

10 August 2016

**CIRCULAR NO 1612**

**To:** The Secretary all Totalisator Clubs and Kindred Bodies

**From:** Darrin Williams, Racing Manager

**Subject:** **VENUE INSPECTIONS**

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1. **Attached** is the Venue Inspection Schedule for 2016/17. Please make sure the course caretaker is aware of the inspection date for your venue.
2. Where possible, it would be appreciated if the following people could attend:
  - Caretaker
  - President
  - Any other Committee members that wish to be present
  - Club Secretary
3. On hand at all inspections should be:
  - Health and safety documentation
  - Hazard register
  - Accident register
  - Building WOF if required
  - Any other applicable papers for your course
4. Following on from the recent health and safety workshops, we will be looking to see your club's health and safety plan (not just the copies of documents that have previously been sent to you). By now, every club should have an extensive health and safety plan in place. The HRNZ Board have requested that we view these during the inspection process.
5. If your club has any issue with the date allocated or any other matter raised above, please advise me by Wednesday 24<sup>th</sup> August.

Darrin Williams  
RACING MANAGER

## Track and Venue Inspection Schedule 2016-17

Monday 1st August	10am	Gore TC	Gore	confirmed	report completed
Monday 1st August	2pm	Wyndham HRC	Wyndham	confirmed	report completed
Tuesday 2nd August	11am	Winton HRC	Winton	confirmed	report completed
Tuesday 2nd August	2pm	Invercargill HRC	Invercargill	confirmed	report completed
Tuesday 30 August	2pm	Banks Peninsula TC	Motukarara		
Tuesday 6th September	2pm	Methven TC	Methven		
Tuesday 13th September	10.30am	Kaikoura TC	Kaikoura		
Monday 10th October	10am	Geraldine TC	Orari		
Monday 21st November	9am	Auckland TC	Alexandra Park		
Monday 21st November	1pm	Harness Racing Waikato	Parawai		
Tuesday 22nd November	10.30am	Harness Racing Waikato	Tauranga		
Tuesday 22nd November	2pm	Harness Racing Waikato	Rotorua		
Wednesday 23rd November	9.30am	Harness Racing Waikato	Cambridge		
Wednesday 23rd November	1.30pm	Harness Racing Waikato	Waipa		
Monday 28th November	10am	Kapiti Coast HRC	Otaki		
Monday 28th November	2.30pm	Wanganui TC	Wanganui		
Tuesday 29th November	9am	Manawatu HRC	Manawatu		
Monday 5th December	9am	Forbury Park TC	Forbury		
Monday 5th December	11.30am	Waikouaiti TC	Waikouaiti		
Monday 5th December	3.30pm	Central Otago TC	Omakau		
Tuesday 6th December	10am	Roxburgh TC	Roxburgh		
Tuesday 6th December	1.30pm	Wyndham HRC	Cromwell		
Wednesday 7th December	9.30am	Hawea Picnic RC	Hawea		
Monday 12th December	1pm	Marlborough HRC	Blenheim		
Tuesday 13th December	8.30am	Nelson HRC	Nelson		
Tuesday 13th December	2pm	Westport TC	Westport		
Wednesday 14th December	8.30am	Reefton TC	Reefton		
Tuesday 7th February	11.30am	Stratford TC	Stratford		
Tuesday 7th February	2pm	Hawera TC	Hawera		
Wednesday 8th February	11am	Taranaki TC	Taranaki		
Monday 13th March	10.30am	Oamaru HRC	Oamaru		
Monday 13th March	2pm	Timaru HRC	Timaru		
Monday 10th April	1.30pm	Ashburton TC	Ashburton		
Monday 10th July	1.30pm	Rangiora HRC	Rangiora		
Only inspected if required	TBA	Gore HRC	Gore (Grass)		
Only inspected if required	TBA	Forbury Park TC	Wingatui (Grass)		