

## HAMPSTEAD GOLF CLUB

### STATEMENT OF EQUAL OPPORTUNITIES OBJECTIVES

#### STATEMENT OF INTENT

The Hampstead Golf Club (**the "Club"**), in compliance with the Equality Act 2010 (**the "Equality Act"**), will pursue and promote equality of status for all members, visitors, guests, staff, volunteers and providers of services at the Club, as well as for applicants for membership or employment and for those requesting access or entry to the Club's premises or facilities as a guest or visitor. The Club will endeavour to ensure that every person, as identified above, regardless of age, disability, gender reassignment, marriage, civil partnership, race, religion or belief, sex or sexual orientation, pregnancy and maternity has a genuine opportunity to participate to their full potential at all levels and in all roles within the Club.

#### EQUALITY POLICY

The Committee of the Club (**the "Committee"**) have produced this Statement. It is subject to annual review and shall remain effective (subject to minor changes determined by legislation by the need to make reasonable adjustments to practices procedures and policies or as agreed by practical experience, in keeping with current legislation) during this period.

- A copy of this Statement is available to all paid staff, agents and service providers and volunteers of the Club together with its members, visitors, guests and associate members and its content will be covered in all induction programmes carried out or organised by the Club for all such persons.
- No job application will be placed at a disadvantage by requirements or conditions which are not necessary to the performance of the job or which constitute unfair discrimination.
- All members, visitors, guests, staff, service providers and volunteers have responsibilities to respect, act in accordance with, support and promote the spirit and intentions of this Statement.
- This Statement is available on the Club website.
- All staff and (where relevant) service providers will receive appropriate training.

#### MEMBERSHIP

- The Club will ensure that each application for membership will be determined in accordance with this Statement.
- No upper membership limits will be applied to any category of membership except that (a) the Committee may set a total maximum membership from time to time and (b) the Club may apply an upper limit on the numbers in any category which is not determined by reference to any of the protected characteristics.
- Subscription fees will not be determined by reference to any of the potential characteristics except where the Club have decided there is a need for positive action measures and have agreed to offer financial incentives to:
  - alleviate disadvantage experienced by people who share a protected characteristic as identified above;

- junior members and junior adult members for the duration of the specified membership status; and
- encourage increased levels of membership to a pre-determined number within specific categories, which may include, for example, certain age groups or other selected under represented groups.
- Such incentives shall only apply for the agreed duration of the specific recruitment drive initiative or until the requisite number of vacancies has been filled or, in the case of juniors or junior adults until such time as the member no longer qualifies under the age requirements of the junior or junior adult category (as the case may be).
- Applications for membership will be considered by the Membership Committee and then determined by the Committee. Applicants who are considered to be suitable for membership will be allocated membership subject only to any applicable numerical limit which may exist consistently with this Statement.
- However, the Committee may in its absolute discretion (but only where the number of members in an under-represented group of members sharing a protected characteristic has fallen below an agreed minimum and solely to protect against the erosion of that group of members) admit in preference to a member of another group an applicant who has a protected characteristic of the under-represented group.

### **Membership rights**

- All material prepared, produced and distributed by, or on behalf of the Club will endeavour to promote a clear image of diversity within the Club.
- Clear guidance and communication will be given to all members or individuals either governing or working for the Club on its commitment to equality through appropriate media.
- All members shall receive fair and equitable treatment in all aspects of their membership
- The principles of this Statement relating to applications for membership apply equally to applications to change to a different category of membership
- All Rules and Bye-Laws introduced by the Committee shall reflect fair and equitable treatment in respect of the Club's practices, policies and procedures they are designed to address
- All members will have equal access to the Club's dining room, bar and other facilities

### **OFFICERS OF THE CLUB**

#### **RESPONSIBILITIES**

- The Committee is responsible for ensuring that the Club operates in accordance with the Rules and Bye-Laws as written and updated from time to time and in conformity with the Equality Act 2010 and this Statement.
- The Committee shall be elected in accordance with the procedures as identified in the Rules of the Club.

- It is an aim of the Club that the proportion of female members on the Committee and all sub-committees shall be at least equal to the proportion that female members bear to the membership as a whole.
- Any member who meets the criteria for election to the Committee shall be encouraged to allow themselves to be nominated.

#### **CAPTAINCY**

There will be separate captains for each gender section of the Club.

- Proposals and nominations for each captaincy will be in accordance with the procedures as identified in the Rules.
- In their year of office the two captains shall share responsibility and authority for all Club functions and will agree in principle at the outset of their term how to share their responsibilities and authority

#### **COURSE ACCESS**

##### **GENERAL**

All members shall enjoy equal access to the golf course(s) at all times except where it is necessary or appropriate to give priority of access for participants in a competition open only to members of one gender.

- Conditions of entry to club competitions shall be as specifically identified in the terms and conditions of entry applicable to that competition.
- The playing of designated trophy competitions shall take precedence within the competition calendar of the Club. On such occasions and for the duration of the allotted tee reservation, the course may only be available to participants in the competition.
- Where it can be identified that the preponderance of male competitions denies equal access to female members for a significant proportion of Saturdays, the Club will take appropriate steps to improve that access, including moving some male competitions to Sundays.
- Female members will be free to play on Saturdays and other male competition days at all times when the tee is not reserved. .
- When general play conditions prevail, the Club shall allow for equal access to all categories of members.

##### **EXEMPTIONS**

- The Club may limit a competition to specific age, gender or disability groups where this is appropriate to ensure equitable, safe and equal competition. The Club will take positive action to provide opportunities to increase the inclusion of people from under-represented groups.

##### **RULES AND BYE-LAWS**

Nothing in this Statement affects the meaning or interpretation of the R&A Rules of Golf or the Rules and Bye-Laws of the Club.

## **COMPLIANCE COMMITTEE**

Representatives from the Committee will be selected to form a Compliance Committee to ensure that the requirements of this Statement are being adhered to and to monitor and evaluate the content and effect of this Statement.

- The Captains will review the Compliance Committee reports on an annual basis, to establish progress against aims and ensure that this Statement remains appropriate and effective.
- The Compliance Committee shall report directly to the Committee; overall responsibility for ensuring adherence to this Statement rests with the Committee.
- Selection of the Compliance Committee shall be made by the Committee from time to time.
- The Committee will review from time to time the level of compliance in relation to the Equality Act in practical terms.
- The Committee should identify areas and processes for change where necessary and make reasonable adjustments to this Statement as required.
- The Committee should record their conclusions, and track progress to completion of any changes that they recommend in consideration of the Equality Act.

## **Complaints and Disputes**

The content of this Statement applies equally to members, visitors, guests, employees, agents of and service providers to the Club. The Captains have overall responsibility to the Committee for ensuring that the requirements of this Statement are implemented. Day-to-day responsibility for compliance with this Statement will rest with the Secretary/Manager.

- If a member, visitor or guest considers that a member has acted inconsistently with this Statement, that person may refer the matter to the Secretary/Manager who will, if the Secretary/Manager decides that the matter requires further action, refer the conduct concerned to one of the Captains. The relevant Captain will, if he or she considers it appropriate, deal with the conduct concerned in accordance with the Rule relating to the conduct of members.
- Any material allegations of conduct by an employee or a person retained by the Club under a contract which is inconsistent with the requirements of this Statement will be investigated in accordance with the relevant contract including, if applicable, the relevant grievance procedure.
- If one of the Club Professionals is found to have acted inconsistently with this Statement, the findings may also be notified to the PGA.
- Allegations of behaviour inconsistent with this Statement by a visitor to the Club towards a member, employee, visitor or guest will be initially investigated by the Secretary/Manager of the Club. If the evidence leads the Secretary/Manager to conclude that further action is appropriate, the Secretary/Manager may do one or more of the following things:
  - Exclude the individual from the Club for a period
  - Pass the evidence to the visitor's home club or

- Refer the incident to any relevant County Union/County Association or Home Golf Union for action under its disciplinary policy and procedures
- If a person considers that something inconsistent with this Statement has taken place and not been satisfactorily dealt with, that person may refer the matter to either of the Captains for investigation.

**December 2010**

## **Appendix**

The main legislation to which this Statement relates is:

- The Equal Pay Act 1970
- The Rehabilitation of Offenders Act 1974
- The Sex Discrimination Act 1975 (as amended in 1986, 1999 and 2008)
- The Race Relations Act 1976 (as amended in 2000)
- The Disability Discrimination Act (as amended in 2005)
- The Human Rights Act 1998
- The Scotland Act 1998
- The Employment Equality (Religion or Belief) Regulations 2003
- The Employment Equality (Sexual Orientation) Regulations 2003
- The Gender Recognition Act 2004
- The Civil Partnership Act 2004
- The Disability Discrimination Act 2005
- The Equality Act 2006
- The Equality (Age) Regulations 2006
- The Equality Act 2010

References to the Equality Act and other statutes are to those statutes as amended, supplemented and replaced from time to time.