



Showing the way

Show Horse Council of Australasia Inc.
PO Box 776
Richmond NSW 2753

15 August 2019

Dear Clubs,

SUBJECT SHCA – Insurance and Governance Update

As SHCA continues to move forward positively to meet its legal, compliance and governance responsibilities, the following insurance and governance updates are being provided to clubs to better support their pending events and/or activities.

INSURANCE UPDATE

On Friday 9 August 2019, SHCA provided an update to all members regarding the three options requested by delegates on 14 July 2019. The three options relate to Personal Accident insurance which is provided by SHCA as a benefit to its members. As you are aware, the existing Personal Accident insurance policy has been extended to 30 September 2019; the extension of which is not without risk to SHCA and members. With AON's support, we have been able to negotiate the 12-month renewal (improved policies with lower premiums) of all other policies in our insurance program.

So as to eliminate any doubt, we have been very transparent regarding the inclusions and exclusions of insurance. It is vitally important that everyone understand that insurances belong to SHCA, and Personal Accident insurance is a benefit provided to our members. At the same time, we must manage our risks and protect our members, our organising committees (you) and the SHCA itself.

Can we please ensure that all enquiries regarding the SHCA insurance program are made directly to SHCA in the first instance, preferably in writing. Do not contact AON directly regarding SHCA Insurances as AON has been advised to put in writing all enquires made to them, and to redirect all enquirers to me. We have developed a good working relationship with AON and I am happy to share information or seek advice on your behalf.

As for the two Personal Accident insurance options, can you please send through your feedback regarding Personal Accident Options 1 and 2. We will take on board your feedback, along with that of members and the advice provided by the lawyer, auditor and AON.

SANCTIONED EVENTS

We have been working hard towards significantly improving our program of governance and compliance. We are tackling the most obvious and immediate challenges, which includes insurance and events coordinated under the SHCA umbrella. Whilst long-standing processes exist, and most are abiding by the process, essential changes are being made to better manage the SHCA brand and ensure protection of individuals, clubs and SHCA. In consultation with AON, we have developed a process to formally sanction events hosted by the Show Horse Council of Australasia.

As from **1 September 2019**, any event or activity planned and to be hosted under the SHCA insurance program **MUST** be formally sanctioned by SHCA. We recognise that many events and activities have been announced and planned – once we have the required evidence, sanctioning these events should be a fairly straight forward process. If an event is formally sanctioned by SHCA, insurance protection of the event and organising committee is provided. If the event is not formally sanctioned, the event and organising committee will not be protected by SHCA and its insurance.

Process to Apply for an Event to be Sanctioned

For SHCA to sanction an event or activity, the organising club must:

- Submit an *Application to Conduct a SHCA Sanctioned Event*, including the *Risk Strategies Being Deployed for the Event*
 - o NOTE: The submission of an Application does not automatically mean that the event is sanctioned by the SHCA

For SHCA to sanction an event or activity, the following criteria applies:

- Organising committee is recognised and approved by SHCA
- Organising committee to provide evidence of its registered ABN
- Organising committee to provide evidence of its Incorporation
- Organising committee to provide evidence of a Bank Account in the name of the organising committee
- Proposed event or activity meets the objectives of SHCA
- Organising committee agrees to abide by the Rules, Regulations, Policies and Procedures of SHCA
- Organising committee agrees to abide by any lawful direction of SHCA
- Organising committee agrees that the decision of SHCA is final and no further correspondence will be entered into
- Organising committee agrees that SHCA reserves the right to revoke the approval of a sanctioned event should the information provided in the *Application to Conduct a SHCA Sanctioned Event* not accurately reflect the event

In making a decision to sanction an event, SHCA will take into account all information provided in support of the application and the obligations SHCA has in managing its many risks. If the event or activity your club proposes to hold is not a 'standard' SHCA event, we recommend you contact the president in advance and discuss, avoiding any unnecessary delays that could impact approval.

When an event is formally sanctioned and if it is required, SHCA Administration will forward a copy of the Certificate of Currency (\$20M Public Liability) direct to the venue. AON will not provide any person a copy of the SHCA Certificate of Currency.

It is vitally important to understand that every single event of activity that is to be covered under the SHCA Insurance program must be sanctioned. This process not only ensures protection is provided, it also allows us to accurately report on our activities to the insurer and allows SHCA to closely manage its brand and reputation.

As we develop our program of governance and compliance, we may make changes to the process. Should changes be made, we will keep you informed.

DAY MEMBER

From time-to-time, sanctioned SHCA events will include participants who are not current financial members of SHCA. Again, in consultation with AON, we have introduced a formal process for Day Member participants. If this process is followed as described, it will provide coverage for the participant, organising committee and SHCA. It is important to understand that a Day Member is not afforded Personal Accident insurance. All monies received from a Day Member is to be receipted, and the funds transferred to the SHCA within 7 business days. The reason that the money is transferred to SHCA is that insurances are paid by and belong to SHCA.

We have attached a copy of the *Risk Warning & Waiver of Liability Form* and process to be followed. Should you have any questions around the process to be followed, please feel free to contact me.

SHCA EVENTS AND ACTIVITIES – SPONSORSHIP & LIKE-ORGANISATIONS

In the coming period we will develop a Policy on sponsorship of SHCA sanctioned events and activities. In the mean time we encourage you to continue to work with and develop relationships with sponsors. Sponsors are an important part of the SHCA family and should always be handled respectfully and appreciatively.

One of the objectives of SHCA is to promote and encourage the sport of showing horses. In improving and better managing our governance when working with like-organisations to promote the sport, any agreement or arrangement with a like-organisation by your club must be coordinated or overseen by the governing body of each respective organisation. If a like-organisation is keen to work with SHCA, the like-organisation should contact SHCA in the first instance and the club move forward under the guidance of SHCA.

An example of this is SHCA working strategically with NSW Show Horse in developing a national program of events under the umbrella of **2020: The Year of the Show Horse**. By working with NSW, this strategic approach has already allowed NSW Show Horse to secure its Southern Cross dates with SIEC and SHCA to secure its Grand National dates. At no time does this initiative to refresh and actively promote the showing of horses adversely impact the independence and unique identity of either organisation.

GRAND NATIONAL QUALIFYING CLASSES

As part of our commitment to governance and compliance, SHCA is actively protecting and building positively on its brand. Grand National qualifying events are an extremely important component of the SHCA brand.

If your club hosts an event that includes Grand National qualifying classes, the classes must align directly to the classes of the Grand Nationals. Under no circumstances can Grand Nationals classes hosted by SHCA be split or additional Grand National qualifying classes introduced. Grand National qualifying classes are sacrosanct and cannot be interfered with in any way, and the importance of a Grand National qualifying class is to be protected at all times.

Whilst a SHCA hosted Grand National class may include the recognition of the Highest Placed Owner/Rider, or the Smartest on Parade or similar, the results of a Grand National qualifying class cannot recognise any other organisation in any capacity. SHCA hosted Grand National qualifying classes belong exclusively to the SHCA brand.

If you have any other ideas and suggestions on how we can continue to better protect and build on the SHCA brand, please feel free to forward us an email.

SUMMARY

As SHCA works its way through the complexity of change and the future direction of SHCA, I would like to thank everyone for their agreed and unanimous support in helping us meet our obligations. A lot of work has been done to get us this far, and a lot of work still remains – the effort of which cannot be underestimated.

I would like to thank those clubs that have written to their members and kept them informed of our progress. Your support and willingness to work with SHCA during this period is appreciated.

To assist with keeping members updated of correspondence sent, we will make available this information on the SHCA website under 'Member Information'.

Should you have any questions regarding this matters detailed above, please feel free to contact me.

Kind regards,

Tony Norris

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