



## **BUGGY POLICY**

### **Cleethorpes Golf Club**

#### **General use of Ride-on Buggies/Trolleys on the Golf Course**

**(In this document 'Privately owned' refers to any Golf Buggy brought to the course & excludes the Golf Buggies available for hire from the Club Professional.)**

#### **Introduction**

Due to disability, some members, visitors and guests may not be able to play golf without the help provided by a motorised ride-on buggy and/or trolley. The purpose of this document is to establish a standard for the safe operation of all ride-on buggies/trolleys operated on the course at Cleethorpes Golf Club. The document also sets down the criteria to be applied and conditions to be met when the Club considers applications for buggy/trolley use.

#### **Qualifications**

In normal conditions, there is no restriction on the use of ride on buggies/trolleys other than in some circumstances; however it may be necessary to restrict their use (see Buggy/Trolley Restrictions).

Use of a ride-on buggy will not be allowed unless authorised by the Pro shop or the Club. Any person who operates a ride-on 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 ride-on buggies on the Course requires conscientious application and adherence to the minimum standard of care prescribed by this policy.

Ride-on buggies must be operated in accordance with the requirements of the following documents:

- Golf Buggy Safety Policy
- Golf Buggy Safe Working Practice
- Golf Buggy Safety Policy Acknowledgement Form
- A current medical certificate from a doctor
- Valid 3rd party liability certificate

The Club or the Pro shop reserves the right to refuse permission if some or all of the conditions stipulated are not met. The Club or Pro shop also reserves the right to withdraw authorisation of a buggy/trolley.

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

From time to time the Club staff may determine that the state of the course or the weather is such that safety on, or the condition of, the course may be unacceptably compromised if a ride-on buggy or trolley is used. This might apply to the whole or just part of the course; this will be for reasons of practicality, assessed and judged hole by hole and posted on a notice board.

Potentially unsuitable conditions include waterlogging, frost, etc. Where such conditions arise the club will review the situation on a twice daily basis, early morning and midday. This will be at the discretion of the Greens Staff.

### **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.

Ride-on buggies may be used during closed and open competitions except Club Championships when only those suffering from a disability within the meaning of section 6 of The Equality Act 2010, and in possession of a current doctor's medical certificate, are able to do so.



## **Golf Buggy Safety Policy**

The Club has a duty of care to all users of the golf course. The topography of certain areas of the course is such that caution and prudence must be shown by the user of a ride-on 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 has to ensure the safety of golfers who do not wish to use ride-on buggies.

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

1. Ride-on buggies on Cleethorpes Golf Club property are only for the use of members, green fee-paying visitors, entrants in competitions or other person so authorised by either the Secretary or the Professional.
2. Ride-on buggies must be operated with the utmost courtesy, care and consideration for the safety and convenience of pedestrians. Pedestrians must be afforded the right-of-way at all times.
3. Any 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 be followed at all times.
4. Ride-on buggies must be fit for purpose (designed for golf course use) and not adapted from another use, they must be operated and parked in such a manner that they do not impede or interfere with normal pedestrian or vehicular flow on roadways, ramps or pavements.
5. Ride-on buggies must be operated and parked in such a manner that they do not impede or interfere with normal pedestrian flow.
6. Ride-on buggy operators will be responsible for the security of the buggy for the period that the buggy is on the property owned by the Club.
7. Cleethorpes 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 other than those operated by their servants or agents. 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 servants or agents.
8. No ride-on buggy will be operated in excess of what is safe in the circumstances. All speed limits must be observed. When the ground is wet, muddy, or negotiating narrow bridges or routes, the maximum permissible speed is walking pace. Operators must however ensure that they drive at the appropriate speed and in the appropriate manner for the prevailing conditions.
9. Ride-on buggies shall be used only between dawn and dusk.

10. Ride-on buggies must be operated in compliance with the common `rules of the road` regardless of whether ride-on buggies are operated on pavements, car park or roadways.

11. Operators must stop the buggy at blind intersections and proceed with caution.

12. The consumption of alcohol and/or the improper use of drugs are not permitted when using the ride-on buggy.

13. The Professional or Secretary has the authority to immediately prohibit any individual from using or being carried on a ride-on buggy. Application for reinstatement of permission can only be made to the Club.



## Safe Working Practice

- Ride-on buggy operators must not be under the influence of alcoholic drinks or drugs.
- Never allow children to drive the ride-on buggy.  
N.B. Under this instance children are those under the age of 17.

### BEFORE USE

- All operators of ride-on buggies must sign a Safety Policy Acknowledgement form before they are allowed to drive the buggy
- A ride-on buggy shall only be used for the number of occupants it was designed to carry and only by people who are authorised to use one.

### DURING USE

- Do not move off until the occupants are seated
  - Always remain seated and hold on while the vehicle is in motion
  - Hands, feet and head must be kept inside the buggy at all times while the vehicle is in motion
  - Ride-on buggies must not be driven in prohibited areas
  - 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 used on tees, greens or the slopes leading up to them
  - The vehicle must not be used within 2 metres of any bunkers, ditches or ponds or slopes leading to them except when using the designated pathways & bridges
  - Check the area behind the vehicle before reversing
  - Set the parking brake before leaving the vehicle
  - Always consider the terrain, existing vehicular and pedestrian traffic conditions as well as environmental factors that may affect your ability to operate the vehicle safely
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- 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.
  - All turns must be executed at reduced speeds
  - Avoid sudden stops or changes of direction that may result in loss of control
  - Be extra careful when the course is wet and muddy

### AFTER USE

When the vehicle is left unattended, turn the ignition key to the off position, remove the key and engage the parking brake.



## Golf Buggy Safety Policy Acknowledgement Form

**All golfers must complete this form prior to operating a Golf Buggy**

Any person who operates a Ride-on buggy on Cleethorpes 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:**

**Address:**

By signing below I acknowledge that:

- I have read Cleethorpes Golf Club Buggy Safe Working Practice
- I understand the terms and conditions of Cleethorpes Golf Club Golf 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

Where the buggy to be used is privately owned I further confirm that:

- I will ensure that the buggy will be maintained and operated in accordance with Cleethorpes Golf Club Golf Buggy Safety Policy
- I have lodged with the Secretary/Manager a copy of my valid insurance policy to cover liability for risks to third parties.
- I agree to indemnify Cleethorpes Golf Club against all claims costs and demands made against Cleethorpes Golf Club arising out of or in connection with the use of the golf buggy.

Users of golf buggies do so at their own risk. Cleethorpes Golf Club will not accept any liability for any loss or damage to the golf buggy or any other property arising from the negligence of the user.

Signature of User.....

Date.....

Signature of Secretary/Professional .....

Date.....



## Checklist for users of Ride-on Buggies

### Know the controls and how to use them

- Ignition switch and immobiliser key
- Accelerator
- Footbrake
- Parking brake – set the brake before leaving the ride-on buggy
- Reversing Control

### Know your driving conditions

- Ride-on buggies can only be used for the number of occupants it was designed to carry and by those authorised to do so
- There must be a maximum of 2 occupants at all times and absolutely no standing on the back of a buggy
- Ride-on buggies must not be used on the areas of the course where prohibitive signs are placed. The vehicle must not be driven up and down the course when looking for golf balls
- The vehicle must not be used on tees, greens or slopes leading up to them
- The vehicle must not be used within 2 metres of or, on the slopes leading to any bunkers, ponds or ditches (except when crossing designated bridges & pathways)
- Always 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 buggies straight up and down slopes
- Slow down before corners
- All turns must be executed at reduced speeds
- Avoid sudden stops or change of direction that may result in loss of control



## Restrictions for use of ride-on buggies and trolleys by medically exempt individuals during trolley/buggy bans

The criteria and restrictions listed below are set out for individuals with medical exemptions to use their ride on buggies and trolleys safely at times when the golf course is deemed unsuitable for buggy and trolley use by able bodied people.

They have been set out after carrying out risk assessments on every hole and list the areas deemed safe enough for the users of these buggies and trolleys and the pieces of equipment themselves.

***These rules must be followed at all times.***

### **Car Park & Clubhouse Environs**

Care must be exercised in the car park in regard to parked and moving vehicles and pedestrians, and on the approach to the 1st or 10th tees.

Medical exempt buggy and trolley users will also have to stick to the rough at all times and follow the guidelines below to keep to the safest areas on each hole.

Golfers should follow the directions given by white lines, ropes and signs around each green.

**Note:** These instructions are to be read in conjunction with the overall policy and do not absolve the user from complying with the requirement to avoid any tee or green (including temporary greens) or any ground under repair or into any bunker. A buggy must not be driven on to any apron nor inside any greenside bunker and should also avoid pond surrounds etc. as indicated within the policy document(s).

- 1<sup>st</sup> Keep to the right rough
- 2<sup>nd</sup> Keep to the rough and head towards the path by the 7<sup>th</sup> tee
- 3<sup>rd</sup> Keep to the left rough, then keep to the left of the trees at the side of the green to approach the 4<sup>th</sup> tee by the path
- 4<sup>th</sup> Keep to the left rough, then take buggies and trolleys behind trees to the 5<sup>th</sup> tee
- 5<sup>th</sup> Keep to the right rough and leave buggies and trolleys to the back right of the 5<sup>th</sup> green. Do not take trolley back to 6<sup>th</sup> tee
- 6<sup>th</sup> Keep to the right rough
- 7<sup>th</sup> Stay to the left rough
- 8<sup>th</sup> Leave the tee and go to the right of the ladies tee, over the bridge adjacent to the 7<sup>th</sup> fairway and towards the path to the 9<sup>th</sup> tee (on the right)
- 9<sup>th</sup> Stay to the right rough
- 10<sup>th</sup> Use right rough, then follow path around side of the green
- 11<sup>th</sup> Follow the path around tee, then stick to the left rough and travel behind the tee before crossing to the 12<sup>th</sup> tee.
- 12<sup>th</sup> Use right rough
- 13<sup>th</sup> Keep to the right rough
- 14<sup>th</sup> Keep to left rough
- 15<sup>th</sup> Keep to right rough. Do not take buggies and trolleys up the slope near the green
- 16<sup>th</sup> Keep to left rough
- 17<sup>th</sup> Keep to left rough, do not take buggies and trolleys past the bunker on the approach
- 18<sup>th</sup> Keep to left rough, use path by 1<sup>st</sup> tee to return to clubhouse

All trolley and buggy users should take care when moving around the course at all times, being aware of any wet areas and taking care on slopes and tee banks.





**MEDICAL FORM TO BE COMPLETED BY THE APPLICANT'S DOCTOR**

I, Dr.....

of.....

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Certify that I have examined .....

Of.....

.....

I am of the opinion that he/she has a disability within the meaning of section 6 of the Equality Act 2010 or any statutory modification thereof and is unable to play or has undue difficulty in playing golf without the use of a motorised ride-on golf buggy and/or trolley.

Signed: .....

Dated: .....