

Women in Golf Charter Action Plan

Kingaroy Golf Club



KGC Management Committee Endorsement Date: 16 June 2025

Responsible KGC Management Committee Member: Jane Franklin

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Game Plan Module	Task	Comments/ Status	Resources/ Action	Who?	By When?	Status?
Women in Golf	Aiming for management committee representation, minimum 3 or 40% female representation	Club currently has two management committee members that are women.	Succession planning resources – GA, https://www.golf.org.au/planninggovernance	Management Committee	Ready for start of 2026	
		This is in the action plan to provide further support around succession planning resources and tools to support women onto the committee by implementing strategies that support engagement.	Sport Australia Director Training – The Startline - https://www.sportaus.gov.au/governance/principles/the-startline Can be used to support new committee members to understand their role on the management committee and give women the confidence to put their hand up to go onto the management committee. This is a free training program offered by Sport Australia.	Club President Management Committee	Ready for start of 2026	
			Board Induction process - https://www.clubhelp.org.au/club-resources Sample Committee/Board Induction pack available.	Club Secretary	By 2025 AGM	
Governance	Seeking to uplift governance knowledge & practice in golf	Helping to:	Enhance governance practices & strategic decision-making in golf clubs through uplifting the level of governance knowledge within golf.	President Management Committee	Ongoing By June 2026	

		• Build governance knowledge across the golfing workforce • Improve decision-making and outcomes • Drive sustainable growth for clubs	Golf Australia Club Governance Program Powered by the AICD https://www.aicd.com.au/corporate-governance-sectors/not-for-profit/studies/2024-not-for-profit-governance-principles.html /; Management committee to complete online Introductory Program – Foundation program- Digital Governance Essentials for Golf. Extended Program Short Courses and workshops. Contact Claudia Marazita - claudia.marazita@golf.org.au Andrew Leventis andrew.leventis@golf.org.au	Management committee completion on election, option for prospective management committee prior to AGM		
Governance	Policy & Insurance Review	Policy review of the following: • Director & Officers Liability Insurance • Management Indemnity Insurance • Communication • Committee Procedure • Recruitment	Kingaroy Golf Club Insurance Policy to be reviewed. Other sample policies can be found - Resources - Game Plan & Club Help – https://www.clubhelp.org.au/club-resources Member Protection Policy Review resources on Golf Australia’s website around membership attraction and retention – https://www.golf.org.au/membership-attraction-retention	Secretary and President Management Committee	Within 12 month period	

Women in Golf	Promotion	Promote Women and Girls Engagement and R&A Women in Golf Charter throughout Annual Report, social media, newsletters, and decal signage within the club.	- Digital assets to be provided once the club becomes a signatory. - Tell the success stories to your community, your members GA, Local Government and Government Sport Agencies.	Secretary KGC Media and Promotional Officer	ongoing	
Women in Golf	Board approved "Women's Sub Committee" TOR	This subcommittee will gauge and report on the successes / failures of the participant programs and assess member practices that affect women and girls in the club.	- Review, merge and align GA template Women's committee Terms of Reference (TOR) and current KGC Women's Sub-Committee Roles and Responsibilities into one document. - Management Committee to approve Women's Sub Committee TOR. - Use of Women's Sub Committee TOR as a gauge for assessing effectiveness of participant programs.	Management Committee Women in Golf Charter Group Women's Sub-Committee	Review programs 6 monthly	
Governance	Skills Matrix & Professional Membership Data	Implement a formal skills Matrix to support the succession planning initiatives. Formalise a process to identify the next generation of club leaders and proactively encourage gender equality and diversity in prospective nominations for the Board and committees.	GA - Skills Matrix & Nominations Committee Templates Ensure role descriptions for management committee and sub-committee positions are readily available.	Management Committee Sub-committees	Prior to 2025 AGM	

Women in Golf	Sharing stories with GA	Continue to share stories with GA representatives to increase the promotion of women and girls in golf.	GA Contact – Brodie Morcom, Virginia Irwin, Andrew Leventis	President Secretary Club Media and Promotional Officer	ongoing	
Women in Golf	Competition Prize structure	The club currently offer competition prizes based on participation numbers. Prize allocations are identical in terms of % paid for all competitions.	Equal value prizes implemented for • Club Stroke Championships • Foursomes Championships • 4BBB Championships • Monthly Medal Competitions • Sponsored Days Men's and Women's Prize Value Charts for other club competitions to be reviewed and amalgamated for use by both genders. Addition of more medley competitions in club fixtures.	Management Committee to approve. Players Committee to review	1 January 2026	
Women in Golf	Links with local sporting clubs	Review the local sporting landscape to identify opportunities to partner with local sporting clubs to cross promote. Consider other local groups such as QPS or local businesses. Develop an understanding of the product offering to this market.	Contact LGA to ascertain a detailed understanding of what local sporting clubs are in the area and their contact details. Possible groups: Aussie Rules, Netball, Touch, Tennis, Nurses, QPS, QAS, local businesses Create information pack for sporting and other clubs/groups advertising what we have to offer. Possible events to offer/promote are golf for Break-ups, Christmas parties, fun events.	Women in Golf Charter Group members with contacts in or around groups. Women in Golf Charter Group to make information pack	September 2025	

Women in Golf	Leadership Statement	Review and release a public leadership statement that communicates to the wider community the Club's commitment to Women and Girls Engagement and the WIGC.	GA's leadership statement Display the leadership statement on the Club's website. Annual Report Decal at the club Communicate to the LGA in the area to actively promote the club's commitment to the Charter. Communicate the commitment to the Charter to sponsors and potential sponsors.	Secretary KGC Media and Promotional Officer	Immediately after Charter is signed	
Women in Golf	PGA Module	PGA Women's Golf Module.	PGA – Learning Hub	PGA Professional President	By 2026	
Participation	Shorter format offering	Review club offerings of shorter forms of the game that includes a booking system to support participant access to these offerings.	Encouraging juniors, women, and seniors through an opportunity to enjoy a short format of the game to attract, engage and retain. • 9 holes available in club competitions • 3, 5 or 9 holes available for junior competitions • 9 Hole Par 3 course (some Fridays pm) • Offer even shorter forms of the game such as 3 holes, at reduced price • Continue to include women's fun days in club Fixture Book such as 9 hole ambrose (1 golfer and 1 new to golf player) • Increase social activities at club to follow on from alternate game offerings.	President and Management Committee Players Committee	Spring	

Participation	Participant recruitment strategy/plan & member Retention strategy	Review and formalise a plan to attract and retain new participants into the club. Clearly identifying the specific market of women under 40 years. Include retention strategies into the plan.	- Establish a clear understanding of who we are trying to attract to the club and their needs. Resources – Game Plan - Review resources on Golf Australia’s website around membership attraction and retention – https://www.golf.org.au/membership-attraction-retention - Offer at least 2 Introductory non-member golf programs per year, at club’s expense. Follow these events with attractive membership offers. Survey participants for feedback on introductory programs. - Promotional table at local shopping centre to attract potential golfers.	Management Committee Women in Golf Charter group Community Instructors and PGA Professional	Ongoing, over 12 month period	
Participation	Welcome Procedures including partners, family members.	Create a quarterly welcome event to introduce new members and celebrate achievements within the club.	- Engage & welcome new members and their families at a “Welcome Event” to connect new and existing members and their families, extending the golfing community. Celebrate club milestones and achievements. - Create a “Welcome Pack” including slide deck with information and support to educate new participants into the club landscape. - Create Club Social Committee to increase social activities at the club.	Member Retention Officer and/or Club Social Committee	Ongoing, over 12 month period	
Governance	Committee Induction Process & Handover Procedures	Develop induction process and formal handover procedure for Management	Induction template available at https://www.golf.org.au/planninggovernance	Secretary	Prior to December AGM	

		Committee and Sub-Committees. (including Confidential Commitment)		Management Committee		
Participation	Receiving feedback directly from participants/members	Review opportunity to undertake member/participant surveys with a player experience philosophy.	Andrew Leventis - GA to provide further support GA can support the club to undertake surveys across a range of topic areas and deliver results back to club. Enjoyment section on this web page - https://www.golf.org.au/membership-attraction-retention	Golf Australia Management Committee	ongoing	

General comments:

Kingaroy Golf Club operates under a Management Committee, rather than a Board.

The Women in Golf Action Group is currently comprised of the Club President, Club Secretary, and 6 women members who volunteered. Club membership has been informed of the progress of the working party through email and newsletter, and a women's group face-to-face update.

Female membership at Kingaroy Golf Club has grown from 28 in 2017 to 66 in 2025.

Kingaroy Golf Club website is currently being redeveloped. This will allow for on-line bookings for both competition and social golf, and far better promotion of documents such as GA's leadership statement and the Women in Golf Charter. It will also allow for easy access to official club documents and policies.

