



Club Registration Policy

Issued: 10 December 2003

Amended: 19 February 2004

Amended: 26 October 2004

Amended: 28 October 2009

Amended: 1 November 2012

Greyhound Racing NSW

Building B (Ground Floor)
Rhodes Corporate Park
1 Homebush Bay Drive
Rhodes NSW 2138

Correspondence

PO Box 170
Concord West NSW 2138

Phone 02 8767 0500

Fax 02 9764 6244

admin@grnsw.com.au

Role and Functions of Greyhound Racing NSW

Greyhound Racing NSW (GRNSW) is a body corporate established under the *Greyhound Racing Act 2009* charged with providing strategic direction and leadership in the development, integrity and welfare of greyhound racing in NSW, ensuring its competitiveness and long-term commercial viability for the benefit of members of the sport.

The Functions of GRNSW include:

- to control, supervise and regulate greyhound racing in NSW;
- to register greyhound racing clubs, greyhound trial tracks, greyhounds, owners and trainers of greyhounds, bookmakers for greyhound racing and other persons associated with greyhound racing;
- to initiate, develop and implement policies considered conducive to the promotion, strategic development and welfare of the greyhound racing industry in NSW;
- to distribute money received as a result of commercial arrangements required by the *Totalizator Act 1997* and via Race Field Information Use Fees; and
- to allocate the dates on which greyhound races may be conducted.

Role and Functions of NSW Greyhound Racing Clubs

NSW Greyhound Racing Clubs are responsible for the provision of greyhound racing on the dates allocated by Greyhound Racing NSW.

The Functions of NSW Greyhound Racing Clubs include, but may not be limited to:

- preparation for, and conduct of greyhound trials and race meetings;
- provision of all applicable greyhound racing related information to Greyhound Racing NSW in a timely fashion (ie. race fields, results etc);
- administration of all club business activities;
- diligence in maintaining and improving the facilities at the venue to provide a safe and enjoyable experience for greyhounds, registered participants and spectators;
- compliance with the *Rules of Greyhound Racing* and the *Operating Standards & Guidelines for NSW Greyhound Racing Clubs*

Objectives of Club Registration

Greyhound racing clubs in NSW must be registered with Greyhound Racing New South Wales (GRNSW) in order to conduct race meetings, pursuant to Local Rule 88 of the *Rules of Greyhound Racing*. In determining club registrations, GRNSW has these objectives:

- To establish minimum management standards for race clubs.
- To protect the commercial viability and reputation of the industry.
- To protect and develop the interests of the industry and its stakeholders generally.

Term of Registration

Clubs are registered annually, for the period 1 July to 30 June.

Procedure for Registration

- 1 The club applies for registration by submitting an *Application for Registration of a Greyhound Racing Club* by 1 June each year, supported by an extract from the minutes of a committee meeting at which the club:
 - ▶ Agrees to adopt and enforce the *Rules of Greyhound Racing*.
 - ▶ Certifies acceptance of, and compliance with, the requirements of this policy.
- 2 The GRNSW Board will consider the application.
- 3 If approved, GRNSW will send the club a *Certificate of Registration*. The club registration is not effective until the certificate is received.
- 4 During the year, the club must provide information to GRNSW, as set out in the *Operating Standards & Guidelines for NSW Greyhound Racing Clubs* or as requested from time to time by GRNSW.

Registration Requirements

- 1 The club must be a non-proprietary association holding a special perpetual licence pursuant to Part 2 of Division 1 of the *Racing Administration Act 1998*.
- 2 The club must comply with:
 - ▶ Applicable Federal and State legislation including, in particular, Acts relating to racing administration and operations.
 - ▶ Local government requirements.
 - ▶ The *Rules of Greyhound Racing*.
- 3 The club must follow the directives and procedures set out in the *GRNSW Operating Standards & Guidelines for NSW Greyhound Racing Clubs*.

- 4 The Club must have a written procedure for the admission of new members, that includes the following:
- ▶ The names and addresses of proposed members are recorded in the minutes.
 - ▶ Details of the proposer and seconder of the proposed members, and of any discussion about them, are recorded in the minutes.
 - ▶ Any correspondence relating to membership is carefully checked and filed by the Club Secretary.

Records and Reports

In addition to the records and reports required of Clubs under section 41 of the *Greyhound Racing Act 2009* and those required under the *Operating Standards & Guidelines for NSW Greyhound Racing Clubs*, all Clubs must keep the following records:

	Information required	Provide to GRNSW
Racing information	Nomination forms (as specified in the <i>Local Rules</i>)	On request
	Race results (From FinishLynx)	On request
Governance	List of office bearers	Within 7 days of any change
	List of financial members	On request
	Membership applications (accepted and declined)	On request
	Minutes of committee meetings	On request
	Register of conflicts of interest	Within 7 days of any change
	Appointment or change of auditor	Within 7 days
	Changes to Club Constitution	Within 7 days

Reports required by GRNSW must be provided in an approved format.

Suspension and Cancellation

GRNSW may suspend or cancel a club's registration if it is of the opinion that:

- The club is in breach of the requirements of this policy.
- The club is, or is likely to become financially unviable.
- It is in the best interests of greyhound racing in NSW to do so.

Pro Forma Committee Resolution

Clubs must support their application for registration with an extract from the minutes of a committee meeting at which the following resolution was passed:

Application for registration with Greyhound Racing NSW

The Club resolves that:

- 1 The Club complies with the registration requirements in the GRNSW *Club Registration Policy*, and undertakes to maintain compliance throughout the period of registration;
- 2 The Club will follow the directives and procedures in the GRNSW *Operating Standards & Guidelines for NSW Greyhound Racing Clubs*;
- 3 The *Rules of Greyhound Racing*, a copy of which is tabled at this meeting, will be adopted and enforced as the rules of this Club;
- 4 All committee members have signed the declaration to comply with, and adopt the *Rules of Greyhound Racing* (Declaration included as part of the *Application for Registration of a Greyhound Racing Club* and required under the GRNSW *Operating Standards & Guidelines for NSW Greyhound Racing Clubs*).
- 5 The Club acknowledges that GRNSW may, to the extent permitted by the Act and the *Rules of Greyhound Racing* :
 - ▶ Suspend or cancel the Club registration,
 - ▶ Set, cancel, or vary Club race dates;
- 6 The Club authorises GRNSW to obtain financial information from the Club auditor;
- 7 The Club acknowledges that GRNSW is not responsible for the consequences of any loan taken or made by the Club whether or not approved by GRNSW, and that it will have no claim against GRNSW as a consequence of GRNSW approving or declining to approve any transaction;
- 8 The club hereby assigns to GRNSW all existing and, immediately upon its creation, future intellectual property rights (including copyright) in the works which comprise any part of NSW greyhound race fields, results and form (“**Works**”) and will not dispute or challenge GRNSW’s ownership of intellectual property rights in or to the Works.
- 9 The Club agrees to comply with any request made by GRNSW that may be necessary to enable GRNSW to fulfil its administrative role or comply with legislative obligations, or which, in the opinion of GRNSW, will serve the best interests of greyhound racing in NSW;
- 10 The Secretary will prepare an *Application for Registration of a Greyhound Racing Club* and submit it to GRNSW together with a signed declaration of the club’s compliance with the *Rules of Greyhound Racing* and an extract from the minutes of this meeting containing this resolution.

Appendix

Greyhound Racing Act 2009 No 19

41 Production of club records to GRNSW

(1) In this section:

records includes:

- (a) documents, registers and other records of information, and
- (b) invoices, receipts, orders for the payment of money, bills of exchange, promissory notes, vouchers and other records of transactions, and
- (c) such working papers and other documents as are necessary to explain the methods and calculations by which accounts are made up, however compiled, recorded or stored.

(2) GRNSW may at any time, by notice in writing, give a direction to:

- (a) a greyhound racing club, or
- (b) a person who is or has been an officer or employee of, or an agent, banker, Australian legal practitioner, auditor or other person acting in any capacity for or on behalf of, a greyhound racing club (including a greyhound racing club that is in the course of being wound up or has been dissolved), or
- (c) a person who manages or controls a greyhound trial track, requiring the production, at such time and place as are specified in the direction, of such records relating to the affairs of the greyhound racing club or greyhound trial track as are so specified.

(3) Where any records relating to the affairs of a greyhound racing club or greyhound trial track are compiled, recorded or stored by means of a mechanical, electronic or other device, a direction under subsection (2) may require the production of a document containing a clear reproduction in writing of the whole or any part of those records.

(4) A person must not, when required under subsection (2) to produce a record:

- (a) refuse or neglect to produce the record, or
- (b) produce a record that contains information that to the person's knowledge is false or misleading in a material particular unless the person discloses that fact when producing the record.

Maximum penalty: 5 penalty units.

(5) A reference in this section to the affairs of a greyhound racing club or greyhound trial track is a reference to the affairs of the greyhound racing club or greyhound trial track that relate, directly or indirectly, to greyhound racing.

(6) A power of GRNSW to give a direction under this section does not affect any power of GRNSW to give a direction under section 30. However, a person is not liable to a penalty under both section 31 and this section in respect of a direction to the person that relates to the same records or information.