

ICLC CONSTITUTION

INTER CLUBS LIAISON COMMITTEE

COMPRISING

THE NEW GOLF CLUB
THE ROYAL AND ANCIENT GOLF CLUB
THE ST. ANDREWS GOLF CLUB
THE ST. REGULUS CLUB
THE ST. RULE CLUB
THE THISTLE GOLF CLUB

Preamble to,

and

Statement of Aims and Constitution

PREAMBLE

The Committee, under another name, was set up in February 1981 on the initiative of the then Captain of the R&A at an informal meeting with the Captains and Secretaries of the New Golf Club and St. Andrews Club, and two representatives of the LMC.

The aim was, through providing a discussion forum under the Chairmanship of the Captain of the R&A, to improve relationships between the three clubs and bring them closer together.

In November 1991 the role of the Committee, now known as the Inter Clubs Liaison Committee, was perceived as moving, towards being an "umbrella" organization representing the interests of all St. Andrews Golf Clubs. In these circumstances, on the proposal of the then Chairman the R&A felt it more appropriate that, rather than the Captain or a Past Captain, the Chairman should be a serving member of their Club or General Committee and this change was instituted.

During this developing phase of the I.C.L.C. a number of initiatives were taken together with the Links Trust namely a) Concession tickets b) balloted local club times on the Old Course c) R&A rights to New Course times waived during local clubs medals d) Non R&A member nominated to one of the R&A places on the LMC e) fixtures meetings set up between Clubs and LMC f) use of trolleys on Old Course during Medals agreed.

These initiatives notwithstanding, during 1994 disquiet was expressed at the functioning of the ICLC and its perceived failure to meet some of the Clubs expectations of it as impartial and representative of local clubs interests, particularly in pursuing issues with the Links Trust. This within the context of a minute of the ICLC meeting on 30/6/94 that "... the ICLC was the appropriate vehicle to discuss matters of mutual interest to all Golf Clubs in St. Andrews".

These events coincided with the need for the ICLC to express a view on the St. Andrews Links Order Confirmation Act of 1974 in the light of new legislation governing Local Government Reform.

It became evident from informal discussions that if the ICLC was to have the support of all the Clubs in carrying through the intended role shift, changes were called for to include possibly an elected Chairman, certainly a simple Constitution and a Statement of Aims.

The difficulty in having a body which could constructively represent the, at times conflicting, interests of all clubs were not underestimated. The need concurrently to address the options created by new legislation and try to reach agreement, only served to emphasise the potential difficulties.

The need and will at least to try under a more formally constituted body with carefully drawn up aims, was endorsed by all the Clubs. At a meeting of the ICLC on 2/11/94 a draft outline constitution and statement of aims was agreed for endorsement after further reflection.

In the meantime, the ICLC is gradually implementing a change in style of operation in response to the aspirations embodied in this draft.

STATEMENT OF AIMS

1. To provide a forum for discussion, and for attempting to reach agreement amongst member "Clubs" on matters of 'mutual interest' concerning the Links and St. Andrews. Matters of mutual interest are defined as subjects which are put forward to the ICLC by any one of the Member "Clubs", or the Links Trust.
2. To encourage, and create a vehicle for, timely dialogue with the Links Trust on "Clubs" and Trust policies and plans prior to implementation, wherever there is likely to be a material impact on play on the Links.
3. To maintain routine communications with the Trust on the playing conditions of all Links courses.
4. To represent the "Clubs" collective views in dialogue with third parties.

CONSTITUTION

1. Membership of the I.C.L.C.

Up to three members from each Club at the discretion of individual Club Committees with a quorum being one member of each club.

2. Office Bearers

A Chairman and Deputy Chairman nominated from within the ICLC annually, with both eligible for renomination. Correspondence to be signed by the Chairman or Deputy Chairman.

3. Meetings

Whenever necessary but no less than once every two months. Agenda to be circulated by the 1st of the previous month to allow members to get a mandate from their own Club's Committee.

4. Decisions

To be reached by consensus. Individual Clubs to have the option of dissent on a specific issue with the obligation to declare their dissent before pursuing their own imperatives on any such issue.

5. Minutes

Draft minutes to be circulated promptly, comments to be submitted within seven days whereupon minutes circulated as final, for information purposes and subject to ratification at the next meeting.

ICLC GUIDANCE NOTES FOR MEETINGS

ICLC OVERVIEW FOR MEETING ATTENDEES

1. Frequency as set out in the constitution.
2. Time normally 5 p.m. on a Monday.
3. Chairman is elected on an annual basis. Election is made during the first Meeting in the calendar year. The current Chairman may be re-elected without limit of time.
4. Deputy Chairman is similarly elected and may be re-elected without limit of time.
5. Agenda for Meetings. It should be circulated at least one week prior to the date of the meeting. Any papers relating to items on the Agenda should be included with the Agenda as Appendices.

It is vital that any new item is communicated to the Chairman for inclusion in the Agenda, well in advance, with full supporting documentation to allow informed debate.

6. Urgent Business

This can be discussed at short notice at a meeting, but where possible supporting documentation should be tabled.

If any Member of the ICLC wishes to discuss urgent business between meetings, the line of communication should be to the Chairman in the first instance, and if it is sufficiently serious an early meeting can be called.

7. Non-Urgent Business

Any matter which is raised at a meeting without prior notice, and without prior documentation, can be received at an ICLC meeting, but will not be discussed and will be put on to the next meeting Agenda.

8. Working Party

If the Chairman or Committee decide a specific issue requires a Working Party to look more closely into the issue, the Chairman will call for nominations to such a Working Party. Those nominated must be Members of an ICLC Club, but do not necessarily need to be Club representatives on the ICLC.

9. Decisions

The Meetings of the ICLC should, where possible, make decisions by consensus. Failing this, a vote may be taken in exceptional circumstances. The Chairman's decision on procedures is final.

Peter Forster, Chairman
January 2021

GUIDANCE NOTES FOR ICLC CHAIRMAN

(Useful background information for New Committee Members).

Duties and General Administration

The Chairman is responsible for calling meetings, chairing the meetings in an unbiased and fiduciary manner, recording faithfully all transactions, preparing and circulating Minutes, conducting correspondence with outside bodies, and generally acting as the channel of communication between the local golf Clubs; (acting together) and the outside world.

In these tasks he or she can call upon the assistance of any of the Clubs and their representatives on the ICLC. The keeping of the record and files lies with the R&A administration staff, who also provide administration and logistical support for meetings.

Constitution

This is contained within the Policy Folder, but dates in its current form from a resolution in January 1995 to formalise the status of the then committee by means of a document consisting of a Preamble, Statement of Aims, and Constitution.

Please note that some administration procedures may differ from the original constitution.

Policy Folder

This is the place in which major policy papers are retained for reference. There are eight copies, distributed as follows:

The St Andrews Golf Club (Secretary)
St Andrews Thistle Golf Club (Secretary)
The New Golf Club (Secretary)
The St Rule Club (Golf Section) (Golf Section Secretary)
St Regulus Ladies Golf Club (Secretary)
Royal and Ancient Golf Club (Secretary)
Chairman, ICLC
Master Copy (Held by R&A Administration Staff – Molly Clark).

Meetings

The frequency is set out in the Constitution.

The meetings are hosted by all the Local Clubs typically as below:

R&A (January and March)
The St Andrews Golf Club (May)
The St Rule Club (July)
The New Golf Club (September)

St Regulus Ladies' Golf Club (November)

***In the event that any meeting cannot be held in person it will be held virtually. ***

The Time and Day is normally 5.00 pm on a Monday.

The Representation is a maximum of three members from each of the Above mentioned Local Golf Clubs. Club Secretaries are entitled by custom to be included as one of their Club's Representatives.

Chairman

The Chairman is elected on an annual basis. The election is made during the first meeting in each calendar year. The sitting Chairman may be re-elected, without limit on term of service.

Deputy Chairman

The Deputy Chairman is also elected on an annual basis at the first meeting in the calendar year. The sitting Deputy Chairman may also be re-elected, without limit on term of service.

Minutes

Minutes are drafted by the Chairman and the Nominated Minute Taker (member of R&A Admin Staff).

The Minutes should be circulated in draft as soon as possible to all those present at the Meeting. Comments to the accuracy should be returned as soon as possible and no later than the date of the next meeting. Amended Minutes should then be redistributed as per the noted distribution list.

Distribution List

*All members of the ICLC
Secretary of R&A
Chief Executive, The St Andrews Links Trust
Chairman, Links Management Committee
Director of Golf, The St Andrews Links Trust*

The finalised Minutes are confirmed at the next Meeting as being a true record, and the Master Copy is signed by the Chairman and retained by Molly Clark in the ICLC Minutes File. These Minute files are archived annually in the British Golf Museum and are available to view upon request.

Agenda for Meetings

This should be prepared by the Chairman and R&A administration staff and circulated to ICLC representatives a week prior to the date of the meeting.

Any papers relating to items on the Agenda which the Chairman considers necessary to allow proper consideration of an item should be included with the Agenda as appendices.

Agenda packs are sent electronically via email as a PDF.

Lines of Communication

Any matter which is regarded by a Representative as being of general concern to the local golfing community may be brought before the committee. That is what it is there for.

Matters which relate to the internal affairs of a particular local Club are not brought before the ICLC unless that Club considers that matter as being of concern to the local golfing community.

The Chairman may consider that a specific issue requires a Working Party to look more closely into it, in which case he will call for people to be nominated to such a Working Party (who may not necessarily be Club Representatives, but must be members of an ICLC Club). The Working Party will normally report back to the Chairman.

If the ICLC considers that certain issues require to be taken up with outside parties such as Links Management, the R&A, Fife Council, or the like, then it is usual for the Chairman to handle such dialogue along with the outside body. The Chairman is fully entitled to ask other Representatives to support him in such contacts. The Chairman is expected to report back to the ICLC on the outcome of such contacts.

It should be noted that in dealing with Links Management, the Links Trust Director of Golf is the main point of contact. It is however useful to have informal discussions from time to time with the Chairman of the Links Management Committee and especially the Chairman of the LMC Greens Sub-Committee. These officials and officers within Links Management welcome reasoned submissions from the ICLC and value the continuing contact.

In the special case of The Local Clubs' Car Park, while matters relating to this may well be brought up in ICLC meetings, it is usual to refer any such items to the Car Park Users Committee, which consists of representatives of the five "town" Clubs, i.e. excluding the R&A. The town clubs jointly hold a formal lease for the Car Park from the R&A the terms of which allows the R&A to reclaim the area of the Car Park for major competitions. This was renewed in 2013 for 15 years.

The car park is administered by the Car Park Users' Committee and run day to day by the Secretary of the New Golf Club. Until recently Jim McArthur acted as the "independent" Chairman of the Local Clubs Car

Park Committee which he chaired for over 20 years. Jim McArthur passed his files to the New Golf Club Secretary, Graham Clelland.

The Chairman of the ICLC is normally invited to attend the AGM of the Car Park Users' Committee as an Observer.

Twice-yearly Meetings with the LMC Greens Sub-Committee

These meetings take place by custom in March and June. The Chairman of the ICLC should receive notification from Links Management of the intended dates. Provisional dates are noted in the November Agenda.

The purpose of the meetings is to hear from Links Management reports as to what work is to be scheduled for the courses in the forthcoming period, to deal with matters arising from inspections of each course carried out by representatives of the local Chibs, and to review any matters relating to the conditions of the courses and their environs which have been raised by the ICLC. And communicated to the Links in the proceeding period.

At the second ICLC Meeting in each calendar year a rota should be drawn up whereby each of the local clubs adopt a golf course for inspection in good time before the twice yearly meetings with the LMC Greens Sub Committee.

Courses

Old Course

New Course

Jubilee

Eden

Strathtyrum & Balgove

Castle

The task is to match Inspecting Clubs to Courses. The allocation should be rotated each year.

The results of the inspections should be set out in reports prepared by those members of the inspecting Clubs who carried out the. The reports should be submitted direct to the Chairman and R&A Admins Staff, whose task then is to collate the reports and pass them on to Links Management at least a week before the date of the meeting so that they can be circulated to Head Greenkeepers and members of the LMC Greens Sub-Committee.

While it is important to have the courses inspected and comments made, it may be desirable to move away from specific and nit-picking reports to a series of observations made over a period so as to highlight continuing problems which may not have been addressed by staff. It is typical for the Head Greenkeeper of each course to accompany the inspection so as to deal with specific details raised during the inspection there and then.

The meeting should be attended by one of the inspectors from each club, and the Chairman is invited to attend also. The Minutes of the meetings are prepared by the Links secretarial staff, but it is usual for the Chairman to make a brief report to the following meeting of the ICLC, in order to highlight any matters which the ICLC thinks it should keep an eye on.

Links Trust Annual Briefing

An invitation is extended to the Chief Executive of The Links Trust to attend one meeting annually (typically July) to deliver an Annual Briefing to the Local Clubs.

Local Membership Data

ICLC has agreed to gather Local Membership Data annually in April for presentation at the May Meeting. The purpose of this is to track trends in the number of Members per Club, especially those holding RES links tickets. This provides a useful tool when discussing with the Links Trust allocation of Links Tickets to members of Local Clubs.

Links Trustee and LMC Nominations

This is outlined in subsequent documents. Please note that this process has changed and therefore documentation has been superseded by newer documentation. Redacted information has updated protocols and has been so for ease of reading.

ST ANDREWS LINKS TRUST (LT)

And

THE INTER CLUBS LIAISON COMMITTEE (ICLC)

ANNUAL COMMUNICATION

1. There will be two meetings of the green Sub-Committee and designated members of the ICLC each year, one in February, one in June. The Links Trust will provide an agenda, in advance, and the ICLC will be asked for any items they wish included. Minutes will be circulated soon after the meeting.
2. There will be a meeting in the first quarter of each year between the Chairman of Trustees, Chairman of LMC and the Chief Executive with designated members of the ICLC. This meeting will review the relationship between the two organisations and the ICLC will provide the agenda and the minutes.
3. The Chairman of the ICLC will, from time to time, request a meeting with the Chairman of LMC, the Chairman of Green Sub-Committee, the Chief Executive and the Director of Greenkeeping (or as many of them as can attend) to discuss specific matters during the year. He will write to the Trust in advance, explaining the issues and the Chief Executive will confirm the responses in writing after the meeting.
4. The Chairman of ICLC will at any stage during the year phone either the Chief Executive or the Director of Greenkeeping to request information and/or explanation.

Dated: 3 February 2011

LINKS TRUSTEE & LMC NOMINATIONS PROCEDURES

ICLC PROCEDURE FOR SELECTING TRUSTEE NOMINEES FROM LOCAL CLUBS

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ICLC PROCEDURE FOR SELECTING TRUSTEE NOMINEES FROM LOCAL CLUBS

BACKGROUND

1. The previous procedures for the selection of Trustees to the St Andrews Links Trust are outdated and needed to be changed to comply with modern governance procedures, recognise the growing complexity of the Trust's operation and better satisfy the demands and responsibilities placed on Trustees and the competencies required.
 - Attachment 1 is an explanatory note detailing the number of Trustee positions allocated to the various Appointment Bodies and the nomination opportunities gifted to the ICLC by those bodies.
2. New procedures and protocols associated with nomination and appointment of Trustees to SALT have been agreed between the Trust and the Royal and Ancient Golf Club of St Andrews.
3. The newly agreed procedure recognises that in future a Nominating Committee will be set up by the Links Trust when a new Trustee is required. This will be chaired by the Links Trust Chairman and administered by a new and recently appointed Secretary to the Trustees along with representatives from the Club, as the appointing body, and the Trustees.
4. A skills matrix and job description will be prepared by the Trust to describe the roll and identify the relevant competencies required.
5. When nominees are sought from the local clubs via the ICLC, these will be passed to the ICLC Chairman and the ICLC Chair will sit on the Nominating Committee.
6. The current practice of selecting nominees from the local clubs on a rotational basis will be replaced by selection from a pool of candidates from all the local clubs. Care will be taken by the ICLC to ensure a proper gender balance of selected nominees.
 - Attachment 2 is an explanatory note showing a Timeline of when new Trustee appointments are due under the former practice.
7. Under this new protocol the first ICLC candidate will be proposed in 2022 and the first Fife Council candidate will be proposed in 2020 subject to FC agreeing a similar protocol.
8. The protocol between the R&A and the ICLC has been redrafted (see Attachment 3) to reflect these changes and the ICLC agreed that a common nominee selection procedure should be used by all the Clubs to ensure a consistent approach.
9. The Chairman has facilitated this with the Secretaries of each Club and the following procedure has been agreed for presentation to the ICLC for agreement by the Committee.

ATTACHMENT 1

LINKS TRUST & LINKS MANAGEMENT APPOINTMENTS – EXPLANATORY NOTE

- There are eight Links Trustees, one appointed by the Scottish Government, three appointed by Fife Council, three appointed by the Royal and Ancient Golf Club and the local Member of Parliament.
- There are eight Links Management Committee (LMC) members, four appointed by Fife Council and four appointed by the Royal and Ancient Golf Club.
- Fife Council gifts to the Local Clubs (through the ICLC) the opportunity to nominate one Trustee and two LMC members, as part of the Fife Council appointment quotas.
- In similar vein, the Royal and Ancient Golf Club gifts to the Local Clubs (through) the ICLC) the opportunity to nominate one Trustee and one LMC member, as part of its appointment quota.
- Fife Council and the Royal and Ancient Golf Club always remain the Appointing Bodies throughout the process i.e. not the Local clubs or the ICLC.



The Royal and Ancient Golf Club of St Andrews
Fife, Scotland, KY16 9JD

18 September 2019

Mr Brian Gray
Chairman
Inter Clubs Liaison Committee
Woodend
16 Newmill Gardens
St Andrews
KY16 8RY

Dear Brian

NOMINATIONS BY THE LOCAL GOLF CLUBS FOR APPOINTMENTS TO THE TRUSTEES AND THE LINKS MANAGEMENT COMMITTEE OF THE ST ANDREWS LINKS TRUST

Protocols under which certain Trustees and members of the Links Management Committee of the Links Trust nominated by the R&A were allocated to the local golf clubs in St Andrews were set out in a letter dated 14 April 2000 from Peter Dawson to Mr Alastair McLay, the Chairman of the Inter Clubs Liaison Committee at the time. These protocols have now been revised. The updated protocols are set out in this letter which supersedes the aforementioned letter of 14 April 2000 with immediate effect.

The St Andrews Links Order Confirmation Act 1974 set out the manner in which the playing of golf over the Links of St Andrews would be thenceforward managed and controlled, and provided for the creation of the St Andrews Links Trust, consisting of a body of eight Trustees and a Links Management Committee consisting of eight Members.

Under the Act, the R&A has the right to nominate three Trustees and four Members of the Links Management Committee. It has become the practice over the years since 1974 for the R&A to allocate one of its three Trustee nominations to a member of one of the local golf clubs, namely the St Andrews Golf Club (including the Thistle Club), the New Golf Club, the St Regulus Ladies Golf Club and the St Rule Club (Golf Section). It has also become the practice for the R&A to allocate one of its four nominations to the Links Management Committee to a member of the aforementioned local golf clubs.

In order to demonstrate the R&A's commitment to the proper representation of local golfing interests in the governance of golf at St Andrews, the R&A hereby confirms its intention to continue the above arrangements for the foreseeable future, subject to the following:

1. The duty to make appointments is under the 1974 Act vested in the R&A (known in the Act as The Club) and the Club will make the relevant nominations entirely at its own and absolute discretion.

The Club reserves the right to make appointments under the 1974 Act without being bound by the arrangements set out in this document.

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www.randa.org

Secretary *Martin Slumbers*

2. The Club will invite the local clubs, as appropriate from time to time, to make recommendations to the Club for nominees to fill the aforementioned places on the body of Trustees and/or the Links Management Committee.

Recommendations, subject to point 1 above, will be considered on the basis that the nominee has indicated his/her willingness to serve and is regarded by the Club as being suitable and capable of discharging the duties attaching to the office, and that the nominee will act always in the best interests of the Trust and not in any way as a representative of his or her particular club.

The Club will address its invitations to the Chairman of the Inter Clubs Liaison Committee in the first instance: in the event that this proves impractical for any reason, the Club may approach the local clubs directly.

3. Nominations to the body of Trustees under these arrangements will not normally be made for more than two consecutive three-year terms, on the basis that Fife Council, in respect of any nominations which they might make from the local clubs, adopts a similar approach.

Appointments of Trustees will be managed through a nominations committee of the Links Trust. The appointment procedures for nominations by the Club to the body of Trustees through the Inter Clubs Liaison Committee will be as set out in the table below.

The Chairman of the Inter Clubs Liaison Committee will sit on the nominations committee of the Links Trust when the appointee is nominated from the pool of local golf clubs through the Inter Clubs Liaison Committee. The nominations committee will be chaired by the Chair of the Trustees.

The Inter Clubs Liaison Committee will seek nominations for each Trustee vacancy from all of the local clubs rather than appointing each Trustee by rotation among the local clubs.

| When | What | Action/Responsibility |
|----------------------------|--|--|
| - 6 months prior to change | SALT confirm to the Secretary of the Club that an appointment required. Updated job description and skills matrix sent to the Secretary of the Club. SALT Nominations Committee activated. | <p>Secretary to the Trustees informs SALT Nominations Committee members that process underway</p> <p>The Secretary of the Club will provide the job description and skills matrix to the Chair of the ICLC who will in turn liaise with the Local Clubs in relation to nominations for the vacancy</p> |

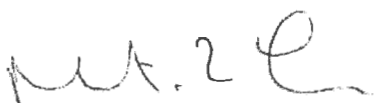
| | | |
|---------------|--|--|
| -4 months | Sift of long list | Chair of Trustees and the Chair of the ICLC |
| -4 months | Short list confirmed | The Chair of the ICLC |
| -3 months | SALT Nominations Committee meet potential appointees | Informal off-site meeting with the SALT Nominations Committee in order to confirm lead appointee and a reserve |
| -2 months | Successful appointee announced. Joining instructions and background reading issued by SALT directly to the appointee | Secretary to Trustees who will notify the Secretary of the Club of the appointment |
| Joining month | New Trustee attends first Board meeting | Secretary to Trustees |
| +months 1-3 | Induction training and orientation visits | New Trustee and Secretary to Trustees |

4. Nominations by the Club to the Links Management Committee under the existing arrangements will normally be for one four-year term on the basis that Fife Council do likewise, although nothing shall prevent the Club from nominating a person for a second four-year term should circumstances require this.

The guiding principle with regard to nominations to the Links Management Committee will be that, having regard to other appointments given over by the two Nominating Bodies to local club nominees, all the local clubs as defined heretofore will at any one time have one nominee either as a Trustee or a Member of the Links Management Committee.

The Club may consider allocating a second of its four nominations to the Links Management Committee to a local club nominee if from time to time such action would be desirable in order to maintain a proper balance in the representation of the local clubs, or for any other reason.

Yours sincerely



MARTIN SLUMBERS
Secretary

ICLC PROCEDURE FOR SELECTING TRUSTEE NOMINEES FROM LOCAL CLUBS

PROCEDURE

1. All local golf clubs are encouraged to set up a database to identify those members who may be willing to serve on Club Committees and external Committees at some stage in the future.
2. For guidance, the following system is suggested:
 - a) Each Club would send a letter to all paid up Club Members seeking an expression of interest from those who might wish to serve on their Club Committees and on external bodies.
 - b) Interested Members would be asked to complete a form confirming their interest and highlighting their relevant experience in golf administration, committee work with other clubs/organisations and business skills for the committees on which they are interested in serving.
 - c) Interested Members are encouraged to approach their Club Secretary for further information.
 - d) March would be an appropriate time for letters to be issued on the 1st of the month with a deadline for return being the 31st.
 - e) A draft letter and form are attached. Clubs will of course want to customise this to meet their own needs.
3. The likelihood of a forthcoming new Trustee appointment can be flagged up at the **March Meeting** of the ICLC enabling Clubs to have a preliminary sift of their database.
4. **Six months (1st July)** before the **appointment date (1st January)**, the ICLC Chairman is formally notified of the need for a new Trustee appointment by the Secretary of the Royal and Ancient Golf Club and receives the skills matrix and job description.
5. ICLC Chairman informs the St Regulus Ladies Golf Club, the St Rule Club (Golf Section), The St Andrews Golf Club and the New Golf Club of this need and asks them to consider suitable nominees who;
 - a) meet the requirements set out in the skills matrix and job description, and
 - b) are willing to serve on the Trust for the required time.
6. Each Club identifies suitable nominees by reference to their database of interested Members and Committee knowledge and passes the names to the ICLC Secretary for agreement of a long list (6 max) at the **end of July ICLC Meeting**. Care will be taken to ensure a proper gender balance of selected nominees.
7. The long list will be submitted (**by 31st August**) to the Link Trust Chairman and ICLC Chairman for their subsequent consideration and reduction to a short list of three for submission (**by 30th September**) to the Nominating Committee for interview (**during October**), selection and appointment (**November**) by the Club as the appointing body enabling the new Trustee to attend first Board Meeting in **January**.

**Inter Clubs Liaison Committee, St Andrews
Procedure for arriving at Recommendations to be made to the
Nominating Bodies for Local Club Representation on the Links Trust
and Links Management Committee**

1.

[REDACTED]

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[REDACTED]

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[REDACTED]

[REDACTED]

3. Recommendations for Nominations as Members of the Links Management Committee.

3.1 The St Andrews Golf Club and the New Golf Club, by virtue of the size of their respective memberships, will each have the right to make a Recommendation to the Nominating Bodies for a nomination to the Links Management Committee.

3.2 A Recommendeo thus nominated will be expected to serve one full term of four years, and will require to indicate his willingness to serve. On retiral the Club

concerned will submit the name of their new Recommendee to the Chairman of the ICLC together with a statement supporting the Recommendee, listing his credentials for the office of Member of the Links Management Committee, and confirming his willingness to serve. It will be in order for the retiring Nominee to be recommended for a second term, but not for a third.

- 3.3 The St Regulus Ladies Golf Club and the St Rule Club (Golf Section) will each have the right, on an alternating basis, to make a Recommendation to the Nominating Bodies for a nomination to the Links Management Committee.
- 3.4 A Recommendee thus nominated will require to indicate her willingness to serve, and will be expected to serve a full term of four years. On retirement the alternate Club will submit the name of their Recommendee to the Chairman of the ICLC together with statements as above.
- 3.5 The Chairman will circulate to all the Clubs the names of the Recommendees put forward from the above procedure, together with the supporting statements. It shall then be for the committees of the individual Clubs to endorse the Recommendations, which endorsement will not unreasonably be withheld.

If a committee feels unable to endorse a particular Recommendation, that committee must advise the Chairman of the ICLC accordingly, giving reasons. The Chairman will then invite the Club whose recommendation failed to be endorsed to make another Recommendation, and the procedure repeated until all Club committees endorse the Recommendation.

- 3.6 Once a Recommendation has been endorsed by all the committees of the Local Clubs, the Chairman will communicate the name to the appropriate Nominating Body as being the Local Clubs' Recommendation for nomination as a Member of the Links Management Committee.
- 3.7 In the event that a Member of the Links Management Committee nominated under this procedure retires before completing his or her term of office, the Club of which the person is a member will make a Recommendation for a replacement to complete the term, under the same procedure as set out above.
- 3.8 The Nominating Bodies will have the right to reject a nomination without explanation, and reserve all their rights and discretion in regard to nominations as set out in the 1974 Act.

18th April 2000
AJM