



Six Steps to Sustainability



Scottish
Golf

Introduction



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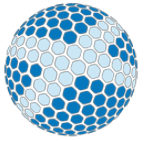
Golf facilities, like all other businesses need to be managed in a sustainable way to provide the best quality service and product to members and visitors for the best value for money.

The ever-increasing impacts of climate change, the pressure of legislation compliance, the rising costs of resources such as energy and water, and higher player expectations all need to be addressed and should motivate clubs to be proactive and improve their environmental performance.

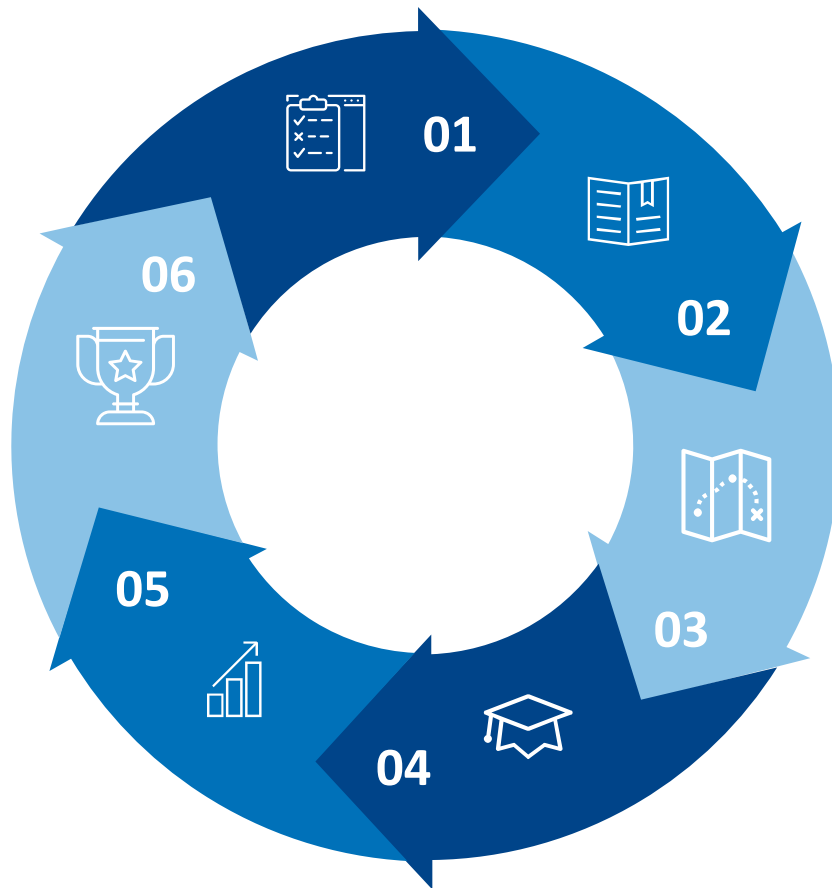
The key asset of any club is the golf course, so it is vital that this is of the highest possible quality to retain and attract members and visitors. In addition to sustainably managed quality playing surfaces, issues such as nature and landscape conservation, water resource management, energy efficiency, supply chain and waste management, pollution prevention and control, and community and cultural heritage issues all need to be addressed on the course and in the clubhouse and other built areas.

Addressing all these environmental issues in the long term will help make your facility efficient, profitable and socially inclusive leading to a more sustainable and successful business.

Six Steps to Sustainability



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STEP 1 - REVIEW

Where are you now?

Use our checklists to assess your current performance and achievements. Identify areas of environmental risk and opportunities for business growth.

STEP 2 - POLICY

Where do you want to be?

Use our templates to prepare a Club Sustainability Policy and a Course Management Policy setting long term aims and objectives.

STEP 3 - PLAN

How are you going to get there?

Use our templates to plan your actions, timescales and budgets to deliver your policies and projects.

STEP 4 - ACTION

Where can I get help?

Use our 1:1 support and online HIVE learning for best practice guidance and case studies. Link to our network of external experts for further advice, training and project funding.

STEP 5 - RECORD AND REPORT

How are you improving?

Use our data recording sheets and register with the online OnCourse platform to record, monitor, report and communicate your sustainability data and activities.

STEP 6 - RECOGNITION

Celebrate your achievements.

Progress to GEO Certification, enter the Golf Environment Awards or the Scottish Environment Business Awards.

Step 1 - Review

Where are you now?

Before any sustainability improvements can be made, the first step is to take a good look at where your club is right now.

Gathering existing reports and data, and using **Scottish Golf's Sustainability Checklists** will help your club gain a good understanding of current activities, achievements and performance creating a **baseline** across all the key sustainability areas. You can also give yourself a score on our **Sustainability Spectrum**.

There are many reports, surveys, and other paperwork that could be gathered, collated and stored for future reference. Here are a few examples (clubs are not expected to have all!).

NetRegs www.netregs.org.uk has a legislation Compliance Self Assessment Tool to help you to **identify areas of environmental risk** and legislative non-compliance.

The Scottish Golf Customer Feedback Tracker will help you learn what your members and visitors think of your golf course and facility and help inform future decision making. www.scottishgolf.org/club-services/customer-service/customer-feedback-tracker

Government and external expert surveys, audits and assessments can also allow your club to **identify ideas and opportunities for improvement** and ultimately increase business growth and success.

The image displays two Scottish Golf sustainability checklists. The first is the 'Water efficiency checklist for Golf Clubs', which includes sections for 'Water Supply', 'Water Use', 'Water Conservation', and 'Water Quality'. The second is the 'Energy efficiency checklist for Golf Clubs', which includes sections for 'Energy Supply', 'Energy Use', 'Energy Conservation', and 'Energy Quality'. Both checklists are designed to help clubs identify areas for improvement and track their progress over time.



- Habitat/species surveys
- Landscape appraisals
- Habitat Management plans (e.g. Woodland Plan)
- Nature or Landscape Designations (e.g. SSSI)
- Agronomy reports
- Course product data / fertiliser & pesticide logs
- Emergency /Pollution Incident Plan
- SEPA Discharge Consents and Abstraction Licences
- Rainfall data and drainage records/plans
- Scottish Water agreements
- Water Quality sampling
- Green Purchasing policy and Supplier lists
- Waste recycling Audits.
- Energy efficiency audits.
- Renewable energy feasibility Studies
- Newsletters / Articles
- Centenary Books / Old course layouts / Hole name origins
- Archaeological, cultural heritage records
- Listed building /Historic Building surveys and plans

Step 2 - Policy

Where do you want to be?

Golf Clubs are continually evolving with new committee members and volunteers being involved in the running of the club, all with different skills, experience and ideas as to the best direction for a club to take to become more successful.

It can be challenging for permanent, skilled staff members such as Greenstaff, Club Managers and Facility and Catering staff if continuity is interrupted and ideas and projects fail to be completed.

Much like a Club Business Plan, having an agreed long term policy for how the golf course and overall sustainability is managed is vital for long term continuity and success of your club.

Taking into account the information gathered in your review in Step 1, these policies should always be mindful of the questions: Who is our customer? How challenging should our course be? Have we taken customer feedback into account when deciding on changes to the course? Can our ambitions be met with our budget?



Scottish Golf templates:

- **Club Sustainability Policy** – This is a one-page high level commitment to the Club's environmental activities, signed off and endorsed by club officials. It should be communicated to members and visitors, so everyone understands the long-term environmental aims of the Club.
- **Course Management Policy** – Roles and Responsibilities, Procedures, Aims and Objectives for day to day management of the course and course development to meet future aspirations.
- **Resources and Waste Management Policy** – Aims and objectives for resource management across the facility.

Step 3 - Plan

How are you going to get there?

To determine how you are going to achieve the aims and objectives and standards in your Policy documents created in Step 2, you need a **Sustainability Action Plan** detailing:

Actions – specific detail of the tasks to be completed.

Responsibilities – who will take the lead on delivering the actions. It is recommended that a Sustainability/Green team with a variety of skills and responsibilities is set up to share ideas and actions. It is suggested that there is one team leader and team members from the green staff, the committees, clubhouse management, catering and additional support from keen and skilled members.

Timescales – A 3 or 5-year Action Plan would detail milestones and deadlines to focus staff time and ensure momentum continues and should be reviewed and updated regularly.

Budgets – For actions that require financial support an Action Plan can help club budgeting and fund raising where required.

Course maps/plans – can support your Sustainability Plans which are useful in identifying areas/zones for actions either digital / GPS or paper/aerial photograph based. Photographic records are also valuable for recording and monitoring over time.



Nature Action Plan		TIME SCALE	YEAR OF ACTION	PERSON RESPONSIBLE	RESOURCES	ACHIEVED			NOTES
Aims	Objectives	On-going	Deadline	2018	2019	2020	2021	2022	
Partnership and Understanding	Continue getting agronomic advice from suppliers and online sources	x	x	x	x	PS			
	Continue to get advice from biodiversity, conservation and ecology experts - East Lothian Ranger - Open visit	x	x	x	x	PS			
	Continue links with Keep Scotland Beautiful re Beach Clean initiatives	x	April	x	x	x	PS		With Elite at Estate
	Continue to liaise with local moth experts	x	x	x	x	PS			
	Continue to work with 17th Nature experts	x	x	x	x	PS			
	Improve links with Local species experts - Bat Group	x	End 2018	x	x	x	PS		Through Biodiversity Officer
	Improve links with Local species experts - Bird Group	x	End 2018	x	x	x	PS		Biodiversity Officer
	Continue to work with Scottish Golf on OnCourse and Sustainability Action Plan development	x	End 2018	x	x	x	PS		
	Access the Government and their mapping data	x	End April	x	x	x	PS		https://www.environment.gov.uk/
	Annual Woodland Survey update in conjunction with estate	x	x	x	x	PS			Estates woodland manager
	Annual update to grassland plans	x	x	x	x	PS			17th
	Continue with Fixed Point Photography survey for 10th	x	2019	x	x	PS			
	Arrange a bat survey	x	2019	x	x	PS			Lothians Bat group
	Arrange a further bird survey (post construction)	x	2019	x	x	PS			
	Complete further moth and butterfly survey work with estate to monitor deer populations	x	x	x	x	PS			Estate Deer stalker
We aim to conserve and enhance the biodiversity of the golf course through ongoing informed management of habitats and species	Be aware of and focus on Priority Species and habitats from East Lothian LSP	x	End 2018	x	x	x	PS		Speak to Dave Wild or Stuart MacPherson - East Lothian Council Biodiversity Officer
	Adhere to Designed Landscape Plan (2005) in any course development	x	x	x	x	PS			
	Secure 100 area on the shoreline is protected and managed accordingly	x	x	x	x	PS			
	Secure tree falling licenses in place	x	x	x	x	PS			
Compliance	Environmental Legislation	x	x	x	x	PS			
	Improve understanding of data regulations www.netregs.org.uk - incorporate in staff training	x	x	x	x	PS			netregs.org.uk

Scottish Golf – Sustainability Action Plan Templates:

- Course Management Plan
- Course Development Plan
- Nature Action Plan
- Pollution Prevention and Site Protection Plan
- Resources Action Plan

Step 4 - Action

Where can I get help?

So you know where you are now, where you want to be and have a plan for how you are going to get there – time now to take action!

Scottish Golf support

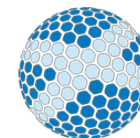
www.scottishgolf.org/sustainability/

Utilise Scottish Golf's 1:1 support and online HIVE learning for best practice guidance and case studies. Here you can also find links to golf and environmental sector **training** and government and other project **funding**.

External Expert support

Access our network of external experts for further advice and project development including:

BIGGA – www.bigga.org.uk/sustainability
STRI (Agronomy /Ecology) - www.strigroup.com/stri-uk/
Scottish Natural Heritage - www.nature.scot/
Scottish Wildlife Trust www.scottishwildlifetrust.org.uk/
RES – www.resourceefficientscotland.com
Juice LED - www.savejuice.co.uk/



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Communication

Once your policies and plans are in place it is important that they are communicated to staff and committees, so they are fully endorsed and adopted. Those staff with responsibilities should be made fully aware of the actions they will be involved with and the contribution to the overall aims of the club.

Your Sustainability Policy should be displayed for all to see and key activities in the action plan can be communicated to members in advance to notify of any disruption and educate why the activity is taking place.

The Sustainability Policy and if desired the Sustainability Action Plans could also be communicated out-with the club to local community and interested groups to demonstrate the commitment to environmental stewardship.

Step 5 - Record and Report

How are you improving?

Recording, monitoring and tracking of golf course, environmental, and sustainability data is important for budget forecasting, purchasing, observations of trends and spotting anomalies.

Records should be kept for:

- All fertilisers, pesticides, fungicides and herbicides applied to the course. The record should contain details of date of application, quantity applied, area treated and personnel carrying out the application. Such records must satisfy all requirements of the relevant COSHH and Pesticide Legislation (also be available at the Chemsafe).
- Date of placing of orders and receipt of major purchases including sand, fertilisers and pesticides.
- A golf course equipment and machinery register will be kept including annual maintenance and servicing and schedule of replacements.
- Annual water use on the course and the associated financial costs. Daily abstracted water quantities will be recorded and reported to SEPA annually as per the club's SEPA Abstraction licence.

Lighting costs calculator - Hedleyville GC Jan 2019 - LEDs

How much do you pay for your electricity? £12 pence/kWh

Site location reference (e.g. canteen, boardroom, reception, office 1)

Select lamp type being used

Site location reference	Lamp type	Lamp wattage	Number of lamps used	Estimate Hrs/week in use	Estimate Weeks/year in use	Annual energy consumption (kWh)	Annual cost (£)
Office	Incandescent lamp	60	6	40	52	744	£8.93
Office	HalogenEco Halogen	50	6	40	52	624	£7.49
Lounge/Bar	LED	20	30	40	52	1,248	£14.98
Lounge/Bar	HalogenEco Halogen	50	10	40	52	1,040	£12.48
Lounge/Bar	T12	58	10	40	52	1,530	£18.36
Kitchen/Food store	HalogenEco Halogen	50	6	20	52	312	£3.74
Hallways	T12	58	8	20	52	483	£5.80
Male Locker Room	LED	6	12	40	52	150	£1.80
Female locker room	LED	6	12	40	52	150	£1.80
Boiler Room	T8	40	4	30	52	83	£1.00
Maintenance Shed	T12	58	8	40	52	965	£11.58
Maintenance Office	Incandescent lamp	60	2	20	52	125	£1.50
Maintenance Office	HalogenEco Halogen	100	4	40	52	832	£10.00
Outdoor Clubhouse	HalogenEco Halogen	100	1	40	52	208	£2.50
Car Park	HalogenEco Halogen	100	2	40	52	416	£5.00
Total energy consumption (kWh)						9,314	

Worksheet 1 - Electricity

Use the table below to record:

Step 1. Enter the date you took your meter reading in Col A

Step 2. Enter the meter reading in Col B

Step 3. To record your energy consumption

Step 1	Previous Meter Reading (kWh)	Meter Reading (kWh)	Daily Electricity Use (kWh)	KPI - number of members	Usage/KPI
01/04/2018	N/A	22541	N/A	800	N/A
01/05/2018	22541	22654	3.767	800	0.005
01/06/2018	22654	22836	7.806	800	0.010
01/07/2018	22836	23541	21.500	800	0.027
01/08/2018	23541	24512	31.323	800	0.039
01/09/2018	24512	25235	33.645	800	0.042
01/10/2018	25235	26541	32.867	800	0.041
01/11/2018	26541	27835	43.677	800	0.055
01/12/2018	27835	28333	36.800	800	0.046
01/01/2019	28333	29688	28.677	800	0.036



- Staff training carried out internally and externally.
- Personal Protection Equipment issued to staff and details of periodic inspection.
- Any accident or incident affecting the health, safety or well-being of the staff.
- Staff should maintain a daily log of the work carried out.

Activities and projects from you plan should be reviewed every 6 months with new actions added where appropriate. A full review can be prepared after 3-5 years. This will allow you to track performance, highlight achievements and feed into positive promotion to members, visitors and the local community.

Scottish Golf Data Recording Sheets:

- Energy, water and waste tracking sheets (Supported by RES)
- Turf Product log
- Machinery and equipment recording sheets

Step 5 – Record and Report



OnCourse

Scottish Golf support the international golf industry recognised **OnCourse platform** as the next step to take in the sustainable management of your club

This online tool enables you to record, monitor and report your sustainability data and communicate 'highlights' of great achievements across the growing sustainable golf community - <https://getoncourse.golf/>



Golf's easy-to-use, practical sustainability platform



Capturing key practices, data and highlights



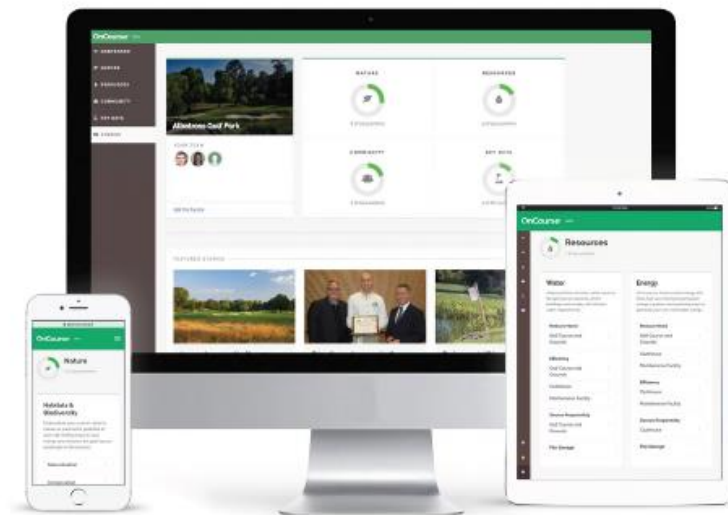
Improving efficiencies and enriching golfer experience



Promoting your leadership and value with confidence



Safeguarding and enhancing your future viability



Step 6 - Recognition

Celebrate your achievements

Far too often it is the unsung heroes in our clubs, the staff or volunteers that put in the extra hours to get things done. Recognising these people within the club community is important to show appreciation and highlight to the members the high standards of environment and sustainability achievements that are making your club more successful.

GEO Certified - <https://sustainable.golf/>

This industry eco-label is awarded to golf clubs who, following completion of the OnCourse programme, reach environmental and social standards specifically relevant to golf. It is recognised by the global leader in credible sustainability standards, ISEAL, an international mark of trust certifying and helping to promote your commitment and achievements to sustainability.

The Golf Environment Awards (GEAs) - www.golfenvironmentawards.com

The GEAs, managed and administered by STRI recognise, reward and promote outstanding individuals and golf courses for how their achievements have benefited the surrounding environment and local ecology.



GEA Categories include:

- 1.Environmental Golf Course of the Year
- 2.Conservation Greenkeeper Award
- 3.Outstanding Environmental Project of the Year
- 4.Operation Pollinator Award
- 5.The Home Unions National awards

The Scottish Environment Business Awards (VIBES) - www.vibes.org.uk

For recognition and positive PR out-with the golf industry, we encourage clubs to enter the VIBES awards. They provide a valuable opportunity to have your sustainability achievements widely recognised across the Scottish business community.