



# Australian Carriage Driving Society

ABN: 28 794 114 302 – Incorporation No: A01028

## Federal Council Meeting, Wednesday 27 October 2022 Via Zoom, Commencing 7:05 pm AEDT

### 1.0 PROCEDURAL MATTERS

#### 1.1 Welcome

1.2 **Present:** Federal Council

**Guests:** Peter Lee – Chair of School and Training Sub-committee  
Cally Hannah – Solicitor WA  
Peter Dunn – Assistant Federal Secretary

#### 1.3 **No Disclosure of Conflicts of Interest Pursuant to ACDS Schedule 3**

#### 1.4 **Previous Meeting Minutes**

Minutes of the previous meetings:

13 October 2022

All minutes distributed prior to the meeting

#### **Resolution**

That all minutes of the previous meetings listed above be accepted as a true and accurate account of those meetings.

WA Delegate and Federal Secretary abstained from voting on the In-Camera meeting minutes.

#### **Carried**

### 2.0 DISCUSSION

2.1 Schools and Training. Peter Lee addressed the meeting regarding the Terms of Reference drafted and circulated. It is unclear on what the Schools and Training Committee is tasked to do. Construction of training packages is one definite but there is a significant gap between what is being taught/assessed, reporting and the officials list.

There is also a gap in the position descriptions of the Federal Convenors and their roles in training and responsibilities of parties. The CDE rule has nothing to do with training, but the Graded Driven Dressage Rules and Guidelines has a lot of information on training. A need to align all documents into one.

Council needs to address the primary activities, for example, minimum training requirements, accreditation, theory and practical training, reports from State Convenors and ratification. Suggestion is that a lot of this go through the Sub-Committee.

A lot of information on the Officials List is old and a time frame needs to be set as to when names need to be removed. A lot of information is not passed through the sub-committee.



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A discussion ensued about process and the need to work through a simplified training method, reporting, length of accreditation and time frames.

Federal Council needs to create a Policy that needs to be implemented by the Schools and Training Sub-committee. It will need a separate meeting to discuss.

Criteria for some positions have been created but will need a review of the criteria.

### 2.2 In-Camera

### 2.3 Club Executive Position

#### *By-law 2.11*

*An office bearer being either the President, Vice-President, Secretary or Treasurer of a State Branch or local club must be 18 years or older and be either a Single Member, be part of a Family Membership, be an Active (non-driving) Member or an Honorary Life Member, subject to compliance with the State Branch or local club rules.*

- a. Do we leave it as is?
- b. Do we allow all clubs to elect their executive using their Constitution / Rules only and restrict them voting on ACDS matters only.
- c. Do we ask that the President and Secretary be ACDS members and the Vice-President and Treasurer can be club members only (remembering that with most Club Constitutions, the VP would step up if the President is absent from a meeting). Those non-ACDS members could not vote on ACDS matters.
- d. The Secretary only be an ACDS member and the remainder of the Exec be elected as per their Constitution. Those non-ACDS members could not vote on ACDS matters.

#### Considerations

- a. The President and Secretary sign the Club Affiliation Form to allow the club to be affiliated with the ACDS. Can this form be signed by non-ACDS members?
- b. Can an expelled or suspended ACDS join a club affiliated with the ACDS
- c. Can an expelled or suspended ACDS member hold a position on an affiliated club's executive?

The insurance company is happy that the club abides by its own Constitution in regard to executive positions.

Federal Council will seek further legal advice on a, b and c above and make a decision.



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### 2.4 Letter from WA Branch

A thank you letter from the WA Branch concerning the attendance of the Federal President and Federal Secretary at their inaugural conference and the 2022 AGM.

### 2.5 Coaching Accreditation

#### **Resolution**

That Mary Grant, having completed all the requirements and formally assessed by an ACDS Coaching Assessor be ratified as an ACDS Singles Coach.

#### **Carried**

### 2.6 Non-ACDS Member Grooms

After much 'negotiation' with the Insurance Broker, they are insisting that a disclaimer be signed by a non-ACDS member acting as a groom at any sanctioned or unsanctioned activity. Draft was sent to Council members for discussion.

Council members did not want the form, but it is under insistence from the Insurance Broker.

#### **Resolution**

That the proposed form is a maximum of one page and sent to the insurance broker for approval.

#### **Carried**

### 3.0 CLOSURE

3.1 Next meeting to be advised

3.2 There being no further business the meeting was closed at 10:10 pm.

A handwritten signature in cursive script, appearing to read 'D. Willcoxson'.

Dot Willcoxson  
ACDS President

30 October 2022