



Brisbane and District Ladies Golf Association

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Managing Pennant Disputes

The following steps outline the procedure for managing all Pennant disputes arising during a BDLGA season and should be read in conjunction with the **current** BDLGA Pennant Regulations (available at <https://bdlga.com.au/pennants/>) and **current** BDLGA Constitution (available at <https://bdlga.com.au/resources/>).

1. Receipt of dispute by Pennant Chair, Pennant Sub Committee member and/or Secretary.
2. Pennant Chair, Pennant Sub Committee member and/or Secretary to notify opposing team Captain/s involved (club and team) about dispute receipt if not informed by disputing team Captain. This step will be agreed internally by the listed parties.
3. The opposing Team Captain has the opportunity of a timely right of reply should they have not already notified the Pennant Chair, Pennant Sub Committee member and/or Secretary of their concerns.
4. Dispute circulated by Pennant Chair or delegate to BDLGA Management Committee for consideration and feedback requested asap (within 24 to 48 hours).
5. BDLGA Secretary to create a detailed summary of the dispute including all feedback from the BDLGA Management Committee.
6. Pennant Sub Committee to consider feedback supplied by the BDLGA Management Committee and **draft a recommendation** for dispute resolution (noting the decision of the BDLGA Management Committee will be final).
7. Pennant Chair or delegate to seek **majority** Management Committee approval of Pennant Sub Committee recommendation via email (flying minute **not** necessary as detailed summary of the dispute including all feedback from the BDLGA Management Committee will be summarised by BDLGA Secretary and posted in Correspondence Records available at <https://bdlga.com.au/correspondence/>).
8. Upon confirmation of **majority** Management Committee support of Pennant Sub Committee recommendation, Pennant Chair or delegate to supply BDLGA Secretary with email addresses of parties involved and instruct BDLGA Secretary to circulate the decision to **BOTH clubs** and include the Management Committee.

9. In the event a meeting of the two parties to the dispute is required, it will be conducted at a mutually agreeable time, noting this meeting may result in a delay to the Management Committee circulating its final decision on the matter.
10. Once the BDLGA Secretary has circulated the Management Committee decision on dispute resolution of the Pennant issue, the summarised record on the matter will be posted in the Correspondence Records on the gated **Management Committee Members Only Pages** available at <https://bdlga.com.au/correspondence/> and the matter closed.

References:

- Current BDLGA Pennant Regulations, section 8
- Current BDLGA Constitution, section 3.8

Revision History:

Version	Prepared By	Approved By	Date
1.0	Cathy Hindmarsh, Secretary	Lisa Laney, Pennant Chair	17/05/2026