



**MINUTES OF THE 5TH COACHING AND EDUCATION ADVISORY FORUM
OF HORSE SPORT IRELAND
held online via MS TEAMS**

WEDNESDAY 17th SEPTEMBER 2025 AT 11AM

Present:

Kate Solon, Kildalton Agricultural College (KS) (Joined at 11.10am)
Jane Elliott, NI CAFRE (JE)
Sean Keane, Teagasc (SK)
Siobhan McAuliffe, IEVA (SMc)
Soraya Morscher, University of Limerick (SM)
Colin Hannan, AIRE (CH) (Elected to Chair)

In attendance: John Bagnall – Education, Coaching and Training manager (JB)
Robyn Gillespie – General Administrator (RG) (Minutes)

Apologies: Jim Merin – Festina Lente (JM)
Fiona Cloke, IPC (FC)
Alan Fahy, UCD (AF)
Niamh O'Sullivan, Maynooth University (NO)

Abbreviations: Horse Sport Ireland (HSI); Chief Executive Officer (CEO); Microsoft (MS); Terms of Reference (ToR); Eventing Ireland (EI); Irish Pony Club (IPC); Irish Pony Society (IPS); Association of Irish Riding Establishments (AIRE); Association of Irish Riding Clubs (AIRC); University College Dublin (UCD); Maynooth University (MU); College of Agriculture, Food & Rural Enterprise (CAFRE); Irish Equine Veterinary Association (IEVA); General Data Protection Regulation (GDPR); Royal Dublin Society (RDS); Irish Horse Board (IHB); Department of Food, Agriculture and the Marine (DAFM); Showjumping Ireland (SJI); Continuous Professional Development (CPD); Lucinda McClure (LMC); C&E (Coaching and Education); Equine Assistance Services (EAS)

Meeting Opening/Apologies/Quorum

CE005.1 Minutes of the Previous Meeting

The minutes of the previous meeting, the 4th Coaching & Education Advisory Forum, held on Wednesday 12th March 2025, were approved as a true and accurate record of the meeting, and will be DocuSigned by the Chair following the meeting. The apologies were noted.

CE005.2 New items for discussion

Progress on the working groups is behind schedule and remains a key priority. HSI have held two Introduction to Coaching courses one in Northern Ireland and Limerick, with 38 participants. In April, 15 of 16 participants qualified from the Level 1 Coaching Course.

A modular Level 2 Coaching Course launched with 18 participants; 12 are expected to be assessed in December. The year-end goal is 27 Level 1 and 12 Level 2 qualified coaches.

A Level 3 Coaching Course is planned for 2026, pending a workshop with Sport Ireland. An expression of interest will be shared in due course. It was noted that KS is currently undertaking the Coach Developer Course.

CE005.3 Any Other Business

The possibility of sharing a central calendar was discussed, including key dates for coaching courses, working group meetings, sales, and other events. It was agreed that a shared calendar would help avoid scheduling clashes and improve coordination across forums. JB and RG will work on this over the next two weeks. (CE005.1)

An update was provided by KS on a proposal to run BHS exams in partnership with Kildalton, with a training day planned for October. The venue has potential for future coaching activities, and further enquiries are welcome.

Positive feedback was noted from the Intro Coaching Course and the work done in setting up the coaching department.

There was a discussion on improving communication around breeding schemes. A request was made for HSI to host a webinar explaining available grants, with suggestions to also create video tutorials, Instagram posts, or other accessible formats. The short application windows and limited public awareness were flagged as concerns, especially for those less comfortable with online platforms.

It was suggested that a regular newsletter could help address the communication gap, CH will follow up with DD on this. (CE005.2) JB will contact the breeding department, (CE005.3) and CH will speak with DD regarding webinar options. (CE005.2)

There was no further business to be discussed, and the meeting closed at 11:41hrs.

Date of the Next Meeting – Wednesday 3rd December 2025,

Signed:

Colin Hannan, Chairman

Date

Actions to be taken from the minutes of the meeting:

Action	Detail	Assigned to	Due by
CE005.1	JB and RG to work on getting a calendar up and running with forum members.	JB and RG	Next Meeting
CE005.2	CH to discuss breeding scheme awareness and potential webinar with DD.	CE	
CE005.3	JB to discuss scheme awareness with the HSI Breeding Department.	JB	