

MANUAL

Compiled May 2007
Amended September 2019
Incorporating National Mini Trot Rules

The National Mini Trotting Rules is a consensus approach to the minimum standards required by associations to be licensed to conduct mini trotting in Australia.

Developed in 2015, with input from all recognised State based mini trot associations, these Rules have been designed to provide minimum standard rules and guiding principles to be followed wherever possible.

This framework will be reviewed at least annually and sanctioned by the Integrity Departments of State Controlling Bodies.



**NEW SOUTH WALES MINI TROTTING
ASSOCIATION INC**

(Hereafter called Association)

AFFILIATED CLUBS

(Hereafter called Clubs)

Albury Mini Trotting Club (in recess)

Bathurst Mini Trotting Club

Dubbo Mini Trotting Club (in recess)

Leeton Mini Trotting Club Inc.

Menangle Park Mini Trot Club Inc.

Newcastle/Maitland District Mini Trotting Club Inc.

Penrith & Nepean District Mini Trotting Club.

Riverina Mini Trotting Club Incorporated

Tamworth Mini Trotting Club.

Shoal Haven Mini Trotting Club.

Capital Region Mini Trot Club

AIMS

Mini Trotting commenced in NSW in 1982 and has been conducted by the NSW Mini Trotting Association Inc continuously since that date.

The aims of the organisation are to foster the sport of Mini Trotting for children between the ages of 5 to 17 and to promote friendly competition in an atmosphere of co-operation and good sportsmanship and to encourage social interaction for all concerned.

Children are also taught the art of horsemanship and all aspects of adult Harness Racing competition.



NSW MINI TROTTING ASSOCIATION INC.

RULES AND REGULATIONS.

UPDATED AND AMENDED (Sept 2019)

1. ELIGIBILITY

1.1 CLUBS

- 1.1 Any Club desirous of becoming a Member will be required to make application in writing (including by email or other electronic means , if the Committee so determines) in the form determined by the Committee stating the name of the Club, address, contact details and any other details required by the Committee.
- 1.2 Any nomination for Club Membership shall be forwarded to HRNSW which shall have the final say as to whether a Club Member will be permitted to join the Association in accordance with the National Rules.
- 1.3 To be eligible for membership of NSWMTA Club Members must be incorporated.
- 1.4 An application for membership of NSWMTA must be:
 - (i) In writing on the form prescribed by NSWMTA from time to time and lodged with NSWMTA, accompanied by the appropriate fee;
 - (ii) in the case of a Club, accompanied by a copy of the Club's constitution, register of Members and the appropriate fee. (Currently \$20)
- 1.5 The application shall be lodged (including by electronic means, if the Committee so determines) with the Secretary of the Association accompanied by the Association's then current Membership Fee.
- 1.6 Applications to be submitted before conducting events each season. The Mini Trotting season mirrors that of the harness racing season - running from 1 September to 31 August each year
- 1.7 Any club may, at the discretion of the association, have its affiliation revoked if found guilty of wilfully breaking any conditions of membership, by laws or rules of the Association
- 1.8 All clubs wishing to affiliate with NSW Mini Trotting Association Inc must be incorporated with Department Fair Trading and must submit copy of Department Fair Trading annual financial report to association with affiliation renewal form a start each season.

Compliance of Association

The Members acknowledge and agree the Association shall:

- i. Be and remain incorporated in New South Wales;
- ii. Apply its property and capacity solely in pursuit of the Objects of this Constitution;
- iii. Do all that is reasonably necessary to enable the Objects to be achieved;
- iv. Act in good faith and loyalty to ensure the maintenance and enhancement of harness racing, its standards, quality and reputation for benefit of the Members and harness racing; and
- v. Act on behalf and in the interest of the Members and harness racing.



1.2 HORSES

- a) Ponies of any breed (except stallions and colts) excluding standard breeds or ponies with standard breed freeze brands measuring 10.3 to 13 hands inclusive may compete in the pony section.
- b) "Shetlands" shall include any breed (except stallions and colts) excluding standard breeds or ponies with standard breed freeze brands measuring 10.2 hands or under
- c) "MIDGETS" section for ponies 9HH and under.

At the NSW Championships there will be 3 divisions

9 hands and under

9 hands horses will start on 600m mark. Horses will move forward 10 metres for each inch in height they are under 9 hands.

9.1 to 10.2 hands High

9.1 hands high will start on the 600 metres mark moving back 10 metres for each inch in height until the 10.2 marks are reached i.e. 650m mark.

10.3 to 13 hands High.

10.3 hands high will start from the 800m mark moving back 10 metres for each inch in height until the 13 hands mark is reached i.e. 890m mark.

Three (3) rounds of heats to be run in all (3) divisions

- d) Before a section will be classified as a "Championship" there must be at least ten (10) nominations.
- e) Ponies should be presented in a healthy respectable appearance fit to race. Failure to do so may result in officials not allowing horses to compete for a period they deem fit.
- f) Each horse must perform to the satisfaction of the Stewards in at least four (4) race starts over at least two (2) meetings at shows, gymkhanas, gala days or official trials to be considered for a start at a mini trotting event at registered harness meetings. These four (4) runs to be recorded on the back of the horse registration form.
- g) All horses barred are to have this recorded on the assessment card in RED and to be signed again when cleared to race again. Driver's comments regarding any problems are to be included on cards
- h) All horses competing with the association will be required to be micro chipped for identification purpose. Implantation must be recorded with the association on appropriate forms Failure to comply may result in horse being declared ineligible to compete within the association. Horses will be permitted for 12 months (except championship events) before this rule will be enforced.
- i) Horses and Junior Members wishing to compete at the ASSOCIATION MTA Championship must have competed in at least three (3) events conducted under race conditions on different days in the current season. Further, all children and ponies must be fully financial and fully qualified to compete at the MTA Championship or any other event (eg Fishers Ghost) at the time of nomination closure.
- j) Horses will be required to pay annual renew fee of \$5 each season. \$1 fee for initial registration apply
- k) Pony's must have reached the age of two (2) prior to being eligible to compete in sanctioned races



Horse Sizing

Horse's will be classed into three categories:

Miniatures - sized 9.0HH and below

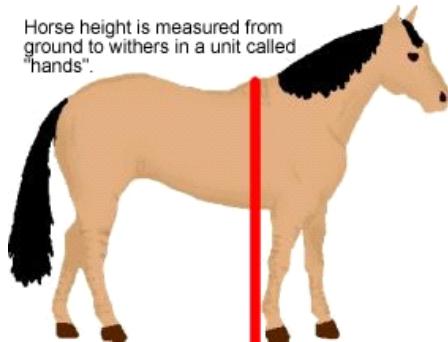
Shetlands - sized 9.1HH to 10.2HH

Pony's - sized 10.3HH to a maximum of 13.0HH

Measurements are taken from the ground to the

highest point of the withers.

Horse height is measured from ground to withers in a unit called "hands".



Accepted Guideline Policy:

The age, height and weight of individual licensees need to be balanced against the breed, size, age and their control of the pony they wish to drive, before approving participation in competitions.

Guideline Height/weight horse suitable for driver ratio

Average horse weight to carry is 30% of driver's weight

Average horse weight under 9 hands 200kg Driver 60kg

Shetland Average weight 250kg Driver 75kg

Pony average weight 300kg Driver 90kg

Driver must be taller than horses wither and no more that 30% taller than the pony



1.3 MEASURING OF HORSES

- a) All horses to be presented for measuring prior to competing at NSW Championships and events conducted under Height Handicap conditions by the association
- b) All horses presented for measurement shall be in a sound, healthy and calm state.
- c) They shall be either wearing shoes or barefooted.
- d) **THE HORSE SHALL BE MEASURED TWICE ONLY**, on the day whilst in the view of the Stewards
- e) Where the measurer is not satisfied with the presentation/condition of the horse, the matter shall be brought to the attention of the N.S.W.M.T.A. representative, who shall take whatever action he deems necessary.
- f) The design of the measuring stick and the use of the stick shall be approved by the N.S.W.M.T.A.
- g) The design of the instruments shall provide the ability to find a level in a vertical and horizontal plane. The movement in the vertical plane must be able to be finely adjusted i.e. within 0, 1" (2.5mm).
- h) The actual horizontal component of the measuring stick must not exceed 3/8" (1.0cm) in width and must form a radius where it contacts the horse.
- i) The measuring stick(s) shall be checked prior to any measurements being taken.
- j) All measuring must be undertaken on a flat, level and hard surface (eg. concrete slab) which has been laid in a horizontal plane. The surface should be flat to within 0.25" (6mm).
- k) The horse shall, stand up square, with legs perpendicular to the ground, the forelegs in line and the weight distributed evenly over all legs. The horse must not be stretched out.
- l) The poll must not be lower than the highest point of the wither at the time of measurement.
- m) The measurers will make an allowance of up to 3/8" for shoes, (horse must be shod on all 4 feet for this allowance).
- n) The measurement must be taken when the poll is level with the withers. The measurement shall be taken at the highest point of the withers.
- o) Where a horse is to be remeasured, the measuring will be performed by three (3) Official Measurers comprising of the Chief and two measurers. Horses will only be remeasured if three (3) formal requests are received to do so.
- p) Where a horse is to be remeasured it may be measured barefoot or it may be measured with shoes. If the horse is shod then the shoes are to be measured by the measurer and the actual measured value of the narrowest part of the shoe is deducted from the measured height.
- q) A member of the N.S.W.M.T.A. shall be present at the re-measurement. The horse's owner and the handler may be present.
- r) Where matters are not covered by the foregoing rules, the N.S.W.M.T.A. shall consider all the relevant facts and give such directions relating thereto as may seem to them, in their absolute discretion, to be just and proper.



- s) The above rules apply to all horses regardless of height or breed and "horse/s" always means horses and ponies.
- t) Where a dispute arises between the measurer and any other person involved with the Measuring Day or with the measurement of a particular horse, the final decision shall be made by the N.S.W.M.T.A representative.
- u) If pony measures right on $\frac{1}{2}$ " mark the height will be recorded as down to the nearest inch

1.4 DRIVERS

- a) Participation requires a Competency Driving Test conducted by an Office bearer of the said Mini Trot Club . Successful completion of this Competency Driving test will result in opportunities to participate in Club activities. "License" holders must not only attain the competency standards, but also have reached a minimum age of five (5). License holders must not be older than seventeen (17) years of age to participate in mini trotting events. License holders must not have driven/competed in a harness race for prize money. For the avoidance of doubt, a licensee can compete until the last day of being 17 years of age or when they have driven in a sanctioned race (TAB or Non TAB) - whichever comes first.
- b) The age, height and weight of individual licensees need to be balanced against the breed, size, age and their control of the pony they wish to drive before approving participation in competitions.
- c) Licenses are reciprocal across all States.
- d) All drivers must be current financial members of an affiliated club to be permitted to compete in events conducted by an affiliated Club or the Association. All financial members of NSW Mini Trot Association are permitted to compete with any affiliated club of the Association. **Current Association Fee Structure:** Junior Membership. First Junior \$50; Two Juniors with one family \$75; three or more Juniors within one family \$100 ceiling fee \$20 Senior membership). Intending members of the association must forward payment of any fees due including annual fees and horse registration fees to an official of their affiliated club before being allowed to nominate. (Payments received by affiliated club officials must be received by association with approved paperwork before members are permitted to compete with exception of new members and ponies whereby affiliated club officials must then forward appropriate fee and completed paperwork to association officials within 14 days of receiving payment.
- e) Each family must have a minimum of one adult membership per family irrespective of the number of children participating. Working with Children reference number must accompany adult membership.
- f) Children wishing to drive in mini trotting must produce an original copy of their Birth Certificate at the time of joining.
- g) Permission to drive consent forms are to be completed and signed by Parents/Guardians before child is permitted to trial or drive in a race. Forms are to be submitted each season.
- h) Before being allowed to race at registered meeting drivers must perform satisfactorily before the stewards in a trial or any event with at least three (3) other starters. This will include rein use in close company, various passing manoeuvres, circling on the track, standing up and moving away quietly in company i.e. attending trials that are near as possible to race conditions and demonstrating to the appointed person that the driver can handle the horse and that the horse is tractable to compete in a race.



1.5 DRESS

- a) A driver's dress shall be clean and tidy Licensees jacket/colours shall be of approved material and trousers shall be white and made of suitable material
- b) An approved helmet to the equestrian standard AU/NZ3838 or VG1 must be worn. It is recommended to update helmets every 3-years, or earlier in the event of an accident, incident or increased wear and tear. Any helmet worn in a fall or incident where there has been an impact to the helmet, must surrender the helmet to the competition organisers. Licensees shall at all times when driving a pony keep their helmet correctly fastened on their head.
- c) A driver shall wear boots (no laces) which may be black or tan and which entirely cover feet and ankles and afford reasonable protection. In certain climatic conditions, the gumboots may be worn with the permission of the competition organisers
- d) All drivers must wear white pants. Trousers may be varied in color for special events - eg. Teal for ovarian cancer awareness.
- e) An approved body protector (vest) approved by Harness Racing Australia (**VIPER VEST II**)must be worn.. "Licensees" shall at all times wear a properly fitted and approved body protector (vest) when driving a pony. The Harness Racing Australia approved vest is the Vipa II Body Protector,badged with the HRA Standardisation tag.

1.6 CONVERSANT WITH RULES.

- a) Owners, Trainers, Drivers and Parents/Guardians of the children must be conversant with Rules and Procedures and must abide by them.
- b) Affiliated Clubs or individual members are not permitted to seek funds from Go Fund Me for mini Trotting purposes without the approval of the Executive of NSWMTA.
- c) If approval is granted, all details of income/expenditure must be forwarded to the Secretary NSWMTA within 14 days of the completion of the event.
- d) It is recommended that affiliated clubs conducting raffles seek approval/guidance from the Department of Fair Trading (prior)



2. RULES OF RACING

2.1 EQUIPMENT

a) Sulky Standard

- No less than 900mm and no wider than 1200mm
- No longer than 2750mm
- The sulky shafts, frame and undercarriage shall be manufactured from steel or another material if approved by HRA. Accepted steels are mild steel, low carbon alloy steel, low alloy steel (including chrome-molybdenum alloys, chrome-manganese alloys, etc) and structural stainless steel alloys with a minimum tensile strength of 350MPa and a minimum elongation at break of 20%.
- All edges must be rounded, including shaft tips
- Wooden sulkies, including shafts are not permitted (as of 1 July 2017)
- The sulky shall contain:
 - Two wheels,
 - Undercarriage,
 - Two shafts for attachment to the horse,
 - A driver's seat, and
 - Driver's footrests.

b) Wheel Standard

The wheel diameter shall be in the range of 508mm (20") to 660.4mm (26") for Ponies and no smaller than 406.4mm (16") for Shetlands - but to be viewed in the context of what is appropriate given the height of the pony.

The wheel shall be:

- attached to the sulky via a conventional T-bar axle or other approved axles
- if spoked, be covered on both sides by a disc of approved brand.

The tyres shall be an approved type and be no more than 50mm in width. Wheels shall be manufactured from approved materials only. Wooden wheels are not permitted

- c) All sulkies must have a dust sheet made of acceptable material and false girths must be worn when competing. Stewards shall inspect all gear before racing and will not permit a horse to race until they are satisfied with the quality and presentation of horse and driver.
- d) All items of harness, normally approved in harness racing of standard breeds are permitted. Harness to be a saddle, crupper, breast plate, open or closed bridle with throat latch, bit to be any usual acceptable type, shaft tip covers, items of harness usually approved or used in harness racing such as head check and boots. Half hobbles are permitted provided the horse has been trialling in them and approval has been received for their use from the stewards. Neck Straps and Safety Straps to be used when Quick Hitch sulky attached



2.2 NOMINATIONS & FIELDS

- a) The stipulated nomination fee must accompany all nominations.
- b) Championship Draw information to be on nomination form and Official draw to be done at public venue.
- c) The winner of consolations at Championships shall not receive trophy or prize of greater importance than unplaced runners in the Finals
- d) At the championships, three rounds of heats of 12 or less (one extra starter may be allowed when numbers make this necessary) for each of the three sizes.
- e) At the championships, 12 finalists in each of the three sections. If ponies finish on equal points the following methods will be used (this must be conveyed to the competitors before racing begins to avoid confusion later)
 1. More than 12 in the final to a maximum of 14.
 2. Horses with fastest time to proceed to final.
 3. Count back based on placings.
- f) At the championships, N.S.W. executives plus chief Steward will have the discretion to add one or more ponies to the final field in exceptional circumstances eg. Where a horse wins 2 heats and is eliminated from the final through fault of officials or the driver being dislodged from the sulky through no fault of his/her own. (Not through broken gear.)

Finish line placement points will be allocated as follows 1st=16; 2nd=13; 3rd=119; 4th=10; 5th=9; 6th=8; 7th=7; 8th=6; 9th=5; 10th=4; 11th=3; 12th=2; 13th=1
- g) At the championships, point score: winner of heats to receive 3 more points than second placed runner, second place to receive two more points than third place runner, remaining runners then receive one less point than the horse that was placed in front of them. All winners of heats to receive the same number of points regardless number of runners. (The last place in smaller fields will get more than one point)
- h) Nomination forms to be sent out at least 6 weeks before Championship event and fields to be released no later than 14 days before Championships.



2.3 HANDICAPPING

- a) Horses may be handicapped using a 600m front for Shetlands and 800m front for ponies. New horses (i.e. horse that has never raced before) starts 50m behind front mark. All horses go back 10 metres for each win; there is no limit as to how far a horse can win back to. After two consecutive unplaced runs a horse comes forward 10 metres.
- b) When the club runs a combined Shetland/pony race the front for ponies can be between 700m and 800m subject to the discretion of the executive.
- c) Horses may be handicapped using Meters per Second (MPS) formula. Horses to achieve (MPS) handicap by dividing starting handicap mark by numbers of seconds timed to cover distance. This rating then is multiplied by the base mark of 120. (This should give race time of 2 min). All horses 13 hands and under high may compete in the same division and no front mark will be required. Horses to carry same handicap should they chose to compete with any affiliated club. Club handicappers reserve the right to re-handicap ponies should the need be required.
- d) All Championship races to be conducted under the formula 10 metres per inch (in height).
- e) A club reserves the right to place competing horses with the club on a casual basis on a mark to the discretion of the handicappers.
- g) Club Handicappers at their discretion may place a horse forward of the front marks should they desire.
- h) Clubs may run MPS Height Handicap or Discretionary Handicaps as they see fit.
- i) The winner of any "Group One" race conducted by the association or any other state controlling body (e.g. Championships, Inter-Dominion, and Miracle Mile etc) shall be penalised ten metres for each such win at Championship (Group One) events. (After the date of AGM 2002)
- j) Horses receiving a penalty of 10 metres for winning Group One events to carry that penalty should they move into another height division other than the one they received the initial penalty.
- k) Feature Races and National Championships will all be conducted via the preferred handicapping method.
- l) It is preferred, that where possible, ponies should race in classes according to height, and be handicapped by distance, based on metres per second - with the aim of all ponies reaching the finishing line simultaneously.
- m) States and Clubs that choose to determine their own handicapping methods and starting positions, including any penalties, should make sure the method is transparent, well communicated and widely understood by all participants.
- n) MPS Handicap. If a horse that has an MPS Handicap is driver-substituted by a more skilled driver, that horse may be re-handicapped by the designated HANDICAPPER OFFICIAL up to a 50 metre difference. At NSW Championships, driving changes must be notified to officials ½ hour minimum before the advertised starting time of the race/event..



2.4 STEWARDS AND STARTERS

- a) All competitors must abide by the stewards decision at all times and their decision is final.
- b) For all Championships Races the Chief Steward is to be from the association and he/she plus the other stewards must not be a parent of a participating child. Appointed stewards to be made aware that Fun Day stewarding needs to be of required standard
- c) All drivers must obey and comply with the instructions and requirements of officials and Clerk of the Course and shall be respectful to such officials.
- d) If any horse by misbehaviour or for any other reason is in the opinion of the Starter liable to cause a delay to the start, the starter will warn the driver and shall not further delay the start.
- e) The Starters decision shall be final and conclusive upon any question that may arise as to whether the horse should have started in the race.
- f) The Starter shall give all such orders and take such measures as he may consider necessary for securing a fair start and in particular, but without limiting the generality of the foregoing the Starter:

*may disqualify a driver disobeying his orders or attempting to take an unfair advantage in the start.

*shall report to the Stewards any driver who starts before the signal is given or who starts off the incorrect mark.

*may, if he considers that the start in the race is unsatisfactory declare a false start and re-start the race.

- g) A driver who permits his horse to start in advance of its proper mark or before the start signal is given or attempts to take an unfair advantage at the start shall be guilty of an offence and will be disqualified from that race.
- h) The Starter must notify any breach of the pending rule to the Stewards before all clear is given who will take the appropriate action.
- i) The Starter shall have control of the horses from the time they enter the track until the start of the race.
- j) On the Starters direction "STAND CLEAR" all attendants must move to the top of the track.
- k) An attendant that attempts to drive a horse away by slapping, yelling, pushing or hinder the progress of any other horse will cause that horse to be disqualified. Attendants may hold a horse on the extreme outside of track and must immediately move to the extremity of the track as not to obstruct other runners
- l) When the Starter rises his flag all horses should go to their mark ready to start. When the Starter drops his flag and blows the whistle this is the signal to commence racing.
- m) At least two (2) flags will be used to start events.



2.5 RACING RULES

- a) Whips are not permitted to be used or carried for the purpose of training, warming up or competing. Reins must not be used in a manner which resembles a whip.
- b) At all times whilst in the sulky, licensees shall wear an approved helmet, wear an approved body protector, keep both feet in the sulky footrests and sit on the end of the reins.
No competitor will be permitted to have a passenger on the side of the sulky at any time.
Licensees must keep their bodies within the confines of the sulky at all times.
- c) All drivers must sit on the end of the reins. It is recommended that ends of reins be taped together.
- d) If a horse gains ground whilst out of a trotting gait the Stewards shall determine the amount of ground gained and deduct this from the horse at the finishing post and amend the places if necessary. A pony which performs out of a trotting gait for a total of 50 meters during a race may be placed at the rear of the field
- e) A driver shall not cause an opponent to be disadvantaged during a race through the actions of their horse e.g. contact being made to an opposing horse, driver or it's racing equipment, making undue noise so as to cause opponents horse to lose ground.
- f) If the Stewards decide that an offence has been committed under this clause they may:
Disqualify the horse from the event.
Place the horse in any finishing order they consider appropriate.
Reprimand driver.
- g) A horse may be disqualified from a race or placed behind any other competitor in the race if allowed to: cross in front of any other horse without being clear of them, interfere wilfully or accidentally with any other horse, force another horse out of it's ground, make a break in gait and allowed to gain ground, failing to keep a straight course when clear in the home straight, race or gain ground inside the peg line.
- h) Protests can only be lodged with the Stewards before all clear is given.
- i) Horses left in stalls are to be tied up with a head collar and two leads. Horses left unattended when having racing sulkies attached must have bridle and bit in place on horse. No unattended horse to have only head stall on whilst sulky is on pony.
- j) In all events conducted at NSW Championships and Fun Day events if a horse withdraws from an event they will be unable to compete in future races on that day unless reasonable request is submitted to the stewards. This is to ensure all horses compete on equal terms
- k) At NSW Championship events should a driver nominate more than one pony in the same height division each pony to be placed in separate heats before the official draw is conducted



3. MISCONDUCT

- a) Persons engaged in Mini Trotting events are reminded that when they are competing at or attending licensed Harness Racing Meetings are under the jurisdiction of Harness Racing New South Wales and would view misconduct in a most serious light.
- b) Parental intervention and/or parental abuse could lead to the suspension of a horse for a period to be determined by the committee. At the discretion of the club depending on the severity of circumstances of a horse and/or parent may be fined, suspended, or disqualified.
- c) No alcohol is permitted near stalls and/or around drivers whilst racing.
- d) Any driver found guilty of either using bad or abusive language towards other drivers or officials will be suspended for a period determined by the Stewards.
- e) Any driver found guilty of cheating or assisting each other will be suspended for a period determined by the Stewards.
- F) All persons involved in mini trotting whilst at any event conducted by the association or any affiliated body must adhere to the associations CODE OF CONDUCT. Any breach to the Code of Conduct will result in appropriate action taken.
- g) Competitors breaching safety rules or officials directions may be penalized by increase in handicap of 20m to disqualification from an event.
- h) NSW Mini Trotting Association and its affiliated clubs as the recognized accredited body with HRNSW reserve the right to support and impose any penalty imposed on a person by Harness Racing NSW officials in all matters related to mini trot activities
- i) Participants and Visitors attending events hosted by NSWMTA or affiliated clubs, do so under the direction of club officials and if any direction or rules are breached, further participation at the event or future events may be declined



4. GENERAL

- a) Notwithstanding any rule herein before the Association/Club committee may rule and act in a way they believe is in the best interests of Mini Trotting and all persons involved in Mini Trotting.
- b) Any member who has a grievance with the Association/Club shall present same in writing to the committee, care of the secretary, with full facts.
- c) The controlling body or affiliated club may reject Membership and or a nomination without assigning any reason. Any person refused the right of membership or nomination may appeal the decision to the controlling body
- d) All other affiliated clubs are to have one club official appointed who will be responsible for their club members at the Championships. At future events no alcohol will be permitted during competition events, offensive language will not be tolerated, discouraging comment to junior members, noise to be of acceptable level after midnight and all matters in relation to the Code of Conduct will be strictly monitored. Officials not to be placed in situations that may cause conflict law enforcement officers will be called. A Condition of Entry Notice to be sought to cover non-members attending venue. A Code of Conduct and Condition of Entry notices will be displayed. Appointed club duty officers are to attending briefing each day before activities begin.
- e) Parents, Officials, Supervisors, Volunteers and persons that provide any form of assistance to Mini Trots and Maxi Trots drivers for any type of activity including Adults camping overnight with children., Which effectively means both parents and adult supporters, if over the age of 18 years, are required to obtain the following:

WORKING WITH CHILDREN CHECK

Apply for your check:

<https://wwccheck.ccyp.nsw.gov.au/Applicants/Application#>



PROHIBITED SUBSTANCE RULE

1. A pony will be presented for a race free of prohibited substances.
2. No person shall during any day of racing or trialling, in respect of the pony entered in a race, administer any substance whatsoever.
3. All ponies entered in an event are subject to being swabbed at the discretion of the Committee.
4. Any person who commits a breach of either of these rules will be disqualified immediately and will need to return any prizes received.
5. NSW Mini Trot Association reserve the right to impose any other penalty they see fit

Alcohol and Drug Testing

Mini Trotting Associations are committed to providing a safe environment for every person involved in events and associated activities.

Alcohol and Drugs of abuse in ponies, and or people, risk the welfare of themselves, the ponies and fellow participants.

There is no place for alcohol or drugs of abuse of any kind in or around mini trotting. Any such activity or behaviour will not be tolerated and will result in sanctions which may include suspension or disqualification from competing in Mini Trot competitions or warning off from licensed race tracks.

Drug testing of ponies and people may occur at any time. Failure to offer a sample upon request will be viewed as an admission of guilt, with appropriate sanctions imposed.

Ponies

Mini Trotting ponies and their connections, including licensees, parents, owners and veterinarians are bound by Australian Harness Racing Rules (AHRR) and subject to AHRR 188, 188A, 189 - 194, 195, 195A, 196, 196A and 196B.

People

Mini Trotting participants, including licensees, parents, owners, volunteers and administrators are bound by Australian Harness Racing Rules (AHRR) and subject to AHRR 250, 251, 252 and 252A-F.



Inter Dominion Championship Selection

The rules and regulations regarding the conduct of the Inter Dominion series for mini trotting remain the responsibility of the conducting Mini Trotting Association.

However, the selection of ponies shall be made using the following criteria:

1. Invitations to two (2) ponies from each state to compete in each of the three (3) height categories.
2. The selection of these ponies is at the discretion of each individual State Mini Trotting Association.

If, for any reason, a State is unable to fill their available positions, then the conducting Mini Trotting **Pony Welfare**

Competitors, officials and administrators acknowledge and accept that at all times the welfare of the pony must be paramount in turn they will determine if a pony is competent and fit to compete.

The following code must be adhered to as a minimum:

General Pony Welfare

a) Good Horse Management

Stabling and feeding must be compatible with the best pony management practices. Clean, good quality hay, feed and water must always be available.

b) Training Methods

Pony's must only undergo training that matches their physical capabilities and level of maturity. They must not be subjected to methods which are abusive or cause fear.

c) Farrier and Gear

Foot care and shoeing must be of a high standard. Gear must be designed and fitted to avoid the risk of pain or injury.

d) Transport

During transportation, pony's must be fully protected against injuries and other health risks. Vehicles must be safe, well ventilated, maintained to a high standard, disinfected regularly and driven by competent personnel. Competent handlers must always be available to manage the pony.

e) Transit

All journeys must be planned carefully, and Horses allowed regular rest periods with access to food and water.



Fitness to Compete

a) Fitness and competence

Participation in Competition must be restricted to fit ponies and participants of proven competence. Ponies must be allowed suitable rest period between training and competitions; additional rest periods should be allowed following travelling.

b) Health status

No pony deemed unfit to compete may compete or continue to compete - veterinary advice must be sought whenever there is any doubt.

c) Doping and Medication

Any action or intent of doping and illicit use of medication constitute a serious welfare issue and will not be tolerated. After any veterinary treatment, sufficient time must be allowed for full recovery before Competition.

d) Pregnant/recently foaled mares

In accord with Australian Harness Racing Rule; 103B, a mare or filly shall not race or perform track work after day 120 of its pregnancy or with foal at foot.

Prior to 120 days if the club/event organiser is concerned about the ability of a pregnant mare/filly to compete a vet check can be requested.

e) Misuse of Gear or Equipment

Abuse of a pony, including by the use of approved gear and equipment will not be tolerated.

Events Must not Prejudice Pony Welfare

a) Competition Areas

Pony's must be trained and compete on suitable and safe surfaces. All competition conditions must be designed with the safety of the pony in mind.

b) Ground Surfaces

All ground surfaces on which pony's walk, train or compete must be designed and maintained to reduce factors that could lead to injury.

c) Extreme Weather

Competitions must not take place in extreme weather conditions that may compromise welfare or safety of the pony. Provision must be made for cooling conditions for ponies after competing.

d) Stabling at Events

Stables or tie up areas must be safe, hygienic, comfortable, well ventilated and of sufficient size for the type of pony. Washing-down areas and water must always be available.



Humane Treatment of Horses

a) Veterinary Treatment

Veterinary expertise must always be available at an event. This can include an on-call local veterinarian. If a pony is injured or exhausted during a competition, the pony must stop competing and a veterinary evaluation performed.

b) Competition Injuries

The incidence and cause of all injuries sustained in competition should be closely monitored, with risk factors examined carefully to identify ways to minimise future injuries.

c) Euthanasia

If injuries are sufficiently severe a pony may need to be euthanized on humane grounds by a veterinarian as soon as possible, with the sole aim of minimising suffering.

d) Retirement

The Association must be notified of the pony's retirement from Mini Trots, including what is happening with the pony (family pet, sold etc....).

Pony's must be treated sympathetically and humanely when retired from competition.

e) Sale

Pony's that are sold must be notified to relevant authorities and details updated in registries to comply with State Government Legislation.

Education

Harness Racing Australia (HRA) and Mini Trotting Associations urges all those involved in Mini Trots to undertake any and all available education in order to improve themselves and the care and management of their ponies.



Mini Trotting Associations Code of Conduct

Responsibility to individuals

Mini Trotting Association administrators, volunteers and officials should:

- Provide their services conscientiously and competently.
- Not breach public trust, or the specific trust of the participants, competitors, or other administrators, volunteers and officials.
- Ensure that advice and directions provided give full and proper cognisance to personal safety, pony welfare and fair outcomes.
- Not undertake activities they are not competent to perform and, when in doubt, obtain appropriate advice and assistance that will allow these activities to be competently carried out.

Behaviour

Mini Trotting Association administrators, volunteers and officials should:

- Maintain a high standard of integrity, and apply honesty and fair dealing in all aspects of their responsibilities.
- Place the safety and welfare of the participants and ponies above all else.
- Ensure that equipment and facilities meet safety standards and ponies are appropriate to the age and ability of their drivers.
- Ensure that the time participants spend with them is a positive experience.
- Display control, respect and professionalism to all involved in mini trotting activities.
- Encourage and promote respect for all participants.
- Be consistent, objective and courteous when making decisions.
- Remember that they set the example. Their behaviour and comments should be positive and supportive.
- Respect the rights, dignity and worth of all participants regardless of their gender, ability, cultural backgrounds or religion
- Act in ways which engender confidence regarding pony related welfare outcomes.
- Show concern and caution towards sick and injured participants. Ensure that anyone who has been involved in an incident/accident involving a pony, is not be permitted to recommence that activity until they have been assessed for possible injuries by a competent first aider. If any injuries are evident or suspected, these should be treated by a medical professional before continuing with the activities.

Smoking

Due to the dangers of passive smoking, non-smokers should be protected from tobacco smoke. Mini Trotting officials should refrain from smoking while they are acting in an official capacity.



Harassment

Harness Racing Australia is committed to encouraging industry related environments which are free from harassment and discrimination. All participants, competitors, volunteers, administrators, officials and staff have the right to be treated with respect and dignity.

Sexual harassment and various other forms of harassment are unlawful under Federal and State/Territory discrimination laws. People engaging in harassment can have legal action taken against them under these laws. In some cases, legal action can also be taken against the organisation for which they work or which they represent.

SunSmart

It is suggested that Mini Trotting Associations:

- Encourage the use of SPF 15 or higher sunscreen at all times when participants, competitors, volunteers, administrators, officials and staff are subject to the elements
- Ensure that, wherever practicable, on days of extreme heat, outdoor activities take place before 11am or after 2pm
- Allow participants, competitors, volunteers, administrators, officials and staff to wear sunglasses that meet the Australian Standard (AS 1067) if it is safe to do so.

Cyber-Bullying

Bullying and harassment in all forms are unacceptable in our sport. Bullying has the potential to cause great anxiety and distress to the person targeted by hurtful or derogatory comments or statements.

New technologies and communication tools, such as smart phones and social networking websites (Facebook, Twitter and Instagram) have greatly increased the potential for people to be bullied through unwanted and inappropriate comments.

Mini Trots will not tolerate abusive, discriminatory, intimidating or offensive statements being made online.

Frustration at an event organiser, driver, steward or sporting body should never be communicated on social networking websites. These issues should instead be addressed – in a written or verbal statement or a complaint – to the relevant controlling club.



Social Networking Websites Policy

We expect all people bound by this policy to conduct themselves appropriately when using social networking sites to share information related to our sport. Social media postings, blogs, status updates and tweets:

- must not use offensive, provocative or hateful language
- must not be misleading, false or injure the reputation of another person
- should respect and maintain the privacy of others
- should promote the sport in a positive way

Marketing

All states agree to have a common goal to market the mini trotting product under the promotional themes of:

- equine,
- family orientated,
- outdoor activity,
- sportsmanship
- responsibility and care.



PROCEDURE FOR CONDUCT OF CHAMPIONSHIPS

NSWMTA officials to organize future NSW Championships coordinating with all affiliated associations to contribute in organizing and conducting activities in relation to the NSW Championships.

TRACKS

The available venue is probably the most important matter to be discussed.

It is usually difficult to obtain the exclusive use of major harness racing tracks because the tracks are used on a daily basis by so many trainers.

There may be a small showground track nearby which makes an excellent venue for the championships.

In some cases these tracks may not be suitable because of lack of facilities.

The most desirable facilities are:

- Outside running rail (for safety reasons)
- Stabling for ponies (If all other facilities are available the lack of stables may be overcome by hiring portable sheep or cattle yards, but this adds to the work load as installation and dismantling can be time consuming.)
- Camping arrangements (showers are essential – preferably on the grounds)
- Electricity and toilets on the ground are also requirements.

Contact should be made at a very early stage with the trustees of the ground you select and arrangements put in place to avoid any hiccups.

Some ground trustees will not hire their ground to organisations which do not have public risk insurance (although this is now not necessary to be incorporated).

Naturally the charge made by the Trustees for the ground hire will be a major consideration.



Workforce

Many clubs are over-awed at the apparent enormity of the task ahead.

Actually, if the organisation beforehand is carried out properly (and this only takes a few dedicated people) the events flow easily.

The object is to allocate the various jobs and in most cases visiting clubs are quite willing to provide assistance.

Championship Roster – to eliminate clubs not attending to their time slots allocated, clubs are to be responsible for a particular position. Example Marshall yard Menangle will be responsible for this area the whole carnival. Stewards are separate. HRNSW to be approached in relation to the possibility of Cadet Stewards being able to attend.

Following is a basic workforce requirement:

Measurers – An independent measurer to measure all ponies. Measuring to be carried out Thursday/Friday at the championships venue

Stewards – A Chief Steward should be appointed and two or three assistant stewards. The chief steward will brief the driver before racing starts and tell them that protests can only be lodged by the Driver before leaving the track.

Timekeepers – It is essential that every runner on the Saturday be timed in every race so that it can be properly handicapped the next day. Workforce can be reduced if a competent person is available with a multi-function stopwatch so that all runners can be timed by one person. He/she should be provided with an assistant to deliver the completed race results to the office at regular intervals.

Marshalling Yards – It will be necessary to have at least four people marshalling ponies and checking gear for upcoming races. Numbers have to be removed by someone as the ponies leave the track. Three sets of numbers are required. (Preferably different colours) Contact other clubs to supply extra sets.

Starters – Three starters are needed to ensure that ponies are on their correct marks and to start the races. (Visiting clubs will help if asked)

The track should be marked all the way round every ten metres starting with the under 9 hand front mark.

Broadcasters – Professionals are not necessary, and for cost reasons are usually not employed.

Visiting clubs may have someone with them who may be willing to take a turn at broadcasting. Some of our ex-drivers are quite good.

Organisers – Current NSWMTA Executive are the hosting Organisers of the NSW Championships. A person should be dedicated to be centrally located at all times with a badge "Organiser" affixed. He/she should be in or near the race office and have direct radio/phone contact with starters, marshalling yards and broadcaster.

Don't have your best organiser starting races on the far side of the ground.



NEW SOUTH WALES MINI TROTTING ASSOCIATION

Office – At least two people are required to staff the office at all time.

Results of races will need to be kept up to date and recorded on a board outside the office (i.e. Point scores).

Judges – An official judge should be appointed and he/she should have two assistants to hand out Ribbons and Trophies.

Medical/First Aid - Host club at championships responsible to provide First Aid/ Ambulance whilst racing is being conducted at championship venue. At Championship events the host club must provide in a highlighted region first aid by St Johns Ambulance or of equivalent standard.

Kiosk – The majority of people attending the championships will be visitors from outside your area.

Most will have ample camping facilities including barbecues etc. Some clubs conducting past championships have lost money through “over catering”.

On Easter Saturday and Sunday (during the day) there will be a demand for soft drinks, packets of chips, sandwiches and pies.

The demand for cooked food is minimal and does not warrant the cost and effort.

Communication – It is essential to have adequate communication between the office, broadcaster, starters, stewards and marshalling area.

Some form of two way radios would be required and of course an amplification system is a vital aid.

Nominations – The NSWMTA registrar will supply a list of financial members and their addresses.

Nomination forms should be available six weeks before the event.

Nomination fees, stabling and camping fees payable should also be advised at this time.

Once entries close check with the NSWMTA registrar to see that all ponies and drivers are financial members.

Sponsors – Generally the larger towns have access to more sponsors. Sponsors are reluctant to provide donations to small town venues where they don't sell many products.

Write at an early stage to Harness Racing NSW, Veterinary Suppliers as well as local business houses.

Trophies and Ribbons – Ribbons and/or trophies are usually provided for all heat placegetters on day one.

Trophies are provided to the 12 finalists.

The trophy for the winner of the Consolation must not be any better than the unplaced runners in the finals. Trophies and ribbons are normally supplied to all placegetters on Fun day.

The aim is to ensure that every driver gets a trophy over the weekend.



NEW SOUTH WALES MINI TROTTING ASSOCIATION

Presentations – Usually all race trophies are best presented on track after each race.

A event memento will be available at each Championship for both junior and adult members to purchase.

Personal Accident Insurance – All drivers are covered under the NSW Sports Accident Insurance Scheme.

This cover extends only to major injuries while participating.

Voluntary workers are also covered at present.

PUBLIC RISK INSURANCE. Full coverage is provided under a policy organised by HRNSW and should be confirmed with the Secretary of NSW Mini Trotting Assn by the conducting Club.



FUN DAY.....

GENERAL FOCUS

Re-handicapping for Day 2 races is intended to give a better opportunity to the slower performing horses on Day 1

All horses which raced on Day 1 will be timed and the fastest recorded will provide the handicap mark on "Fun Day". Only ponies that raced on Day 1 will be permitted to compete on the Fun Day. All registered children can drive in the Fun day even if they didn't race in the Championships as long as their horse competed in the Championship Day.

ANNE MARIE HANCOCK MEMORIAL(a group two event)

1. After "Fun Day" nominations have closed, (at the same time as Championship noms), the draw can be made and sent out with the Championship draw to all competitors. The actual handicap marks will not be known until after day one racing when times are recorded.
2. Each pony will contest two heats... (Points scored the same as for the Championship) Finals and consolations will then be run (all finalists to receive trophy). At this point, all ponies will have a trophy on the day. All ponies will have raced at least 3 times on fun day.

HANDICAPPING FORMULA

Horses are handicapped using Meters per Second (MPS) formula. Horses to achieve (MPS) handicap by dividing starting handicap mark by numbers of seconds timed to cover distance. This rating then is multiplied by the base mark of 120. (This should give race time of 2 min

CHAMPION OF CHAMPIONS

Winners of the finals of the 3 Height Division events from Day 1 will be handicapped on MPS and compete for the Champion of Champions.

RETIRING DRIVING EVENT

Drivers retiring on reaching age no longer eligible for mini trots may participate in this event. Retiring drivers to be nominated at the time of the initial nomination. Nomination form to be updated along with the pony selected to drive in this event

STAFFING... DAY ONE (21 Total staff requirement)

- 1 Announcer
- 2 Judge/Check clocker
- 3 Clocker, Recorder of all placing's and they write in times, Runner to deliver times to recorder in office
- 4 Stewards
- 2 Official Recorder (on computer & Assistant (To write up progressive points on notice board)
- 2 Gatekeepers to sell raffle tickets.
- 3 Starters
- 4 Marshall's

STAFFING ... DAY TWO (16 Total staff requirement)

- 1 Announcer
- 3 Judges, Assistant (to give out trophies), Clerical Assistant (to record results and deliver to official recorder, to compile results etc.)
- 1 Steward
- 2 Official recorders (on Computer)
- 2 Gatekeepers
- 3 Starters
- 4 Marshall's