



COURSE POLICY DOCUMENT

Approved by the General Committee 11th December 2007

Course Policy Document

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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 Wollaton Park Golf Club, which have been approved by the General Committee.

The policy will be strictly pursued and any future proposed changes will not be introduced without full consultation with and approval of the General Committee.

2. Roles and Responsibilities

The General Committee is responsible for the management of Wollaton Park Golf Club in all its aspects.

The Green, Match & Handicap Sub Committee is responsible for the detailed management of the course — including finance and machinery.

The Head Greenkeeper attends and advises the Green, Match and Handicap Sub Committee.

The Secretary/Manager, who is responsible for all personnel, will establish management controls that monitor the policies set by the Committees and ensure correct management practices are followed. Variations from budget will be notified.

The Secretary/Manager co-ordinates the club fixtures list, giving consideration to work on the course. He/she will communicate all alterations and changes.

The Head Greenkeeper is responsible for the day to day management of all greenkeeping staff and the implementation of this Policy in all its aspects — planning of maintenance schedules in relation to fixture lists: liaising with the Secretary/Manager on any problem areas: machinery maintenance: planning and long term budgeting: schedules and records: personnel, education, training: discipline: allocation of daily tasks in compliance with the club's Health and Safety Policy: fertilisers and chemicals - storage and safety: ecology.

3. Resources

Staff — The agreed staffing level is as follows:

Head Greenkeeper
Deputy Head Greenkeeper
First Assistant Greenkeeper
Green keepers — 3
Part Time assistant - 1
Total 6 ½

There is a commitment to the training and education of green staff who are all encouraged to obtain National Vocational Qualifications and City and Guilds Certificates in Greenkeeping to the maximum of their individual abilities. Staff are also encouraged to become members of BIGGA and to attend discussion groups organised by this Association.

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

4. Objectives.

The objectives will necessarily alter as years progress. The objectives for 2003 (the year of this original document) until 2008 are that the Golf Course should improve to a standard whereby it is recognised as one of the best maintained and enjoyable courses in the Midlands. This standard will be achieved for the major part of the year. It is not an attainable target to expect this for the whole year round especially during winter months. It is not, and has no pretensions to become, a Championship Course. It is to be maintained in excellent condition for the enjoyment of Members of all handicaps and their guests. Visitors are welcome provided they satisfy the Club's criteria regarding dress and behaviour.

5. Timing of Work on the Course

Much essential work has to be completed before a certain time in the year. It will be the aim of the Head Greenkeeper, in regular discussion with the Chairman of Green and the Secretary/Manager, to plan this work well in advance. The periods in which work has to be done can then be agreed taking into account the golf programme and subsequently communicated to members.

6. The Course

Tom Williamson, the Professional, Greenkeeper and Club Maker at the Notts. Golf Club, Hollinwell, designed the Golf Course at Wollaton Park Golf Club. He was a recognised golf course designer in the early 1900's. He applied his design skills to the use of naturally presented features within the Park to provide an interesting and challenging course. At that time, when the course opened in 1927, there was only light use of any golf course and the designer would be surprised to observe the intensity of use of the course today. Trolley ways between greens and tees do not easily accommodate the wear put on them today and solutions to this problem have been sought and applied over the years with limited success.

The course is formed on soil series ranging from loamy humus to sandy and free draining soil. Water retention on the course is very localised and generally, is not a problem. This allows the course to be open when many in the surrounding area are closed.

Compaction has occurred in many areas around the course however this has been relieved to a great extent by vertidrainage all fairways and walkways in alternate years during the winter period. The use of trolleys will be banned when, in the Head Greenkeeper's opinion, this is necessary to prevent damage to the course. Pathways will be created wherever practicable.

6.1 Tees

The maintenance of teeing grounds has high priority. Cutting to a height no lower than 7mm, tining, and fertilising are all practised on a programmed basis. During the summer months there will be an on-going divoting programme. The use of grass tees throughout the winter months will be continued. These tees are worn through during the winter and have to be recovered during the summer.

On the tees at all of the par 3 holes a mixture of soil and seed is provided and it is essential that players use this to fill divot holes

6.2 Fairways

Cutting to a height between 14mm and 16mm is to be continued. Fairways are vertidraind, every other year, to improve the quality of the grass, discouraging poa annua and encouraging fescues.

During the winter months cutting will be to a height of 18mm to 20mm to enable the grass to recover.

Bare areas on the course are to be scarified, seeded, fertilised, watered and protected on a continuing basis.

6.3 Rough & Semi Rough

The width of the semi-rough is to be maintained at 3.000m and a height of 50mm

The width of the cut rough is to be maintained at 5.000m and a height of 90mm

Areas in and around trees are to be maintained as semi rough.

6.4 Greens

The sward on the greens is made up of a mixture of annual meadow grass and bent grass. The policy of top dressing and overseeding with bent grasses will continue which will allow bents to dominate. The programme of aeration to create conditions for healthy bacterial activity to break down the thatch which has built up over the years and to encourage the deeper rooting species such as the bents, will also continue

Each July the greens are vertidraind. The recovery rate is very good, usually within one week.

The height of cut on the greens is the responsibility of the Head Greenkeeper and depends on his reading of future weather conditions, upcoming competitions, the state of the soil etc. During spells of good growing weather the normal height of cut is 4.5mm to 5mm.

Grooming and verticutting 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 includes the application of a winter fertiliser, slit tining, scarifying ***and top dressing.***

Stimp meter readings are to be taken on a weekly basis during the playing season on two greens and the readings to be displayed on the Club Notice Board.

6.5 Fertilisation

The fertilisers that are used on the course comply with all current legislation.

The fertiliser in use for the summer period is one containing 14 parts nitrogen, 0 parts phosphate and 7 parts potassium. A low nitrogen but high potassium fertiliser is used in autumn and winter.

6.6 Top Dressing

Top Dressings are applied to all greens after hollow tining or slot tining. Two applications are made each year in spring and in midseason at a rate of 25 tonnes for the 18 greens.

Top dressing is also applied to tees after summer use and for divot box filling. A total of 80 tonnes of top dressing is used each year.

6.7 Temporary Greens

It is the firm intention that on-going work to relieve compaction and reduce thatch will make the use of temporary greens less frequent. This will apply to some greens sooner than others.

It is the responsibility of the Head Greenkeeper or in his absence, the senior 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:

- Is the normal green too soft to take foot traffic?
- In frosty weather would footmarks damage the top crusty surface?
- 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 productivity.

6.8 Bunkers

Greenkeepers will rake all **greenside** bunkers **by hand** at least three times each week. **Fairway bunkers will be raked by machine at least three times each week. In addition all bunkers will be raked on the day of a Competition.** They will be examined regularly for water retention and the drains will be kept clear. They will be drained using appropriate materials **and waste water will be discharged away from the fairway. All bunkers will be** continually renovated (this will include the replacement of sand).

A rake will be provided for each bunker — two or more in large ones — and all players will be expected to rake their pitch marks and footmarks. The rake will be replaced in and not outside the bunker.

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

7. Closing the Course

The Course may be closed on the authority of the Head Greenkeeper or, in his absence, the senior Greenkeeper on duty, when unusual weather conditions have occurred and damage to the course would result if play were permitted. Such conditions would exist if greens were largely waterlogged, if the course was flooded and during severe frost or snow.

During a competition, the Secretary/Manager or an authorised member of the committee supervising the competition may close the course, if he/*she* considers that the greens have become unsuitable for play.

In winter months a decision to close the course ***may be rescinded after an inspection at mid-day by the Head Green keeper or the Senior Green Keeper on duty for the rest of the day if in their opinion the course is fit for play.*** Temporary greens will be used when there is a frost, when the main greens are very wet or being worked on.

In summer a decision to close the course may be rescinded one hour after the conditions which closed it have ceased and after an inspection of the course has been made by the person responsible for the decision.

8. Green Staff and Members

8.1 Work on the Course

The Green Staff will be vigilant so that they do not delay play unreasonably. However, work has always to be productive and is especially important at the beginning of the day.

All players will give priority to Green Staff by not stopping their work unreasonably, particularly at the beginning of the day and to realise that it is in their own interest to do so.

8.2 Complaints

Members and Visitors may not complain about the conduct of a member of staff nor about the state of the course to any member of the Green Staff. Any complaint must be made to the Secretary/Manager who will ***decide on the course of action and any matters relating to the course will be investigated*** together with the Head Greenkeeper ***and the Chairman of the Green, Match and Handicap Committee.***

Other matters will be channelled through to the appropriate Committee structure.

9. Machinery

The Head Green Keeper will produce a rolling 5-year plan of machinery replacements, additions, repairs and renewal for consideration, amendment and final approval by the Green, Match & Handicap Sub Committee and the General 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 recommendations to the notice of the Green, Match & Handicap Sub Committee.

He is also responsible for the maintenance of all machinery in all its aspects — records of use, preventative maintenance, major servicing, adjustments etc. He will recognise the heavy investment that has been made out of the club funds and prudently preserve these investments.

All grass cutting machines are to be serviced on an annual basis by specialist contractors.

10. Irrigation

The overall policy is to use as little water as possible 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. 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 mains supplied by Severn Trent Water into two 12,000-gallon holding tanks

10.2 The System

There are 115-sprinkler heads on the course, 4 at each green with others on teeing areas. The system is pressurised by a pump at 150 pounds per square inch; it is fed around the course through a network of plastic pipes. Twenty four-volt decoders at each station (green or tee) open one at a time to allow water on to the playing area. ***Additional sprinkler heads will be provided as recommended by the agronomist.***

The pump will be serviced on a regular basis during the Winter period.

11. Financial Control

Long term budgeting: In September the Head Greenkeeper will produce a list of machinery, showing performance and notes on any problems which have shown up during the year. This will lead to a definitive-spending budget for the next financial year for replacements and repairs which should be in line with the 5-year rolling budgets. These will be discussed by the appropriate Committee for approval. Additionally the Course Manager will produce a budget for purchase of fertilisers, chemicals and dressing for the next year.

Quarterly review of actual expenditure compared with budget will be made and the Head Greenkeeper asked to explain any significant differences.

12. Ecology

In an area of the nature of Wollaton Park, with an abundance of historic trees within the perimeter of the course, it is an important part of this Policy to preserve the natural habitat of birds, animals and flora on the course. **This** is especially true of the long-standing herds of fallow deer and red deer resident in the park and with access to the course.

Certain animals — squirrels, badgers, and moles — do cause some damage to the Course. Although not damaging the course directly there are many magpies which attack the less aggressive birds and which also have to be kept under control. However it is the responsibility of the Wollaton Park General Manager to address these issues.

Trees that affect the course, particularly when overhanging teeing grounds and preventing growth of grass have to be lopped. On some occasions felling may be necessary. This work has to be implemented under the control of the Nottingham City Council who always have to recognise the need for tree preservation and to ensure that any tree preservation order is respected. Tree planting will take place where and when necessary but only in accordance with the Wollaton Hall & Park Management Plan.

13. Professional Advice.

Notwithstanding the complete confidence the Committee has in the competence and technical knowledge of the Head Greenkeeper it is the policy of the club to seek opinions and advice from PSD Agronomy Limited

The Head Greenkeeper is also authorised to seek assistance from PSD Agronomy for soil analysis or for questions he may have of any abnormal happenings such as invasion of unusual fungi and pests.

No alterations to the architecture of the Course may be undertaken without full consultation with a qualified Golf Architect.

14. *Boundary Fences and Gates*

The boundary fences and access gates are the responsibility of the Club and continuing maintenance will be carried out on these in order to comply with the terms of the Lease.

15. *On Course Toilets*

The septic tank serving the toilets will be emptied and cleaned on an annual basis.