



DRUMPELLIER GOLF CLUB COURSE POLICY DOCUMENT

November 2021

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1. Introduction

The purpose of this Policy Document is to set out details of the management of the Golf Course at Drumpellier Golf Club, which has been approved by the Committee, the General Manager and the Head Greenkeeper.

This document will be a working document which is reviewed and if appropriate, amended as and when required.

Any future proposed changes will only be introduced after a full consultation and approval of the Committee, the General Manager and the Head Greenkeeper.

2. Roles and Responsibilities

The General Manager, in conjunction with the Committee, is responsible for the management of Drumpellier Golf Club.

The Head Greenkeeper, in conjunction with the General Manager and Greens Convenor has the overall responsibility for the management of the course, including the provision of appropriate finance and machinery, subject to final approval, from the Committee.

The Head Greenkeeper will attend regular meetings with the General Manager to offer advice.

The General Manager, being responsible for all personnel, will establish management controls that monitor the policies set by the Course Policy Document to ensure correct management practices are followed. Anticipated variations from budget will be commented on and/or approved by the Committee prior to the variations being implemented.

The General Manager, along with the assistance of the Handicap Convenor co-ordinate the club fixture list, giving consideration to work on the course and will communicate all alterations and changes to the list to the Head Greenkeeper giving adequate notice.

The Head Greenkeeper is responsible for the day-to-day management of all Green-keeping staff and the implementation of this Policy in all its aspects, including, Health and Safety, allocation of daily tasks in compliance with Health and Safety Regulations including the Club's Health and Safety Policy, planning of course maintenance schedules in relation to fixture lists, liaising with the General Manager and/or the Greens Convenor on any problem areas, machinery maintenance, planning and long-term budgeting, schedules and records, personnel, education, training, discipline, fertilisers and chemicals (storage and safety), including ecological aspects.

3. Resources

Staff level is as follows:

- 1 No Head Greenkeeper
- 1 No Deputy Head Greenkeeper
- 4 No Greenkeepers

Total 6

The Club have a policy to ensure that as so far is reasonably practicable, the health, safety and welfare of all employees working for the Club, members and other persons who may be affected by our undertakings is paramount.

There is a commitment to the training and education of greens staff who are all encouraged to obtain National Vocational Qualifications in Green keeping to the maximum of their individual abilities.

Staff are encouraged to become members of BIGGA and to attend meetings and events organised by this association.

The Committee is committed to the allocation of sufficient funds to achieve the policies set out in this document.

4. Objectives

The objectives of this policy will be reviewed and if required, be amended as and when required. The current date of the document will be recorded in the front cover.

The objectives are that the Golf Course should be gradually improved to a high standard whereby it is recognised as one of the best maintained and enjoyable courses in Lanarkshire. This standard will be achieved for the major part of the competitive year from May until October. It is unrealistic to expect typical mid-season playing conditions for the entire year, especially during winter months, which are devoted to necessary preparatory work for the following season.

Our clear intention is to maintain the Course in excellent condition for the full enjoyment of members of all handicaps and their guests. We seek to provide challenging golf for category 1 and professional players and an excellent golfing experience for all other players.

We also seek to ensure that the golf course is accessible as much as possible, weather permitting, for all users including those that require the use of a buggy.

5. Timing of Work on the Course

It will be the aim of the Head Greenkeeper, in regular discussion with the Greens Convenor, the General Manager and our external agronomist, to plan all works well in advance. The periods in which work has to be done can then be agreed taking into account the golf fixture programme. These works will be communicated to the members as and when required.

6. The Course

6.1 Tees

The maintenance of tees has high priority. Cutting to controlled cutting heights, tinning, watering, and fertilising is all practised on a programmed basis. During the summer months there is always an ongoing programme to repair divots. The use of grass tees or separate winter tees throughout the winter months will be continued. These tees are heavily worn during the winter and have to be given time to recover.

Ongoing tee surface levelling in the Winter Work Programme will materially assist in this process by spreading wear. A divot-fill mixture is provided in boxes on the tees of all par-3 holes and it is essential that players use this to fill divot holes to preserve grass growth.

6.2 Fairways

Cutting to a controlled height will continue, whilst taking into account any recommendations from our external agronomist. Fairways are verti-drained every other year to improve the quality of the grass. This discourages annual meadow grasses and encourages fescues, which then allows for more precise iron play. During the winter months cutting height may be increased to enable the grass to recover. Bare areas on the course are to be scarified, seeded, fertilised, watered and protected on a continuing basis.

Weed control measures will be undertaken as necessary.

The majority of the Course lies on very clayey soil. Water retention on the course is very localised.

Compaction has occurred in many areas around the course; however, this has been relieved to a great extent by verti-draining of all fairways and walkways.

Pathways will be created wherever practicable to provide easy walking and driving of buggies/individual ride-on buggies.

6.3 Rough

Areas of rough are to be maintained at controlled cutting heights. Areas in and around trees are to be maintained as rough. Weed control measures will be undertaken as necessary.

6.4 Greens

The sward on the greens is predominately annual meadow grass. The policy of top dressing and over-seeding with appropriate grasses will continue, to improve the desired sward, particularly during winter months. Aeration is essential for the health of the turf, a full programme agreed with the agronomist will be carried out to ensure full depth aeration. The programme of aeration is in place to create conditions for healthy bacterial activity that is vital to breaking down the thatch. This programme is designed to encourage the deeper-rooting grass such as the bents.

The greens are vertidraind as and when required. The height of cut on the greens is the responsibility of the Head Greenkeeper and depends on his reading of future weather conditions and forthcoming competitions.

Grooming and verti-cutting will be applied to greens throughout the summer and also, the use of pencil tines to encourage moisture penetration and the deeper rooting grasses.

A policy of minimum irrigation is being followed and any dry patches which develop will be treated with wetting agents and hand watering.

The autumn and winter treatment of greens will include the application of a winter fertiliser, hollow and slit tinning, scarifying and top dressing.

It should be noted that a high stimp meter reading is not the primary aim of the Club, consistency of speeds, green to green and truth of roll are.

6.5 Fertilisation

The fertilisers that are used on the course comply with all current legislation. The specific fertilisers used throughout the year is the responsibility of the Head Greenkeeper.

6.6 Top Dressing

Top dressing is applied to all greens particularly after hollow tining. Solid tining will be carried out throughout the year as decided by the Head Greenkeeper, in consultation with the agronomist.

6.7 Temporary Greens

It is the firm intention that the on-going work programme to relieve compaction and reduce thatch will make the use of temporary greens less frequent particularly in the winter.

It is the responsibility of the Head Greenkeeper or in his absence, the Deputy Head Greenkeeper on duty, to decide on a day-to-day basis the need for temporary greens to be brought into use.

Factors to be taken into consideration are:

- a) Saturation to the point that greens are too soft to take foot traffic.
- b) Foot traffic on frosty weather damaging the surface grasses.
- c) If the normal green is being worked on intensively, a temporary green may be brought into use in order that work may proceed quickly and with greater effectiveness.
- d) The border of temporary greens will be marked by the use white paint.

6.8 Hole Cutting

During the main playing season from May until October it is expected that holes will be re-cut on Wednesday and Friday mornings prior to the start of competitive play – occasionally in times of heavy traffic/soft underfoot conditions extra re-cuts may be required.

6.9 Bunkers

Greenkeepers will check, rake or patch bunkers daily. All sand levels will be consistently monitored and topped up as where necessary.

When it is permitted, at least one rake will be provided for each bunker. Players are expected to rake their pitch marks and footmarks after playing out of a bunker. The rake should be replaced within the bunker.

Players are also expected to try and rake the bunkers following play using their club and feet when rakes are not in use.

Sand on the grass around bunkers will be blown off on a regular basis.

7. Closing the Course

The Course may be closed by the authority of the General Manager, Head Greenkeeper or, in his absence, the deputy Head Greenkeeper on duty. This would normally happen when adverse weather conditions have occurred and damage to the course would result if play were permitted. Such conditions would prevail if greens were largely waterlogged, if the course was flooded and during severe frost or snow. During a competition, the General Manager, Head Greenkeeper or an authorised member of Committee may close the course if they consider that the course has become unsuitable for play through flooding, snowfall or if dangerously high wind conditions occur. A decision to close the course may be reversed following a further inspection by any of the individuals mentioned above, if in their opinion, the course becomes fit for play.

In the absence of any of the staff above, the Club Professional may make the decision to close or open the course, but this should only be carried out in exceptional circumstances.

8. Greens Staff and Members

8.1 Work on the Course

The Club's main priority for its staff is that they can operate in a safe manner. The Club has a policy that Health and Safety must be complied with at all times and that the Club will provide every assistance to ensure that this standard can be maintained. The Club asks that all members of staff continue to be diligent in this area at all times.

The Green Keeping Staff will also be vigilant so that they do not delay play unnecessarily and, whenever practical, will work in the opposite direction to the order of play, taking account of all health and safety matters.

To ensure that health and safety of our greenkeeping staff, contractors and/or visitors to the course, all players will give priority to these parties working on the course.

8.2 Complaints

Members and visitors may not complain about the conduct of a member of staff nor about the state of the course directly to any member of the Green keeping Staff. All complaints must be made to the General Manager who will then decide on the course of action. Any complaints relating to the Course will be fully investigated by the Head Greenkeeper and a brief informal report will be given to the General Manager/Greens Convenor.

9. Machinery

The Head Greenkeeper will advise the General Manager/Greens Convenor of machinery replacements, additions, repairs and renewal for consideration. Final approval will be given by the Committee for incorporation into the Club's financial plan.

The Head Greenkeeper is responsible for keeping himself up to date with developments in golf course machinery and to bring appropriate recommendations to the General Manager/Greens Convenor.

He/she is also responsible for all aspects of the maintenance and care of all machinery including records of use and preventative maintenance.

Work in-house will consist of changing filters and oils, general oiling and greasing. Major repair work to machinery is to be carried out by specialist contractors. Grass cutting units are to be maintained in first class order. Currently units are sent to specialist contractors at least annually for re-grinding and re-setting with additional routine maintenance carried out 'in house'.

10. Irrigation

The Club's policy is to use as little water as possible in order to encourage deeper rooting grasses to predominate. However, in almost every season, there are times when rainfall is insufficient to sustain grass growth and needs to be supplemented by irrigation. Water is also needed on demand to wash in fertilisers and other treatments therefore, a guaranteed water source is essential for the maintenance of the golf course.

10.1 Water Supply

Water is supplied from the main supply into a 12,000-gallon holding tank.

10.2 The System

There are approximately 72-sprinkler heads on the course, 4 at each green.

The system is pressurised by a pump which allows water to be fed around the course through a network of plastic pipes. Twenty-four-volt decoders at each station (green) open one at a time to allow water to be distributed on to the playing area. The pump will be serviced on a regular basis during the winter period. The system, although functional, is old and will require modernisation in future years.

11. Financial Control

Following the end of each golf season, the Head Greenkeeper will produce a full and detailed report of all machinery, showing their performance with notes on any problems which have occurred during the year. This will be done in order to produce a definitive funds requirement for the next financial year for replacements and repairs which should be in line with the budgets.

Regular review of actual expenditure compared with budget will be made and the Head Greenkeeper may be requested to explain any significant differences by the Club Council.

12. Tree Preservation Order (TPO)

Trees on the Course will be managed sensitively and in compliance to the current Tree Preservation Order (TPO) that has been imposed on the Club by North Lanarkshire Council. Trees that affect safety, play and those that prevent growth of grass on greens and elsewhere, will be managed in such a way that improves safety, play and growth of the playing surfaces. On some occasions felling may be necessary. All of these works will be subject to prior approval from North Lanarkshire Council.

It is the intention of the Club to remove all dead trees and replace with at least the same number of new trees per dead tree, as a minimum, over the next few years. The reason for this is that, as of September 2021, there are at least 50 dead trees within the playing boundary of the holes. These works will also be subject to prior approval from North Lanarkshire Council. Additional tree planting will also take place where and when necessary.

13. Ecology

This policy is to preserve as sensibly as possible the habitat of birds, animals and flora on the course. Certain animals like deer, squirrels, foxes, badgers and moles, do cause some damage to the Course.

Although not damaging the course directly, there are many corvids which attack the less aggressive birds which also have to be kept under control. However, it will be the responsibility of Drumpellier Golf Club to address these issues using expert contractors as and when required.

The Club accepts its responsibility to follow all appropriate directives and laws committing the sport to investigating and applying low chemical, low watering and low pesticidal greenkeeping techniques – with the additional responsibilities of minimising usages of fuel, spillages of contaminants and potential minor pollutions resulting from the routine maintenance of mechanical equipment and the disposal of cut grasses and collected leaves.

14. Professional Advice

It is the policy of the Club to seek opinions and advice from qualified agronomist and tree specialists as required.

The Head Greenkeeper is also authorised to seek assistance from qualified specialists for soil analysis or for other abnormal happenings such as invasions of unusual fungi, pests and infections of sward and other grasses

15. Boundary Fences and Gates

The boundary fences and access gates are the responsibility of the Club and continuing maintenance will be carried out.

16. Non-Turf Issues

16.1 Teeing Ground

All tee markers will be correctly positioned and will be kept in good condition at all times. All bins will be emptied of rubbish and be cleaned as and when required.

All benches will be kept in good condition.

16.2 Pathways

All existing pathways will be kept in good repair and edged where appropriate. Adequate signage will be positioned to ensure golfers use the paths provided.

Continual review and construction of new paths will be carried out on a regular basis to ensure improved access for all members and buggies/individual ride-on buggies.

16.3 Fairway Yardage plates

Fairway yardage plates will be edged when deemed appropriate.

16.4 Bunkers

Additional attention to detail surrounding the bunkers – weeding bunker edges, removal of stones where required and edging will be attended to at least once per week.

APPENDICES

GOLF COURSE BAD WEATHER PROCEDURES

Fog & Rain/Lightning Procedure

Before Play

In the event of fog making commencement of medal play impossible, or the course is unplayable because of rain/lighting, there will be a rolling suspension of play. When the relevant party considers the course playable, players will go off in order as per the start sheet. If a player considers the delay excessive, they have the option of scratching from the competition or arranging a tee time later in the day.

If play has not commenced 2 hours after the original first tee time, play in that round of the competition will be cancelled for the day.

During Play

If after play has commenced fog, rain or lightning makes the course unplayable, play will be suspended by three consecutive notes of the klaxon.

On hearing this, players have the option of completing the hole they are playing or marking the position of their ball and seeking shelter.

If play has not resumed within 2 hours, the Committee will abandon the medal and re-arrange it for another day.

Resumption of Play

When the committee considers the course playable, play will be resumed by two short notes of the klaxon. Any player who is not in the process of preparing to play when play is resumed, will be disqualified.

Completion of Play

If darkness causes play to be incomplete, those players still to finish will resume play the following morning at an appropriate time.

If play in a competition to be played over 18 holes is cancelled/abandoned, the Committee will endeavour to arrange an alternative date for the competition.

Frost

With increased play during the winter season and increased traffic on the greens, there is significantly more damage to the greens when there is frost on the ground. This damage makes the grass plant more susceptible to disease and with this in mind, the recommendation is:

On experiencing a white frost, pins to be put on winter greens prior to play and to remain so for the rest of the day.

On experiencing a hard frost: pins are put on the winter greens until the day after the frost has fully thawed from the soil

Decisions on the above will be at the discretion of the Head Greenkeeper or the Deputy Head Greenkeeper on duty.

BUGGY POLICY

Use of Buggies/individual ride-on buggies on the Golf Course

Introduction

The purpose of this document is to establish a standard for the safe operation of all Buggies/individual ride-on buggies operated on the course at Drumpellier Golf Club. The document also sets down the criteria to be applied and conditions to be met for their use.

The Club has several buggies available for hire and they can be booked in advance, by telephoning the Pro Shop. Any booking is subject to additional restrictions that may be imposed owing to the condition of the course. No guarantee can be given that a buggy will be available unless it has been pre-booked.

Qualifications:

In normal conditions, there is no restriction on the use of buggies/individual ride-on buggies other than in certain areas of the course such as greens, tees, bunkers etc (see Conditions of Use below).

In some circumstances however, it may be necessary to restrict their use (see Buggy Restrictions below).

Use of a privately owned buggy/ride on buggy will not be allowed unless prior authorisation has been granted by the Club. Rules regulating the use of private buggies/individual ride-on buggies will be the same as the rules for Club buggies. The Club would like to confirm that the use of individual ride-on buggies must comply with those rules that are imposed on the use of buggies. For example, if the use of buggies is not permitted on the course, then this also applies to the use of individual ride-on buggies.

The Club reserves the right to refuse permission for any member on the use of buggies/individual ride-on buggies if some or all of the conditions stipulated are not complied with.

Buggy Restrictions

The Green staff may determine that the state of the course or the weather is such that safety on or the condition of the course may be unacceptably compromised if the use of buggies/individual ride-on buggies are permitted to be used. This might apply to the whole or just part of the course. Potentially unsuitable conditions include water logging, frost, etc. Where such conditions arise the Club, will review the situation on a daily basis.

Use in General Play and Competitions

The Club has a duty of care to all users of the golf course. The topography of certain areas of the course is such that caution and prudence must be shown by the user of a buggy/individual ride-on buggy. It is also necessary for the Club to provide adequately safe means of access for all golfers including using buggies/individual ride-on buggies. Moreover, the Club has to ensure the safety of golfers who do not wish to use buggies/individual ride-on buggies but who might be at risk from a mechanically defective buggy or its careless use.

To assist the safe employment of buggies/individual ride-on buggies, all potential users (members, visitors and guests) shall comply with the following conditions:

1. All buggies/individual ride-on buggies on Drumpellier Golf Club property are only for the use of members, guests, and visitors.
2. All buggies/individual ride-on buggies must be operated with the utmost courtesy, care and consideration for the safety and convenience of pedestrians. Pedestrians must be afforded the right-of-way at all times.
3. Comply with the any signs and instructions employed on the course to warn buggy/individual ride-on buggies riders of potential danger areas or, areas forbidden to buggies/individual ride-on buggies because of concerns about danger or, the potential to cause unacceptable wear and tear to the course.

4. All buggies/individual ride-on buggies must be operated and parked in such a manner that they do not impede or interfere with normal pedestrian or vehicular flow on paths or internal roads, car park areas, roadways and/or ramps.
5. All buggy operators will be responsible for the security of the buggy for the period that the buggy is on the property owned by the Club.
6. Drumpellier Golf Club have no responsibility for ensuring the safe operation of buggies/individual ride-on buggies on or beyond the confines of the course.
7. No buggy will be operated in excess of what is deemed to be safe in the circumstances. A maximum speed limit of 10mph must be observed. When the ground is wet or muddy or negotiating narrow bridges or routes, the maximum permissible speed is walking pace. Operators must however ensure that they drive at the appropriate speed and in the appropriate manner for the prevailing conditions.
8. All buggies/individual ride-on buggies must be operated in compliance with the common 'rules of the road' regardless of whether buggies/individual ride-on buggies are operated on pavements or roadways.
9. Operators must stop the buggy at blind intersections and proceed with caution.
10. The improper use of drugs/alcohol is not permitted when using the buggy.
11. If in the opinion of a member of the Committee/General Manager/Member of Greenkeeping staff or Professional that a person is in an unfit condition to use a buggy; they have the authority to immediately prohibit any such person from using or being carried on a buggy/individual ride-on buggy. A written report will be submitted to the General Manager in this instance. Application for reinstatement of permission can only be made to the General Manager of the Club.

Golf Buggy Safe Working Practice / Conditions of Use

All buggy operators must not be under the influence of alcoholic drinks or drugs

The driving of the buggy must be carried out or be supervised by an adult of over 18 years of age.

Children will not be permitted to hire a buggy for their own use.

All buggies/individual ride-on buggies shall only be used for the number of occupants it was designed to carry and only by people who are authorised to use one.

During use

Do not move off until the occupants are seated

Always remain seated and hold on while the vehicle is in motion

Hands, feet and head must be kept inside the buggy at all times while the vehicle is in motion

Buggies/individual ride-on buggies must not be driven in prohibited or roped-off areas.

The vehicle must be used to progress the game and must not be driven up and down excessively, e.g., when looking for golf balls

The vehicle must not be used on tees, greens or the slopes leading up to them.

The vehicle must not be used within 20 metres of any green, bunker, ditch, or slopes leading to them except when using the designated bridges or paths between green and bunkers.

Check the area behind the vehicle before reversing

Always set the parking brake before leaving the vehicle

Always consider the terrain, existing vehicular and pedestrian traffic conditions as well as environmental factors that may affect your ability to operate the vehicle safely.

Drive the vehicle only as fast as the terrain and safety considerations allow.

To avoid tipping over, drive the buggy straight up and down severe slopes.

Slow down before corners.

All turns must be executed at reduced speeds

Avoid sudden stops or changes in direction that may result in loss of control

Be extra careful when the course is wet and muddy

After Use

When the vehicle is left unattended, please make sure that the parking brake is engaged, operating key is in the off position and the key removed from the ignition.

After use and if the buggy is hired, return the buggy to the area as instructed by the club professionals. Also, return the buggy key as instructed by the club professionals. Failure to comply with the buggy return policy may result in a ban for the hirer from further buggy hire.

Privately Owned Buggies/individual ride-on buggies

Users of privately owned buggies/individual ride-on buggies do so entirely at their own risk. Privately owned buggies/individual ride-on buggies are for the sole use of the owner and if appropriate, one passenger only. Under no circumstance are they to be lent or hired out to third parties.

Insurance of privately owned buggies/individual ride-on buggies.

Members using a privately owned buggy/individual ride-on buggies must provide their own insurance to cover any fire, theft or damage caused to their privately owned buggy/individual ride-on buggies if the fire, theft or damage is not attributed to any liability of the Club.