



By-law #17

Golf Operations Committee – Terms of Reference

Committee: Golf Operations Committee

Approved: BOD 21.11

Previously considered at BOD: 19.05

Replaces: 31/10/2018, 30/05/2019, 27/02/2020

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Persons Affected: All Golfing Members

Effective: 25/11/2021

Section A - Definitions

1. Definitions are generally as listed in the Club Constitution.
2. "General Manager" (GM) means Secretary

Section B - The Committee

1. This Committee is hereby constituted by the Board of Directors in accordance with the Club's current Constitution and By-laws. It will report to the Board.
2. The Committee members will be:
 - Club Captain – Chairperson
 - Captain, Ladies Golfing Section (or nominated deputy);
 - Captain, Men's Veterans Golfing section (or nominated deputy);
 - Vice Captains (see 4.10);
 - Special Events Coordinator as required (see 4.10);
 - Director of Golf (or nominated deputy);
 - Junior Coordinator (or nominated deputy);
 - President of the Club (or nominated deputy) ex officio.

3. The General Manager may attend without invitation.
4. In the Captain's absence, the President or deputy will Chair the meeting.
5. The Captain will ensure that the GOC manages any brief assigned by the Board of Directors.
6. The Committee shall meet at not more than two-month intervals, at the instigation of the Chair.
7. Quorum shall be four (4) unless there are three Vice Captains in post in which case it will be five (5). Voting will be by a simple majority.

Section C - Match Sub-Committee (see para 4 of By-law A2 "delegation of authority"¹)

1. A Match Committee will control the conduct and play of amateur golf at the Club unless an outside organising authority has been given leave by the Captain to form their own Match Committee.
2. The Golfing Sections will constitute their own Match Committees for their Board allocated competitions.
3. Match Committees for all other events ("Club events") will be appointed by the Captain or deputising Vice Captain, on a daily basis. In the event of uncertainty, any Vice Captain consulted by the Golf Shop will act as the Captain's deputy.
4. A Club Match Committee will have one, two or three members. They will be drawn from the Captain, the Vice Captain(s), capable (preferably rules-accredited) golfing members, and the Club Professional or his or her deputy.
5. A person who has served on the Match Committee has the right to attend the Golf Operations Committee if their actions in that role are subject to discussion.

Section D - Duties and Responsibilities

The GOC will, amongst other relevant things:

1. **recommend** to the Board a schedule of annual events.
2. **recommend** to the Board of Directors strategies, golfing policies and developments for improving golf and golf competitions at CCC.
3. **monitor, review** and ensure course ratings and stroke indexes are current and involve member(s) as required to assist, review and update the stroke indexes for each of the competition courses.
4. **provide** opportunity for golfing members to undergo Rules accreditation programmes.
5. **issue** the local rules for the course.

"Responsibilities accorded below to a position may be assumed by a recognised deputy to that position."

6. **liaise** with the Chair of GG&CC and Course Superintendent to ensure those areas of the golf facility deemed to require physical identification and publication (e.g. local rules), are clearly marked and details published. This includes but not limited to:
 - Course boundaries
 - Ground Under Repair
 - Gardens
 - Obstructions and integral parts of the course including pathways
 - Margins of penalty areas, and
 - Abnormal course conditions.

7. **liaise** with the Director of Golf on:
 - execution and play of weekly club competitions;
 - variations to daily fixtures;
 - course closures;
 - cancellation of member competitions due to inclement and hazardous weather conditions; and
 - fleet cart management system go/no-go zones.

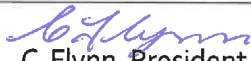
8. **liaise** with Course Superintendent and/or the Grounds, Greens & CATS Committee as appropriate to manage competition course usage to even out wear and tear across the course, and to ensure that damaged areas of the course are taken into consideration.

9. **ensure** that golfing members are advised of changes to the golf fixtures and provide instruction to members and training to club system administrators on golf-specific MiClub operations, if required. X

10. **nominate and recommend to the Board:**
 - a) the appointment of a Special Events Coordinator,
 - b) up to three Vice-Captains, preferably including at least one of each sex, to whom the Captain may delegate any of his or her powers from time to time.

The Special Events Coordinator will:

11. **liaise** with the Director of Golf and Golf Professional regarding tournament events such as, but not limited to, The Bay Open, Catalina Classic and Seniors Open, under the direction of the Captain. X

Authenticated	 C Flynn, President	on this day	18/2/22
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