



## **Equality Policy**

### Statement of Intent

Perranporth Golf Club and such other companies and/or subsidiaries that are subject to the legal authority of the management committee, in compliance with the Equality Act 2010 or any statutory modification thereof, relevant English, UK and European legislation and all other statutory obligations, are resolute in their determination to pursue respective equality of status to all members, associate members, visitors, guests, volunteers, present and potential employees, servants, agents and service providers associated with those companies. We will endeavour to ensure that every person, as identified above, regardless of age, disability, gender reassignment, marriage and civil partnership, race, religion or belief, sex or sexual orientation (the Protected Characteristics), has a genuine opportunity to participate to their full potential at all levels and in all roles within the Club.

### Equality Policy

The Management Committee of Perranporth Golf Club have produced the following Equality Policy. This policy shall be subject to annual review and shall remain effective (subject to minor changes determined only by legislation or 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 document 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, associate members, employees, agents, service providers and volunteers have responsibilities to respect, act in accordance with and thereby support and promote the spirit and intentions of the policy.
- The policy will be available on the Club website for viewing by all.
- All staff, agents and service providers will receive appropriate training.

### **Membership**

- Perranporth Golf Club will ensure that each application for membership will be determined in accordance with the club's Equality Policy. Other than the total maximum membership number as identified by the management committee, no upper membership limits will be applied to any category of membership although the Club may apply an upper limit on the numbers in any category provided that no category is determined by reference to any of the protected characteristics.
- All subscriptions fees will be equal for all categories save where the club have decided the 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 or intermediate members for the duration of the specified membership status,
- 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 and intermediates, until such time as the member no longer qualifies under the age requirements of the junior or intermediate section.
- Applications for membership will be as determined by the General Manager on behalf of the Management Committee and will comply with the requirements of the Equality Act 2010 or any statutory modification thereof. Applicants who are considered to be suitable for membership will be allocated membership on a first come, first served basis save that the committee may in their absolute discretion, but only where the number of members in an under-represented group has fallen below the 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 Equity through the appropriate mediums.
- All participants at the Club, in whatever capacity shall receive fair and equitable treatment in all aspects of their membership.
- Members who wish to transfer their category of membership shall have their request considered by the Management Committee who will make their decision based on availability.
- All 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.

### **Officers of the Club**

#### **Responsibilities**

The Management Committee is responsible for ensuring that the Club operates in accordance with the Memorandum of Association, the Constitution and the Rules and Bye Laws as written and updated from time to time and in conformity with the Equality Act 2010 or any statutory modification thereof.

- The Management Committee shall be elected in accordance with the procedures as identified in the Rules of the Club.
- Any member who meets the criteria for election to the committee, shall be encouraged to allow themselves to be nominated.

#### **Captaincy**

- There will be a Club Captain, who is selected and nominated in accordance with the Club Rules and in conformity with the Equality act 2010.
- The Captain shall comply with the responsibilities of captaincy as identified in the rules and shall represent the club at all events that fall within their jurisdiction under those directions.

#### **Chairperson**

- In accordance with the Rules of the Club there shall be a Club Chair who shall be selected in accordance with the procedure as identified in the rules.
- The Chair shall remain in office for a period of 3 years during which time he/she will officiate at AGMs, EGMs and other Club functions.
- The Chair may delegate responsibility to the Club Captain, when unavailable for his/her duties.
- The Chair will review the Committee minutes on an annual basis to establish progress against aims and ensure the Equality Policy remains appropriate and effective

## **Course access**

### **General**

All members shall enjoy equal access to the golf course at all times save only where this is superseded by the limitations of any restricted access membership.

- Conditions of Entry to club competitions shall be as specifically identified in “The Terms and Conditions of Entry”.
- 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 will only be available to participants in the competition.
- Where it can be identified that the preponderance of male competitions denies equal access to females at weekends or at regular or particular times, the club will ensure that suitable alternative opportunities for weekend play for females are included in the playing calendar the details of which will be easily accessible by all members and will be included within the Membership Handbook and /or the Rules and Byelaws of the Club.
- When general play conditions prevail, access to the course shall be in accordance with the tee time booking procedure and shall allow for equal access to all categories of members according to the conditions of their membership category.

### **Exemptions**

- The Club reserves the right to limit competition to specific age, gender or disability groups where this is necessary to ensure equitable, safe and equal competition. The Club will take positive action in providing opportunities to increase the inclusion of people from under-represented groups.

### **Rules and Bye Laws**

The terms and conditions of membership and playing rights do not affect the R&A Rules of Golf relating to Etiquette nor the general Rules and Bye Laws of the Club.

### **Complaints**

The content of this document applies equally to members, associate members, visitors, guests, employees, servants, agents and service providers of the club. The Chair has overall responsibility to the management committee for ensuring that the requirements of this document are implemented. The day to day responsibility for the Equality Policy will rest with the General Manager.

- Allegations of inequitable behaviour emanating from the actions of an employee of the club will be investigated in accordance with the terms and conditions of employment relating to that employee.
- Allegations of inequitable behaviour emanating from the actions of the club Professional or any of his staff who are members of the Professional Golfers Association (PGA) will be investigated in accordance with the terms and conditions of

the agreed contract between the Club and the Professional staff or if none within the Complaints Procedure applying to a Breach of the Club's Equality Policy. All incidents and allegations shall be notified to the PGA for their records.

- Allegations of inequitable behaviour emanating from the actions of a member towards a fellow member, an associate member, a visitor, a guest, an employee, servant agent or service provider will be investigated within the Complaints Procedure applying to a Breach of the Club Equality Policy. If an incident involving a member of the Club is alleged to have occurred touching upon the conduct of a member at another golf club and reported to the Club in accordance with that club's policies, the member shall be subject to a Disciplinary Hearing at the Club.
- Allegations of inequitable behaviour emanating from the actions of a casual visitor to the club who is a member of a golf club affiliated to the English, Scottish or Welsh Golf Unions towards a member, an employee, visitor, or guest will be initially investigated by the General Manager of the Club. If the evidence leads the manager to conclude that a breach of the Club Equality Policy has likely occurred, the evidence should be passed to the home club of the alleged offender to be further investigated and dealt with in accordance with their Disciplinary Procedures. If the home club declines to investigate the allegation the Club may refer the incident to their County Union/County Association for action under their Disciplinary Policy and Procedures. If the County Union/Association declines to investigate the Club may refer the incident to the relevant Home Golf Union for action under their Disciplinary Policy and Procedures. If such a situation occurs and the allegation is proven, the Club, in addition to any sanction imposed at that hearing, will exercise their own prerogative in respect of initiating an appropriate action and which will be limited to the authority of the Club, against the alleged offender on behalf of the Club.
- Allegations of inequitable behaviour emanating from the actions of a casual visitor to the club who is not a member of a golf club affiliated to any of the Home Unions towards a member, an employee, visitor or guest will be initially investigated by the General Manager of the Club. If the evidence leads the manager to conclude that a breach of the Club Equality Policy has likely occurred, the evidence should be passed to the appropriate authorities for action under the Equality Laws and to the relevant Home Union for action under their Disciplinary Policy and Procedures. If such a situation occurs and the allegation is proven, the Club, in addition to any sanction imposed at that hearing, will exercise their own prerogative in respect of initiating an action against the alleged offender banning them from the Club for a period of time to be agreed. In the event that an allegation is proven the Club (cognisant of Human Rights Law) will use its best endeavours to notify other clubs of the outcome and of the name of the offender.
- In all cases the alleged offender will be invited to attend the Disciplinary Hearing. If this invitation is declined then the hearing shall proceed *absente reo*.

If any dispute arises in connection with this policy, the parties will attempt to settle it by mediation in accordance with the Mediation Procedure of the National Golf Club's Advisory Association (NGCAA). Unless otherwise agreed between the parties, the mediator will be nominated by the Chairman of the NGCAA. To initiate the mediation a party must give notice in writing ('ADR notice') to the other party(ies) to the dispute requesting a mediation. A copy of the request should be sent to the NGCAA. The mediation will start not later than 56 days after the date of the ADR notice. The commencement of mediation will not prevent the party(ies) commencing or continuing court proceedings/an arbitration.

### **Discipline**

Any reports of alleged breaches of our Equity Policy will be investigated and appropriate disciplinary action will be taken, based on the outcome of the investigation.