



CORHAMPTON GOLF CLUB

Buggy Policy

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13 January 2021

Buggy policy

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Document History

Buggy Policy created	Issued to members 12 May 2020
Buggy Policy amended for single seat buggies	Issued to members

Buggy policy

1. Use of buggies on the golf course and in competitions

Introduction

Corhampton Golf Club (the Club) recognises that some golfers, whether able bodied or physically disabled, chose not to or cannot walk a distance or carry their clubs to play golf without the assistance of a trolley or a buggy. The Club has a few buggies available for hire by members or visitors. Additionally, the Club has provided a limited number of spaces in garages to assist physically disabled members to store their buggy at the Club.

The Club maintains policies to protect the condition of the course by restrictions on the use of trollies and buggies by golfers. These policies include the imposition of a ban on trolley use during certain periods and the exclusion of members' buggies to certain areas on the course.

This document sets out

- Arrangements for the use of buggies on the Club course.
- How the Club considers applications and the conditions for authorisation.
- Golf Buggy Safety Policy
- Golf Buggy Safety Policy Acknowledgement Form for buggy hire from the Club
- Licence for the use of personal buggy on the course
- Required Medical Certificate
- Course Protection Routes
- Buggy Garage Application form and rental agreement

Definitions

Buggy: Is either a small electric single seat ride-on vehicle designed for use by one golfer and his/her equipment of make and model approved by the Club, or is a two seat 4 wheel electric buggy owned by the Club or Professional and hired out.

Disability: A physical or mental impairment as defined by the Equality Act 2010 as being one which has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities.
OR

A physical disability which meets the Club's criteria for golfers requiring assistance.

Club's criteria: A Club member who is either certified by their Doctor or self-certificated as being unable to walk more than 9 holes by virtue of illness, injury or recovery from surgery is approved to use a buggy by the Management Committee or its designated representative.

Disabled: Refers to a person who has a physical disability

Buggy Garage: A garage space provided by the Club for storage of a buggy

Certificate of Insurance: is a certificate confirming that a personal buggy owner has an insurance policy with an insurer being a member of the Association of British Insurers including Third Party Liability cover of at least £1,000,000 and valid on the day or days when their buggy is in use or stored at the Golf Club.

Reasonable adjustments: are made to enable disabled golfers on buggies to access safely and enjoy the Club facilities without risk to themselves or others.

The reasonable adjustments may comprise of any or all of the following practices.

Buggy policy

- Clearly defined routes identifying safe access.
- Restricting access to sensitive areas.
- The mandatory use of pathways where provided.
- 90-degree rule for traffic management (travel in the rough until level with the ball).
- A composite golf course layout if deemed safe and practicable

Notwithstanding the Club's duties to make a reasonable adjustment, we acknowledge that our primary obligation is to the safety of all users of the facility, this factor overrides all other considerations.

2. Arrangements for the use of buggies on the club golf course

1. All golfers whether able bodied or disabled may use a buggy on the course subject to the Golf Buggy Safety Policy. Priority for the hire of Club buggies will be given to disabled golfers.
2. Disabled golfers may rent a space in the Buggy Garage subject to availability

Qualifications

Any person who accepts the privilege of operating a buggy on the golf course is deemed by so doing, to have the knowledge, training and skill to safely operate this vehicle and be fully accountable for their actions and the consequences thereof.

The safe operation of buggies on the course requires conscientious application and adherence to the minimum standard of care prescribed by this policy.

Buggies must be operated in accordance with the requirements of the following documents:

- Golf Buggy Safety Policy
- Golf Buggy Safety Policy Acknowledgement Form (for vehicles hired from the Club)
- Licence for the use of a personal buggy on the course

In order that these conditions can in practice be met, the Club Secretary or their approved nominee must whenever possible be given prior notice of a requirement by a member, visitor or guest to use a buggy. The Club reserves the right to refuse permission if all conditions stipulated are not complied with.

The Club also reserves the right to withdraw authorisation if the medical condition or disability necessitating the use of a personal buggy ceases, or, the conditions for its use are not fully complied with.

The Club reserves the right to refuse rental to any person if it considers the person to be (i) under the age of 18, (ii) does not hold a full vehicle licence or (iii) is under the influence of alcohol or drugs.

From time to time Club staff may determine that the state of the course or the weather is such that safety to the user or others on the course or the condition of the course may be unacceptably compromised if a buggy is used. This might apply to the whole or just part of the course. Potentially unsuitable conditions include water logging, frost, snow etc. Where such conditions arise, the Club will normally review the situation on a twice daily basis.

Disabled visitors are recommended to seek authority in good time before any intended visit. To minimise disappointment, and if wishing to hire a buggy, visitors may wish to telephone the Club (01489 877279 ext 1) to check on the availability before travelling to the Club.

Buggy policy

To inform members and visitors of the course state the following course status codes are used:

Course Status Codes

Level 1	Course fully open
Level 2	2 seat buggy ban with single seat users following a wet weather 'yellow' route
Level 3	Single seat buggy ban
Level 4	Trolley ban – carry only
Level 5	Course closed.

Buggy use in General Play and Competitions

During general (non-competition) play a ride-on buggy shall only be used by members, visitors and guests authorised to do so.

Buggy use during a competition is permitted unless specifically prohibited in the conditions of the competition.

3. How the club considers applications to authorise the use of personal buggies

3.1. To apply for authority disabled golfers must complete an application form and supply the document/s required to the Club Secretary.

3.2. The application forms and Medical Certificate form MC1 are available from the Club office.

3.3. The documents required to use and/or store a personal buggy at the Club:

A certificate in the form MC1 signed by the applicant's doctor OR a self-certification form.

A current Certificate of Insurance and policy document confirming insurance of the user for third party/public liability for not less than £1,000,000.

To rent a buggy space current authority to use a buggy on the course

3.4. Applications will be considered by the Management Committee who may delegate the power to decide applications to the Club's designated representative.

3.5. An authority will run from the date of issue to the following 30th June and be reviewed annually. Authority to use a buggy will cease on expiry of the user's insurance cover.

3.6. The Club reserves the right to withdraw authorisation if the disability ceases or if there is a breach of the Club policies or if there is a change in the Club's policies or the law.

3.7. An authorised personal buggy user warrants to the Club that by using a buggy they have the appropriate knowledge, training and skill to operate the buggy safely, the buggy is well maintained, and fully charged before use, they have the required insurance cover, they accept responsibility for their actions and their consequences and will indemnify the Club against all losses claims demands costs or other liability because of their use of the same.

3.8. Authorised buggy users will comply with the conditions set out in the appropriate application forms.

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3.9. The Club will maintain a waiting list of members wishing to rent a buggy space and allocate them according to the date of application in time order.

4. Golf buggy safety policy

The Club has a duty of care to all users of the golf course and to members of the public using Wayfarers Walk. While recognising that the use of buggies makes the golf course more accessible to those who would not otherwise be able to do so, the use of them shall be restricted to times when ground conditions are suitable for their safe operation.

The topography of certain areas of the course is such that caution, and prudence must be shown by the user of a buggy. It is also necessary for the Club to provide adequately safe means of access for all golfers including those given permission to use buggies. Moreover, the Club must ensure the safety of golfers who do not wish to use buggies but who might be at risk from a mechanically defective buggy or its careless use.

To assist the safe employment of ride-on buggies all potential users (members and visitors over age 18) shall comply with the following conditions:

- Buggies must be operated with the utmost courtesy, care and consideration for the safety and convenience of pedestrians. Pedestrians must always be afforded the right-of-way.
- The signs and instructions employed on the course to warn buggy riders of potential danger areas or, areas forbidden to ride-on buggies because of concerns about danger or, the potential to cause unacceptable wear and tear to the course, must always be followed.
- Buggies must be operated and parked in such a manner that they do not impede or interfere with normal pedestrian or vehicular flow on roadways, paths or in the garages.
- Buggy operators will be responsible for the security of ignition keys for the period that the buggy is on the property owned by the Club.
- Corhampton Golf Club has no responsibility for ensuring the safe operation of ride-on buggies on or beyond the confines of the course and the Club car parks. The Club will accept no responsibility for any loss or damage caused to any property other than that arising from the negligent use of a ride-on buggy by their staff or agents.
- No buggy will be operated in excess of 8mph (13km) per hour.
- Buggies shall be used only between dawn and dusk.
- Buggies must be operated in compliance with the common 'rules of the road' regardless of whether buggies are operated on paths or roadways.
- Operators must stop the buggy at blind intersections and proceed with caution.
- Buggy users shall always:
 - Not move off until all occupants are seated.
 - Remain seated and hold on while the vehicle is in motion.
 - Hands, feet and head must be kept inside the 2 seat buggy when the vehicle is in motion.
 - Pedestrians must always be afforded the right of way. Particular care must be given to walkers using Wayfarers Walk.
 - The vehicle must be used to progress the game and must not be driven up and down excessively, e.g. when looking for golf balls
 - The vehicle must not be driven onto tees, greens, aprons or the slopes leading up to them

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- The vehicle must not be used within 2 metres of any bunkers or slopes leading to them.
- Always check the area behind the vehicle before reversing.
- Set the parking brake before leaving the vehicle.
- Consider the terrain, existing vehicular and pedestrian traffic conditions as well as environmental factors that may affect your ability to operate the vehicle safely
- Drive the vehicle only as fast as the terrain and safety considerations allow
- To avoid tipping over, drive the buggy straight up and down severe slopes.
- Slow down before corners and execute at reduced speed
- Avoid sudden stops or changes of direction that may result in loss of control
- Take extra care when the course is frosty or wet and muddy.
- The consumption of alcohol and/or the improper use of drugs when using the ride-on buggy is strictly forbidden.
- The Secretary has the authority to immediately prohibit any individual from using or being carried on a buggy. Application for reinstatement of permission can only be made to the Management Committee.

Buggy policy

5. Golf buggy safety policy acknowledgement form

All golfers hiring a buggy must complete this form prior to use. Any person who operates a ride-on buggy on Corhampton Golf Club premises is deemed, by so doing, to have the knowledge, training and skill to safely operate the vehicle and shall be fully accountable for their actions and consequences thereof.

The safe operation of ride-on buggies requires conscientious application and adherence to the minimum standard of care prescribed by this policy.

Name of User (please print):

Address (if not a member):

By signing below I acknowledge that:

- I understand the terms and conditions of the Club Buggy Safety Policy
- I have been given the opportunity to ask questions related to this Policy
- I am aware of the areas where I am unable to take a ride-on buggy

Users of golf buggies do so at their own risk. Corhampton Golf club will not accept any liability for any loss or damage to the golf buggy or any other property other than that arising from the negligence of the club, or its employees or agents.

Signature of User Date.....

Signature of Secretary Date.....
(or Nominee)

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6. Licence for the use of a personal buggy on the course between:

- a) Corhampton Golf Club, Shepherds Lane, Corhampton, Southampton SO32 3GZ (hereafter known as The Club)
- b) (The Licensee – please print name in full)

This Licence is valid from..... until

The Licensee will be required to present an up to date insurance certificate with each renewal application.

In consideration of the Club permitting the Licensee to use a mechanically propelled form of transport (the buggy) on its golf course (the course), the Licensee hereby agrees with the Club as follows:

- The Licensee will only use the personal buggy when he or she is physically unable to play the course without it and will notify the Club as soon as the medical justification for the use of the buggy is no longer applicable at which time this Licence shall automatically terminate.
- The Licensee will not permit anyone else to drive the single seater buggy whilst it is on any land occupied by the Club unless that person also holds a policy of insurance to indemnify the Club against all losses and damages caused by him/her using the buggy.
- The Licensee will only use a buggy which has been approved by the Committee. If the Licensee changes his or her buggy the specification of the replacement must be submitted to the Committee for approval prior to it being used.
- The Licensee confirms that he/she has read and understood the Golf Buggy Safety Policy and the terms therein and will exercise all reasonable care in using a buggy on the course.
- The Licensee is aware that the course is not laid out for the use of a buggy and accepts that he/she is responsible for ensuring his/her safety and the safety of others whenever using the buggy.
- In the interest of safety the Club will review the Risk Assessments of the course and the Licensee must observe any additional requirements or restrictions made by the Club for the use of a buggy. The Licensee understands that there may be occasions when the use of a buggy on the full course cannot be permitted and that at all times the specified routes around the course must be followed.
- The Licensee will indemnify the Club and all members and players lawfully on the course against any loss damage or injury to persons or property caused by the use of the buggy.
- The Licensee will maintain a comprehensive policy of insurance covering all losses damage or injury sustained by themselves or third parties as a result of any accident or incident which may occur whilst their golf buggy is on Club land or within Club property.
- The Licensee will keep the buggy in a good and sound state of mechanical repair and maintenance.
- The Licensee will ensure that the buggy is kept securely at all times to prevent any unauthorised use.
- The Licensee will ensure that the buggy is not stored at the Club overnight unless stored in the designated garage building or parking place and only if so authorised.
- The Club may terminate this Licence immediately whenever in its absolute discretion it deems it right and proper to do so.

Buggy policy

BUGGY make, model, and serial number.....

SIGNED by the Licensee

SIGNED on behalf of the Club.....DATE.....

Buggy policy

7. Corhampton Golf Club golf medical certificate - form MC1

To be completed by the applicant's Doctor.

The purpose of this form is to help the applicant to provide information to Corhampton Golf Club about their medical condition and if they are physically disabled within the meaning of the Equality Act 2010 or any statutory modification thereof.

A person is disabled under the Act if they have a physical or mental impairment that has a 'substantial' and 'long term' negative effect on their ability to carry out normal day to day activities e.g. washing, shopping, and travelling. They may also be entitled if they are suffering from an illness or injury or recovering from surgery which prevents them walking a longer distance e.g. 9 holes of the course. It may also be reasonable to expect them to reasonably modify their behaviour to prevent or reduce the effect of their impairment in playing golf, e.g. to carry a lighter bag with fewer clubs at certain times.

The Club seeks information on the member's or visitor's physical impairment to make an appropriate and fair decision. Please tick the appropriate box etc. The Club confirms that it does not seek to impose any liability on you by reason of your completion of this form. **The applicant requests and authorises you to give the following information to the club and will settle any fee with the medical practice.**

Applicant's signature:

Member or Visitor's name:

Address

Does your patient have a physical disability within the meaning of section 6 of the Equality Act 2010?

Yes/No

If No does your patient suffer from an illness or injury or are they recovering from surgery which would prevent them walking a long distance?

Yes/No

What is the disability, illness or injury in general terms (e.g. back pain, respiratory problems, etc)

Does the physical disability prevent them from:

- Carrying a light golf bag with few clubs (c.6kg) Yes/No
- Carrying a heavy golf bag with a full set of clubs (c.12kg) Yes/No
- Walking more than 100 metres Yes/No
- Walking more than 2500 metres Yes/No
- Playing golf without further injury to themselves Yes/No

Signed: Date

Practice name

Surgery address

Practice stamp

Buggy policy

8. Course safety and protection routes

8.1 Green course (Winter)

In winter months' all buggy users are asked to drive in the semi rough, park up and use the '90 degree rule' (park opposite the ball and walk across to it) and keep well away from aprons, bunkers and the greens.

8.2 Yellow course

Usually following periods of intensive wet or frosty weather When ground conditions become sodden and slippery there is a need to keep away from certain areas to maintain the integrity of the course. The route and procedure buggy users MUST use when the course is rated as "yellow" is to use all paths, drive in the semi rough on specific sides of fairways, use the '90 degree rule' and do not cross fairways or drive backwards and forwards searching for a ball.

Hole	Instructions
1	Drive down the l/h side being aware of players on the 2nd
2	Park on front left of the tee, drive up the left side, along the side of the green and onto the 1st/10th path being aware of players on the 1st
3	Drive down r/h side to the path by the green and use that to the 4th tee, being aware of players on the 2nd
4	Drive on the r/h side directly to the 5th path and park before proceeding to the ball/green. The 4th carry and around the 5th tee can be very wet
5	Drive on r/h side to the path along the tree line and park
6	Use the path from the tee to the 7th forward tee where you park
7	Drive along the l/h side of fairway and green to hardstanding by 7a tee. 7a hole – drive r/h side to the path by the 8th tee and park there for 7a and before proceeding to the 8th if 7a is not in play
8	Drive l/h side and park on the 9th path being aware of players on the 7th and 9th
9	Drive r/h side to the path by the green. Note that the carry can be very wet
10	Drive on r/h side to the path around the green
11	Use the path
12	Drive on r/h side. Extra care required at it is slippery on both path ends. On the 12th when the path end and the access route being used to the 12th yellow tee become very slippery the path through the trees will be opened. On this route having tee'd off buggy users should cross to the r/h side of the fairway BEFORE they reach the fairway
13	Path and l/h side above the l/h bunker and park at the top
14	R/h side along the wood line being aware of players on the 15th. Park at the end of the trees line taking clubs for the 14th and the tee shot on the 15th
15	Walk onto the tee from the front or l/h side. Drive down the r/h side being aware of players on the 14th
16	Drive left hand side along the tree line. Do NOT go down the slope into the valley and the temporary green. When alongside the slope drive on the 17th side and park where necessary to play shot into the green. Either return to the buggy and park up at the bottom of the tee or take putter and wood with you. Be aware of players on the 17th. Note that the area before the fairway can be very wet
17	Drive r/h side and park at preferred end of the green, being aware of players on the 18th. Use the exit back right of the green to the 18th tee. All areas to left and behind the green are very wet
18	Drive r/h side being aware of players on the 17th

Buggy policy

8.3 Red course

All buggies are banned with players carrying on all or part of the course.

8.4 Black course

The entire course is closed.

Buggy policy

9. Corhampton Golf Club personal buggy garage space application form

Member's name:

As an authorised buggy user I apply to rent a place in the buggy garage for the period

from To

at a fee of £ per year or months @ £ per month or part thereof on the terms below.

Members signature Garage spaces are usually licensed for a year from 1st July to 30th June.

Spaces becoming available during the above period will usually be licensed for the balance of that year. Licences may be renewed. Spaces may be let for a shorter period if available when required for a specific time ie pending recovery from surgery.

Licence fees will be calculated monthly but payable in advance for the licence period. A month's licence fee will be payable for each month or part thereof. The monthly rate will be reviewed annually during May and invoiced to the licensee prior to renewal. The applicant or the Club may terminate the licence on 3 months' written notice provided that the licence shall terminate automatically:

- on the death of the applicant
- on the applicant ceasing to be a member of the club
- on the applicant' failure to remedy a breach of this licence after written notice but the licence fee shall be payable until the garage space is vacated.

The applicant shall:

- only use the garage space for buggy storage.
- be responsible for the cost of any damage to the garage by the applicant or any loss to the Club by the applicant's breach of this licence.
- be responsible for the insurance of their buggy while stored in the garage.

The Club shall not be responsible for any loss or damage to the buggy whilst parked in the garage.

Authority checked

LICENCE GRANTED by the undersigned on behalf of the Club

Signature

Name

Position

Date