



Committee

Greens' Subcommittee

Purpose

The purpose of the Greens' Subcommittee will be to retain and improve the quality of the golf course to ensure that it achieves excellent playing conditions for the use and enjoyment by the membership, visitors and guests all year round.

Membership

- Members of the Greens' Subcommittee will be appointed at the AGM.
- The Greens' Subcommittee Chair will be appointed by the President.
- Subcommittee members, who are not employed by the club, will serve a minimum of 3 years.
- Members of the Subcommittee, will include:
 - General Manager
 - Head Greenkeeper
 - Golf Manager
 - 1 x Gentleman Club Member
 - 1 x Lady Club Member
 - 1 x Club Member
 - Other Non-Voting Members (as co-opted by the Executive Committee)

Terms of Reference

- Overseeing all matters relating to the course and its immediate surrounds.
- Ensuring that the course policies, course development, and environmental/ ecological policies are adhered to, regularly monitored, and updated.
- Periodically reviewing course design and recommending to the Executive Committee any desirable changes.
- Working with the Executive Committee to agree a rolling financial programme for future development; approving the annual financial plans and budgets for the Greens' Subcommittee and ensuring these are adhered to.
- Being responsible for any variations from budget and presenting these to the Executive Committee for approval.
- Working with the Treasurer to seek authorisation for any purchases outside the agreed budget and ensuring that the necessary procedures are followed.
- Agreeing weekly, monthly and annual programmes of development and maintenance with the Head Greenkeeper.



- Ensuring that the greenkeeping staff are effectively led and managed by the Head Greenkeeper including the provision of appropriate performance management, development and training
- Discussing with the Club Manager all matters relating to annual appraisals and training, and ensuring that Health and Safety requirements are adhered to.
- Overseeing and supporting the greenkeeping staff team in ensuring buildings/sheds and areas surrounding the course are well maintained; and that machinery and equipment are both safe and secure.
- To ensure that members are fully informed of any work being carried out on the course via the appropriate communication channels.

Limits of Authority

- The Greens' Subcommittee will be allocated appropriate financial resources through the annual budgeting process.
- The funds are to be applied solely for the purposes set out in the Terms of Reference.
- The Greens' Subcommittee has delegated authority to approve spend up to an agreed limit.
- Amounts exceeding this agreed limit must be approved by the Executive Committee.

Meeting Schedules

- The Greens' Subcommittee will meet prior to any Executive Committee Meeting, or at any other time as required by the club.
- Members are expected to attend in order to be able to contribute effectively to the Subcommittee.
- Information will be provided in advance of each Subcommittee meeting to enable members to prepare effectively.

Reporting

- Minutes and actions will be recorded at each meeting including decisions taken and responsibilities allocated for actions.
- A brief written summary will be provided to the Executive Committee to ensure transparency and oversight.
- Matters arising that require Executive Committee decisions will be raised as items on the Executive Committee agenda.