

Club Registration Policy

Policy number: OPS01

Date policy was made

10 December 2003

Commencement date of this version

30 May 2017

Application

This policy applies to all greyhound racing clubs in NSW.

Purpose

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 GRNSW Greyhound Racing Rules (the **Rules**). 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.

Background

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 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.

Policy statement

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 GRNSW.

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 GRNSW in a timely fashion (i.e. 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 and the Operating Standards and Guidelines for NSW Greyhound Racing Clubs

Term of Registration

Clubs are registered in accordance with the Rules.

Procedure for Registration

1. The club applies for registration as required by GRNSW by submitting an Application for Registration of a Greyhound Racing Club, supported by an extract from the minutes of a committee meeting at which the club:
 - Agrees to adopt and enforce the Rules.
 - Certifies acceptance of, and compliance with, the requirements of this policy.
2. GRNSW 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 and Guidelines for NSW Greyhound Racing Clubs or as requested from time to time by GRNSW.

Duration of Registration

1. The bodies listed in Schedule 3 of the Rules that were registered immediately before 1 July 2015:
 - remain registered as a club until 30 June 2018; or

- may be renewed by GRNSW on application made before 30 June 2018, any such renewed registration shall remain in force from the date on which it was renewed by GRNSW, unless sooner cancelled by GRNSW.
2. Subsection 1 is subject to any decision by GRNSW to suspend or cancel the registration of a club in accordance with section 20 of the *Greyhound Racing Act 2009*.
 3. For the purposes of this rule, all clubs are required to provide GRNSW with information in accordance with the Club Registration Policy and Operating Standards and Guidelines for NSW Racing Clubs on an annual basis, or as requested by GRNSW from time to time.

Registration Requirements

1. The club must be a non-proprietary association.
2. To conduct racing, the club must be licensed under Part 2 of Division 1 of the *Betting and Racing Act 1998*.
3. 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.
4. The club must follow the directives and procedures set out in the GRNSW Operating Standards and Guidelines for NSW Greyhound Racing Clubs.
5. 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 and 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 Rules)	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 greyhound racing club is not, or will not be, financially viable in relation to participation in the greyhound racing industry; or
- It would be in the best interests of the greyhound racing industry 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 and 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 and 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.

Consequences of a breach of this policy

A failure to comply with this policy may result in the imposition of a penalty under the GRNSW Greyhound Racing Rules.

Definitions

In this policy:

GRNSW means Greyhound Racing NSW.

Rules means the GRNSW Greyhound Racing Rules

Relevant legislation and rules

- *Betting and Racing Act 1998* (NSW)
- *Greyhound Racing Act 2009* (NSW) – An extract of this Act is located within the Appendix to this policy.
- *Totalizator Act 1997* (NSW)
- Rule 88 – Offences by club
- Local Rule 88 – Registration of clubs
- Local Rule 88A – Applications for registration or renewal of registration

- Local Rule 88B – Duration of registration
- Local Rule 88C – Grant or refusal of application
- Local Rule 88D – Rules of clubs
- Local Rule 88E – Approval of race meetings
- Local Rule 88F – Financial and operational records of clubs

Key related documents

- Application for Registration of a Greyhound Racing Club
- Operating Standards and Guidelines for NSW Greyhound Racing Clubs

Amendments to, and operation of, this policy

GRNSW reserves the right to amend this policy at any time.

Policy information

Effective dates

Date policy was made: 10 December 2003 Commencement date of this version: 30 May 2017

Policy details

Policy number: OPS01 Date for review: As needed
 Policy owner: Executive General Manager Operations

Revision history

Version	Date	Description
1.01	10 December 2003	CEO Approval
1.02	19 February 2004	
1.03	26 October 2004	
1.04	28 October 2009	
1.05	1 November 2012	
1.06	14 April 2016	Duration of registration
1.07	30 May 2017	Updated legislation and new format

Appendix – Greyhound Racing Act 2009 – extract

17 Registration of greyhound racing clubs and trial tracks

- (1) GRNSW may, in accordance with the rules, register or refuse to register:
 - (a) any greyhound racing club, or
 - (b) any greyhound trial track.
- (2) GRNSW must not refuse to register a greyhound racing club or a greyhound trial track under this section unless it is of the opinion that:
 - (a) the greyhound racing club or greyhound trial track is not, or will not be, financially viable in relation to participation in the greyhound racing industry, or
 - (b) the registration of the greyhound racing club or greyhound trial track (whether under this or another Act) has previously been cancelled, or
 - (c) it would be in the best interests of the greyhound racing industry to do so.

20 Suspension or cancellation of registration of greyhound racing clubs and trial tracks on commercial grounds

- (1) GRNSW may, in accordance with the rules, suspend or cancel the registration of:
 - (a) any greyhound racing club, or
 - (b) any greyhound trial track.
- (2) GRNSW must not suspend or cancel any registration under this section unless it is of the opinion that:
 - (a) the greyhound racing club or greyhound trial track is not, or will not be, financially viable in relation to participation in the greyhound racing industry, or
 - (b) it would be in the best interests of the greyhound racing industry to do so.
- (3) GRNSW may not suspend or cancel any registration under this section for the purpose of taking disciplinary action or for the purposes of work health and safety.

41 Production of 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.