



Wednesday, 06 March 2019

Ms Abby Hodder
Chair, Equine Industry Symposium
University of Guelph
50 Stone Road East
Guelph, Ontario
N1G 2W1

Dear Abby,

Terms of Reference for the Guelph Equine Public Policy Group

Thank you for the e-mails from University of Guelph Equine Industry Symposium Organising Committee (EIS), regarding the EIS's establishment of the Guelph Equine Public Policy Group (EPPG).

As you know, I have had additional communications with Katrina Merkies and Peter Physick-Sheard in their roles as members of the EIS, about the EPPG's form, function, and operations. I thought it would be important to consolidate the information from all our discussions into this single document, to lay out the EPPG's definitive Terms of Reference.

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Background

To date, there have been three University of Guelph Equine Industry Symposia: autumn 2016; spring 2018; and autumn 2018. The symposia have the "goal of bringing all sectors of our industry together for engaging conversations supporting the growth and stewardship of equestrianism in our local communities and beyond." I understand that the EIS intends to hold additional symposia in the future.

On 16 November 2018, the EIS publicly announced that it was creating and launching six "action groups", each with a mandate to take forward one family of symposia recommendations, findings, or themes; the EPPG was one of those groups. At the same time, the EIS made an open, public call for individuals interested in serving as members of the six groups.

On 28 November 2018, the EIS asked me to chair the EPPG, and provided me with the group's opening name, mandate, members, and reporting lines. From then until 04 March 2019, EIS members and I held discussions to clarify the EIS's intentions for the EPPG, and to finalise the EPPG's terms of reference, which I am now recording in this letter.

Nomenclature

The group is named the *Guelph Equine Public Policy Group*. It commonly uses the acronym *EPPG*. To track, organise, and encourage relevant social media posts, the group employs the hashtag *#EquinePublicPolicy*.

Mandate

The EPPG's mandate is to develop and to champion public policies that will advance the collective interests of the Canadian equine sector.

The policies put forward by the EPPG seek to strengthen the ability of the Canadian equine sector to be: humane, accessible, and professional; economically, environmentally, and inter-generationally sustainable; and integrated into coherent policy frameworks for education, employment, and culture.

The EPPG is also responsible for meeting and working with Canada's governments, legislatures, and public institutions, to press for the adoption and implementation of those policies.

Membership

Initially, the membership of the EPPG was made up of those individuals who responded to the EIS's 16 November 2018 public call, as well as additional members recruited by the Chair. The current membership is listed at <https://maharaj.ca/eppg>.

The EPPG itself may select and recruit any additional members at its own discretion, as it finds necessary or helpful to meet its mandate.

The EPPG reviews its own membership annually, in light of past experience and upcoming plans, to identify the skills and experiences it requires, and to recruit its own members accordingly.

Each member of the EPPG participates in the group's work as an individual, and not as the representative of any organisation or constituency. Group members must bring independence and uncompromised judgement to the EPPG's work.

Meetings and Work Practices

The EPPG conducts its work through a combination of physical meetings, virtual (electronic) meetings, e-mails, letters, and conference calls. It takes its decisions by consensus. It publishes its workplan at <https://maharaj.ca/guelph>.

Reporting and Accountability

The EPPG conducts its work and meetings openly and transparently, subject to the full glare of public inspection. It publishes freely-accessible accounts of its activities, findings, and decisions at <https://maharaj.ca/guelph>.

The EPPG maintains a public record of its meetings with policy makers, the positions it takes in those meetings, and the outcomes of the meetings, at <https://maharaj.ca/guelph>.

The EPPG invites public participation in its work, primarily through the use of online collaboration tools. It replies to public and media inquiries promptly, accurately, and completely. It invites and welcomes public scrutiny.

The EPPG presents a formal report on its work to each meeting of the University of Guelph Equine Industry Symposia, and takes questions and comments from the symposia participants.

The EPPG is independent of the University of Guelph and independent of the EIS. The EPPG works with these and other external entities, but it neither binds nor is bound by them, neither directs nor is directed by them.

Resources

All EPPG members serve as volunteers, and the group itself receives no funds from the University of Guelph.

The EPPG has accepted the University of Guelph's offer of free use of university premises for physical meetings. The EPPG has also accepted the University of Guelph's offer of free use of the university's online discussion facility at <https://thehorseportal.ca/course/eis/discussions/>.

Should it become necessary for the EPPG to expend funds on activities in fulfilment of its mandate, the EPPG will be responsible for raising those funds itself.

The EPPG sets its own policies and practices to manage and to mitigate risk.

Communications

The EPPG communicates with governments, legislatures, public institutions, media, and the public at large in its own name. Its statements reflect its own independent positions. It does not speak for or under the sway of any external entity.

The EPPG employs the public-domain, historical Canadian Equestrian Team research and development emblem: the horseshoe and maple leaf colophon (with reference to the General Mann logo), set against Seraph wings (with reference to Thomas Aquinas' *Summa Theologiae*).

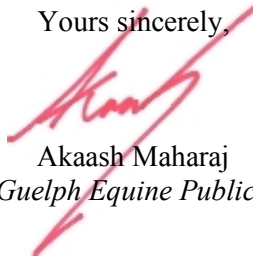
Changes to the Terms of Reference

If the EPPG judges it necessary to modify its terms of reference, it will publish notice of its decision and present that notice at the following University of Guelph Equine Industry Symposium.

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Should you need any additional information, please feel free to contact me at your convenience.

Yours sincerely,



Akaash Maharaj
Chair of the Guelph Equine Public Policy Group



https://www.maharaj.org/pdf/eppg_terms.pdf