

## NSW MINI TROTTING ASSOCIATION

### CLUB REQUIREMENTS FROM 1 SEPTEMBER 2014

From 1 September 2014, all NSW Mini Trotting Clubs are to ensure that the following are in place:

#### 1. INCORPORATED BODIES

All Mini Trotting Clubs must be Incorporated Bodies

***This is to ensure that the right structures are in place and that all office bearers are protected by Public Liability insurance.***

#### 2. DOCUMENTATION

Through the NSW Mini Trotters Association Secretary, HRNSW are to be sent:

- a) proof that each Club is an Incorporated body (copy of Certificate required),
- b) a copy of each Club's Constitution,
- c) a copy of each Club's Public Liability Policy.

***Therefore all Mini Trotting Clubs must forward the above documentation to the NSW Mini Trotters Association Secretary via email to [secretary@nswminitrots.org.au](mailto:secretary@nswminitrots.org.au).***

#### 3. WORKING WITH CHILDREN CHECK

- a) All Mini Trotting Clubs must have a list of officials, supervisors and volunteers that hold a valid Working With Children Number. This list should include the Name of the Member, their Working With Children Number and the expiry date of the Number.

***The list is to be provided by Clubs to the NSW Mini Trotting Secretary and should be re-sent each time this list is amended.***

- b) At every meeting conducted by a Mini Trotting Club, officials must check that all persons partaking in any Mini or Maxi Trotting activity have a valid Working With Children Number.

**For further information please contact HRNSW Manager – Commercial Operations Peter Carney on (02) 9722 6629.**