



**25 March 2020**

## **COVID-19 LOCKDOWN – IMPORTANT MESSAGE 4**

Dear Members,

This communication is being sent on behalf of the Board & management of the Club and in line with President Cyril Ramaphosa's speech on Monday evening, regarding a full nationwide shutdown, commencing Thursday at midnight.

### **Shutdown**

We know that it is difficult to understand the magnitude of the events unfolding around us, in our own country and in other countries around the world. The relentless and exponential spread of the novel COVID-19 virus is completely unprecedented. We wish to assure you that we are working hard to manage our Club through these extremely difficult times. It is our foremost responsibility to ensure we protect and maintain what we have with a pragmatic approach.

The Club & its courses will be fully closed, for an initial 21- day period starting from 17h00 on Thursday, 26 March 2020. As noted in our previous communications, we have been proportionately implementing our crisis management plan in compliance with Government's instructions.

Throughout this period the Club has implemented its contingency plans for the closure to secure our assets and we will continue to keep Members informed via our various communication channels. We also plan for the possibility of the closure being longer than 21 days.

### **Club Security & Course Maintenance**

The clubs Maintenance & Security Director, Hennie Bredenhann will be on site at all times during the lockdown (In residence). He will undertake any emergency maintenance and oversee the security of all our buildings. He will be assisted by our armed response company and onsite security guards, who will also patrol accordingly.

The action plan for the protection of our courses (mainly greens) will include a small team of staff staying on site, who will undertake minimum maintenance levels. Our Course Manager, Shaun Brits will be onsite daily to oversee all operations. We have secured all the necessary supplies to see us through this period and thank these staff members for their dedication to preserving our precious assets.



### **Club Sustainability**

Top priorities: 1. Health 2. Financial stability 3. Staff Wages 4. The protection of our greens & assets (Infrastructure).

The impact of the escalating pandemic continues to affect the club's stability and we push to right size each day. The Board, capital fund committee, senior management and advisors have met to ensure all measures are implemented accordingly, with a short-term plan.

As communicated, this crisis has come at the worst possible time of year for the Club, ahead of the new financial year's subscription collection, which has now been fast tracked in the hope to stabilise our cashflow and avoid special levies later.

We are working as hard as possible to minimize financial losses, reduce expenditure to align with the minimal revenue and our goal is that employees are hopefully able to retain their jobs. We also remind members that we do not have access to our Capital Fund, in this regard, emergency action has been taken to restructure the fund, It was prudent to reduce the clubs liability to Standard Bank. In light of this a portion was accessed from the Equity structure of the clubs investment and transferred directly to Standard Bank. This secures the stability and covenant of the current facility with immediate effect to stop any further losses against these unstable markets.

The Board have therefore approved the release of the 2020/21 subscription renewals, which you will receive over next 54 hours. **We appeal to all members who are in a position to settle 2020/21 subscriptions and playing fees in the month of April 2020 to please do so. A discount incentive of 5% will be offered on your subscription if settled in the month of April 2020. Your loyalty to the club is really appreciated at this time and your subscriptions are an important part of ensuring we are able to remain sustainable.**

The majority of staff will now be on annual leave through the closure and depending on the duration we will need to consider the timing of temporary layoffs, 'short time' or retrenchments thereafter. This will all depend on how long the shutdown lasts and how much capital we are able to raise from the subscription renewals and voluntary donations.

The Board and management regard the safety and well-being of our members, guests & staff of the utmost importance. Until the lockdown, we remind you that should you have a fever or flu-like symptoms or have travelled from a international country in recent weeks, to please refrain from visiting the Club. We continue to run best practices regarding hygiene and social distancing to ensure a safe environment for everyone on our property and encourage all to co-operate and exercise responsible practices.

Every action and measure taken by the Board & management has been done in the best interest of the Club, its members, staff, sustainability, is lawful, appropriate and remains in-line with government and WHO prescripts, this with good governance at each step.



### **Administration**

Senior management will continue to work intermittently from home and can be contacted via email:

Membership: Candice Humphrey – [membership@royaljk.co.za](mailto:membership@royaljk.co.za)  
Finance: Charlotte de Jong – [fm@royaljk.co.za](mailto:fm@royaljk.co.za)  
Emergency : Christopher Bentley – [ceo@royaljk.co.za](mailto:ceo@royaljk.co.za)

Members who wish to remove personal items from lockers, golf bags and or trolleys must do so before 13h00 on Thursday 26 March.

As of this moment the Club is not aware of any member or employee who has tested positive for COVID-19, in this regard, all members are requested to inform the CEO immediately, should you become aware of any positive COVID-19 case within the club community. This information will be dealt with the utmost confidentiality.

While the club is not in a financial position to assist caddies, several members, staff and schools have already made significant contributions to assist through this difficult time, whether its food parcels or money, the generosity and care has been incredible thus far. Any member looking to make a voluntary donation to assist through these times, please do so by emailing finance or deliver food and essentials to the club by 13h00 on Thursday, 26 March 2020.

We appreciate that these are uncertain times affecting us all, but you can be assured of our full support, care and commitment at all times to our wonderful club. As the situation evolves, we will continue to review our plans, processes and adapt accordingly and we will continue to keep all stakeholders informed.

A note of gratitude and thanks to our incredible teams of staff and the golf community who have adjusted to the circumstances in these unprecedented times, all in the best interest of keeping our wonderful club stable and healthy.

We thank you in advance for your trust, support, understanding and cooperation. Please continue to be responsible, do your part to stay healthy, look after yourself, your family and your golfing community. Together we will weather this storm!

Sincerely,

**Christopher Bentley**  
**Chief Executive Officer**

**Alan Field**  
**Chairman**