



Code of Conduct

Access to the club and course is a privilege and comes with certain rights and responsibilities.

The Code of Conduct provides members, volunteers, guests and visitors with guidance on the standards of behaviour that are expected of them while they are on club premises and in their interactions with the Club.

It has been developed by the club to ensure everyone can enjoy amenities provided by the club in a safe, enjoyable and responsible manner.

Accordingly, members, volunteers, guests and visitors shall:

- respect the rights of others to enjoy the club's facilities and services.
- interact with each other, the club's committee, contractors, employees and volunteers in a courteous and respectful manner.
- not engage in behaviour towards each other, the club's committee, contractors, employees or volunteers that is intended to abuse or harass.
- refrain from disorderly or disruptive behaviours.
- show due consideration to the needs of others, including their right to privacy and confidentiality concerning records and documentation, unless consent is otherwise provided.
- comply with club rules and policies including the child safety code of conduct, any signage and lawful directions of the Committee, contractors, employees and volunteers.
- access the club with proper identification and fulfill any sign-in requirements.
- ensure children under age 12 are accompanied by a parent or guardian.
- abide by the dress code of the club.
- not bring alcoholic drinks on the club premises and surrounding event & function area for consumption on the clubhouse premises or the surrounding event and function area.
- not bring or have in their possession illegal materials while on club premises.
- respect and handle property belonging to the club, other members or visitors with care and diligence.
- respect the club property and facilities including the course.
- refrain from representing the club, unless properly authorised to do so.
- not deliberately tarnish the reputation of the club or bring it into disrepute or act in a manner prejudicial to the club.

The Code of Conduct applies at all times when members, volunteers, guests and visitors are on the club premises and on the course. Breaches should be reported in writing to the Committee detailing who the complaint is about, nature of the complaint, and details of any witnesses.

You are deemed to accept the code of conduct when you enter the club premises or the course.

If you do not want to accept the code of conduct, you must leave the club premises and grounds immediately.

Breach of the code of conduct and disciplinary action

If a potential breach is reported to the Committee, the Committee are required to follow the disciplinary procedures outlined below. Disciplinary actions may include refusal of entry, verbal or written warning, withdrawal of certain privileges, and suspension or termination of membership (if applicable). The disciplinary action will be in accordance with this code of conduct and may include expulsion of the member in line with the Club Constitution, including the provision of natural justice.

Members

Members are also bound by the Club's Constitution, its Objects, Rules and By-Laws.

Every Member when playing in any Club competition, or when in the Clubhouse, must at all times:

- *Respect the game of Golf.*
- *Maintain the highest degree of sportsmanship.*
- *Maintain the highest standards of behaviour and etiquette.*
- *Endeavour to always comply with the Rules of Golf and their interpretations.*
- *Comply with any instructions from the Club Captain or their representative.*

Members of the Committee

The Committee Members are elected to set policy and to control the overall management of the Club including:

- The general control and trading activities of the Club.
- The control of the Club premises.
- The conduct of all Members.
- The privileges to be enjoyed by each category of membership.
- The relationship between Members and all Club contractors, employees and volunteers.
- All such matters as are commonly the subject matter of Club Rules and the Constitution.
- Arbitration in any matters of conflict.
- Disciplining any breaches of Club Rules, Code of Conduct and Constitution.

The duties and powers of the Committee are stated in the Club Constitution and each Committee Member must follow the Constitution at all times.

Disciplinary Procedures

Grounds for taking disciplinary action

The Committee may initiate disciplinary action against a Member if it is felt the Member—

- (a) has failed to comply with Club Rules; or*
- (b) has failed to comply with the Club Code of Conduct*
- (c) refuses to support the purposes of the Club; or*
- (d) has engaged in conduct prejudicial to the Club*

Disciplinary sub-committee

(1) If the Committee is satisfied there are prima facie grounds for taking disciplinary action against a Member, the Committee must appoint a sub-committee of three to hear the matter and advise what action, if any, the Committee should take against the Member.

(2) The members of the sub-committee —

- (a) may be Committee Members, Members of the club or anyone else; but*
- (b) must not be biased against, or in favour of, the Member concerned.*

Notice to Member

(1) Before action is taken against a Member, the President must give written notice to the Member—

- (a) stating that the Committee has appointed a sub-committee to consider disciplinary action against the Member; and*
- (b) stating the grounds for the possible disciplinary action; and*
- (c) specifying the date, place and time of the meeting at which the sub-committee intends to consider disciplinary action (the **disciplinary meeting**); and*
- (d) advising the Member that he or she may do one or both of the following—*
 - (i) attend the sub-committee meeting and address the sub-committee at that meeting;*
 - (ii) give a written statement to the sub-committee at any time before the meeting; and*
- (e) setting out the Member's appeal rights.*

(2) The notice must be given no earlier than 28 days, and no later than 14 days, before the disciplinary meeting is held.

Decision of sub-committee

(1) At the meeting, the sub-committee must—

- (a) give the Member an opportunity to be heard; and*
- (b) consider any written statement submitted by the Member.*

(2) After complying with subrule (1), the sub-committee may recommend to the Committee —

- (a) that no further action be taken against the Member; or*
- (b) that the Member be reprimanded; or*
- (c) that membership rights of the Member be suspended for a specified period; or*

(d) expulsion of the Member from the Club.

(3) If the committee expels a member from the Association, the public officer of the association, without undue delay, is to cause to be served on the member a notice in writing

(a) stating that the committee has expelled the member; and

(b) specifying the grounds for the expulsion, and

(c) informing the member of the right to appeal against the expulsion.

The suspension of membership rights or expulsion of a Member by the Committee does not take effect until the later of:

(a) the fourteenth day after the day on which a notice is served on the member under (3) above or

(b) if the member exercises his or her right of appeal under this rule, the conclusion of the special general meeting convened to hear the appeal.

Appeal Procedure

(1) The Member may appeal against an expulsion by serving on the public officer of the Association, **within 14 days** after service of a notice of expulsion, a requisition in writing demanding the convening of a special general meeting for the purpose of hearing the appeal.

(2) On receipt of a requisition, the public officer is to immediately notify the committee of the receipt.

(3) The committee is to cause a special general meeting to be held within 21 days after the day on which the requisition is received.

(4) At a special general meeting convened for the purpose of hearing an appeal under this rule

(a) no business other than the question of the expulsion is to be transacted; and

(b) the committee may place before the meeting details of the grounds of the expulsion and the committee's reasons for the expulsion; and

(c) the expelled member must be given an opportunity to be heard; and

(d) the members of the Association who are present are to vote by secret ballot on the question of whether the expulsion should be lifted or confirmed.

(5) If at the special general meeting a majority of the members present vote in favour of the lifting of the expulsion –

(a) the expulsion is lifted; and

(b) the expelled member is entitled to continue as a member of the Association.

(6) If at the special general meeting a majority of the members present vote in favour of the confirmation of the expulsion –

(a) the expulsion takes effect; and

(b) the expelled member ceases to be a member of the Association.