



TAPC GRAZING AGREEMENT

2024-2025

Introduction

Te Atatū Pony Club (TAPC) is able to provide grazing to some Members. Horses grazing at Te Atatū Pony Club are separated into a number of herds. Each herd is led by a Herd Manager who coordinates the needs of the herd and contributes to a wider club grazing plan. Grazers contribute to herd care, taking turns with regular jobs.

Grazing terms, conditions and commitment apply, and spaces for grazing are limited. All members must make or renew applications for grazing as required and there is no entitlement that any application will be accepted. <https://teatatuponyclub.co.nz/membership/>

The terms, conditions and commitments set out in this Grazing Agreement have been developed to ensure that:

- TAPC can provide a safe and enjoyable club atmosphere for our members; and
- TAPC can maintain the beautiful grounds and our facilities to support the aims of our club and respect the privilege of using the land; and
- Horses and ponies at TAPC are safe and well-looked after.

Adult members (also referred to as “the responsible adult”) must sign this agreement with, and on behalf of, their Under 18 rider. By doing so, adult members agree to take responsibility for themselves, their rider and anyone else they bring onto the grounds abiding by these terms, conditions and commitments.

TAPC GRAZING TERMS, CONDITIONS AND COMMITMENTS

Applying for Grazing

- 1) Applications to renew grazing for the upcoming pony club season (October- March) must be submitted to the TAPC Secretary by the date notified.
 - a) Late applications will be considered at the discretion of the Executive Committee.
 - b) Applications will be assessed initially by the Herd Managers and then by the Executive Committee. Your application will be either approved or declined by the Executive Committee.
 - c) The Executive Committee decision (by majority) about applications is final and no correspondence regarding the decision will be entered into.
- 2) New applications during the year will be forwarded to the full Committee for approval.
- 3) Renewals of grazing agreements for the winter season (April-September) will be sought in March, depending on the estimates of grazing places available over winter.

Grazing Approval

- 4) Grazing applications will be successful where the Committee / Executive Committee agrees and accepts that:
 - a) There is sufficient grazing capacity available at TAPC.
 - b) The horse/pony is a suitable fit for a TAPC herd and a youth club environment.
 - c) The grazing member and responsible adult have demonstrated that they will uphold: TAPC values, commitments; the NZPCA Code of Conduct; TAPC Health and Safety programme and that they will contribute to the running of the club and grounds.
 - d) The grazing member and responsible adult have demonstrated that they will meet all TAPC Grazing terms and conditions.
 - e) The grazing member and responsible adult is (or will become on grazing acceptance) a financial member of TAPC (or other NZPCA club/branch if mid-season).
 - f) The grazer agrees to pay the TAPC grazing fee in full on the 1st of every month.
- 5) Returning grazers (the responsible adult and any U18 rider) must have, for the previous grazing period, consistently upheld (to the satisfaction of the Executive Committee) TAPC values, commitments, and the NZPCA Code of Conduct; and met all previous TAPC Grazing Terms and Conditions and Members' Handbook requirements, including Health and Safety regulations.
- 6) New applications received mid-season may be processed and approved by the full Committee if they clearly meet the above criteria. References may be sought to verify a grazer's suitability for TAPC grazing.

Grazing Renewal Declined or Grazing Terminated

- 7) Should an application for renewal of grazing be declined by the Executive Committee, the applicant will be given one calendar month to find alternative grazing and remove the horse from the grounds. All decisions about grazing are final once made and no correspondence or negotiation will be entered into.
- 8) Where there is a breach of the Grazing Terms and Conditions during the grazing period, including (but not only) a serious breach of the NZPCA Code of Conduct, TAPC Health and Safety rules or other terms and conditions, the grazing agreement may be terminated by the Executive Committee with one calendar month notice to remove your horse from the grounds. Other measures may be applied to mitigate the breach. The NZPCA Complaints and Concerns process will be followed.

Term of this Agreement and Winter Grazing

- 9) Under this agreement, grazing is provided over the pony club season (1 Oct - 31 March) and renewals for the winter season will be required.
- 10) In winter months you may be asked to find grazing elsewhere as the grounds cannot support as many horses as over the summer months. The Grazing Manager will be responsible for advising if and when grazing numbers need to be reduced, and by how many. After any voluntary relocations take place, additional relocations required will be made on a last on, first off basis, beginning with adult grazers. You will be given 4 weeks' notice to find alternate grazing over winter if requested.

Values, Commitments and NZPCA Code of Conduct

- 11) All grazers must uphold the TAPC values, commitments and NZPCA Code of Conduct as outlined in the TAPC Members' Handbook.

We value:

- *Respect and Recognition*
- *Caring for each other and our horses*
- *Integrity*
- *Inclusion*

As a member of Te Atatū Pony Club, I commit to:

- *helping support a positive experience for young people and their families at Te Atatū Pony Club*
- *doing what I can to ensure rider and horse health and safety*
- *following Pony Club rules and code of conduct (including on Social Media and messaging platforms)*
- *being responsible for my U18 rider and their horse/pony*

As a grazer/adult at Te Atatū Pony Club, I also commit to:

- *tidying up after myself and my horse*
- *taking my turn with herd jobs*
- *contributing to regular grounds/club upkeep*
- *participating in working bees and events*

Health and Safety

- 12) TAPC grazers and responsible adults are required to fulfill the requirements of the TAPC Health and Safety Rules and must always act to maximise the safety and welfare of all horses and people. This will be done by understanding and mitigating risks, including by:
- a) Taking part in the H & S induction/ annual review for TAPC
 - b) Being familiar with TAPC risks and the risk management plans
 - c) Logging falls, injuries and 'near misses'
 - d) Read and follow rules and guidelines as per TAPC Handbook
Making sure personal equipment and facilities are safe to use
 - e) Wear tagged helmets and back protectors where required
 - f) Report hazards, repairs and maintenance jobs, and/or mitigate or resolve them yourself
 - g) Safe use practices as per TAPC Handbook
- 13) If there is a problem, hazard or risk to health and safety of people or animals, please:
- a) contact your Herd Manager, H & S Officer or the Executive Committee; and log the hazard / maintenance job in the Grounds Maintenance book.
 - b) If urgent, please communicate via the TAPC messenger feed

Horses

- 14) All horses who graze at TAPC must be suitable in health and temperament to graze in a pony club herd environment.
- 15) Horses under four years of age, stallions, rigs or mares with foals or in foal may not be grazed on TAPC grounds.
- 16) There will be a maximum of one horse per member allowed. In exceptional circumstances, and while selling one horse and acquiring another, a variance to this may be requested and then offered at the discretion of the Committee.
- 17) If a horse becomes unwell, the Grazing Manager may direct that it be quarantined or removed from grounds to prevent infection of other horses / ponies.

Responsibility for Horse and Urgent Care

- 18) The health, wellbeing and care of each horse is the grazer's responsibility.
- 19) Horses must be checked by the grazer a minimum of four times a week (this includes a physical check).
- 20) If a grazer is absent, they must arrange for the ongoing care of their horse and nominate a responsible adult who will supervise care.
- 21) All costs associated with injury, illness or death of a horse is the owner's responsibility, no matter the cause of the event.
- 22) No person may unnecessarily interfere with any other horse/s on the grounds except with permission of the owner. There are common-sense exceptions to this including assisting with herd moves, temporarily relocating a horse on rally night, assisting a horse in need of help and safeguarding other horses or people.
- 23) In an emergency, a vet may be summoned by a member of the Committee for any horse in need of immediate treatment.
 - a) Associated costs of urgent vet treatment are the sole responsibility of the grazer.
 - b) All grazers must agree to have their contact number made available to others for this purpose.

Herd Management, Shared Care and Communications

TAPC horses graze in herds assigned to them by the Grazing Manager. Each herd has a Herd Manager who works with the Grazing Manager. The Grazing Manager ensures each herd's needs are communicated and represented when grazing decisions are taken. The Herd Manager communicates how and where the herd will be grazed and how the paddock/poo will be managed.

- 24) TAPC grazers must follow the direction of their Herd Manager and contribute to herd management and care by taking turns taping, trough cleaning, poo picking/kicking/harrowing, herd moves, herd welfare checks, and hay feed-out as requested.
- 25) Herd members must check water supply in paddocks regularly.
- 26) Herd members must communicate proactively and appropriately (youth members, volunteers) to support the smooth running and safety of the herd.

- 27) Complaints should be directed in writing to the Herd Manager or Executive Committee via teatatupony@gmail.com .
- 28) Each horse must stay in its assigned herd unless there is agreement with herd managers that the horse can move to another herd.
- 29) Grazers must notify the herd members and Herd Manager when the horse will be removed overnight or longer.
- 30) Horses should not be left alone in a paddock. Herd members should find a solution to reduce a horse's stress (e.g. hitching bay/starves/penned near others, consult with the owner).
- 31) Horses may be penned/moved if not being ridden on Rally night.
- 32) Gazers must be available to move their horses according to the grazing roster or agree/arrange for someone to do it on their behalf as part of a shared approach.

Fees and costs

- 33) Grazing Fees for U25 Riding Members attending rallies are currently **\$125 per month** and must be paid in full during the first days of every month for the month which follows. **Adult grazers pay an additional levy of \$100 per month.**
- 34) Grazing fees may be raised from time to time by Committee Resolution.

Hay

- 35) Hay is ordered by TAPC and the costs covered by a hay levy charged in addition to grazing fees. If hay is required to be fed, it is done on a herd by herd basis on the direction of the Herd Manager. TAPC hay is not for individual use.
- 36) A hay levy will be payable by all members of a herd which is receiving hay. The Herd Manager must notify the Treasurer when hay is being fed out so that the hay levy can be applied. The amount of the levy is set by the Committee based on the estimated cost/usage of hay.

Worming

- 37) All horses grazing on TAPC grounds are to be tested for fecal egg counts (FEC) and wormed and/or drenched as per the schedule or when deemed necessary by the Grazing Manager.
 - a) Any FEC, drench and wormer will be at the cost of the grazer.
 - b) Horses new to TAPC will be required to worm either pre arriving on TAPC grounds or on arrival and quarantined for 48-72 hours prior to merging with the nominated pony or hack herd. (in a 'starve' holding paddock adjacent to the hitching bay area.

Contributing to the Club and Grounds

The TAPC Committee is responsible for maintaining the Club's purpose, culture and environment. It relies on the voluntary contributions of members and their families to do so. Contributing to the Club with time and effort form part of the grazing terms and conditions.