

AMENDMENTS TO ASSOCIATION HANDBOOK – as from MARCH 2004

C4/04 It was moved that an amendment to C60/03 be adopted “.That if gloves are not worn then rings must be taped” to read as follows.

“The only jewellery permitted to be worn by riders when mounted are studs in the ears and wrists (medical alerts are permitted). If gloves are not worn then rings must be taped”. Also refer to C4/04

~~C6/04 It was moved that PCA adopt the following EFA/FEI Showjumping rule.~~

~~“1 penalty for every 4 seconds commenced over the time allowed in all rounds except the final jump off.”~~

~~This motion has been superseded by C69/04.~~

C7/04 It was moved that the One Day Event rules for the Showjumping Phase be altered in line with the current EFA Horse Trials rules as below.

4 Penalties	Knockdown
4 Penalties	1 st Refusal – all grades
Elimination	2 nd Refusal – A, B & C Grade only
8 Penalties	2 nd Refusal – D & E Grade only
Elimination	3 rd Refusal – D & E Grade only
Elimination	1 st fall of horse and/or rider

~~1 penalty for every 4 seconds commenced over the time allowed~~

Part of this motion has been superseded by C35/04.

C8/04 It was moved that the following (EFA Horse Trials) rule be adopted

“At obstacles or elements with height (exceeding 30cm) a horse is considered to have refused if it stops in front of the obstacle to be jumped.

At all other obstacles (i.e. 30cm or less in height) a stop followed immediately by a standing jump is not however penalized, but if a halt is sustained or in any way prolonged, this constitutes a refusal. The horse may step sideways but if it steps back this is a refusal.

After a refusal, if a competitor redoubles or changes his efforts without success, or if the horse is represented at the obstacle after stepping back and stops or steps back again, this is a second refusal; and so on.”

C23/04 It was moved that the ‘Stayput Seat’ is not permitted at pony club.

AGM9/04 That the following sub-clause shall be added to Schedule "A" of the Association Rules.

'5.8.5. Notwithstanding clause 5.7. hereof a Professional who is a parent or guardian of a Junior or Associate riding member of a club may apply to become a member of that club and if elected to membership in accordance with these rules will enjoy the same rights and privileges and be subject to the same obligations as any other member.

EXCEPT THAT: -

- (i) Such Professional shall not be eligible to hold the position Club Senior Instructor or Zone Chief Instructor; and
- (ii) Such Professional's membership shall immediately cease when he or she is not a parent or guardian of a Junior or Associate Riding Member.' "

This motion has been incorporated into the current Constitution

~~C35/04 — It was moved that C7/04 be rescinded with respect to the penalties for exceeding the time allowed in the showjumping phase of a one day event and be replaced with ¼ penalty for every second commenced over the time allowed.~~

This motion has been superseded by C69/04

C38/04 It was moved that E grade showjumping competitions and the showjumping phase of a one day event be conducted at a maximum of 325m/min.

C44/04 It was moved that Zone Chief Instructors be required to send in a list of attendees at their Zone Instructors Schools together with notification of the school including the details of any first aid lecturer.

C46/04 It was moved that the minimum age for Showjumping Course Design Schools is 17 years or riders with a C* or K certificate maybe considered dependent upon numbers.

C49/04 That the Bounce Pony event be removed from the PCA Handbook.

C51/04 That the penultimate paragraph on page 7-7 of the handbook of the Pony Club Association of New South Wales (Blue Book – 2004 Edition) be amended by deleting the following: -

(Supported by a medical certificate) and 'Either suitable'

So that the paragraph will read as follows: -

"Prescription spectacles, or ASA standard safety sunglasses are the only spectacles or glasses to be worn whilst riding."

C68/04 It was moved that teams be named a colour if there is more than one team from a club or zone.

C69/04 It was moved that C35/04 be rescinded with respect to the penalties for exceeding the time allowed in the showjumping phase of a one day event.

Noted that the penalties for exceeding the time allowed in the Showjumping phase of a One Day Event are as per the PCA Handbook (fifth edition) being 1 penalty for every commenced second over the time allowed.

C82/04 It was moved that Rowel type Spurs be allowed for Sporting events in all age groups. Also see motions C59/10 and C88/04

C83/04 It was moved that following words be added to the PCA Handbook 3-10, 18 Championship Advisory Committees, "with the power to co-opt".

- C84/04 It was moved that Senior Instructors (verification*) be included on the State Entry forms for all State Championships. * refer motion C2/05
- C85/04 It was moved that the Bounce Keyhole event be included in the PCA Handbook.
- C86/04 That Optimum Timing be removed from Under 13 years competitions at State Showjumping Championships.
- C87/04 It was moved that sun protection covers are permitted on helmets provided that the cover is secure and does not interfere with the safety effect of the helmet.
- C88/04 It was moved that the following definitions be adopted.
Definition of rowel spurs – The length of the shank not to exceed 4.5cm from the shank to the centre of the rowel. The rowel at its tip or outside edge to be as thick as a \$2 coin.
Definition of dummy spurs – as per PCA Handbook
- C89/04 It was moved that rubber bit guards are not permitted for dressage.
- C90/04 It was moved that the following be added to the Bit Dictionary additions – Waterford bit, KK Training bit, Split reins (rounders) be included i.e. two reins from the bit to a single rein allowing adjustment of individual reins.
- C91/04 It was moved that the following be accepted.
 Dressage Judge Accreditation – recommended that there be three levels of PC Dressage judges as under:
 PC Level 1 Preliminary level
 PC Level 2 Novice level
 PC Level 3 Elementary level
- C92/04 It was moved that that riders in Jumping Equitation be categorised as under –
- | | Novice | Intermediate | Advanced |
|---------------------|--------|--------------|----------|
| Under 13 years | 45cm | 60cm | 75cm |
| 13 & Under 15 years | 60cm | 75cm | 85cm |
| 15 & under 17 years | 75cm | 85cm | 90cm |
| 17 & under 25 years | 75cm | 85cm | 95cm |

Noted that the above can be used for club and zone competition, the state championships will remain the same.

- C93/04 It was moved that the following be adopted.
Eventing –
 That, with the exception of the State Championship, riders who are eliminated on a technical point may continue the competition. Riders who are eliminated for falling off or any other breach of the rules, which may compromise either the safety of the rider or horse, may not continue.
- C94/04 It was moved that the following be adopted.
Eventing –
 That horses that are marked by the Dressage judges as being either lame or uneven shall be examined by a Veterinarian (at the expense of the competitor) before continuing in the competition.

C95/04 It was moved that the following be adopted.

Showjumping-

That maximum (starting*) heights and widths for Showjumping be amended as follows:

Junior and Associate	Height	Width
E Grade	0.45m	0.50m
D Grade	0.60m	0.75m
C Grade	0.75m	0.90m
B Grade	0.90m	1.10m
A Grade	1.05m	1.25m
Championship grade (over 15)	1.20m	1.40m

* Refers to motion C2/05

C99/04 It was moved that an Authorised Pony Club Event be defined as below

“Authorised Pony Club events are those that are documented in the pony club minutes and are conducted and controlled by the pony club subject to pony club rules.

C2/05 It was moved that the following amendments to minutes of the previous meeting be accepted.

- (i) Addition of “starting” in C95/04 to read “That maximum *starting* heights and widths.”
- (ii) Addition of “verification” in C84/04 to read “That Senior Instructors *verification* be included.

C24/05 It was moved that the penalties for Error of Course and Errors of the Test in Dressage (10-9, 26 (b)) be amended as follows.

- The first time by 2 points
- The seconded time by 4 points
- The third time by elimination

C25/05 It was moved that the penalties for disobediences in Jumping Equitation be amended as follows (15-9)

- 1st disobedience 4 penalties
- 2nd disobedience 8 penalties
- 3rd disobedience Elimination

C27/05 It was moved that the “Butterfly Bit” be removed from the Bit Dictionary and that the “Loose Ring French Eggbutt” be included in the Bit Dictionary (bulb or flat centre).

C44/05 It was moved that the Rugby Pelham bit be approved for use at pony club.

C51/05 It was moved that Zones are required to give two (2) weeks notice of cancellation of Instructors Schools otherwise they are liable for one (1) day of the instructors fees.

C57/05 It was moved that the following amendment that “the Scudahoe event, subject to changes be included in the Sporting section of the handbook

- Under 5 second penalties alter to knocking barrel ‘down’, ‘dislodging rail’.
- Under elimination knocking peg ‘down’, touching barrel with hand.
- Alter description to read 20l drum on side ‘or similar’.

- Dimensions to be 6m start/finish line, jump length 3.6m, 9m from pegs to the meeting point of centre of jumps.

C58/05 It was moved that the "Straight Barrel Race, see attachment, be included in the Sporting Section of the PCA Handbook.

C60/05 It was moved that all persons must wear an approved ~~AS/NZS 3838~~ Equestrian Helmet whilst lunging a horse/pony at any Pony Club fixture.
Part of the motion has been superseded by C27/12.

~~C61/05 It was moved that for the Under 12 years Bondfield Bounce: Plastic drums to be used at State Sporting Championships, be of 205 litre plastic drums cut down so that the height of the obstacle does not exceed 40cms.~~
Motion has been superseded by C75/13

C62/05 It was moved that all riders 17 years and over be permitted to wear Roper or Dogger type boots with riding trousers for Sporting and Campdrafting.
Motion has been superseded by C24/12

C67/05 It was moved that in future at all state championships there should be a helmet parade for all competitors after the fitness check where permitted helmets will be suitably tagged as such. The tag shall be maintained in situ until after the parade.

C8/06 It was moved that open sided stirrups are not permitted for use in pony club.

C15/06 That clause 2 (page 5-1) of the PCA Handbook shall be deleted and in lieu thereof the following shall be inserted: -

2. Closing dates for applications to host State Championships are as follows: -

Each application shall be in writing in accordance with Clause 1 hereof and include the information in accordance with Clause 3 hereof and must be received at the Association office: -

- a) For Sporting and Campdrafting, Jumping Equitation and Showjumping State Championships at least seven (7) days prior to the March/April meeting of the Council in the year prior to the State Championships to which the application refers;
- b) For Mounted Games, One Day Event and Showriding State Championships at least seven (7) days prior to the July/August meeting of the Council in the year prior to the State Championships to which the application refers;
- c) For Dressage State Championships at least seven (7) days prior to the November/December meeting of the Council in the penultimate year prior to the State Championships to which the application refers;
- d) If there is only one valid application to hold a State Championship provided that the Council considers that application to be satisfactory the Zone making such application shall be appointed to hold the subject State Championship. If there are more than one (1) valid application to hold a State Championship which the Council considers satisfactory the application which is accepted to hold the subject State Championship may be decided by the Council by a simple majority;

- e) If there are no valid applications received for a State Championship or if only one is received or more than one and the Council declares that the one or all of them are unsatisfactory for any reason whatsoever, applications to host such State Championships shall be called for the ensuing meeting of the Council (the “second meeting”) to be received in writing in accordance with this section at least seven (7) days before the second meeting;
- f) At the second meeting applications shall be considered in the following priority: -
 - i) Written valid applications received at least seven (7) days before the second meeting;
 - ii) Written otherwise valid applications received prior to the second meeting;
- g) If there are one or more applications pursuant to the sub-clause (f)(i) above considered by the Council at the second meeting to be satisfactory that one or more than one the one of them chosen by the Council by simple majority shall be accepted to host the subject State Championships;
- h) If at the second meeting there has been no appointment pursuant to sub-clause (g) above the Council may accept an application in accordance with sub-clause (f)(ii) if more than one by simple majority;
- i) If there has been no appointment at the second meeting to host any State Championship the Executive may appoint a Zone or Zones in conjunction to host the subject State Championships.

Sporting

C24/06 It was moved that a fall of horse and/or rider incurs elimination from that event.

Campdrafting

C25/06 It was moved that the PCA adopt the ABCRA rules in the case of a rerun if one or more beasts break the camp the lowest cut-out score will be used.

Jumping Equitation

C26/06 It was moved that the height of fences in the Associate division at the State Jumping Equitation Championships be increased to 95cm.

Showjumping

C27/06 It was moved that PCA adopt the following EFA rule changes

- Third (3rd) refusal incurs elimination in all grades
- Restart – after a knockdown/refusal that the time is restarted when the horse’s front feet leave the ground and six (6) seconds is added to the time for the round.
- Penalties are incurred if the rider passes the extended line of the fence to be jumped.

C28/06 It was moved that the Pony Club Association of New South Wales Inc adopt the Syllabus of Instruction (PCA).

C29/06 It was moved that any person attending an instructors school, if they can only attend one day of a school then that person must attend the first day unless prior arrangements have been made with the Zone Chief Instructor

C30/06 It was moved that Club Examiners be required to attend at least one (2-day) state examiners workshop in each three (3) year period to begin from 1st July 2007.

C31/06 It was moved that hacking canes (with or without a flap) not exceeding 75cm in length overall are permitted in Riding and Hacking classes only.

- ~~C40/06~~ It was moved that the State Dressage Championships shall be held during the last full weekend in August in lieu of the third week end in January in each year and that the handbook should be amended after the word August in clause 1.g on page 4-2 thereof by deleting the words after 'Dressage' and before 'Sporting' and in lieu thereof by inserting the following: 'end of June in the year prior to the championship.'
This motion has been superseded.
- C41/06 It was moved that for State Sporting Championships the age groups should be amended as follows: -Under 11 years, 11 years and under 13 years, 13 years and under 15 years, 15 years and under 17 years and finally, Associates.
- C56/06 It was moved that planks should not be used for securing balloons in the Balloon Bursting Race.
- C57/06 It was moved that the rings in the Sword Race should be the same colour in each lane and to be an easily visible colour.
- ~~C66/06~~ It was moved that the fourth paragraph on 7-6 of the PCA Handbook be amended with the addition of "or long sleeved" after 'short' to read:

~~Note: The definition of the polo shirt allowed is as follows "short or long sleeved with three buttons and collar, club emblem on left pocket and can be comprised of the main Zone/Club colour with the secondary Zone/Club contrasting trim on the collar and around cuff."~~
Motion has been superseded by C57/07
- C68/06 It was moved that after paragraph three on 7-5 of the PCA Handbook the following be added.

Riding Trousers may be worn when competing in all Flat work events as Club and Zone level only (the exception being Dressage, Showjumping and Eventing competitions).

Please note that at Club level riding trousers may be worn in competitions and rally days in all disciplines as per motion C25/12.
- C69/06 It was moved that a fall of horse and/or rider during a dressage competition, between the time of entry and the time of exit at A, will be eliminated.
- C7/07 It was moved that applications for selection into the Mounted Games squad at the State Mounted Games Championships be submitted with entries for the State Championships on the ~~State Camp application~~ form attached to the entry schedule.
Part of the motion has been superseded by C14/12
- C10/07 It was moved that PCA allow EFA members to attend its showjumping course design, showjumping judges and jumping equitation judge's schools.
- ~~C15/07~~ It was moved that rider's aged 13, 14 and 15 years be eligible for selection of the Mounted Games squad at the State Mounted Games Championships.
Motion has been superseded by C24/08.
- C17/07 It was moved that the Square Yard Race event be included in the PCA Handbook section 11 – as per attached diagram

C19/07 It was moved that the In & Out the Paddock event, with amendment, be included in the PCA Handbook section 11 – see attached diagram.

~~C35/07 It was moved that a Senior Mounted Games squad be formed with seven members chosen at the State Mounted Games Championships and a further three chosen at a selection day after the championships. The State team to be chosen from the squad.~~

Motion replaced by C66/15

C36/07 It was moved that PCA pay travelling expenses for a coach attending club/zone camps. The club/zone is responsible for the coach fees and accommodation and that these shall be allotted to camps on a pro rata basis at the discretion of the executive.

C37/07 It was moved that all adult members sign a Prohibited Employee Declaration and guest instructors, not already members of the Paid Instructors Panel or other members of other pony clubs.

C41/07 It was moved that the changes below be adopted with amendments.

DRESSAGE PHASE

Addition on 8-17, 32. Tests: Gate Openers: *“Gate openers will be used at State Championships. It is the responsibility of the Rider / Team Manager to arrange for a gate opener.”*

Addition on 8-18, 35: Penalties: *At State Championships the 3rd error of course incurs elimination.*

Amend 8-19, 37. Starting of Test: to read – *That the time to start the test be changed to 45 seconds.*

Amend 8-19, 38. Marking Sheets, paragraph 2 to read: *At State Championships the judges’ marking sheets will be available to Team Managers when the dressage penalties for all competitors have been calculated*

CROSS COUNTRY

Addition on 8-13, 18. Abuse of Horses and Dangerous Riding. *“ Advisory Committee members will be placed at strategic points on the course to advise the Technical Delegate of any breach of Rule 8.13 (18).”*

Amend 8-14, 23 – Disqualification (a) to read: *‘A competitor who loses his/her helmet is eliminated’.*

Amend 8-15, 24 (c) line 2 to read *“continue, it will be eliminated on the authority of the Technical...”*

Amend 8-20, 40A to read *“At State Championships Zones must provide one Cross Country Jump Judge for every three competitors”.*

Amend wherever *“Loss of helmet 60 penalties”* occurs change to *“Loss of Helmet – Elimination”.*

Amend 8-34 under EXCEPTIONS - Delete the following:

- (a) If a competitor.
- (b) At the start.
- (c) Second and third sentences
- (d) Failure to immediately...

TABLE A – CROSS COUNTRY DIMENSIONS
(All measurements are maximum)

Obstacles	E	D	C	B	A	CHAMP
Maximum height of solid obstacle and solid part of brush/bullfinch	0.45m	0.60m	0.80m	0.95m	1.05m	1.15m
Brush fence – maximum	0.60m	0.75m	0.90m	1.05m	1.20m	1.30m
Spread without height (maximum)	1.00m	1.20m	1.40m	2.00m	2.40m	3.20m
Spread with height (max.)						
* at high point	0.60m	0.75m	0.80m	1.00m	1.20m	1.40m
* at base	0.80m	0.90m	1.20m	1.50m	1.80m	2.10m
Drop – maximum	0.60m	0.80m	1.00m	1.20m	1.40m	1.80m
* one at			0.80m	1.00m		
* one at						
Water depth (maximum)	0.20m	0.30m	0.30m	0.50m	0.50m	0.50m
Minimum width of water crossing	6.00m	6.00m	6.00m	6.00m	6.00m	6.00m
Height of obstacle / bank into water:						
* with	n.a.	n.a.	0.30m	0.80m	0.80m	1.10m
* without drop	n.a.	0.30m	0.30m	0.80m	0.80m	1.10m
Cross country speeds at mpm	325	350	400	450	475	500
Distance	500-2000m	1000 – 2000m	1500 – 2500m	2000 – 3000m	2000 – 3000m	2500 – 4000m
Number of efforts	10–25	15-25	15-25	20-30	20-30	25-35

Part table has been superseded by C67/09.

Any roof or fixed solid barrier over an obstacle must not be less than 3.50m above ground level.

The last cross country obstacle shall not be less than 30m or more than 75m from the finish.

Only one drop fence to the maximum listed above may be included on course.

The total number of drops may not be excessive (i.e. 20% of the number of efforts for the whole course)

The number of efforts should relate approximately to the length of the course.

Championship grade jumps should be a mixture of 'A' and Championship grades.

Addition on 8-36, 63 Method of Starting (e) A fenced area be provided at the finish of the cross country phase of One Day Events and that riders must walk their horse in this area for a period of five minutes before leaving the area.

SHOWJUMPING:

8-8 Table B Showjumping for One Day Event

OBSTACLE	E	D	C	B	A	CHAMP
Height – maximum	.45m	.60m	.75m	.90m	1.05m	1.15m
Width – maximum	.50m	.75m	.90m	1.10m	1.25m	1.35m
Combinations	Double	Double	Double	—*	—*	—*

Part table has been superseded by C68/09.

* 2 doubles or 1 double and 1 treble combination permitted.

RECOMMENDED SPEED:

E Grade 300 metres per minute.

D Grade 325 metres per minute

C, B, A & Championship Grade 350 metres per minute.

Delete the last sentence on 8-15 (c) *“Similarly these officialsas a result of a fall”.*

Page 8.15 – 24 ACCESS TO COURSE AND PRACTICE AREA.

Paragraph 3 under Practice Obstacles, line 7, sentence 4 amend to read *“These obstacles may not be set higher or wider than the round in progress”.*

Paragraph 3 under Practice Obstacles, line 7, delete sentence 5 *“The spread maximum permitted”.*

GENERAL EVENTING RULES:

Addition on 8-3, SUGGESTIONS FOR GRADING PROCEDURES: *“When grading riders for eventing the greatest emphasis should be placed on the proficiency of the horse/rider combination in the cross country phase.”*

Amend 8-11, 10 AWARDS (e) to read *‘Zone Fitness Check Presentation Perpetual Trophy’*

C56/07 It was moved that the speed for all showjumping competitions under 1.15 metres be set at no more than 350 metres per minute, with the exception of the showjumping phase of Eventing.

C57/07 It was moved that the definition of a polo shirt on paragraph 3 on page 7-6 of the PCA Handbook be amended to read: -

“Note: The definition of the polo shirt allowed is as follows “must have a collar and may be either short or long sleeved. Polo Shirts are to be in Zone or Club colours (i.e. may consist of the main Zone or Club colour and up to two trim or contrast colours).”

~~C58/07 It was moved that the seventh paragraph of page 7-7 of the PCA Handbook be amended to read:-~~

~~*“Riders under 17 years wear short jodhpur boots defined as elastic sided, reasonably smooth soled and uppers that may incorporate a zipper, but no laces or buckles.”*~~

Motion has been superseded by C53/08.

C59/08 It was moved that riders selected to represent the State be permitted to display State approved logos on their saddlecloths.

Eventing

C60/07 It was moved that medical armbands be worn at State Championships during the cross country phase and that clubs and zones encourage riders to wear them during the cross country phase of the Zone and Club events.

Eventing

C61/07 It was moved that an emergency radio channel be designated to be used only by the Technical Delegate, the Course Controller, the ambulance and the crash crew.

SPCD

C62/07 It was moved that the State Sporting Championships and the State Campdrafting Championships be considered as two separate events and a different horse be allowed for each Championships with only one entry fee applicable. Stabling for the second horse is to be paid.

SPCD

C63/07 It was moved that riders, having completed their race (bending, flag, three mug etc) must leave the area of play in a straight line from their starting box and not cut across other lanes even if the riders in those lanes have finished.

Dressage

C65/07 It was moved that only plastic/polythene or similar material (not metal) be used for letters and/or numbers.

Dressage

C67/07 It was moved that the Advisory Committee for the discipline is the Ground Jury with the power to co-opt if insufficient members of the Advisory Committee are present at the event.

C68/07 It was moved that all Clubs must appoint a Member Protection Officer.

C71/07 It was moved that an overall ground fee be charged at State Championships covering camping & stabling, for the weekend with a stabling fee separately noted for an additional horse for Campdrafting where applicable.

That ground fees are refundable where scratching's are notified no later than 14 days prior to the event, nomination fees will be refunded upon production of a doctors or veterinarian certificate.

That the ground fee for State Championships be submitted at the time of entry for each

~~C3/08 It was moved that a fall in mounted games be defined as:-~~

~~If the riders head hits the ground as judged by the Technical Delegate, if the rider doesn't get up in a reasonable time, if the rider has been kicked or trodden on by the horse or if for any other reason that the Technical Delegate believes the rider is not able to continue then the team is eliminated from that race and the rider is required to be assessed by the first aid officer before being able to continue in the competition.~~

This motion had been amended by C76/12 and the Associations Concussion Policy.

C19/08 It was moved that any rider applying to attend a regional school must commit to two days of the school, on the same horse for the duration of the school and under no circumstances can they attend the second day only.

C22/08 It was moved that FEI approved breakaway cups be used on the back of rail of any spread fence 90cm and over from 1 January 2010.

C24/08 It was moved that the (age) eligibility criteria be amended for the Junior Mounted Games training squad (including State Camp), that it be open to riders who will turn 14 years in the year of the competition until the year they turn 17 years inclusive.

C28/08 It was moved that it be recommended to Council that the following sentence of the PCA Handbook, page 3-9, section 14 Professional Instructing at Pony Club be deleted "and carry their own public liability and professional indemnity insurance coverage (Proof to be sighted)" to read: -
Section 14 Professional Instructing at Pony Club

Persons who are ineligible for membership of the association because they are deemed professional as defined by the association, may instruct at pony club rally days providing that the approval of the zone chief instructor has been gained in each instance and they instruct under the same regulations as pony club instructors, receive no remuneration for instructing. During instruction all pony club guidelines, rules and regulations are to be adhered to in all respects.

C29/08 It was moved that it be recommended to Council that the PCA Handbook, page 3-8, section 13 Guest Instructors, fifth paragraph be deleted "Guest Instructors must carry their own public liability and professional indemnity insurance coverage. Proof to be sighted by the club committee." to read: -

Section 13 Guest Instructors

"Clubs are at liberty to invite guest instructors who are not members of the association, to give specialised instruction to club members. The zone chief instructor must be consulted before the invitation is extended as it is required that the person is acceptable as an instructor in the zone. NO REMUNERATION FOR INSTRUCTING CAN BE PAID TO THE GUEST INSTRUCTOR. The club is at liberty to reimburse the guest instructor for travelling expenses at a rate determined by Council."

C32/08 It was moved that the Pony Club Association of NSW Inc adopt the NCAS Pony Club program.

C53/08 It was moved that the 7th paragraph of page 7-7 of the PCA Handbook be amended to read: -

Riders under 17 years have the option of wearing short jodhpur boots defined as elastic sided, reasonably smooth, fully soled, ~~solid~~ leather upper riding boots. Part of this motion has been superseded by C64/09.

Or short Jodhpur boots and gaiters which must be made of solid leather and be full grain leather on the exposed side and the same colour as the boots.

Gaiters will not be permitted for riders under 17 years of age where a particular competition has a rule preventing junior riders from wearing gaiters.
Also refer Motion C50/09

C58/08 It was moved that the following be adopted: -

1. That for the purpose of election of the President, two Vice-Presidents, Treasurer and two members of the Executive Committee at the State Council meeting immediately following the Annual General Meeting, candidates therefor should be nominated in writing to the Executive Director to be received at least fifty (50) clear days (30 clear days for 2009) prior to the Annual General Meeting signed by a proposer, seconder and the nominee all of whom must be councillors or to have been appointed by their Zone to be a councillor for the ensuring year.
2. That for the purpose of the election of the Chairman of the Chief Instructors Committee and one additional Councillor who is also a member of the Chief Instructors Committee at the Chief Instructors meeting immediately following the Annual General Meeting of the Chief Instructors Committee, candidates therefor should be nominated in writing to the Executive Director to be received at least fifty (50) clear days (30 clear days for 2009) prior to the Annual General Meeting signed by a proposer, seconder and the

nominee each of whom must be the Chief Instructor of a Zone or have been appointed by his/her Zone to be its Chief Instructor for the ensuing year.

3. Each nomination when forwarded in accordance with clause one (1) or two (2) above, shall be accompanied with a resume setting out the nominee's experience in Pony Club and his/her abilities which qualify him/her to be an Officer of the Association and/or member of the Executive Committee and/or Chairman of the Chief Instructors Committee.

4. The Executive Director shall forward to all those entitled to receive the relevant agenda of the Council Meeting/Chief Instructors Committee meeting as appropriate a list of the persons nominated for election to the Executive Committee or the Chairman of the Chief Instructors Committee together with a copy of the resume submitted in each case in accordance with clause three (3) above. Resumes are to be limited to no more than two hundred (200) words.

5. Nominees may address the Council/Chief Instructors Committee prior to the election to introduce themselves and to refer to their relevant qualifications to be an Executive Member/Chairman of the Chief Instructors Committee. Address to be limited to no more than five (5) minutes.

6. In the event of there not being written nominations for a position then with the consent of the Council/Chief Instructors Committee given by a majority of those present, late nominations may be accepted up to and at the Council meeting/Chief Instructors Committee meeting in which event the late nominee(s) shall address the Council/Chief Instructors Committee prior to the election to introduce themselves and to refer to their relevant qualifications to be an Executive member/Chairman of Chief Instructors committee

C59/08 It was moved that the implementation of gaiters, as referred to in resolution C53/08, be from 1 January 2009.

C18/09 It was moved that the following amendments be made to the One Day Event Rules.

Heights - PCA Handbook 8-6, Table A Cross Country Dimensions.

~~Championship grade to be deleted.~~

This motion has been superseded by C67/09

Amended to read "All measurements and speeds are maximum"

C20/09 It was moved that the following amendments be made to the One Day Event Rules.

Course Walk

8-31, 55 Access to Course (PCA Handbook), paragraph 2 to be amended to read

"The course must be open for inspection by competitors as early as possible on the day preceding the event and by 2pm at latest, i.e. the day prior to the *Showjumping phase*".

Team Managers course walk to be conducted at 7am on Saturday morning of State Championship.

All concerns are to be submitted in writing to the Technical Delegate.

Team Managers meeting to be conducted at the conclusion of the dressage phase or at a time to be announced.

- C31/09 It was moved that the amended manner of appointment of coaches to the Paid Instructors Panel be accepted with a probationary period of twelve months during which a feedback sheet is completed for each school conducted in the 12 month period. Initially the candidate is to be required to pay \$50 towards the Panel fee and at the end of the probationary period to pay the balance.
- C32/09 It was moved that the renewal requirements for Pony Club Instructors certificates be as per 3-5, 6 Renewal of Certificates of the PCA Handbook with amendment to the 3rd paragraph deleting "or issue" to read: -
- Renewal of instructors' certificates at the required dates is on the recommendation of the club to the zone chief instructor who will review the applications and may recommend renewals to the association.
- Instructors seeking renewal of certificates at the expiry of their three year term (or part thereof) are required to have attended a minimum of two full days of instructors' school (or the equivalent) during that period including appropriate first aid lecture/s conducted by qualified persons.
- A special form will be used for renewal of instructor's certificates.
- Applications are required to sign a statement verifying their amateur status and stating that they have not and do not intend to receive any remuneration whatsoever for the instruction of riding. (Legitimate travelling expenses accepted, however on no account are these to be inflated or misrepresented.)
- To begin from 1st January 2010.
- C41/09 It was moved that Pony Club NSW selection process for Olympic Discipline riders for the National Championships be by paper application, with consideration of State Championship results and other PC events determined by the selection committee. Results from the State Championships and nominated events would be of higher priority.
- C44/09 It was moved that the third paragraph of 8-15 of the PCA Handbook be amended to read:
- The cross country course for State ODE Championships cannot be ridden or competed on by entered horse and rider combination or in any other combination for 28 days prior to the cross country phase of the event.
- C45/09 It was moved that a diagram of the workout for the team of four competition be placed in the State Show Riding Championship schedule from 2009.
- C46/09 It was moved that composite club teams within a zone be permitted at the State Mounted Games Championships provided that, at both the Championship and the event where the respective composite club team obtained times that enabled it to qualify for the Championship that: -
1. Each of the clubs from which the riders in the composite club team belong could not cater for the respective rider in any competing club team (i.e. the number of competing riders from that club was not divisible by five) and
 2. Regarding any competing club team or teams, the club filled that team or those teams firstly with any rider who had been part of a Pony Club Association of NSW

mounted games training squad and secondly with any rider who had previously competed at a State Mounted Games Championship.

3. Composite Club Teams will not be eligible for Championship Awards i.e. compete for ribbons but not for points towards the Championship Award.

C47/09 It was moved that the following paragraph be added to 15-7, 19 Access to Course and Practice Area of the PCA Handbook.

At all Jumping Equitation competitions (Zone and State) all jump wings in the practice arena, must be marked with visible tape at the maximum height for that class/grade/age group and the jump rail(s) must not be raised above this height.

C49/09 It was moved that horses entering the Show Hunter class be in snaffle bridles, with or without nosebands.

C50/09 It was moved that riders under 17 years are not permitted to wear gaiters at the State Show Riding Championships.

C57/09 It was moved that the Junior Mounted Games Squad be restricted to 15 riders. In the event of a rider or riders withdrawing from the squad the reserve riders, in order, will be offered the position.

C63/09 It was moved that the ground fee for State Championships be separated into an entry fee, stable fee and camping fee payable at the time of entry.

C64/09 It was moved that the definition of a Jodhpur boot be amended to include "leather upper" as follows:
 "Riders under 17 years of age wear short jodhpur boots defined as elastic side, reasonably smooth soled, leather uppers that may incorporate a zipper, but no laces or buckles." Also see C26/12 and C53/08

C67/09 It was moved that Championship Grade be reintroduced for PCANSW Eventing competitions with the dimensions as below.

Obstacles	CHAMP
Maximum height of solid obstacle and solid part of brush/bullfinch	1.10m
Brush fence – maximum	1.30m
Spread without height (maximum)	2.80m
Spread with height (max.)	
* at high point	1.40m
* at base	2.10m
Drop – maximum - one at	1.60m
Water depth (maximum)	0.50m
Minimum width of water crossing	6.00m
Height of obstacle / bank into water:	
with *	1.10m
* without drop	1.10m
Cross country speeds at mpm	500
Distance	2500 – 3500
Number of efforts	25-30

C68/09 It was moved that the heights for the Showjumping Phase of eventing competitions (Table 8.8) in C, B, A & Championship Grade be as below

OBSTACLE	C	B	A	CHAMP
Height – maximum	.80m	.95m	1.05m	1.15m
Width – maximum	.80m	1.00m	1.20m	1.40m
Combinations	Double	*	*	2 Doubles or 1 Double & 1 Treble

- C69/09 It was moved that one protocol be implemented for all Zone and State Dressage Championships, being:
1. Judge shows paddle outside car
 2. Rider approaches driver side of first car acknowledges judge/judges, while moving
 3. Rider proceeds to second car and acknowledges judge.
 4. Rider continues to area near A and circles.
 5. Judge shows paddle outside the car and the rider starts test.
- C5/10 It was moved that any person outside of a horse free area at a Pony Club event must wear covered solid footwear.
- C6/10 It was moved that all (unmounted) presentations at State Championships not go ahead unless all riders are correctly attired in either Club or Zone uniform (helmets not compulsory for unmounted presentations).
- C7/10 It was moved that for Show Riding Championships that the starting time be amended to Gear Check at 7.00 am and start of event 7.30 am.
- C11/10 It was moved that working show hunter class be replace by a show hunter class.
- C29/10 It was moved that short necked roller ball (rubber/synthetic) spur be permitted for use at pony club.
- C38/10 It was moved that an Assistant Technical Delegate be appointed for all State Championship Events.
- C39/10 It was moved that we adopt the submission by the ZCI Committee in regard to the State Showjumping Championships starting in 2011 compromising of the following grade sections.
- | | |
|----------------------|--|
| Under 13 years - | B Grade and above -- all nominations accepted |
| | C Grade -- accept nominations to make up to 50 / 60 |
| 13 & Under 15 years: | A grade section -- all nominations accepted |
| | B grade section -- accept nominations to make up to 60 |
| 15 & under 17 years: | A grade section -- all nominations accepted |
| | B grade section -- accept nominations to make up to 60 |
| 17 & under 25 years: | A grade section -- all nominations accepted |
| | B grade section -- accept nominations to make up to 60 |
- C43/10 It was moved that the spur as listed in the agenda (American Jumping Spur this to be confirmed) be accepted. Please see motion C14/11

- C48/10 It was moved that the following be added to (mounted Games) and amended in the PCA Hand Book:
- All five riders must “ride” in a minimum of three events each.
- The riders who compete in the heat must compete in the final – barring injury or illness to the rider or the horse.
- C59/10 Moved that Rowel Spurs, blunt or smooth, that are free to rotate be allowed for all Pony Club DRESSAGE competitions. These spurs are to have a curved or straight shank directly back from the centre of the spur when on the riders boot.
- C83/10 The selection process for recipients of the Keith Lowe award be as follow
- The criteria for selection should be given on the nomination form and should **exactly** match the criteria used by the committee.
 - A checklist that is to be ticked should be used to ensure that required details are not inadvertently overlooked.
 - Support from the previous club should only be required if the nominee’s membership changed within the last 3 years.
 - In a nomination form contains omissions or errors, the nominating zone should be contacted and given an opportunity to rectify the omissions or errors.
- C92/10 It was moved that the word Junior be added to the 10 and Under 12 years, 12 to Under 15 years and 15 to Under 17 years classes and that the word Associate be added to the 17 to Under 25 years class for all State Campdraft Championships.
This motion has been modified by C50/11 and the age groups changed.
- C9/11 It was moved that a Working Hunter/Hack class in all heights be added to the 2011 Showriding schedule. (note this motion only applied to the 2011 Showriding schedule)
- C10/11 That the uniform for the Polocrosse Championships be a Zone uniform of fawn/beige jodhpurs/or fawn/beige stockman cut trousers, polo shirt (with collar and sleeves) in Zone colours, together with regulation helmet and boots.
- C11/11 It was moved that breastplate be compulsory at Polocrosse events.
- C12/11 It was moved that bits/bridles with protrusions/shanks not be allowed at Polocrosse events.
- C14/11 It was moved that the spur noted as an American Jumping Spur be now called its correct name Bumper Spur. Please see motion C43/10
- C32/11 It was moved that all further bits or spurs or other types of gear be reviewed by the Gear Subcommittee before being placed on the agenda for a meeting.
- C34/11 It was moved that all riders up to and including State competitions be able to wear and ride in a zippered (closed) in either zone or club spray jackets in adverse weather conditions. Adverse weather conditions include (but are not limited to) driving wind and/or rain, sleet, snow and the like.

- C50/11 It was moved that the age groups for Campdraft be changed to
 10 to Under 13 years
 13 to Under 15 years
 15 to Under 17 years
 17 to Under ~~25~~ 26 years.
 Change to maximum age as per motion AGM12/14
- C51/11 It was moved that the standard for the Diamond Flag and the Bend Bar R Flag be 5mm rondo suspension wire (plaster company supplies part number 121), approximately 250mm long with identifying ribbon or flag.
- C52/11 It was moved that the number of classes be increased to four (4) from the 2012 State Jumping Equitation Championships with the first class a simple round of jumping with tasks in the further three (3) classes.
- C55/11 It was moved that the basic rules for the Handler Class go into the schedule, on the website and be sent to judges for the Showriding Championships.
- C56/11 It was moved that NCAS Preliminary Level Certificates holders be eligible to become Level 1 Examiners and those who hold NCAS Level 1 Certificate be eligible for either Level 1 or Level 2 Examiners Certificates.
- C60/11 It was moved that State Championship schedules are no longer printed and sent out in hard copy to Zone Secretaries, Club Secretaries and Zone Chief Instructors, but instead schedules are emailed to Zone Secretaries, Club Secretaries and Zone Chief Instructors as soon as they are available, and posted on the website.
- C61/11 It was moved that the Code of Conduct for Social Media as submitted by Zone 16 be adopted by PCA NSW.
- C77/11 It was moved that Pony Club Association of NSW introduce a Junior Service Award (13 to under 17 years) subject to criteria being ratified by council.
- C5/12 That where possible the Cross Country phase of the State One Day Event Championship be held on the Saturday afternoon. If the Cross Country phase is held on Saturday afternoon the course will be open by 2pm on Friday.
- C6/12 That changes to the Show Riding Championship schedule as follows:

 Class 70 – Pair of Pony Hacks not exceeding 13 hands.
 Class 71 – Pair of Pony Hacks over 13 hands not exceeding 14 hands.
- C7/12 That an E Proficiency Certificate be adopted with the colours sky blue background and red writing with guidelines as submitted.
- C8/12 That the Soft Touch Prince of Wales Spur with a metal ball be accepted.
- C9/12 That the camping fee at all State Championships be per family not per rider.
- C13/12 That for Mounted Games Schools only, Zones be allowed a third Regional School each year.

C14/12 That Mounted Games riders nominate for selection to State Camp in the same way as all other disciplines with the Mounted Games age requirement to remain the same. *This motion refers to motion C24/08 for selection age requirements*

C22/12 That the Pony Club Association of NSW accepts Day Only Membership as follows:

PCA NSW Day Membership

Persons who wish to participate in a NSW Pony Club rally day, who are not registered riding members of a NSW Pony Club, can do so by the way of PCA NSW Day Membership. The following rules apply:

1. The person or their guardian (for person's under 18 years of age) must sign the PCA NSW Non Member Waiver.
2. The person or their guardian (for person's under 18 years of age) must complete the PCA NSW Day Membership Form.
3. The person must pay the appropriate fee.
4. The person must abide by the rules of PCA NSW for the duration of the Day Membership.

For the period of the rally day the non-member is deemed to be a member of the host pony club during such activities for the purposes of participation only.

Protection is afforded to the participant under the PCA NSW insurance policy for the rally day's duration of activities.

The completed waiver is to be kept by the host pony club and in the event of a claim, provided upon request by the insurer as proof of attendance.

The completed Day Membership form must be kept by the host pony club and a copy forwarded to the PCA NSW State Office with payment upon completion of the rally day.

The format of the waiver and membership forms for this type of membership be decided by the PCA NSW Executive.

C24/12 That Roper or Dogger type boots are permitted to be worn with riding trousers for Sporting and Campdrafting.

C25/12 That any competitor be allowed to wear beige/fawn stockman cut trousers in any discipline at Club Level competitions.

C26/12 That Associates be permitted to wear short lace up type riding boots under leather gaiters.

C27/12 That PCANSW amended the relevant sections of the PCA NSW Handbook, Section 7: Gear and Uniform Regulations to include approved equestrian helmets that are approved in accordance with one of the following three recognised standards:

- ASNZ 3838
- ASTM F1163
- ~~EN 1384~~

The rulebook should be amended to as follows:

PCA NSW HANDBOOK – SECTION 7: GEAR & UNIFORM REGULATIONS

4. SAFETY

It is the responsibility of gear check stewards to decide if a retention harness on an approved equestrian helmet is correctly in place and securely fastened.

9. UNIFORM

The only acceptable approved equestrian helmets for use at Pony Club are those that carry the ASNZS 3838, ASTM F1163 or ~~EN 1384~~ standard accreditation and are specifically designed for equestrian use.

The approved equestrian helmet must be correctly fitting (it must not fall forward on to the rider's nose, rotate on the head or obstruct sight in time of emergency) and must have effective retention harness attached and in place under the chin whenever the rider is mounted. A small amount of comfort padding may be added to improve the fit. If a rider's helmet has lost the approved equestrian label the helmet cannot be used. Retention harness should not be detachable.

THE FOLLOWING ARE NOT PERMITTED:

- a) Hard chin cups fitted to retention harness;
- b) Helmets not having an outer shell (i.e. made only of polystyrene) whether or not the same carries a standard accreditation label for an ASNZS 3838, ASTM F1163 or ~~EN 1384~~ approved equestrian helmet.

All *mounted personnel*, whether juniors, associates, seniors, instructors, competitors, or helpers are required to wear *an approved equestrian helmet* with retention harness in place and approved riding boots. This also applies to helpers at championships or other fixtures (whether members or not). (Refer section 5.)

[See C65/15](#)

C33/12 That the consultation process for Work Health and Safety Act 2009 be under Pony Club Association NSW Members Consultation Policy including meetings, updates on the website, email and information in the mail outs.

C76/12 That the definition of a fall in Mounted Games rules have the words "a fall from his/her horse" added to it. *This motion refers to motion C3/08 so that it reads*

If the riders falls from his/her horse and their head hits the ground as judged by the Technical Delegate, if the rider doesn't get up in a reasonable time, if the rider has been kicked or trodden on by the horse or if for any other reason that the Technical Delegate believes the rider is not able to continue then the team is eliminated from that race and the rider is required to be assessed by the first aid officer before being able to continue in the competition.

~~C77/12 That demarcation lines be introduced to Mounted Games with the crossing of these lines by a horse, either mounted or unmounted, incurring elimination of that team from that game.~~

This motion is superseded by C24/14

~~C78/12 That these demarcation lines be a minimum of 15 metres apart for each lane.~~

This motion is superseded by C24/14

- C79/12 That a system to notify riders of elimination in Mounted Games will be implemented by the Technical Delegate.
- C80/12 That for the Dressage phase of One Day Events, for E grade riders (only), be permitted the use of a riding crop, the length of which to be 75cms or less.
- C81/12 That we introduce a Gear Check Certificate with suitable criteria for members 18 years of age and over.
- C82/12 That the Pee Wee bit be permitted for all disciplines other than Dressage and Jumping Equitation.
- C83/12 That the Baucher/hanging snaffle bit be permitted for all disciplines in Pony Club.
- C84/12 That correctly fitted head checks/standing martingales be permitted in Horseball.
- C89/12 That a Safety Officer be nominated by host Zones for all State Championships
- C91/12 That all applicable road rules apply at any Pony Club event or activity, failure to comply may result in elimination or forfeiture of privileges.
- C92/12 That from 1st January 2013 rope arenas are no longer permitted at Pony Club.
- C93/12 That in Polocrosse, mixed teams (made up of riders from different Zones within an Area) may compete for ribbons, but are not eligible for the award of State Champion
- Executive note that the Polocrosse Area Teams **or Teams of Three** are not to be made of your best players these options are a last resort.
- C94/12 That the Junior Service Award Criteria be:
- ~~Candidates must have obtained "C" Standard Efficiency Certificate~~
 - Must have consistent Rally Day attendance
 - Recorded good sportsmanship
 - Recorded voluntary work (i.e. assist with setting up of equipment)
 - Criteria to be submitted in the same format as the "Keith Lowe Award"
- Also see C75/11 for age requirement. Motion amended by motion C99/13
- C7/13 That for State One Day Event Championships there need not be a NSW Ambulance on standby as long as there is a suitable First Aid/Paramedic service available.
- C8/13 That the Introductory Instructors Certificate be adopted with a certificate developed by the office similar to the Old System Instructors Certificates in a different colour.
- C14/13 That the amended Sports Connect Procedure be adopted by the association.
- C32/13 That PCA NSW introduces an Introductory Instructors Certificate for Pony Club members 17 years and over.
- C34/13 That in respect to the current wording used for Campdrafting rules that the wording ABCRA be replaced with NCCA.

- C46/13 That the Association allow Zones to enter two teams in each age group for the Teams of Four on the Flat at the Sydney Royal.
- C47/13 That all entries for Pony Club events at the Sydney Royal now come via the state office.
- C61/13 That the Pony Club Association NSW introduces and approves Horseball following Pony Club Association NSW rules.
- C64/13 That for dressage, jointed bits with more than one metal in the horse's mouth are permitted'. This relates to bits allowed in Dressage and brings pony club in line with EA competitions.
- C75/13 That for Bonfield Bounce at State Sporting Championships the height of plastic barrels be:
a) Juniors (under 13 years) no less than 30cms and not to exceed 40cms
b) Seniors (over 13 years) no less than 50cms and not to exceed 60cms
- C76/13 That at State Mounted Games Championships a safety zone be included at the start/finish end of the lanes, to be a minimum of six (6) metres in length and marked with a line.
- C77/13 That nominations for State One Day Event Championship must be accompanied by copies of grading cards.
- C78/13 That the age groups for the 2014 State Polocrosse Championships be Under 13 years, 13 to under 17 years and 17 to under ~~25~~ 26 years.
Change to maximum age as per motion AGM12/14
- C87/13 That clubs be required to provide a copy of their yearly Safety Checklist with their Office Bearers forms.
- C90/13 That all NCAS Preliminary Assessment candidates must have attended a State run two (2) day Instructors School prior to assessment.
- ~~C92/13 That all horses attending State Championships and State run events (i.e. State Camp not club or zone events) must be fully vaccinated against Hendra virus and applications must include a copy of their current vaccination certificate from the 1st of January 2014~~
This motion is superseded by C28/15
- C94/13 That all NCAS Preliminary Assessment candidates must be seen teaching one of their assessment tasks under supervision of a mentor.
- C99/13 That the C Certificate requirement be removed from the Junior Service Award.
- AGM12/14 That in Section 2, Clause 5.2 of the Blue Book, the wording be changed to; "Associate members 17 years of age and up to the end of the calendar year in which they turn 25 years of age"
- C8/14 That for Stepping Stone Dash at State Mounted Games Championships it is mandatory to use inverted hardened plastic pots that conforms to recommendation with dimension approximately of 230mm base, 150mm top and 230mm high with a roughened base (e.g. plywood with sand, sandpaper or a grinding disc) securely adhered to the 150mm top. It is recommended that this also be used by clubs and zones.
- C10/14 That at Mounted Games a line of bending poles may remain in place for the duration of the event.

C24/14 Mounted Games Section 12
That the following in the heading Layout of Competition Arena
DELETE “It is advised that the demarcation lines be a minimum of 15 metres apart for each lane
the minimum”

Be replaced by

Mounted Games Section 12
That the following in the heading Layout of Competition Arena
“Lanes to be 12 metres apart as a minimum.”

C37/14 That the heights/widths for jumps for the Working Hunter classes be as follows:

Classes	Height	Width
Ponies (not exceeding 14 hands)	45cms	55cms
Galloways (over 14 hands not exceeding 15 hands)	60cms	70cms
Hacks (over 15 hands)	75cms	85cms

C48/14 That the positions of MPIO, complaints handler and complaints officer need to be independent of each other at both a state, zone and club level. The positions of complaints handler and complaints officer are only required once a formal complaint has been made, and so can be appointed on an ad hoc basis by the relevant President.

By-law for State Executive only.

C53/14 No person may serve on the State Executive for a period of more than eight (8) consecutive years.

C64/14 That for Showjumping an Introductory grade, for independent riders, with a maximum starting height of 30cm and width of 40cm may be allowed, at the discretion of the Zone Chief Instructor or Club Senior Instructor at a Zone or Club competition. No grading points are to be allocated for these competitions.

C65/14 That only black or brown riding boots be worn at Pony Club

C71/14 That the Induction Policy and Club/Zone volunteer’s and parents induction form be adopted.

AGM 9/15 That the definition contained in the PCA NSW Inc. Constitution, for “Professional” be expanded to include an additional bullet point (H) “Associates are deemed not to be a professional”.

C4/15 That all riders nominating to attend State Camp be allowed to nominate for a maximum of two disciplines on a maximum of two horses per discipline, with suitable performance.

C5/15 That a rider may attend State Camp a maximum of five (5) times.

C6/15 That the minimum age for the Keith Lowe Award applicants be changed from the current seventeen (17) years to nineteen (19) years.

C16/15 That tail weights are not permitted at Pony Club Association NSW.

~~C28/15 That Pony Club Association NSW rescinds the requirement for horses to be Hendra vaccinated to attend State Championships this motion relates to C92/13~~

C29/15 That the rescinded motion (C28/15) comes into effect on the 18th May 2015
Reminder: that National Championships are Hendra vaccinated events for riders/horses from QLD and NSW and the motion was specific to state championships in NSW and did not include State Camp.

C31/15 That we change the dressage age groups at our State Championships to

- Under 11 years
- 11 years to under 13 years
- 13 years to under 15 years
- 15 years to under 17 years
- 17 years to under 26 years

~~C33/15 That at Club Level Showjumping competitions, riders (graded C or above) may be permitted to participate on two horses. (One horse competitively, the other non-competitively). The 2nd horse can be either lower, higher or the same grade. If the second non-competitive horse was in the same grade then the second non-competitive horse would be ridden last.~~

~~The decision to allow 2 entries per rider will be at the discretion of the host club.~~

~~C34/15 That at Club Level Dressage competitions, riders (graded C or above) may be permitted to participate on two horses. (One horse competitively, the other non-competitively). The 2nd horse can be either lower, higher or the same grade. If the second non-competitive horse was in the same grade then the second non-competitive horse would be ridden last.~~

~~The decision to allow 2 entries per rider will be at the discretion of the host club.~~

~~C35/15 That at Club Level One Day Eventing competitions, riders (graded C or above) may be permitted to participate on two horses. (One horse competitively, the other non-competitively). The 2nd horse can be either lower, higher or the same grade. If the second non-competitive horse was in the same grade then the second non-competitive horse would be ridden last.~~

~~The decision to allow 2 entries per rider will be at the discretion of the host club.~~

Motions superseded by C28/17

Special General Meeting

SGM2/15 That point 14 in Schedule B of the Constitution now reads.

14. APPOINTMENT OF ZONE CHIEF INSTRUCTOR

- 14.1 In the first instance nominations will be called by the Zone Secretary from Old System Level II Examiners, NCAS Level 1, NCAS Preliminary and Old System Level II Instructors. In the event of there being no nominations from the above categories nominations from Old System Level I Examiner and Level I Instructors Certificate holder can be considered.

- 14.2 These nominations shall be called in advance of the meeting at which the election is to take place;
- 14.3 The Zone Secretary will advise those nominated for the position on the agenda for the meeting at which the election is to take place;
- 14.4 Nominees are to be voted on by the Zone Delegates or their proxies or substitute Zone Delegates present at the meeting as instructed by their Clubs;
- 14.5 The successful nominee shall be recommended by the Zone to the Chief Instructors' Committee who may ratify the appointment; and
- 14.6 The appointment will be for a three year term, or part thereof in the event of a casual vacancy.

SGM3/15 That point 22 in Schedule A of the Constitution now reads.

22. ELECTION OF SENIOR INSTRUCTOR

- 22.1 The instructors in the Club shall meet and elect a Senior Instructor.
- 22.2 The senior instructor shall be selected from the qualified instructors in the following order.
 - 1) Level 2 NCAS Coach
 - 2) Old System (OS) Level II Examiner/Level 1 NCAS Coach
 - 3) OS Level I Examiner/NCAS Prelim Coach
 - 4) OS Level II Instructor
 - 5) OS Level I Instructor
 - 6) PCA NSW Introductory Instructor Certificate
- 22.3 In the event of an instructor holding the qualification but not accepting the position, then the next highest qualified instructor shall be nominated.

In the event of two or more instructors holding the same level of qualification, then an election shall be held. All financial instructors are eligible to vote. The position of senior instructor shall be for 12 months, or part thereof in the event of a vacancy.
- 22.4 The Senior Instructor is considered an ex officio member of the Committee referred to in Clause 25 and all sub-committees relative to instructional and competitive matters.

Please note the following by-law(s) in Section 3 points 10 and 12 will also be updated to reflect the above.

C45/15 That Pony Club Association NSW ratify the changes to the association logo



C46/15 That the PCA NSW adopt the Nationals Policy on reinstated accreditation for instructors.
Coaches accredited prior to 2008
Coach to

- Complete modules 1.1-1.4

PONY CLUB
NEW SOUTH WALES

- Attend update clinic – state based
- Teach lesson to the required standard
- Sign code of ethics

Coaches accredited post 2008

Coach to

- Attend update clinic – state based
- Teach lesson to the required standard
- Sign code of ethics

- C47/15 That the PCA NSW Heat Policy be adopted by the Association
- C48/15 That from 1st January 2016 the cancellation date for all State schools and workshops will be one month prior to the date of school or workshop.
- C50/15 That Old System Instructors whose instructor’s certificates have lapsed may renew under the following conditions:
- That they are current financial members
 - That they attend a state run Instructors School
 - That they are assessed by their Zone Chief Instructor
 - That they submit a completed renewal form signed by the relevant people.
- C54/15 That for all State Championships (outside of any combined championships) attending zones must provide one volunteer for every five (or part thereof) riders attending.
- C65/15 That due to the withdrawal of the EN1384 helmet standard Pony Club ratify the replacement standard VG1 and that no EN1384 helmets ~~made~~manufactured after ~~1st January 2016~~31st December 2015 be allowed at Pony Club.
- C66/15 That all Mounted Games selections take place on a date to be specified by the Selection Committee each year.
- C67/15 That the wording ‘correctly fitted’ be included in all sections relating to riders gear/uniform in Section 7 of the Handbook.
- C68/15 That riders who participate as a demonstration rider at an NCAS Assessment and ride for at least four (4) hours be given rally day attendance for Pony Club.
- C69/15 That the pass mark for Showjumping Judges assessment be increased to 90%.
- C76/15 That qualifying times be added for games and teams must qualify for a minimum of five (5) races for the Team Sporting Championships. All riders must compete in a minimum of three (3) races.

Qualifying times for games:

3 Mug Race	120sec
Team Flag Race	48sec
Team Bend Race	90sec

5 Flag Race	80sec
Sword Race	120sec
Straight Barrel Race	110sec
Fishing Race	160sec
Balloon Race	110sec

C79/15 That riders competing in Mounted Games including State Mounted Games be allowed to wear Stockmen Cut Trousers.

C80/15 That the following amendments be included in the Blue Handbook – section 7 Gear and Uniform Regulations:

5 Gear (page 4)

Amend:

“h) Dropped nose bands must not be too low on the nose or too tight and should fit firmly.”

To:

“h) Dropped nose bands including Micklem drop nose band, must not be too low on the nose or too tight and should fit firmly. The use of Micklem Competition bridle without the use of the bit clips is permitted for use at Pony Club rally days, dressage, Showjumping and One Day Event competitions.”

5 Gear (page 5)

Amend:

“m) Dropped nose bands, Hanoverian nose bands or any nose band which fits the horse’s curb grove may not be permitted when a curb chain is being used and vice versa.”

To:

“m) Dropped nose bands including Micklem drop nose band, Hanoverian nose bands or any nose band which fits the horse’s curb grove may not be permitted when a curb chain is being used and vice versa.”

10. Dressage Competitions (page 8):

Amend:

“Drop nose band, a cavesson or a Hanoverian nose band must be used with a snaffle bridle.”

To:

“Drop nose band including Micklem drop nose band, a cavesson or a Hanoverian nose band must be used with a snaffle bridle.”

13. One Day Event (page 9):

Amend:

“In dressage tests for eventing or combined training either a cavesson, dropped, crossed or flash nose band must be worn.”

To:

“In dressage tests for eventing or combined training either a cavesson, dropped including Micklem drop nose band, crossed or flash nose band must be worn.”

To amend in the Blue Handbook – section 9 Showjumping Rules:

12 Gear and Uniform Check (page 12)

Add as last paragraph:

“The use of Micklem Competition bridle without the use of the bit clips is permitted for use at all levels of show jumping competitions.”

C82/15 That all horses attending state run events are to be Microchipped

AGM7/16 That the affiliation fees for 2017 be \$60.00 for Riding Members and \$40.00 for Non-Riding Members plus any increase made by Pony Club Australia at their AGM.

AGM8/19 THAT the PCANSW constitution (Constitution) be amended as follows:

- That Schedule A, clause 5.6 of the Constitution be deleted and replaced with the following:

"5.6.1 Decisions on applications to be admitted as a member of the Club and applications to renew memberships of the Club will be at the discretion of the Committee and the decision of the Committee will be final on all questions of eligibility and membership.

5.6.2 The Committee must make all decisions on renewal of memberships in accordance with good faith. Where the Committee intends to refuse to renew the membership of an individual in accordance with Clause 5.6(a), before that decision to refuse to renew an individual's membership can be taken by the Club, that individual must be afforded an opportunity to lodge written submissions to the Committee regarding their admission to the membership."

- That Schedule A, clause 11.2 of the Constitution be delegated and replaced with the following

11.2 If any member shall fail to pay this annual subscription within two (2) calendar months after applying for membership or where renewal of membership is applicable, from the beginning of the financial year, the Committee may strike the name of such member from the roll and such member shall cease to be a member of the Club, subject to the same conditions as Clause 5.6.2.

The Members acknowledge that if the above motion is passed that it will take effect immediately and the Company Secretary is authorised to prepare and execute all necessary documents and take all necessary actions as are required to give effect to the resolutions.

Guidelines have been prepared to help Clubs through the above processes as below:

CLUB MEMBERSHIP APPLICATIONS AND RENEWALS GUIDELINES FOR CLUB COMMITTEES

The following guidelines should be considered and followed by your club (Club) and its committee (Committee) when considering any new applications for membership of the Club as well as any applications to renew existing memberships of the Club. The following guidelines, if followed, will increase the likelihood that any decision to reject or fail to renew a membership is made lawfully and limits the risk such decision may be subjected to a legal challenge by the declined applicant.

For the purposes of these guidelines, unless indicated otherwise, an application refers to both an application to become a new member of the Club as well as an application to renew an existing membership of the Club.

1. Requirements for a lawful rejection of membership application

For the lawful rejection of a membership application by the Club, the position at law in Australia requires:

- the rules (i.e. Constitution) of the Club to allow for rejection of membership applications;
- that the decision to reject is taken strictly in accordance with the rules;
- that the decision to reject is made in good faith; and

(d) that the decision to reject is made in accordance with the objects of the Club.

2. Rules of the Club must allow rejection

As the Club, under clause 5.6 of its rules (**Rules**), has absolute discretion in relation to memberships, (which includes the power to refuse memberships), this requirement will be satisfied.

3. Decision to refuse must be in accordance with the Club's Rules

The Rules do not provide a procedure for making decisions on membership, except for requiring the refusal of any renewal applications to be made in good faith. Therefore, as long as the good faith requirement (see paragraph 4) is fulfilled, this requirement will also likely be fulfilled.

4. Decision to refuse must be made in good faith

It is a requirement under the law in Australia that membership applications be considered by the Club in good faith. Consideration 'in good faith' means that the Committee must act honestly and without malice or fraud in making its decision. The exact requirements of 'good faith' in any situation will be guided by the circumstances, however provided a Club can show that it was fair when considering a membership application, assessed the application on its merits and was open to accepting the application then the good faith requirement will generally be satisfied.

5. Decision to refuse must be made in accordance with the objects of the Club

The objects of the Club are provided in the Rules and are as follows:

TO ENCOURAGE young people to ride and to learn to enjoy all approved kinds of sport connected with horses and riding.

TO PROVIDE instruction in horsemanship and to instil in members the proper care of their animals.

TO PROMOTE the highest ideals of fellowship, citizenship and loyalty and to cultivate strength of character and self-discipline in the members.

TO SUBSCRIBE to become a member of an affiliate with the Pony Club Association of New South Wales Incorporated.

TO DO all such other things as are expedient or conducive to the attainment of all or any of the above objects.

When refusing a membership application, the Club must be able to show how a refusal is in some manner consistent with the objects of the Club. Examples of circumstances where the rejection of a membership application is likely to be consistent with the above objects include:

(a) where an applicant has previously failed to comply with the objects; and

(b) where admission of the applicant would hinder (or prevent) the Club achieving one or more of the objects.

6. Anti-discrimination legislation

Anti-discrimination legislation (both NSW and Commonwealth) also prevents a Club from rejecting a person's membership application based solely or substantially on a prescribed attribute of the person as defined under the specific legislation (i.e. a person's race, gender, disability etc.). Clubs should never make a decision solely or predominantly on the basis of such an attribute or they risk exposure to legal challenge by the unsuccessful applicant and in some instances penalties.

7. Further requirements that exist when refusing applications to renew an existing membership

If the Committee considers a renewal application and decides it should be rejected, the member must first be afforded an opportunity to lodge written submissions to the Committee regarding their renewal

of membership prior to the Committee confirming its decision. The Committee must consider the submissions (if any) and subsequently reach a final decision on whether to accept or refuse the renewal application, whilst complying with all other requirements contained in these guidelines.

8. Record keeping of disapproved membership applicants

We recommend that the Club keeps records of the Committee's consideration of disapproved membership applicants to evidence its compliance with the requirements above and to refute any allegation by a disapproved candidate that it has breached general law requirements or anti-discrimination legislation. Ideally, the records of the Committee's consideration of disapproved applicants should contain the reasons for the Committee's decision. In circumstances where the Club's refusal was challenged in court, it would be entitled to rely on the minutes/records as evidence that the Committee had exercised the decision in good faith, in accordance with the objects of the Club, and in accordance with anti-discrimination legislation.

EXAMPLES OF LEGITIMATE GROUNDS FOR REFUSAL OF A MEMBERSHIP

1. Safety - maximum membership reached

Pony clubs need to ensure that the safety of their participants is never jeopardised by increased membership numbers. Where a club is operating at maximum capacity, an increase in members may lead to a dangerous amount of riders riding at any given time. Where a club's facilities are unable to safely handle an increase in riders, a denial of membership on this basis is likely to be a reasonable and good faith refusal to grant a membership.

2. Safety - Instructors per rider

Another safety factor clubs need to consider when admitting members is the club's ability to retain a safe and suitable number of instructors per rider. If the number of riders increases to a point where instructors are not able to adequately supervise all of the riders, then safety risks could arise (particularly where inexperienced riders are present).

Clubs should strive to ensure the membership is limited to ten riders per instructor (and aim for eight riders per instructor where inexperienced riders are involved).

3. Facilities at capacity

Some clubs may be limited by the size of their facilities. A club may find itself restricted due to the size of yards, number of suitable carparks and available horses. In these situations, clubs may need to restrict admission of membership due to its facilities being at capacity.

If a club's resources are unable to cater for an increase in membership, then refusal on this basis is likely to be a legitimate reason to deny membership.

Note: Decisions to refuse to grant a membership to a rider on any of the above grounds must still be made in good faith, in accordance with the club's objects and actually made for the stated reason (i.e. a denial stated to be made for one of these reasons cannot be used as a veil to hide a denial of a membership that was actually made for another, improper reason).

C4/16 That all complaints received at State Level be accompanied by a non-refundable fee as below:

- Application for Independent Investigation at State Level - \$500.00
- Appeal against a decision made at Club and/or Zone level - \$500.00

C5/16 That for 2017 State Camp rider fees increase to \$250 per rider.

- C7/16 That any dowel equipment used must be fully taped to prevent splitting on impact or replaced with cane.
- C9/16 That for Mounted Games if a rider is injured after going through gear check and is deemed by the attending medical officer as being unfit the team will compete with the remaining four (4) riders.
- C10/16 That for Team Sporting if a rider is injured after going through gear check and is deemed by the attending medical officer as being unfit the team will compete with the remaining four (4) riders.
- ~~C22/15 That mandatory Hendra Vaccination requirement for State Camp be withdrawn~~
Replaced with C62/16
- C36/16 The use of Micklem Competition bridle without the use of the bit clips is permitted for use at all levels of Jumping Equitation competitions
- C37/16 Ribbons only be awarded to fifth (5th) place for State One Day Event Championships
- C38/16 That the association continue to hold State Combined Training Championships
- C39/16 That the association continue to hold State Team Penning Championships
- C40/16 That the association continue to hold State Team Sporting Championships
- C41/16 That the association continue to hold State Polocrosse Single Section Championships
- C42/16 That the association contact Polocrosse NSW to implement a training program utilising qualified NCAS Polocrosse Coaches at area level.
- C43/16 That combined bit lifter and rubber cheeks are not permitted at Pony Club
- C44/16 That no rider may be led over a jump at Pony Club (a single pole on the ground is not a jump)
- C47/16 That any rein (split or otherwise) must not hang below the toe of the riders boot in the stirrup or the point of the horses elbow whichever is higher.
- C57/16 That the new helmet standards – American SNELL E2001, British PAS 015 and ARB HS 2012 be added to the approved list of helmets so that the standards are:
AS/NZ 3838 with SAI Global mark
ARB HS 2012 with SAI Global mark
ASTM F1163 with SEI mark
SNELL E2001 with SEI mark
PAS 015 with BSI Kitemark
VG1 WITH BSI Kitemark
- C58/16 That the pass mark for Showjumping judge be 85% (as per EA) and either the completion of two (2) Showjumping judges clinics or one (1) Showjumping judges clinic and pencil minimum of four (4) times with an EA Level 1 judge.

C60/16 Should there be less than ten (10) riders compete in any group at a State Championship points will be allocated on a pro-rata basis and if there are less than five (5) riders in the age group there will not be a Reserve Champion.

C62/16 That the Showjumping competition commences when the rider enters the arena and that any fall of the horse or rider from the time the rider enters the arena until they pass through the finish will incur elimination from that class.

Replaces C35/16

C65/16 That for Sporting – the qualifying times for all riders under 13 be as follows:

Barrel Race 23 seconds

Bending Race 14 seconds

Flag Race 49 seconds

Bonfield Bounce 37 seconds

All other ages remain the same.

C67/16 Showriding – That the heights for the Working Hunter class be broken into three heights Ponies 30cms, Galloways 45cms and Hacks 60cms. Heights should not exceed 60cms with riders to supply a Showjumping grading card to enter stating that they are capable of these heights.

C68/16 Showjumping – include another grade in each age group as follows:

Under 13 – B, C, D

13 – under 15 – A, B, C

15 – under 17 – A, B, C

17 – under 25 – A, B, C riders may be balloted if numbers too high in lower grades

Ribbons will be provided for the lower grades only and will not count to the overall pointscore for Age Champions.

C70/16 All riders who use an illegal bit will be eliminated at the discretion of the ground committee.

C71/16 That one (1) Associate rider per Zone Junior Team Sporting team be allowed.

C72/16 Combined Training – include an extra grade for Combined Training as below with ribbons only to be provided for the lower grade to 5th place:

	Novice	Advanced
Under 11	1.1 test, 65cms	1.2 test, 75cms
11-under 13	1.2 test, 75cms	1.3 test, 80cms
13 – under 15	1.3 test, 80cms	2.1 test, 85cms
15 – under 17	2.1 test, 85cms	2.2 test, 90cms
17 to under 25	2.2 test, 90cms	2.3 test, 105cms

C7/17 That the note on page 3 of the Campdraft rules be amended so that it reads

NOTE – At State Campdrafting Championships riders who do not obtain an outside score in the first round shall not be placed ahead of those who do. This note does not apply to a two-round competition.

- C11/17 It is recommended that horses not be loaded (with rider and tack) by more than 20% of the horses weight, at all levels.
- C12/17 That horses entered in jumping events in NSW must be at least four (4) years of age as at 1 August each year.

~~C15/17 That all club captains hold as a minimum a Pony Club NSW Gear Check Certificate. This must be implemented by the 20 November 2017.~~

Superseded by C39-17

- C17/17 That at the State Campdraft Championships the Zone Manager, or one other person as nominated by the Zone Team Manager, be allowed to assist the rider with the selection of his or her beast (nominated persons must be advised at the Team Manager's meeting).
- C28/17 That an amendment be made to C33/15 – C35/15, and include jumping equitation to the list of previously approved amendments.

To assist zone events remain viable and meet the needs of riders, it is recommend the below approved amendments be further amended to include zone events, and that jumping equitation be considered as a suitable discipline to allow a second horse.

Amendment to read (see bold and underline for amendments)

- That at Zone/Club Level Showjumping competitions, riders (graded C or above) may be permitted to participate on two horses. (One horse competitively, the other non-competitively). The 2nd horse can be either lower, higher or the same grade. If the second non-competitive horse was in the same grade then the second non-competitive horse would be ridden last. The decision to allow 2 entries per rider will be at the discretion of the host zone/ club.
- That at Zone/Club Level Dressage competitions, riders (graded C or above) may be permitted to participate on two horses. (One horse competitively, the other non-competitively). The 2nd horse can be either lower, higher or the same grade. If the second non-competitive horse was in the same grade then the second non-competitive horse would be ridden last. The decision to allow 2 entries per rider will be at the discretion of the host zone/club.
- That at Zone/ Club Level One Day Eventing competitions, riders (graded C or above) may be permitted to participate on two horses. (One horse competitively, the other non-competitively). The 2nd horse can be either lower, higher or the same grade. If the second non-competitive horse was in the same grade then the second non-competitive horse would be ridden last. The decision to allow 2 entries per rider will be at the discretion of the host Zone/ club
- That at Zone/ Club Level Jumping Equitation competitions, riders (graded C or above) may be permitted to participate on two horses. (One horse competitively, the other non-competitively). The 2nd horse can be either lower, higher or the same grade. If the second non-competitive horse was in the same grade then the second non-competitive horse would be ridden last. The decision to allow 2 entries per rider will be at the discretion of the host Zone/ club

- C29/17 That the use of a pick-up strap is allowable to be used when playing or practicing Horseball; pick up straps should run through the loop on the martingale under the horse's belly, i.e., they should not hang unrestricted.
- C30/17 That the Toronto Flag, Ball Race, Post the Letter and Diamond Flag as already described be left or right handed courses.
- C32/17 That approval be granted for Jenko Pony Club to transfer from Zone 26 to Zone 22.
- C36/17 That the dates and combinations for State Events be as follows:

- January 2018 – Dressage and Showriding – proposed dates 19-22 or 24-27, bump in the day before
- April 2018 – Sporting, Campdraft, Team Penning – as scheduled 14-16 April
- July 2018 – Jumping Equitation, Showjumping – proposed dates 7-10 July with bump in day before
- September/October 2018 – Mounted Games and Team Sporting as scheduled 29 September – 1 October
- October 2018 – One Day Event, Combined Training as scheduled 5-7 October

C39/17 That a person holding a Gear Check Certificate must be present at all Club fixtures including riding.

All instructors certificates have a gear check component as per of their certificate.

Note: this addition is a safety issue as there must be someone at the fixture to inspect gear and make sure that it is in sound condition, is fitted correctly and is Pony Club approved.

Replacing C15/17

C46/17 That the ODE and CT Championships be extended to allow riders to compete in both competitions and not have to choose between the two.

C49/17 That cross country course grant be granted to Denman upon completion of course.

C50/17 That Section 8 page 18 of the handbook to read as.

These penalties are cumulative.

For every second in excess of optimum time or for every second or part thereof under optimum time minus 20 seconds

0.4 penalty

Exceeding the time limit (twice optimum time)

Elimination

Time is counted from the signal to start until the instant when the horse's nose passes the finishing post.