



Australian National Working Equitation

WESTERN AUSTRALIAN BRANCH

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GUIDE ON STARTING A WORKING EQUITATION CLUB

1. Ideally, you will need at least 5-10 like-minded people. A committee meeting can then be planned.
2. At this meeting, representatives of the club will be elected to form the committee.

Important positions to be filled are President, Vice President, Secretary, Treasurer.

Other jobs, such as; horse welfare officer, gear checker, events coordinator, etc... may be appointed from the general committee as required.

3. The committee needs to decide on the name for your club.
4. You will then need to establish a constitution. For ease, you can opt for the [model rules](#) which are a standard set of rules that have been developed for use by associations who do not wish to develop their own rules. These rules meet all the requirements of the Act and provide a suitable governance framework for an incorporated association.

If your association chooses to use the model rules the only details you need to provide are:

- the name of the association;
- the objects of the association;
- the quorums for general meetings and committee meetings; and
- the association's financial year.

It is not compulsory for an association to use the model rules. If your association decides to develop its own rules you may still wish to use the model rules as a guide. An association preparing its own rules should also refer to the [rules checklist](#).

5. You are encouraged to affiliate with [Equestrian Western Australia](#) and obtain insurance with Gow Gates. You will need to appoint an appropriately trained First Aid Officer for insurance purposes. At a minimum, insurance may cost about \$440.00. There are other options available for insurance but Working Equitation clubs need to be mindful that their cattle events are covered.