

Centennial Parklands Equestrian Centre and Grounds

Code of Conduct and Regulations
May 2022

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[Attachment: Acknowledgement of the CPEC Code of Conduct](#)

Foreword

The Centennial Parklands Equestrian Centre (CPEC) is one of the world's great urban equestrian assets.

Inside this Centre, and associated Centennial Parklands, is found a remarkable complex of stables, riding tracks, equestrian infrastructure and supporting networks. It provides an equestrian experience like no other, for the people of Sydney.

Centennial Parklands is a complex and busy site. This requires participants of CPEC to share the space with many other park users. This Code of Conduct supports your activities in the park while providing safe and enjoyable access for all.

This Code of Conduct ensures we can all participate in the delivery of a safe, effective, and accessible equestrian facility.

Help us to protect and preserve our equestrian activities in Centennial Parklands by reading this Code of Conduct and comply with its guidelines, so we can all participate in the delivery of a safe, effective, and accessible equestrian facility.

Purpose

The Centennial Parklands Equestrian Centre and Ground Code of Conduct and Regulations (The Code of Conduct) governs the acceptable conduct and behaviours of visitors, participants, and all licenses of CPEC and the Equestrian Grounds. The Code of Conduct acts as a regulatory instrument to support safe and effective operations at CPEC and the Equestrian Grounds and is used to guide the many and varying activities and user groups who visit and conduct activities and businesses within the equine facilities.

The Trust is a body corporate under the Centennial Park and Moore Park Trust 1983 Act (NSW) (the Act), and is a statutory body representing the Crown.

The Trust's functions are directed by the terms of the Act. The Trust's broad objects are to:

- Maintain and improve Trust facilities
- Encourage the use and enjoyment of Trust lands
- Maintain the right of public use and
- To ensure the environmental protection of Trust lands.

As owner of the land on which CPEC and the Equestrian Grounds are located, the Trust is responsible for the control and management of these areas.

In accordance with section 20 of the Centennial Park and Moore Park Trust Regulation 2014 (NSW) (the Regulation) any person who uses CPEC or the Equestrian Grounds is required to comply with The Code of Conduct.

Definitions

A Arena means the Arena adjacent to A Pavilion.

Act means the Centennial Park and Moore Park Trust Act 1983 (NSW).

Acknowledgment means Acknowledgment of the Code of Conduct and Regulation

Application means the online application form which includes the booking form, the Acknowledgment of the Code of Conduct, and the animal health declaration form.

Authorised Person means a police officer and any other person appointed in writing by the Trust as an authorised person for the purposes of the Centennial Park and Moore Park Regulations 2014 (NSW).

Business means any person or entity that engages in commercial activity, including any person or entity that conducts or causes the conduct of an amusement, event, promotion, instruction, or performance, whether free of charge or for money or consideration of any kind.

Cancel is defined in clause 1.1.

Canter Track means the 400-metre sand track within the Equestrian Grounds.

Centennial Parklands Equestrian Centre (CPEC) means the equestrian centre shown in the Plan comprising A, B, C and D pavilions, E row stables, F row stables, L block stables, arenas, fodder store, lunge yard, sand rolls, wash bays, administration offices including from time to time a veterinary practitioner and farrier.

Centennial Parklands means Centennial Park, Moore Park or Queens Park, as applicable.

Centre Manager means the Centre Manager appointed pursuant to section 15 of the Act to manage venue operations within the CPEC.

Centre Management means a CPEC staff member who is authorised to act on behalf of the Centre Manager and Trust.

Code of Conduct means this Centennial Park Equestrian Centre Code of Conduct and Regulations.

Dressage Arena means the arena in the Equestrian Grounds where only flat work may take place.

Equestrian Grounds means that part of the Trust lands known as the Equestrian Grounds which includes the Horse Track, the outdoor fenced and restricted area of Centennial Park in which horses are permitted to be exercised, including the lunge arena, dressage arena, jump arenas, turf area and canter track, as set out in the Plan.

Exercise Arenas means all arenas where horses may be ridden or lunged if permitted.

Feed Room means a single stall within CPEC designated by Centre Management for the storage of fodder.

Gate Opening Hours means the time that the gates to Centennial Park are opened and closed. Times are seasonal but gates are generally open between sunrise and sunset.

Horse Track means the track that is adjacent to the inner boundary of Grand Drive in Centennial Park.

Jumping Arenas means arenas in the Equestrian Grounds where both jumping and riding can take place.

Licensee Participant means any person or entity, including the Riding Schools that has entered into a license agreement with the Trust to use premises within CPEC, and, where relevant, includes the Licensee's successors, assigns, employees, agents, contractors, invitees, and customers.

Lunge Arena (CPEC) means the roofed round yard where the lunging of riderless horses is permitted.

Lunge Yard (Equestrian Grounds) means the square arena where lunging and riding is permitted.

Main Arena means the full-size arena in CPEC.

Minor means any person aged 15 years and under.

Participant means any person who enters the Centennial Parklands Equestrian Centre and the Equestrian Grounds including:

- i. Licensee Participants
- ii. Riding Schools
- iii. Private Clients
- iv. Horse owner or any person purporting to have an interest in or be responsible for the horse
- v. All persons nominated as having access to a horse

- vi. Rider or handler of a horse
- vii. Children enrolled in any Riding School or part related to any Licensee Participant
- viii. Any person that has an Application and
- ix. Any person who is involved in the maintenance, operation, or participation of any of the above.

Plan means the maps attached to this Code of Conduct illustrating the various areas within CPEC, the Equestrian Grounds and Centennial Parklands.

Private Client means any person who enters a contract directly with the Trust to stable their horse at the CPEC.

Regulation means the Centennial Park and Moore Park Trust Regulation 2014 (NSW).

Required Paperwork means all documentation referred to in clause 1.2(a)

Remove is defined in clause 1.1.

Riding School means any person or entity who has entered into a license or other agreement with the Trust to operate a riding school within CPEC, and, where relevant, includes the Riding School's successors, assigns, employees, agents, contractors, invitees, and customers.

Stable means a single stall within Centennial Parklands Equestrian Centre designated by Centre Management for the accommodation of one horse.

Support Arena means the smaller roofed arena adjacent to the Main Arena within CPEC.

Tack Room means a single stall within CPEC designated by the Centre Manager for the storage of equipment, saddlery, and harnesses, but not fodder or stable bedding.

Tie Up Bays means the bays where horses can be secured in CPEC and at the Equestrian Grounds.

Turf Area means the grass areas within the Equestrian Grounds.

Trading Hours means CPEC operating hours of 5.00 am to 9.00 pm daily.

Trust means the Trustee for Centennial Park and Moore Park Trust ("the Trust") which is the registered entity (ABN 37 220 827 527) that was established under the Centennial Park and Moore Park Trust Act 1983 NSW ("the Act") and vested certain land and other property to be managed by the Trust, and for the purpose of this Code of Conduct, includes all authorised persons pursuant to s 3 of the Centennial Park and Moore Park Trust Regulation 2014 NSW which includes the Centre Manager.

Wooded Area means the area that is heavily wooded in the Equestrian Grounds.

Conditions of entry to CPEC and the Equestrian Grounds

1.1 Compliance and enforcement

- a) As a condition of entry to CPEC, all Persons must comply with:
- i. The Code of Conduct
 - ii. The Act
 - iii. The Regulation
 - iv. Any other direction, whether written or oral, of the Trust or an Authorised Person.

Participants may be recorded by visible surveillance cameras while in CPEC.

The Trust reserves the right to take any action it deems necessary in response to any breach including:

- Cancellation of any relevant applications
 - Removal of any Participant or person from CPEC or the Equestrian Grounds for any period the Trust deems appropriate
 - Ordering verbal corrective action or
 - Issuing of formal written warnings.
- b) The Trust may cancel the bookings or applications of Participants and remove Participants who breach, for any period it deems reasonable. The Trust may permanently ban a person or Participant found to be in continuous or serious breach of the Code of Conduct from CPEC and the Equestrian Grounds.
- c) Where a Participant or person is requested to remove themselves from any part of CPEC or the Equestrian Grounds, or a booking or application is cancelled, that Participant or person must remove all items belonging to or associated with the Participant or person from CPEC and the Equestrian Grounds as directed by the Trust.
- d) A Participant may appeal a decision in writing to the Trust. Where the Trust has requested the removal of a Participant or the cancellation of a Participant's booking, the Participant may not appeal that decision unless the Participant has complied with that request.
- e) The Trust may consider any new applications by any Participant that has been removed previously for any breaches, if the Participant has demonstrated to the satisfaction of the Trust that the Participant has taken sufficient measures to ensure a breach does not occur again.
- f) To secure the independence of the decision making, the Authorised Person, involved in the breaching event, will not be part of the process and must exclusively provide information related to the facts.
- g) The Trust will review the decision within 30 days of receiving the written appeal.
- h) Under section 20 of the Regulation, a breach of this Code of Conduct is an offence carrying a maximum penalty of 10 penalty units.
- i) For the purposes of this Code of Conduct:
- i. **Remove** means:
 - A. The Removal of a person and any Minor for whom the person is responsible for, from CPEC and the Equestrian Grounds for a period as the Trust deems appropriate, or if the Trust deems necessary, a permanent ban from CPEC and the Equestrian Grounds
 - B. The Removal of a horse from CPEC and the Equestrian Grounds for such a period as the Trust deems appropriate, or if the Trust deems necessary, a permanent ban from CPEC and the Equestrian Grounds and

- C. The Removal of all items and possessions including all equipment, vehicle, animal, or any other item belonging to or associated with the Participant or person from CPEC and the Equestrian Grounds.
- ii. **Cancel** means the termination of the agreement arising from the Participant's Application.

For the avoidance of doubt, where a word is defined, its other grammatical forms have corresponding meanings.

1.2 Bringing horses into CPEC

- a) A Participant may not bring a horse into CPEC, Centennial Parklands or the Equestrian Grounds unless prior approval has been granted by the Centre Manager or Centre Management after receipt of the following:
 - i. A complete Application and Acknowledgment of the Code of Conduct
 - ii. Property of origin form/declaration of animal health form
 - iii. Current vaccination certificate for tetanus and strangles
 - iv. Payment of the relevant fee
 - v. In the case of a Licensee Participant, execution of the license agreement
 - vi. Any other form or item as required by the Trust from time to time
 - vii. A photograph that clearly identifies the Participant
 - viii. All names of nominated persons with access to the horse and a photograph that clearly identifies each nominated person
 - ix. Copies of all requisite insurance policies (see clause 1.7) for all nominated persons; and
 - x. A minimum of 3 clear photographs identifying the horse including the horse's face, side, and rear. In addition, Participants must also provide photographs of any distinguishing features such as branding, tattoos, markings.
 - b) The Trust may in its absolute discretion reject any nominated persons. Prior to bringing in a new nominated person, the Participant must provide all requisite forms according to clause 1.2(a) and obtain the Trust's approval.
 - c) The Trust may in its absolute discretion restrict the number of riders per horse and number of stable bookings per Participant.
 - d) Horses may be loaded and unloaded from floats in the dedicated loading zone(s) within CPEC and Centennial Park in accordance with signage. Floats must not be left in the loading zone in contravention of any signage. The horse must be secured in its stable immediately after unloading and the float removed from the loading zone as a priority before completing other activities. The loading zone in Centennial Park (located outside the Equestrian Grounds) is subject to closure for park operations. During this period, no horses may be loaded or unloaded in this location or any other location within Centennial Park (unless authorised by the Trust).
- Any Authorised Person's horse may be removed or excluded from CPEC, the Equestrian Grounds or Centennial Parklands at any time, if it is a danger to Participants and the public or not suitable for entry into CPEC.
- e) Where a Participant allows a person other than a nominated person under clause 1.2(a) to participate in equine-related activities with a horse in CPEC or the Equestrian Grounds, the Participant will be deemed to be in breach of the Code of Conduct.
 - f) The Participant must Remove all equipment, vehicles, animals, or any other items belonging to or associated with the Participant from CPEC or the Equestrian Grounds at the end of the Participant's approved use.

1.3 Unauthorised commercial activity

- a) Any person conducting unauthorised commercial activity will be removed from CPEC and the Equestrian Grounds immediately.
- b) Where a person is Removed by the Trust from CPEC or the Equestrian grounds by reason of 1.3(a), they must Remove all equipment, vehicles, animals, or any other items belonging to or associated with the person.
- c) The Trust reserves all rights and claims it may have against any person in breach of clause 1.3, including but not limited to recovering costs incurred Removing any remaining items of the person, any damage incurred, or loss suffered by CPEC and the value of what the appropriate License Agreement would have been.
- d) Any person conducting the activity of a Licensee Participant, its successors, assigns, employees, agents, contractors, must carry photo identification at all times. Minors with a responsible person Participant, parent or guardian are exempt from this requirement. Exemptions of the requirement in this clause are at the absolute discretion of the Trust.
- e) Notwithstanding clause 1.3, a person found in breach of clause 1.3 may be liable to the Trust for any amounts paid to that person in his or her conduct of activities in committing the breach.

1.4 Probation period

- a) Upon approval and acceptance by the Trust of a Participant's Application and Acknowledgment of the Code of Conduct, a Participant is subject to a probation period of 3 months.
- b) If a Participant breaches any condition of this Code of Conduct during the probation period, the Trust may immediately remove the Participant from CPEC and the Equestrian Grounds.

If a Participant is removed from CPEC and the Equestrian Grounds, they must remove any equipment, vehicle, animal, or any other item belonging to or associated with the Participant, from CPEC and the Equestrian Grounds as directed.

- c) If a Participant breaches the Code of Conduct during the probation period, the Trust may:
 - i. Ban the Participant from CPEC and the Equestrian Grounds or
 - ii. Prescribe any alternative arrangement affording the Participant the opportunity to re-enter CPEC and the Equestrian Grounds on such conditions the Trust sees fit, including, but not limited to:
 - A. Ordering the re-commencement of the probation period
 - B. Extending the initial probation period or
 - C. Prohibiting the Participant from carrying out various activities prescribed by the Trust.

1.5 Vehicular access to CPEC and parking

A Participant must comply with the following rules in relation to parking and vehicular access at CPEC:

- a) Pedestrians and horses have right of way at CPEC
- b) Vehicles must not travel more than 10km per hour
- c) Vehicles must maintain a minimum distance of five metres from a horse being walked or ridden in CPEC
- d) A Participant must not ride or lead a horse into CPEC through the vehicle entrance

- e) On-site parking is provided for a limited time for authorised Participants and may be subject to restrictions as indicated by signage
- f) A Participant must not park a vehicle (including horse floats and bicycles) within CPEC in contravention of any sign
- g) A Participant must not park or leave a vehicle parked within CPEC after closing time except with the permission of the Centre Manager
- h) A Participant must not park in a designated "Licensee Parking Only" or "Reserved" zone unless displaying a valid parking permit issued by Centre Management
- i) The riding of push bikes, scooters, skateboards, skates, segways and hover boards is prohibited in CPEC and the Equestrian Grounds
- j) Washing of horse floats and vehicles is prohibited at CPEC and on Centennial Parklands and
- k) Pursuant to section 24 of the Act, an authorised officer may issue a penalty notice to any vehicle or horse float parked in contravention of any Trust parking rules and signage.

1.6 Equestrian Grounds access

- a) A Participant may only access the Equestrian Grounds if authorised by the Trust to do so.
- b) Participants must only use the gate labelled "Horse Entry," located at the southern side of the Equestrian Grounds. Participants must secure the gate closed after entering and exiting.

1.7 Insurance

- a) All Participants must obtain public liability insurance from a reputable insurer for \$20,000,000.
- b) All Participants must obtain insurance for accidents or injuries sustained whilst engaged in non-income earning equine-related activities.
- c) Participants that have obtained Equestrian Australia membership which covers requirements of 1.7 (a) and (b) will be deemed to have obtained the requisite insurance under this clause.
- d) Upon request by the Trust, a Participant must produce proof of insurance which complies with this clause.

1.8 Risk and warning waiver

- a) All Participants engage in equine-related activity at their own risk and acknowledge that equine-related activities carry obvious risks of danger.
- b) All Participants agree and understand that this warning constitutes a 'risk warning', for the purposes of Division 5 of the Civil Liability Act 2002 (NSW).
- c) All Participants fully indemnify the Trust against any liability, loss (including consequential loss and loss of profits), damages and expenses (including legal costs on a full indemnity basis) that the Trust incurs or suffers, as a direct or indirect result of the Participant's equine-related activities within CPEC and the Equestrian Grounds.
- d) The Trust makes no representations as to the safety or risk of any activities in which Participants are allowed to engage in, in CPEC and the Equestrian Grounds.

1.9 Prohibition of cameras, surveillance, drones, CCTV, audio/visual recording devices

- a) Participants must not install CCTV, cameras, indoor security cameras with motion detection (also referred to as “nanny-cams”), or any other type of recording or surveillance device, whether audio or visual, in any part of CPEC or the Equestrian Grounds. Any Participant found in breach of this clause will face disciplinary action pursuant to clause 1.1 of the Code of Conduct.
- b) A Participant may make a written application to the Trust to install a device referred to in clause 1.9(a) for the purposes of monitoring a horse’s welfare, safety and security. If approved, the device must only capture the internal stable area.
- c) Where such approval is given, the Trust excludes all liability, and the Participant fully indemnifies the Trust, from any claims or losses arising under the law, which arise from the misuse of any device.
- d) The use of drones is strictly prohibited in CPEC and the Equestrian Grounds. Use of drones is only permitted with the prior written consent and approval of the Trust.

Commercial activities

- 2.1 A Participant or person must not conduct a commercial activity (as defined in the Centennial Park and Moore Park Trust Regulation 2014) within CPEC, the Equestrian Grounds or on any other Trust lands, except with the written permission of and in a manner approved by the Trust.
- 2.2 A Participant must not give or receive riding instructions or provide agistment or livery services for payment or consideration of any kind within CPEC or the Equestrian Grounds unless the person holds a current instructor permit or agistment license, a current license issued by the Trust and has paid all relevant fees, has written permission by the Trust, and carries out such services in a manner approved by the Trust.
- 2.3 Any Participant or other person found to be conducting unauthorised or unlicensed commercial activities including but not limited to, sub-letting, providing cleaning services, food services, private teaching or educational services, hospitality/food services, equine-related training services without written permission will be immediately Removed from CPEC and the Equestrian Grounds. Any person or Participant in breach of clause 2.1-2.3 may be liable to the Trust for any amounts paid to that person or Participant in his or her conduct of activities in committing the breach.

Safety standards

3.1 Rider safety

Participants acknowledge that they enter and use CPEC and the Equestrian Grounds at their own risk.

A Participant must:

- a) Conduct themselves with consideration and respect for fellow Participants
- b) Ensure all ridden horses are bridled and controlled by reins attached to the bit (including hackamore bits)
- c) Not ride a horse unless appropriate riding boots are worn
- d) Not handle a horse unless appropriate footwear (i.e., riding boots or other sturdy closed in footwear) is worn

- e) Ensure that all ridden horses are correctly saddled and ensure only approved saddles are used. All Participants are encouraged to obtain the services of saddle fitters
 - i. Approved saddles include:
 - A. All-purpose
 - B. Dressage
 - C. Jumping
 - D. Show and
 - E. Stock saddles.
 - ii. Saddles that are not permitted for use include:
 - F. Jockey
 - G. Training pads and
 - H. Short stirrups.
 - iii. These lists are not exhaustive. The Trust may approve or prohibit the use of certain saddles at its absolute discretion.
 - iv. The Trust is not liable for any claims or losses arising out of saddle-related events.
- f) not ride a horse unless the Participant is wearing a properly fitted helmet. In relation to helmets:
 - i. Must comply with Equestrian Australia regulations as amended from time to time (<https://www.equestrian.org.au/content/current-approved-safety-standards-helmets>)
 - ii. Helmets that have had significant impacts (i.e., where the strength and integrity of the helmet is likely to have been compromised) or have been otherwise structurally damaged must not be used and
 - iii. The chinstrap must be attached and used correctly.
- g) Ensure that any horses stepping outside of CPEC gates (i.e., across Lang Road and into the Centennial Parklands) are lead from a bit
- h) Only use equipment that is in good working order
- i) Be suitably trained in the use of the equipment
- j) Must not carry a child while riding a horse and
- k) Must not walk a horse while carrying a child or pushing a child in a pram.

3.2 Safety of minors

- a) All Minors (15 years and under) must be supervised by a responsible parent or guardian who is a Participant, while at CPEC and the Equestrian Grounds. Participants who are 16 years and older do not require this supervision.
- b) The responsible Participant, parent or guardian must:
 - i. Be 18 years or older
 - ii. Ensure that they and any Minors they are responsible for adhere to the Code of Conduct
 - iii. Always provide direct and adequate supervision of a Minor, including where the Minor is engaged in any equine-related activity
 - iv. Ensure that the behaviour of the Minor ensures the safety of the Minor, Participants, and members of the Public in the vicinity
 - v. Ensure that the Minor does not behave in a way that endangers the safety of any person, including any person in the Minor's vicinity where the Minor is engaging in any equine-related activity.
- c) Any Participant that brings a Minor of whom they are not a parent or legal guardian into CPEC, or the Equestrian Grounds may be required by the Trust to produce proof of a Working with Children Check (WWCC).

- d) Parents, legal guardians, and adults, otherwise accompanying a Minor, are deemed to be the nominated responsible person for the purpose of this clause.

3.3 Obligations of Licensee Participants regarding safe work practices

- a) Under the terms of any license agreement, a Licensee Participant accepts responsibility for the control of the licensed area for the purposes of the Work Health and Safety Act 2011 (WHS Act) and must keep and maintain the licensed area and the operation of the business in compliance with that Act and any applicable Codes, including the SafeWork NSW Code of Practice (“How to Manage Work Health and Safety Risks”).
- b) As a “person conducting a business or undertaking” (PCBU) for the purposes of the WHS Act, a Licensee Participant must meet their obligations to ensure the health and safety of workers and other people including but not limited to visitors and volunteers.
- c) A Licensee Participant must have in place safe work management plans suitably adapted to preventing and managing risks in the workplace to meet all their obligations as referred to above.
- d) A failure to meet the obligations under the WHS Act may constitute a breach of a Licensee Participant’s license agreement and this Code of Conduct, and the Trust reserves its rights in relation to such breach, including the right to Remove the Licensee Participant from CPEC and terminate the license agreement.

Personal conduct standards

4.1 Participant conduct

- a) A Participant must not:
 - i. Use indecent, obscene, insulting, discriminatory or threatening language
 - ii. Behave in an offensive or indecent manner
 - iii. Obstruct a person in the performance of that person’s duties or activities
 - iv. Interfere or disturb the quiet enjoyment of other Participants or persons in CPEC and the Equestrian Grounds
 - v. Encourage or pressure others to act in contravention of the Code of Conduct, the Act, or the Regulation
 - vi. Fail to comply with a reasonable request or direction given for the purpose of securing good order, security and safety, and management and enjoyment of the Trust lands by an Authorised Person
 - vii. Hinder, or do anything to prevent the Trust, Centre Manager, or an Authorised Person, from carrying out its functions, including its role as a referee in CPEC and the Equestrian Grounds
 - viii. Harass, bully, abuse, vilify or intimidate another Participant or Authorised Persons, including via the use of social media
 - ix. Behave in any manner that may bring CPEC or the Trust into disrepute
 - x. Act in a way that may endanger another person or horse.
- b) Littering is prohibited in CPEC, the Equestrian Grounds and Centennial Parklands.
- c) Any Participant who does any of the above must leave Trust land if requested to do so by an Authorised Person.
- d) The following activities are prohibited, and any person found engaging in these activities will be deemed to be in breach of the Code of Conduct:
 - i. Unauthorised commercial activities including but not limited to, sub-letting, providing cleaning services, food services, private teaching or educational services, hospitality/food services, equine-related training services
 - ii. Allowing a person that is not indicated in the Participant’s Application as the nominated rider to ride their horse

- iii. Knowingly allowing a person that has been banned or Removed by the Trust from CPEC or Equestrian Grounds to ride a horse or participate in an equine-related activity
 - iv. Riding, steering, or directing a horse in a way that endangers others
 - v. Inciting a horse in any manner for the purpose of endangering, threatening, harassing, or intimidating others
 - vi. Encouraging, aiding, or facilitating in any of the prohibited activities under (d)(i)-(v).
- e) A Participant found to have committed any of the above will be deemed to be in breach of the Code of Conduct and may be subject to disciplinary action pursuant to 1.1 of the Code of Conduct.

4.2 No domestic pets

A Participant may not:

- a) Bring any non-equine animal into CPEC
- b) Tether a non-equine animal to the fence of CPEC, including the Equestrian Grounds or
- c) Leave a non-equine animal within a vehicle in CPEC.

4.3 Personal conduct of Minors

The Code of Conduct and Regulations applies to all Minors that are Participants. The Minor and Minor's parent, guardian or responsible Participant must comply with any orders or instructions made by the Trust pursuant to 3.1(d).

4.4 Smoking

Smoking and the use of e-cigarettes or vapes in or around CPEC is prohibited.

4.5 Noise

- a) A Participant must not engage in any disruptive behaviour or make any excessive noise in the vicinity of horses in CPEC or the Equestrian Grounds.
- b) Ball games, balloons and bunting are not permitted in CPEC and the Equestrian Grounds.

4.6 Resolution of disputes

- a) A Participant may refer a dispute with another Participant to the Trust.
- b) The Trust will decide about an issue or dispute, without a referral, where the Trust deems it necessary to preserve harmony at CPEC or the Equestrian Grounds and the Centennial Parklands.
- c) A Participant must not use this referral process to knowingly make complaints which are untrue, unwarranted, vexatious, malicious or which would amount to an abuse of process.
- d) The Trust reserves the right to impose disciplinary sanctions pursuant to clause 1.1 on any Participant that bullies or intimidates a Participant involved in any dispute referral.
- e) In the event a dispute is referred to the Trust, Participants who are parties to the dispute are expected to attempt to resolve disputes in good faith. In circumstances the Trust deems appropriate to do so, the Trust may carry out any such disciplinary action(s) against any Participant to the dispute pursuant to clause 1.1.

Horse welfare

5.1 Minimum standards

- a) Participants must ensure that the following minimum standards of horse care are observed in respect of each horse under a Participant's care and control:
 - i. After exercising, horses must be cooled down and cleaned
 - ii. Horses must be rugged according to weather conditions
 - iii. Basic grooming standards must be maintained (feet cleaned and dressed regularly; coat, mane and tail groomed and washed regularly)
 - iv. Drinking water must be always provided in stables
 - v. Horses must be fed at least twice daily and, in such quantities, according to their size and workload. Intervals between feeds should be no greater than 12 hours
 - vi. Horses may not be left loose or unattended within CPEC or Centennial Parklands at any time and
 - vii. Horses may not be tied outside stables on the roadway.
- b) All Participants must observe and comply with the Prevention of Cruelty to Animals Act 1979 NSW.

5.2 Daily checks

All Participants of CPEC shall, unless otherwise agreed by the Centre Manager in writing:

- a) Check each horse under the Participant's care and control at least once a day to ensure that the horse:
 - i. Appears normal and healthy
 - ii. Eats, drinks, defecates, urinates, behaves, and moves normally and
 - iii. Receives appropriate treatment immediately, if any sign of disease or injury is observed, to protect the health of the individual horse and to prevent the spread of disease.

5.3 Veterinary treatment

- a) A Participant will, in respect of each horse under the Participant's care and control, ensure that veterinary treatment is sought if any of the following signs of illness or injury are observed:
 - i. Nasal discharge
 - ii. Runny or inflamed eyes
 - iii. Coughing
 - iv. Laboured breathing
 - v. Lameness
 - vi. Fits or staggering
 - vii. Severe diarrhoea
 - viii. Bleeding, swelling or ulcerated body parts
 - ix. Unexplained weight loss
 - x. Apparent pain
 - xi. Inability to urinate or defecate
 - xii. Repeated or continuous rolling, pawing, kicking at abdomen or sweating
 - xiii. Poor appetite
 - xiv. Dropping food or chewing with difficulty
 - xv. Excessive distress during work or
 - xvi. Excessive scratching or hair loss.
- b) A Participant will, in respect of each horse under the Participant's care and control, ensure that those horses:
 - i. Are vaccinated against tetanus and strangles every 12 months. Written evidence of such vaccinations must be made available to the Centre Manager as requested from time to time and
 - ii. Have their teeth checked and treated every 12 months.

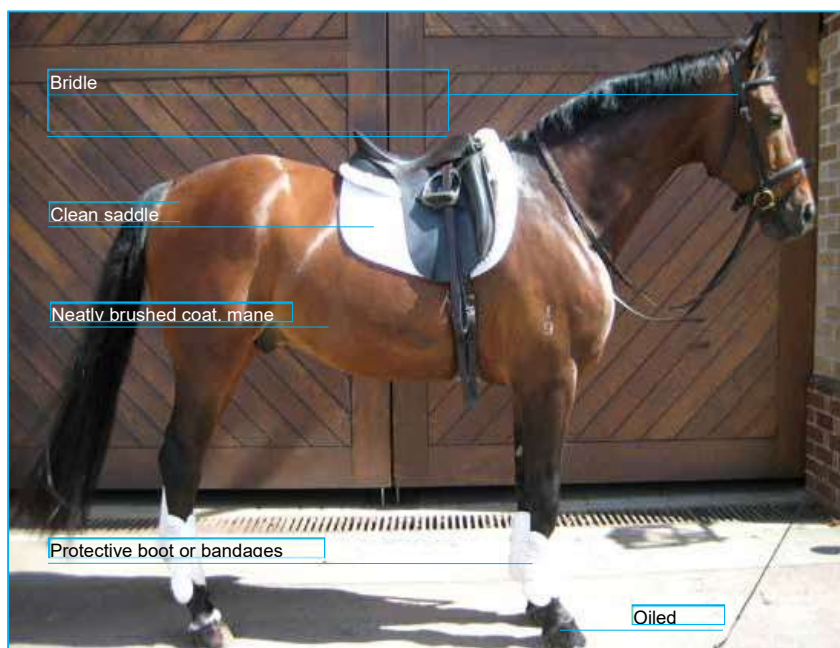
5.4 Infectious illness

- a) In the event of an occurrence of any exotic disease in a horse or other animal at CPEC, as defined or declared under the Biosecurity Act 2015 No 24, a Participant must:
 - i. Immediately notify the Director, Centre Manager and any veterinarian operating at CPEC

- ii. Comply with any direction, order, or requirement of the Chief Veterinary Officer of NSW or of any proper public authority including any biosecurity protocol and
 - iii. Comply with any direction, order, or requirement of an Authorised person and
 - iv. Act in the best interests of the horses.
- b) In the event of a suspected or real animal disease outbreak, CPEC may be placed under quarantine or movement restrictions by the Chief Veterinary Officer of NSW. In such circumstances, horses may be not allowed to leave or enter CPEC and may be subject to a quarantine period during which time all stable and associated fees are payable.

5.5 Exercising of horses

- a) All Participants must ensure that horses are:
- i. Exercised daily and
 - ii. Exercised appropriately for their age, size, health, and fitness.
- b) Long reining is not permitted anywhere on Trust land.



5.6 No cruelty to horses

- a) A Participant must not commit any act of animal cruelty to any horse. Cruelty includes, but is not limited to:
- i. Excessive use of whips or spurs
 - ii. Use of whips around a horse's head
 - iii. Making a demand of exercise beyond the capabilities or fitness of the horse
 - iv. Use of ill-fitting or broken tack or equipment which causes pain or
 - v. The riding of a lame horse.
- b) The Centre Manager reserves the right to Remove a Participant from CPEC for animal cruelty, or to report the cruelty to the RSPCA or any relevant Government Agency.

5.7 Centre Manager's discretion

If a Participant fails to comply with the terms of this Code of Conduct relating to horse welfare, and a horse is deemed to require urgent attention, the Centre Manager or an Authorised Person may engage a third party to attend to the horse, and any costs incurred by the Trust in relation to such third party will be payable by the relevant Participant.

5.8 Stables tack rooms and feed rooms

All Participants must ensure that:

- a) Horses must enter and exit pavilions through the door closest to their stable. Horses are not permitted in any stable aisle other than the one they have been allocated unless directed by Centre Management or in an emergency
 - b) Stables are cleaned at least once daily with approved bedding material to an appropriate depth and manure placed in the organic waste bins provided
 - c) Tack and feed rooms and the areas adjacent to their stable(s) and tack room(s) are always kept clean and tidy. All feed must be stored in rodent proof bins with a securely fitted lid. Hay should be stored off the ground (e.g., on pallets) and floors must be kept free of loose feed material
 - d) No furniture or obstruction is placed in the aisles or common areas of CPEC
 - e) Firefighting equipment and electrical distribution boards (including a space of 600 mm on each side of the board and 100 mm below fire system sprinkler heads) inside storage rooms must be kept free of obstruction
 - f) No works or alterations may be undertaken on Trust property without the prior written approval of Centre Management and
 - g) Comply with direction from an Authorised person to make good any stable, tack or feed room that falls below acceptable standard. If the direction is not followed the booking may be cancelled.
-
- b) Any damage to Trust property must be reported immediately to Centre Management, and where a Participant has caused that damage, the Participant must bear the costs of repair to the relevant Trust property.
 - c) The Trust does not accept responsibility for theft, damage or personal injury at the allocated stable(s), tack and feed rooms and use of CPEC is at the sole risk of the Participant.
 - d) The Trust reserves the right to move horse(s) or to reallocate the Participant to an alternative stable(s), tack, and feed room.

Stallions and Unbroken Horses

6.1 Stallions

Colts and stallions will only be permitted in CPEC or the Equestrian Grounds at the absolute discretion of Centre Management.

6.2 Unbroken horses

- a) Breaking in of horses is not permitted at CPEC or the Equestrian Grounds.
- b) Unbroken horses may be admitted into CPEC and the Equestrian Grounds in extreme circumstances, at the sole discretion of Centre Management and in accordance with clause 1.2.
- c) Centre Management or an Authorised Person may request to view a horse saddled and ridden. If the Participant refuses to co-operate without appropriate veterinary justification, the horse may be Removed from Trust land and any booking of such an applicant may be Cancelled. Any requests by the applicant for future bookings will be determined by the CPEC Manager in its absolute discretion.

Rules of riding

7.1 General rules

7.1.a) The following general rules must be obeyed in all Arenas within CPEC and the Equestrian Grounds:

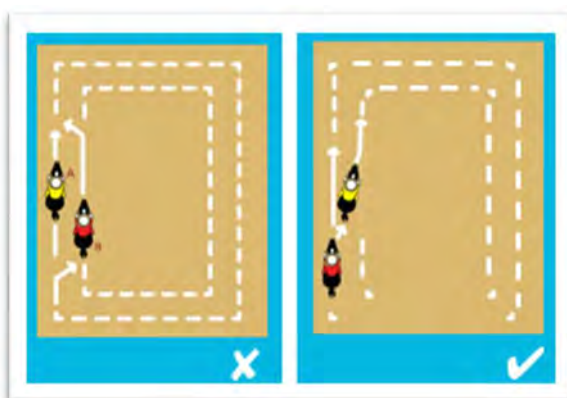
- i. Watch where you are going
- ii. Avoid collisions and pirouettes
- iii. Before entering the arena, the gateway and immediate track must be clear
- iv. Slower pace gives way to (i.e., moves off the track) faster pace
- v. Lesser movements must give way to more advanced movements anywhere in the arena
- vi. Leave at least two horse distances from the horse in front



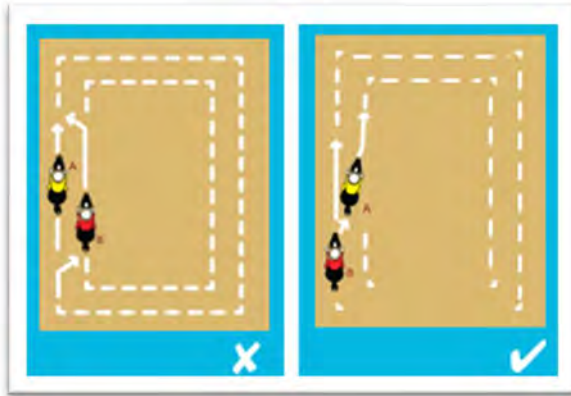
- vii. Diagonal line must give way to a circle



- viii. A circle must give way to the outside track



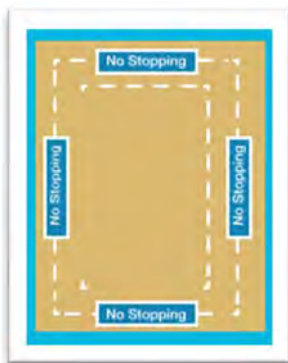
- ix. For horses on the outside track
 - a) If going in the same direction, faster to the outside and slower to the inside, and no overtaking on the inside, especially on a circle



- b) If going in the opposite direction in the same gait, pass left hand to left hand



- c) No halting, dis/mounting, or gear adjustment.



7.1.b) Participants are not allowed to use mobile phones or any other device while riding a horse in CPEC, Equestrian Grounds or roadways.

7.2 General arena rules

The following is prohibited within the Exercise Arenas:

- a) Leaving a horse unattended
- b) Galloping a horse
- c) Using an arena beyond any maximum displayed time limit

- d) Using an Arena if there will be more horses within the arena than the maximum displayed number
- e) Standing in any Arena, except by instructors licensed by the Trust to give instruction
- f) Sitting on any fence or wall is prohibited in all Arenas. Lessons given by authorised instructors to Participants on a privately stabled horse may be conducted on whichever Arena or whichever side of the Main Arena the instructor deems to be safest and most appropriate at the time of the lesson
- g) CPEC Management may vary rules or modify the number of Participants, horses exercising in the Arena, or other Arena rules for operational or safety requirements
- h) All manure must be removed from the surfaces of all Arenas after use and must not be tracked into the surfaces.

7.3 Main Arena

- a) The western side of the Main Arena is available for a maximum of 12 horses at one time. Riding Schools have priority use.
- b) The eastern side of the Main Arena is available for a maximum of 10 horses at one time. Private Clients have priority use.
- c) The following is prohibited within the Main Arena:
 - i. Lunging
 - ii. Jumping unless with the consent of all other riders in the arena
 - iii. Jumping on weekends (the use of trot poles is permitted and cavaletti poles with a maximum support structure height of 30 cm are permitted)
 - iv. Jumping during wet weather or when the A or Support Arenas are unavailable for use
 - v. Leaving jump equipment in the Main Arena
 - vi. Dragging of any equipment across the surface and
 - vii. Permitting a horse to go loose.
- d) Jumping is permitted in the Main Arena Monday to Friday, (during fair weather) only with the consent of all other riders' present. If a Participant is already using jumping equipment, other riders may choose whether to enter the Arena – other Participants do not have the right to request jumping to cease in order that they may enter the Arena.

7.4 Support Arena

- a) The Support Arena is available for use by a maximum of eight horses at any one time and is for the priority use of beginner riders.
- b) The following is prohibited in the Support Arena:
 - i. Permitting a horse to go loose
 - ii. Jumping unless as part of an approved event
 - iii. Dragging of any equipment across the surface
 - iv. Leaving any manure on the surface; lunging a riderless horse; and
 - v. any gait faster than a trot
- c) Cantering is permitted when the Arena is not in use by other Participants or with the consent of all riders/authorised instructors present.

7.5 A Arena

- a) The A Arena is available for a maximum of 12 horses at any time.

- b) Riding takes priority over all other activities in the A Arena.
- c) Lunging is permitted if the A Arena is not being used for riding. Lunging must cease immediately if anyone wishes to use the A Arena for riding.
- d) Attended loose exercise is permitted provided there are no participants wishing to use the A Arena for riding. Loose horses must be removed if anyone wishes to use the A Arena for riding.

7.6 Lunge Yard

- a) The Lunge Yard may be used by one horse at a time for the purpose of lunging a riderless horse only.
- b) The following is prohibited within the Lunge Yard:
 - i. Horses being left unattended at any time
 - ii. Jumping a horse or using jumping equipment
 - iii. Leaving any manure in the Lunge Yard after use and
 - iv. More than one person in the Lunge Yard unless an approved activity The Lunge Yard must be booked prior to use.
- c) Bookings for the Lunge Yard must:
 - i. Be made in the full name of the Participant
 - ii. Give the name of the horse to be lunged
 - iii. Be made on the daily lunge yard timetable and
 - iv. Be made for 15-minute intervals, one such interval only to be allocated per horse per day, and no back-to-back bookings to be made by any Participant (including, without limitation, Riding Schools) and
 - v. Be regulated based on the lunge yard clock.
- d) Bookings made in contravention of these booking terms and conditions will be invalid.
- e) Participants who have made a booking under but fail to attend the Lunge Yard at the appointed time:
 - i. Will have the booking cancelled five minutes after scheduled starting time and the Lunge Yard immediately available to another Participant and
 - ii. Will, in the case of repeated failure to attend, be suspended from use of the Lunge Yard until further notice by Centre Management.

7.7 Horse Track

- a) Participants using the Horse Track must respect other riders and Park users.
- b) Riders must reduce to a walk when passing other horses on the Horse Track or the Equestrian Grounds and must pass each other left to left.
- c) Cantering is the fastest gait permitted (no galloping).
- d) Horses may not to be tethered to fences, trees, or irrigation posts.
- e) Horses must not graze while on the Horse Track (handheld grazing may only take place within the wooded area of the Equestrian Grounds for those with authorised access as per clause 1.6).
- f) Horses are only permitted in Centennial Park during CPEC horse gate opening hours.
- g) Horses that are not stabled at CPEC may only be ridden on the Horse Track after the Participant has submitted all Required Paperwork to Centre Management and approval has been granted pursuant to clause 1.2. Access to the Horse Track does not entitle the Participant to enter the Equestrian Grounds unless an Application to enter the Grounds has been submitted and a key has been issued pursuant to

clause 1.6. The Horse Track may be closed in certain areas at certain times by the Trust, and horses are not permitted to enter any closed section of the Horse Track.

- h) Participants riding a horse or participating in equine-related activities on the Horse Track must remain solely on the Horse Track except when using the bridle path at Robertson Road gates and when crossing Grand Drive to enter the Horse Track.
- i) Horses are not permitted in any other areas without prior approval from the Trust.

7.8 Equestrian Grounds general rules

- a) The Equestrian Grounds comprise the following facilities:

- i. Turf Area
- ii. Lunge Arena
- iii. Dressage Area
- iv. general/show jumping arenas
- v. Canter Track
- vi. Tie Up Bays and
- vii. Wooded Area.

For safety and security, the gate to the Equestrian Grounds must be always closed except when passing through it. Please note clause 1.6.

- b) All Participants of the Equestrian Grounds have a responsibility to report immediately any damage to the facilities and if the padlock at the main entry gates is unusable or damaged.
- c) Horses are not permitted on the landscape garden areas; the irrigation cover plates or on the irrigation sprinklers heads or outlets.
- d) Horses are not permitted to be loose in the Equestrian Grounds.
- e) A Participant may only use the Equestrian Grounds during CPEC Horse gate opening hours.
- f) The following is prohibited on the Equestrian Grounds
 - i. Lunging, other than in the Lunge Arena
 - ii. Leaving horses unattended and
 - iii. Galloping.

7.9 Equestrian Grounds Turf Area

- a) The Turf Area is available to be used for light hacking and warm up activities only.
- b) Riders must observe the signs used to indicate closure of part or all the Turf Area as indicated.
- c) The following is always prohibited on the Turf Area:
 - i. Lunging
 - ii. Riding on circles
 - iii. Instruction or group activities of any kind, except for Trust approved activities
 - iv. Jumping or the placement of jump equipment, other than as part of an event approved by the Trust and
 - v. Riding if puddling is present.

7.10 Equestrian Grounds Lunge Arena

The Lunge Arena is available for the lunging of horses on lunge leads or, if no Participants are using the Arena for that purpose, for riding only.

At times of high demand, Participants may only use the lunge arena for 20-minute intervals as determined by Centre Management.

The following is prohibited in the Lunge Arena at all times:

- a) Leaving horses unattended at any time
- b) Allowing horses to go loose at any time and
- c) Tethering of horses to the lunge arena fence.

The chain across the entrance to the Lunge Arena must be secured when the Lunge Arena is in use.

7.11 Equestrian Grounds Dressage Arena

The Dressage Arena is available for use for riding only.

The following is prohibited at all times within the Dressage Arena:

- Lunging
- Allowing horses to go loose at any time or to be unattended at any time
- Tethering horses to the Dressage Arena fence and
- Jumping or the placement of jump equipment, other than as part of an event approved by the Trust.

The chain across the entrance to the Dressage Arena must be secured shut when the Dressage Arena is in use.

7.12 Equestrians Grounds Wooded Area

Lunging and riding is not permitted at any time within the Wooded Area.

Grazing is permitted within the Wooded Area. However, in the event of overgrazing, the Trust may suspend grazing in the Wooded Area until such time as foliage has rejuvenated.

Horses must be held or tethered at all times in the Wooded Area.

7.13 Equestrian Grounds Jumping Arenas

A limited amount of jumping equipment is for use in the Jumping Arenas by authorised Participants.

The Trust reserves the right to relocate the jumping equipment in the event of incorrect or excessive use or to avoid damage to the grounds.

The Jumping Arenas are for riding and jumping only.

No Participant has priority or exclusive access to the Jumping Arenas except as part of an event authorised by the Trust in writing.

The following is always prohibited in the Jumping Arenas:

- Jumping without a second person present and
- Lunging.

Cavaletti and grid work must be completed in the smaller arenas.

Participants may not alter an existing course (other than the height of the jumps) if another arena is available.

7.14 Equestrian Grounds Canter Track

The Canter Track is a priority use for faster paced horse activity.

Participant must maintain a safe distance of a minimum two horse lengths from the horse in front.

Abandonment of horses

8.1 If a horse is abandoned at CPEC either by a Participant or any other person, the Trust may take such action as necessary in the circumstances, and the Participant or other person will be liable for all costs incurred by the Trust in taking such action.

8.2 Abandonment means a deliberate action taken to withhold minimum horse welfare standards as stated in clause 5.1 and any action that is a breach of Prevention of Cruelty to Animals Act 1979.

Incident Reporting

9.1 A Participant must report to an Authorised Person within 24 hours, all:

- a) Accidents (physical injuries)
- b) Incidents (near misses) where there is no actual physical injury
- c) Incidents which may have the potential for psychological trauma (e.g., a horse bolting) and
- d) Incidents involving property damage.

9.2 Any Participant or instructor involved in an incident may be required to complete an Incident Report.

Amendments to the Code of Conduct

10.1 The Trust reserves the right to amend the Code of Conduct from time to time by publishing the specific amendment on the Trust's website.

Equestrian Centre Map



Equestrian Grounds Map



Permitted Uses in Equestrian Grounds:

1. Arena 1 - Jump and riding arena
2. Arena 2 - Jump and riding Arena
3. Arena 3 - Jump and riding Arena
4. Dressage Arena - Flatwork (no jumping)
5. Lunge Area - Priority Lunging (if no participant is lunging, flat work can be done)
6. Turf area - turf is for light hacking and warm up only
7. Wooded area - Lunging is not permitted, horses must be held or tethered in

Acknowledgement of CPEC Code of Conduct & Regulations

All Participants and Nominated riders/horse handlers must read the Centennial Parklands Equestrian Centre (CPEC) Code of Conduct & Regulations and then complete and sign this form in acknowledgement they have understood it, before conducting any activity within CPEC or the Equestrian Grounds at Centennial Park.

If you are nominated by more than one Participant with a stable booking, a separate Acknowledgement form and supporting documentation must be submitted for each nomination. The Participant with the stable booking must nominate you, and must have approval from, CPEC Management prior to your engagement in any equine related activities at CPEC or the Equestrian Grounds within Centennial Park.



Tick the box which is most appropriate to you:

☐ Licensee/Licensee employee

Name of business: _____

Name of authorised representative: _____

☐ Private Client (with stable booking)

Name _____

☐ Nominated participant (without stable booking)

Nominated Participant name _____

Private Client name with stable booking _____

☐ Participant in equine activities, who is not a private client or a Licensee

Name & type of business _____

Proof of Age

☐ I am under 16 years of age DOB / /

☐ I am 16 years or older (You may be required to show proof of age)

Acknowledgement

A I, _____,
acknowledge that I have read and understand the Code of Conduct & Regulations and all attachments and I agree to abide by these conditions.

Signed: _____

Dated: _____

If the Participant is a Minor (15 years or under), then a parent, guardian or responsible person of that Minor must also sign this document below:

B I, _____,
parent, guardian or nominated responsible Participant of the above signatory acknowledge that I have read and understand the Code of Conduct & Regulations and all attachments and I agree that both I and the above signatory will abide by these conditions, and I undertake that I will be responsible for any breach of the Code of Conduct of the above signatory.

If the Participant is participating in activities within CPEC and the Equestrian Grounds as

- i.** a nominated person under another Private Client's booking; or
- ii.** part of a business;

then that Participant or an authorised representative of that business must sign this document below to acknowledge that they are in fact the connected Participant or business to the participant named in this document.

C I, _____,
as: representative of the business or Private Client with the booking in relation to the above-named Participant, acknowledge that the above-named signatory is signing this form as a Participant that is related to my business/nominated under my booking.

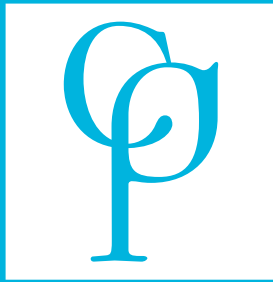
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**RETURN COMPLETED FORM
TO CPEC OFFICE:**

cpec.office@cp.nsw.gov.au
or complete online **cpequestrian.com.au**





Centennial
Parklands

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