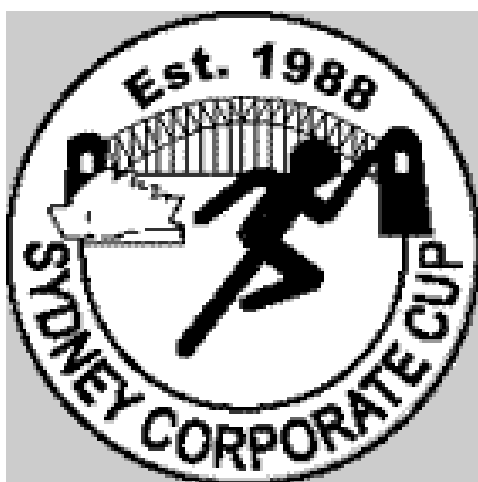


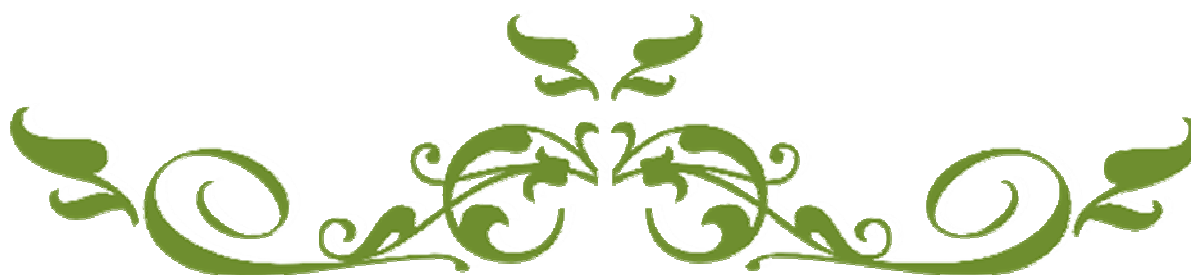


SYDNEY CORPORATE CUP INC



The Royal
BOTANIC GARDENS
& Domain Trust

RULES OF PARTICIPATION



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Our Vision

Leading and fostering the Sydney Corporate Cup into a sustainable future through strong partnership with the Royal Botanic Gardens and Domain Trust.

Our Mission

We seek to embrace and instil the ‘Spirit of the Cup’ with all those who participate through encouragement, camaraderie, fairness and goodwill. We promote and partner with the Royal Botanic Gardens and Domain Trust, allowing Sydney’s corporate community to come together and take part in this unique, competitive, yet friendly running event. Leading by example, each runner takes ownership of their actions, whilst sharing the space with the wider community in a responsible manner, treating all with courtesy and respect.

Our Values

Respect, Accountability, Care and Encouragement (RACE)

The Course (updated in 2020)



The course starts and finishes in Central Avenue near the Domain change rooms between Art Gallery Road and Hospital Road.

Start on the path (Central Avenue) that leads to the restaurant at the opposite end of the Domain. Turn right at the bottom towards the restaurant then left along the footpath beside Art Gallery Road, across the Cahill Expressway bridge. Take care to avoid pedestrians and garden beds in this area.

Art Gallery Road becomes Mrs Macquarie's Road where the road splits. Continue along the footpath beside Mrs Macquarie's Road, then turn left at the end of the railings down the broad path towards Farm Cove (1 km). Follow the path down the slope then after 50m turn right onto the "middle path" towards Mrs Macquarie's Point. (Note that this is "course C" in the course variations listed in Appendix II.) Continue to the end and re-join the main path at the Point, turning right and then going down beside the water. Follow the path along the flat and up a small rise. Turn left 15m above the corner of Boy Charlton Pool and take the path past the pool (2 km).

Continue on the lower path below Mrs Macquarie's Road until you reach the steps that go up to the footpath alongside Mrs Macquarie's Road. Turn left along that path and then turn left down the stairs BEFORE the electrical substation. (Note NOT the "traditional" stairs just beyond the substation.) Take care when running down the stairs, particularly if conditions are wet. Keep left going down the stairs unless overtaking and be aware of runners returning back up them.

Turn left at the bottom of the stairs and then run clockwise around the buildings, out along the waterfront paved area and returning along the eastern footpath of Lincoln Crescent. Run back up the same stairs and turn right onto the footpath alongside Mrs Macquarie's Road. The 3 km point is 50m past the substation.

Stay on the footpath beside Mrs Macquarie's Road until above the Boy Charlton Pool, then take the path down to the foreshore and back to Mrs Macquarie's Point (the 4 km mark just past Mrs Macquarie's Point). Continue back along the outbound route until you reach the bridge across the Cahill Expressway. (the 5 km point is just before the bridge).

Cross the bridge and turn right before the restaurant. Follow the path that leads to Hospital Road. There is a fork in the Domain where you keep left. Just before joining Hospital Road, turn left across the grass just past the tree on your left. Run parallel to Hospital Road, keeping the tree on your left. Turn left down the next path, and turn left again at the first path intersection to run back towards the restaurant and away from the finish. At the end of this path, turn hard right to run back along the path (Central Avenue) that leads to the finish (5.9 km).

The course shown in the diagram and described above is the standard course and is referred to as 'course C'. From time to time deviations from the standard course are required by the RBG and these are referred to as 'course A' and 'course B'. These variations are described in Appendix II.

Acronyms and References

SCC	Sydney Corporate Cup
RBG	Royal Botanic Gardens
AGM	Annual General Meeting
RoP	Rules of Participation

The Committee	the leadership team, who are governed by the <i>'Associations Incorporation Act 2009'</i> (NSW) and responsible for the SCC.
Series	refers to the makeup of the SCC event. Each Series comprises 6 runs, with 3 Series per year.

1 Sydney Corporate Cup Inc

1.1 Introduction

Sydney Corporate Cup Inc is a non-profit association incorporated by registration as provided by the *Associations Incorporation Act 2009* (NSW) (Act) and its associated Regulations. It has held an event in the RBG since its inception in 1988.

The RoP set out below have been developed after consultation with the RBG & Domain Trust. The benefit of the RoP is that SCC runners treat the RBG and Domain with respect and ownership, thus presenting an example to all runners who use the area. By participating in the SCC, each runner runs at their own risk and agrees to assist in the administration and support of the organisation of the SCC. This version of the RoP was updated by the Committee of the SCC on 21/7/2023 to apply from that date onwards and replaces all prior versions.

Each runner when completing the Online Runner Registration acknowledges the RoP.

1.2 The Committee

The SCC is governed by these RoP, the SCC Constitution and the Act and is managed by a Committee. The Committee is responsible for setting, reviewing and amending the RoP where needed, to ensure they remain relevant. The Committee is elected at the AGM held in conjunction with the Captains Meeting at the beginning of the 2nd Series for each calendar year.

The Committee structure is shown in Appendix I.

2 Structure of the Sydney Corporate Cup

2.1 Series

- (a) Each year there are 3 Series in the SCC competition. Each Series lasts for a period of approximately 14 weeks. There are 6 competition runs per Series.
- (b) Each Series run is 6 km and held in the RBG and Domain.
- (c) There is a maximum of 44 teams per Series.

2.2 Teams

- (a) Each team must have at least 10 runners (unless, in respect of a Series, the Committee determines a lesser number is permitted) with a maximum of 15 runners.
- (b) Each team must appoint a captain and vice-captain.
- (c) Registered runners who have not completed any run in a Series may be replaced at any time during that Series.
- (d) Where a team has less than 15 registered runners prior to the first run of a Series, additional team members (to a maximum of 15) may be registered after the first run.

2.3 Online Runner Registration

- (a) A new runner must complete the 'Online Runner Registration' (including the waiver acceptance) prior to their first run.
- (b) An Online Runner Registration is not required for a runner who has previously completed it in a prior series.

2.4 Team Registration Form

The Handicapper must receive the completed team Registration Forms by the Friday prior to the Team Captains Meeting preceding a new Series.

2.5 Team Captain Obligations

Team Captains are responsible for:

- (a) Submitting a completed Team Registration Form to the Handicapper.
- (b) Ensuring that each new member of the team completes the Online Runner Registration.
- (c) Paying the Registration Fee directly to the bank account specified in the Team Registration Form.
- (d) Issuing electronic chips to their team members.
- (e) Attending the AGM, Team Captains meetings and any other meetings requested by the Committee. A delegate may be nominated to attend meetings on behalf of the Team Captain.
- (f) Ensuring that team members are inducted prior to commencing their first run. This means that the RoP and course route is distributed to all team members and they are encouraged to familiarise themselves with the RoP and course route.
- (g) Completing the Team Captain/Vice Captain's checklist (see Appendix III) as a guide to fulfilling 2.5(f).

2.6 Failure to pay Registration Fee or complete Online Runner Registration

- (a) If a Series Registration Fee is not banked in to the nominated bank account and notification received by the Treasurer prior to the commencement of run 2 in a Series, the team will be ineligible to receive any points for each run prior to the payment date.
- (b) If an Online Runner Registration is not completed prior to a runner commencing their first run of the SCC, the individual runner cannot participate in the SCC and is ineligible to receive any points for any run completed prior to completing the registration.

2.7 Minimum Team Representation

- (a) A team whose members do not complete 45 runs in a Series may be disqualified from the following Series at the discretion of the Committee.
- (b) A team whose members do not complete 50 runs per Series in two consecutive Series may be disqualified from the following Series at the discretion of the Committee.
- (c) If any team is disqualified under rule 2.7(a) or 2.7(b) above, then the next team on the waiting list will be given first right of entry into the following Series. If no teams are on the waiting list and the Team Captain shows good cause for reinstatement then the team, at the Committee's discretion, can be reinstated for the following Series.

2.8 Withdrawal of Team(s)

- (a) An existing team can only leave the SCC at the end of a Series either by voluntarily withdrawing or by failing to complete the requisite minimum number of runs in accordance with rule 2.7.

- (b) If a team withdraws from the competition it will be added to the end of the waiting list, upon request to the Committee, until a position comes available.

2.9 New Teams

- (a) If more than 44 teams express interest in competing in a Series a waiting list will be created.
- (b) A team will be invited to join the SCC if an existing team withdraws from a Series or fails to make the minimum requirement of runs as per rule 2.7.

2.10 Runner participation

- (a) Each Runner participates in the SCC solely at their own risk and responsibility.
- (b) In participating in the SCC, each Runner accepts that their personal information collected either as part of the Online Runner Registration or team registration process is provided and may be used by the Committee for purposes associated with the SCC including Runner identification and age group classification.

3 Classification of Runners

3.1 New Runner

Runners are classified as New Runners until they have completed 10 runs.

3.2 Old Runner

Runners are classified as Old Runners at the beginning of their 11th run.

4 Scoring

4.1 Points

- (a) A runner scores 1 point for finishing.
- (b) For each 5 seconds a runner's time is less than the runner's handicap, the runner scores 1 point.
- (c) A team's point score is calculated by adding the 9 best scores of individual runners plus 1 point for each additional runner who finished.

4.2 New Runner

In each run, New Runners can score a maximum of 12 points plus 1 point for finishing.

4.3 Old Runner

In each run, Old Runners can score a maximum of 24 points plus 1 point for finishing.

4.4 Reclassification of Runner

If a New Runner is re-classified to an Old Runner during a Series, the runner will be eligible to score more than 13 points (to a maximum of 25 points) in each subsequent run in the Series.

4.5 Total Points

The total points scored at the completion of a Series by each team or runners are used to decide the winners of various categories of runners and teams.

4.6 Age Classification

For age category groupings, a runner's age for a Series is their age on the day of the first run of that Series.

5 Handicapping

5.1 Timing and Initial Handicap

- (a) Runner's times are recorded to the nearer 5 seconds.
- (b) The first time recorded by a runner becomes the runner's handicap.

5.2 New Runner's Handicap

During the initial Series in which the New Runner competes, if a New Runners handicap is bettered by more than 30 seconds, a new handicap for the following run is calculated by adding 30 seconds to the current time. Subject to rule 5.5, at the end of the Series, a new handicap for the next Series is calculated by adding 30 seconds to the fastest time in the Series.

5.3 Old Runner's Handicap

During a Series if an Old Runner's handicap is bettered by more than 90 seconds, a new handicap for the following run is calculated by adding 90 seconds to the current time. Subject to rule 5.5, at the end of the Series, a new handicap for the next Series is calculated by adding 90 seconds to the fastest time in the Series.

5.4 Reclassification of Runner

- (a) Subject to rule 5.5(a), if a New Runner is re-classified to an Old Runner during a Series, the runner's handicap will not increase after a Series has commenced.
- (b) A New Runner who betters their handicap by over 90 seconds in the 10th run will have their handicap adjusted to their run time plus 90 seconds rather than their run time plus 30 seconds for the 11th run.

5.5 Amendments to Handicap Times

- (a) At the end of each Series:
 - (i) For runners scoring a maximum of 150 points for a Series, a 2 minute reduction will apply to a runner's handicap in the next Series in addition to the normal calculation of a revised handicap time.
 - (ii) For runners scoring between 145 and 149 points for a Series, a 1 minute 30 second reduction will apply to a runner's handicap for the next Series in addition to the normal calculation of a revised handicap time.
 - (iii) For runners scoring between 140 and 144 points for a Series, a 1-minute reduction will apply to a runner's handicap for the next Series in addition to the normal calculation of a revised handicap time.
 - (iv) For runners scoring between 135 and 139 points for a Series a 30 second reduction will apply to a runner's handicap for the next Series in addition to the normal calculation of a revised handicap time
- (b) Subject to rule 5.5(d), a runner's handicap for a new Series will be based on their fastest time in their most recent Series.

- (c) Subject to rule 5.5(d), prior to the commencement of a new Series, no runner is to have their handicap increased by more than 1 minute from the handicap in the previous Series.
- (d) If a runner returns to the SCC after an absence of 9 Series or more they can elect, prior to the Series commencing, to reset their handicap in their first run of the new Series, as prescribed for a new runner in rule 5.1(b).

6 Start and Finish Rules

6.1 Start

- (a) Subject to rule 6.1(c) runners must start between 12 noon and such time as will enable them to complete their run by 1:30pm.
- (b) Subject to rule 6.1(c) runners must run over the electronic recording mat and record an electronic read when they start.
- (c) Runners can start before the electronic recording mat is in place at 12 noon. However, they must finish between 12 noon and 1.30pm and must time themselves by stopwatch.

6.2 Finish

- (a) All runners must finish by 1.30pm.
- (b) Runners must run over the electronic recording mat and record an electronic read when they finish.
- (c) Runners who started early must record their details and time on the "Early Runners" sheet located near the Domain change rooms.

6.3 Recording late results

If a runner finishes after 1.30pm and the electronic recording mats have been turned off, the result for that runner will not be recorded. Results phoned or emailed through to the Handicapper will not be accepted.

6.4 Recording late results

If you fail to record an electronic read at both start and finish (or just a finish read for early runners as per rule 6.1(c)), you will not get a result recorded. Results phoned or emailed through to the Handicapper will not be accepted, and references to times being recorded on such applications as Strava are not accepted.

7 Runners' Obligations

7.1 Electronic Chip

Runners must only wear their own pre-allocated electronic timing chip. It is recommended that the chip is tied to their shoelace. Running with multiple electronic chips is not allowed and is a significant breach of the 'Spirit of the Cup'. Any runner who is caught will be penalised in accordance with rule 7.3(b).

7.2 On the Course

- (a) Runners must not run on the road at any time, except when crossing the service access road immediately beyond the Cahill Expressway bridge.
- (b) Runners must at all times avoid running on the grass or garden beds and must stay on the designated paths, except on the short grass section parallel to Hospital Road.
- (c) Runners must keep left wherever possible. There are 2 exceptions:
 - (i) In the start and finish straight (Central Avenue).

(ii) On the Cahill Expressway bridge on Art Gallery Road.

- (d) Runners must at all times stay on the designated course.
- (e) Runners must at all times be courteous to other park users and keep clear of them when running. Any formal complaint against the behaviour of a runner may result in a penalty under rule 7.3.
- (f) Runners must at all times be courteous to fellow SCC runners and the Duty Team. Any formal complaint against the behaviour of a runner may result in a penalty under rule 7.3.

7.3 Penalties

- (a) If any runner breaches these Rules of Participation, their team will automatically lose 25 points.
- (b) In addition to the penalty prescribed at rule 7.3(a), if any runner breaches these Rules of Participation the Committee may, at its discretion, disqualify a runner or disqualify a team.

8 Miscellaneous

8.1 Results Meeting

On the completion of each Series, the Committee will meet to review the Series including the following:

- (a) The handicaps of competitors;
- (b) The draft results;
- (c) The failure of any team to meet the minimum number of runs as per rule 2.7;
- (d) Any Incident Reports; and
- (e) Organisational requirements for the Presentation Run.

8.2 Other Meetings

The Committee will hold the following meetings as required:

- (a) Beginning of Series meeting (Team Captains meeting);
- (b) End of Series meeting (Committee results meeting); and
- (c) AGM (in conjunction with Team Captains meeting).

APPENDIX I

Position	Tasks
President	• Liaises with Royal Botanic Gardens, third parties and sponsors. • Chairs meetings: - Beginning of Series - End of Series - Annual General Meeting • Hosts presentation day. • Hosts other functions eg dinners.
Vice President	• Assists President in their role. • Assists Secretary with presentation day preparation.
Secretary	• Records and distributes minutes from meetings. • Maintains attendance sheets of meetings. • Co-ordinates the presentation day. • Books meeting venue. • Maintains and updates job specifications of committee members. This includes third party contacts used by the association. • Retains and keeps current the SCC Constitution.
Treasurer	• Banks all revenue and makes all payments. • Prepares financials statements and reports for association meetings and appropriate government authorities. • Liaises with insurance agent for public liability insurance.
Handicapper	• Issues and collects Team Registration Forms and monitors online registration of new runners. • Prepares the score sheets and liaises with Series Coordinator and duty teams. • Ratifies, collates, calculates and distributes results. • Writes covering newsletter for results. • Publishes results on website. • Downloads electronic timing data and collects early runner sheets on run day.
Series Coordinator (Open)	• Prints and brings Early Runner sheets. • Collects change room key from RBG office and opens change room. • Brings equipment cupboard key and opens cupboard. • Supervises opening Duty Team on set-up of equipment. • Sets up board with Early Runner and Incident Report sheets.
Series Coordinator (Close)	• Supervises closing Duty Team on pack up of equipment on run days. • In conjunction with the Committee, arranges pack up of equipment on Presentation days. • Ensures sufficient supply of paper drink cups and orders replacements as required (outside of a pandemic). • After each Series, undertakes stock audit of items in equipment cupboard. • Ensures that equipment cupboard and change room are locked and change room key returned to the RBG office.
Communications Officer	• Compiles the duty roster and annual calendar. • Replies to enquiries from the email address. • Maintains a waiting list of potential new teams and runners. • Issues broadcast emails to team captains as required.
General Committee	• Votes at meetings. • Attends Team Captain and Annual General Meetings. • Takes on tasks allocated by the committee. • Maintains the website (specific role). • Acts as chip custodian, distributing chips to teams as required (specific role). • Acts as cupboard keys custodian (specific role).

Rules of Participation | Sydney Corporate Cup Inc.

Position	Tasks
Team Captains/Vice Captains	• Takes on tasks allocated by the committee. • Communicates the rules, results and other relevant information to their teams. • Assists in upholding the Rules of Participation of the SCC.

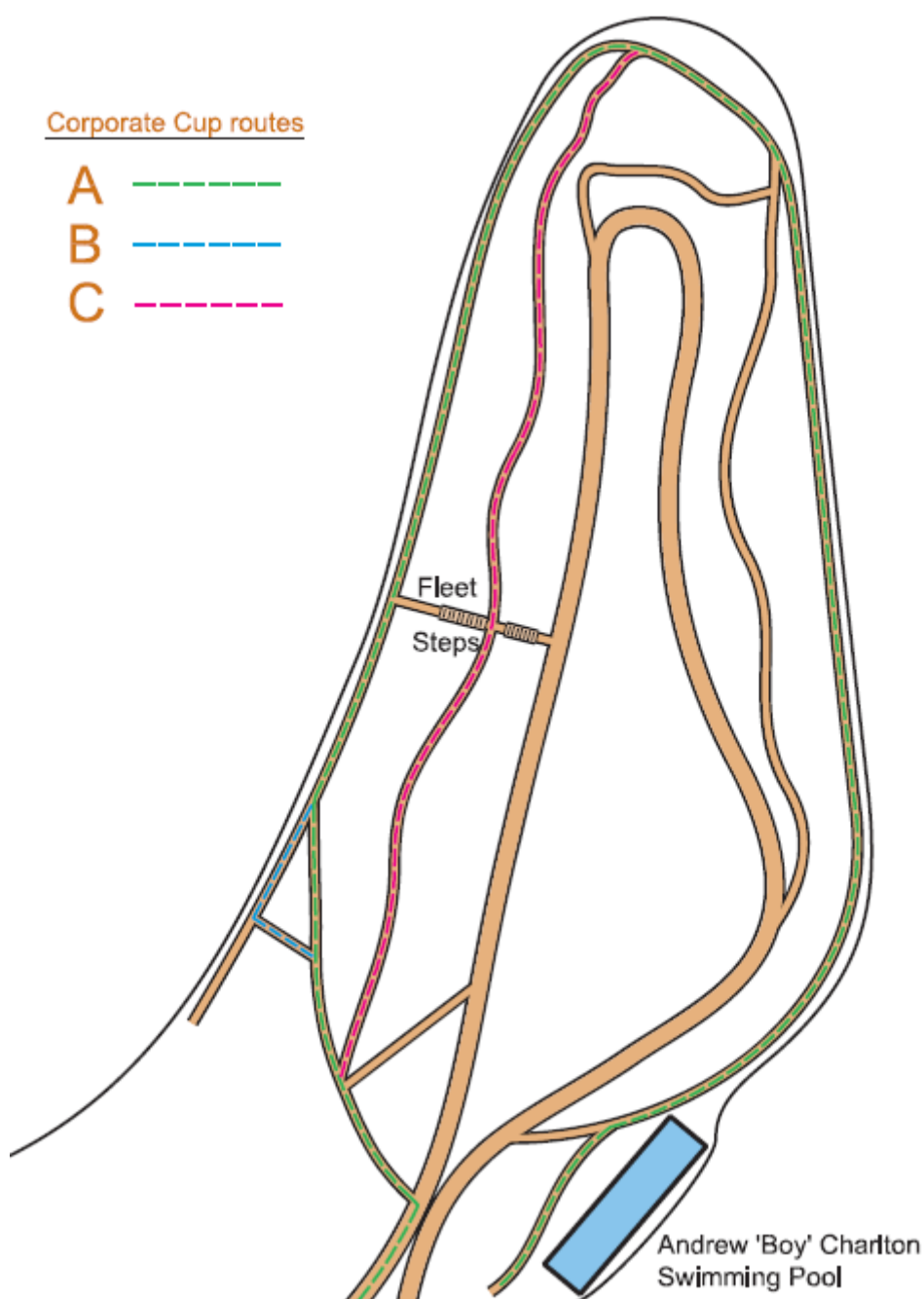
APPENDIX II

The diagram below shows the course variations which are sometimes required.

For course A (the original route), go down the broad angled path to Farm Cove, turn right and follow the waterfront path up over Mrs Macquarie's Point and then down onto the sea wall path towards the Boy Charlton Pool.

For course B, instead of going down the broad angled path to Farm Cove, turn left down the narrow path beside the Botanic Garden fence and then right onto the Farm Cove path. Repeat in reverse when returning.

For course C, instead of going down the broad angled path to Farm Cove, turn right onto the 'Middle Path' which runs above Farm Cove. Continue to the end and rejoin the main route at Mrs Macquarie's Point. Repeat in reverse when returning.



APPENDIX III

Team Captain's Checklist.

The team captain and/or vice-captain must ensure that:

1. A completed Team Registration Form is submitted to the Handicapper by the due date.
2. The Registration Fee is paid directly to the bank account specified in the Team Registration Form.
3. Each new member of the team completes the Online Runner Registration.
4. Electronic chips are issued to all team members.
5. He/she or a nominated delegate attend the AGM, Team Captains meetings and any other meetings requested by the Committee.
6. Team members are inducted prior to commencing their first run. This means that the RoP is distributed to all team members and they are encouraged to familiarise themselves with it, in particular the following points:
 - a. They understand the course, including its possible variations, and the requirement to stay off the road.
 - b. They must look after their chip and bring it to all runs, or they will not receive credit.
 - c. They understand the process for reporting a faulty chip.
 - d. Their run must be completed in the correct time window to count.
7. Team members are made aware of the SCC Facebook group.