



**Committee**

Handicaps and Competitions Subcommittee

**Purpose**

The purposes of the Handicaps and Competitions Subcommittee will be to:

- Deliver the club strategy in respect of competitions and handicaps.
- Provide equality of access for each section of the club to enjoyable, well-run competitions.
- Efficiently execute a fair and consistent handicapping system.
- Advise the Executive Committee on matters pertaining to competitions and handicapping.

**Membership**

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

**Terms of Reference**

- Arrange competitions that are enjoyable, efficiently run and reflect the needs of its members. This is to include the opening and closing of club competitions.
- Prepare and maintain an annual schedule of competitions within its remit for adoption by the Executive Committee. Any subsequent changes to the schedule to be dealt with by the Subcommittee and recommended to the Executive Committee.
- Maintain handicaps in accordance with the World Handicapping System, record all competition winners, purchase all prizes and ensure that they are awarded at the Presentation Events.
- Ensure continued synchronisation with the central database of handicaps.
- Decide upon prizes for all competitions and make all arrangements for the Presentation Events held during the year.
- Ensure competitions are widely published and positively promoted.
- Review, where necessary, the Competition Rules and Local Rules and make recommendations to the Executive Committee where appropriate.



- Perform an annual review of Handicaps.

#### **Limits of Authority**

- The Competitions and Handicaps 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 Competitions and Handicaps Subcommittee has delegated authority to approve spend up to any agreed limit.
- Amounts exceeding this agreed limit must be approved by the Executive Committee.

#### **Meeting Schedules**

- The Handicaps and Competitions Subcommittee will meet prior to any Executive Committee, 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.