4778 |
| 27 July | PCAV State Council Meeting | State Office, North Brighton | 03 9596 4778 |
| 29 Aug | PCAV State AGM & Annual Conference | Barwon Zone | 03 9596 4778 |
| 14 Sept | PCAV State Council Meeting | State Office, North Brighton | 03 9596 4778 |
| 23 Oct | PCAV CIP Meeting | State Office, North Brighton | 03 9596 4778 |
| 9 Nov | PCAV State Council Meeting | State Office, North Brighton | 03 9596 4778 |



The events calendar has been taken from the PCAV website and is provided as information only. This is not a full list of events but merely a download of the website. For more events information go to www.ponyclubvic.org



Pony Club Association of Victoria Inc

"Irving House"
12 Warleigh Grove
PO Box 2025
BRIGHTON NORTH 3186

Phone: 03 9596 4778
Fax: 03 9596 1132
Email: pcav@vicnet.net.au

Executive Officer

James Fitzpatrick

State Coaching Director

Clare Lewin

Club Development Officer

Suanne Waugh

PCAV Trainee

Georgia Appleton

Accounts Administrator

Jennifer Goard

WWW.PONYCLUBVIC.ORG

PCAV Contacts

PCAV EXECUTIVE

President
Stephen Coffey

Vice Presidents
Jan Faulkner
Neil Clinton

Treasurer
Ian Wardell

ZONE REPRESENTATIVES

Barwon Zone
Philip Cobbledick 03 5233 4562

Central Zone
Janice Ray 03 9328 8960

East Gippsland Zone
Stephen Bragg 03 5157 6349

Midland Zone
Kaye Blanchard 03 5491 1487

North Eastern Zone
Jess Hull 02 6024 5747

North Metropolitan Zone
Wendy Olenick 03 9827 1237

Northern Zone
Fiona Matheson 03 5034 3537

South Metropolitan Zone
John Barlee 03 5943 2327

Wannon Zone
Petie Marshall 03 5592 7212

West Gippsland Zone
Chris Morris 03 5623 5997



**Wishing All a Very Safe and Happy
Festive Season**