

Club Advice & Support

The information on this page, given the fluidity of the current situation, is for guidance only and cannot be guaranteed accurate beyond the publishing date.

The GUI and ILGU will endeavour to remove any incorrect advice and correct it as soon as possible and will inform member clubs when a document has been added, updated or removed.

Business Supports & Guidance

The COVID-19 crisis is presenting immediate and severe financial challenges for Golf Clubs.

Advice and support to clubs in the **Republic of Ireland (ROI)** and **Northern Ireland (NI)** is being provided on all-island basis but where appropriate, certain supports will only apply in ROI or NI – these are set out below.

ROI & NI

Greenkeeping

[Essential Maintenance](#) – advice from the R&A and BIGGA

[Tips for ensuring Greenkeeping staff stay healthy](#) – advice from BIGGA

[How you prepare your course for a lockdown](#) – advice from BIGGA

Insurance

Each Golf Club will have their own insurance providers and as insurance policies differ significantly, we encourage clubs to check the terms and conditions of their specific policies and contact their providers directly to see if you have cover for both pandemics and government-ordered closure.

For Employers, Employees & Self Employed

A number of income supports may be available from the government for your employees during a COVID-19 (Coronavirus) related absence or temporary lay-off from work:

- Employees and the self-employed who have lost employment due to a downturn in economic activity caused by the COVID-19 pandemic
- Workers who are not diagnosed with COVID-19 but who self-isolate
- Workers whose employers do not supplement/top-up the State Illness Benefit payment (COVID-19)
- Workers who are requested to stay at home by their employer (COVID-19)
- Workers who are laid off temporarily or put on to short time working (COVID-19)
- Workers who need to take time off work to care for a person affected by COVID-19 (Coronavirus)

Details of the support provided can be seen under ROI or NI below:

ROI Only

[Information for employees and the self-employed](#)

[FAQ Guidance Document Operation of the Transitional phase of the Temporary COVID-19 Wage Subsidy Scheme .](#)

[COVID-19 Temporary Wage Subsidy Scheme - Employer Eligibility and Supporting Proofs - from the Federation of Irish Sport](#)

[Information for employers](#)

The Department of Business, Enterprise and Innovation have produced a series of practical steps, supports and guidance for business – [CLICK HERE](#)

Sports Capital Programme

For Golf Clubs who have been successful in obtaining a Sports Capital Grant, please note as resources are diverted in response to the challenges posed to the nation by COVID-19, the level of service provided may be affected.

However, the aim in the Sports Capital Programmes Division is to continue to support clubs and they encourage clubs to contact them to advance your project (if you are in a position to do so).

[Click here for more information.](#)

NI Only

[COVID-19 Advice](#)

[Information for employers](#)

[Business Support](#)

[Annual General Meetings](#)

The business support measures do not automatically apply the sporting sector – the GUI, ILGU and CGI are working hard behind the scenes to encourage the Government to extend, particularly the Grants element, to golf clubs in Northern Ireland.

As of 27th March 2020, they have confirmed a business rates holiday for all sporting clubs for 3 months – April May & June 2020, thus reducing the 2020,21 rates bill by a quarter.

Additional Funding Streams

While these opportunities are available to the Sports Sector, it will depend upon your circumstances as to which is most applicable to you, if any – click on the following links for more information:

[Northern Ireland Sport Forum](#)

[Sport NI](#)

Club Temporary Closure: Guidance

Finance

As the response to the coronavirus COVID-19 continues to evolve, Golf Clubs are undoubtedly experiencing a number of operational and financial challenges.

A large concern for most clubs will be how to manage their current cash pressures and what areas can be looked at during times of uncertainty. While we do not typically offer any form of financial advice to Golf Clubs, we have looked to compile simple guidance adapted from advice offered by numerous organisations such as Deloitte, KPMG, PWC, Local Enterprise Boards.

Please note this document is prepared for guidance only and GUILGU will not accept any liability arising from any member or third part acting, or refraining from acting on the information contained in this document.

Assess

- Assess the potential short- and medium-term financial implications of COVID-19
- Create or review a minimum of a four-week cash-flow statement, when a week is finished, another is added to the schedule so there is always a four-week road map ahead
- Review all non-trading contacts/commitments that have cash requirement over the months ahead and reconsider their necessity
- Identify what raw material purchasing could be reduced, delayed or stopped

Engage

- Speak to your bank and see what is available to you
- Negotiate extended or part payments with creditors and key supplier
- Consider cancelling non-essential orders & services
- Check insurance policies for business interruption clauses
- Proactively communicate with members about the importance of their subscriptions being paid/continuing to be paid
- Look at what government supports are available
- Delay any capital expenditure

Clubs have had some success in negotiating the following with their suppliers;

Mortgage and Loan Holidays
Deferred Utility Costs
Deferred HMRC / Revenue Commissioners Costs

It has been noted that banks have been, to date, somewhat reluctant to offer business continuity loans currently being guaranteed by government

We recommend that you contact all of your suppliers to ascertain what support is available and seek to defer costs to when the business re-opens where possible

Limited Companies – Republic of Ireland

For Golf Clubs that are Limited Companies, the Directors should consider seeking professional advice on their responsibilities and exposure.

Links:

[KPMG](#)

[PWC](#)

[Local Enterprise Board](#)

Communication

Develop a clear communication plan to ensure consistent messaging both through your internal & external channels.

- Internal Channels: your staff
- External Channels: your members, stakeholders, suppliers, shareholders
 - Financial Stakeholders: Banks, auditors, credit card companies etc
 - Operating Stakeholders: Landlords, suppliers, insurers etc

Temporary Closure

Check your insurance to ensure that if the building is un-occupied that it is covered by your current policy – and notify your insurance company of the temporary change.

Checklist

- Waste: Remove all external waste, pallets and empty skips ahead of closing.
- Waste bins: Empty all waste bins and relocate to a secure area, ideally at least 10 metres from the building. If this is not possible and bins and skips are within 10m, these should have lockable lids.
- Fire Systems: Ensure that any fire and/or sprinkler systems are fully operational • Fire Doors: Carry out a check to ensure that internal fire doors are closed • Building Utilities: Shutdown any non-essential electrical devices and building utilities • Inspections: Arrange for a weekly inspection of the building (internally and externally) – please remember to risk assess for any lone working issues. Please ensure that you comply with existing government guidance regarding vulnerable

people and lone worker risk assessments. Consider the provisioning for alternative skilled personnel.

- **Physical Security:** Carry out a check to ensure physical security measures are in place e.g. fences are in good repair, windows are locked, shutters are in place, gates are locked.
- **Intruder Alarm:** Make sure your intruder alarm is set and that the remote signalling is in place. Ensure sufficient numbers of keyholders are available to respond to an alarm activation within 20 minutes.
- **Maintenance:** so far as is reasonably practical, there is an expectation that essential maintenance continues with any remedial measures completed.
- **With a limited staff presence,** there may be a request to redeploy employees to other tasks. They must not be exposed to tasks for which they have not received appropriate training e.g. working at height or use of machinery.

This list is non-exhaustive – please let us know if you have other suggestions we could add.

Useful Links for all:

[Learning to live with worry & anxiety](#)

[FAQ for Employers & Employees in relation to working from home on a temporary basis](#)

[HSE](#)

[NHS](#)