



# Workington Golf Club – GOLF BUGGY POLICY 2017

## Use of Ride-on Buggies on the Golf Course

### Introduction

The following documents will encompass the minimum criteria to be applied, and the conditions that must be met by anyone who wishes to make use of a motorised ride-on buggy at Workington Golf Club. These documents will form the Club's policy for the use of all golf buggies in the environs of the Club.

### Users of buggies on the Course fall into two categories,

1. Users of Club owned buggies hired or otherwise
2. Users of privately owned buggies

### Privately owned buggy users fall into two categories

1. Buggies used by able bodied golfers where the Club Committee allows their use.
2. Buggies used by those who need vehicular assistance to navigate the Course.

Those requiring vehicular assistance can be:

1. Those with a recognised disability as defined by the Equality Act 2010.
2. Those who although not officially recognised as being disabled still require vehicular assistance to assist them to play golf.

### Equality Act 2010

Primarily, the act concerns itself with anyone who has a disability as defined by this legislation. Under the Act, Golf Clubs and other premises have a legal duty to produce a policy that allows equal access to the Club to those players who have a recognised disability as defined by Section 6 of the Act. The Club has to ensure that all reasonable adjustments which may include the use of a golf buggy are made to allow those with a disability to play Golf.

The Club has also decided that it would also be beneficial to any future members as well as to our current membership that we develop a policy that encompasses all members and visitors who while not fulfilling the legislative definitions of being disabled but never the less need the help provided by a motorised ride-on buggy to play golf.

### Buggy Use

The safety of everyone is of paramount importance, no-one will be allowed to use a buggy within the Club environs unless they hold a full UK driving license for a motor car.

The purpose of this document is to establish a standard for the safe operation of all ride-on buggies operated on the Course at Workington Golf Club Ltd

The document also sets down the criteria to be applied and conditions to be met when the Club considers applications for the use of privately owned buggies.

A copy of this policy is displayed in the Club House and Professionals Shop



Where privately owned buggies are allowed to be used, a signed Acknowledgement Form will be required and retained by the Secretary.

### **Privately Owned Buggies**

Use of privately owned ride-on buggies will be prohibited unless authorised by the Club. Where privately owned buggies are not normally allowed to be used, their use will be restricted to members, visitors and guests having a genuine incapacity to play golf unless aided by the use of the buggy (See also 'Use in General Play and Competitions' below).

The use of a privately owned motorised ride-on buggy at Workington Golf Club Ltd is subject to the user having a current/valid Insurance Policy in place and a copy made available to the Club Secretary.

The Club reserves the right to withdraw authorisation of use if the medical condition, disability or requirement necessitating the use of a ride-on buggy ceases, or a valid insurance is not provided.

### **Qualifications:**

Any person wishing to operate a ride-on buggy on the Golf Course may be asked to demonstrate to the Club Professional or nominated person, that they have the knowledge, training and skill to safely operate the vehicle and be fully accountable for their actions and the consequences thereof. A full UK driving license must also be available.

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:

Appendix 1 – Golf Buggy Safety Policy

Appendix 2 – Essential and Safe Operating Practices

Appendix 3 – Driver / Buggy Route Guidelines

Appendix 4 - Acknowledgement & Acceptance Form

The Club reserves the right to refuse permission to use a buggy if any of the conditions stipulated are not complied with.

From time to time, the Club may determine that the state of the Course, or the weather, is such that safety of buggy users is unacceptably compromised if a ride-on buggy is used.

This might apply to the whole or just part of the course.

Potentially unsuitable conditions include water-logging/surface water, frost, reduced visibility etc.



Where such conditions arise the Club will review the situation on a day by day basis.

The Club will endeavour to ensure that restrictions placed on buggy users are kept to a minimum. If the course is restricted, the club will provide a defined number of holes for those people who are recognised as having a disability as defined by the equality act 2010 or able bodied golfers where the Club Committee allows them to use an individual buggy.

## **Use in Competitions**

### **Competitions**

The use of buggies during competitions will be at the Club's discretion.

Ride-on buggies may be used during club and open competitions by those who have a disability within the meaning of Section 6 of the Equality Act 2010, which prevents them from playing golf without the use of a ride-on buggy or have received permission to use a buggy from the Club due to having an incapacity that would prevent them from playing golf without the use of a ride-on buggy.

*Version 2 - September 2017*



## APPENDIX 1

### Golf Buggy Safety Policy

The Club has a duty of care to all users of the golf course. On all areas of the Course, caution and prudence must be shown by the user of a ride-on buggy at all times.

It is also necessary for the Club to provide adequately safe means of access for all the 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 but who might be at risk from a mechanically defective ride-on buggy or its careless use. This duty of care also applies to members of the public walking on the Course or otherwise.

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

1. Ride-on buggies must be operated with the utmost courtesy, care and consideration for the safety and convenience of other course users. Pedestrians must be afforded the right-of-way at all times.
2. The signs and instructions employed on the Course and within the Driver Route Guidelines, warn buggy users of potential danger areas or areas forbidden for ride-on buggies because of concerns over danger or the potential to cause unacceptable wear and tear to the Course, these signs must be followed at all times.
3. Workington Golf Club Ltd 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.
4. No ride-on buggy will be operated in excess of the manufacturer's recommended speed limit. All speed limits must be observed where applicable.
5. Ride-on buggies must be operated in compliance with the common rules of the road.
6. Operators must stop the buggy at blind intersections with paths and roadways and always proceed with caution. Extreme care to be taken when travelling along or crossing public highways. They must also follow all buggy signs on the Course.
7. The consumption of alcohol and/or the improper use of drugs are not permitted when using a ride-on buggy.
8. The Committee or any nominated persons 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 in writing to the Committee.

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## APPENDIX 2

### Essential and Safe Operating Practices

#### BEFORE USE

##### Know the controls and how to use them

1. Ignition switch and immobiliser key
2. Accelerator
3. Footbrake
4. Parking brake – Always set the brake before leaving the ride-on buggy
5. Reversing control

#### BUGGY GUIDELINES

1. All buggies must be maintained in a clean and tidy state and must not leak oil.
2. All operators of personal ride-on buggies must sign an Acknowledgement form before they are allowed to use the buggy.
3. A ride-on buggy shall only be used by the number of occupants it was designed to carry and only by people who are authorised to use it.
4. Ride-on buggy operators will be responsible for the security of ignition keys for the period that the buggy is used.
5. Workington Golf Club staff may have the need to move any ride-on buggy left unattended at the Club, due to an emergency situation, safety issue or logistical issue. Therefore users of privately owned buggies should be aware that the club may move or remove the buggy without permission, and without recourse.

#### DURING USE

There will be times when conditions are such that use of a buggy is inappropriate on certain areas of the course; users must ensure that they comply with any buggy restrictions and On Course signage.

Notice of any restrictions on the use of ride-on buggies will be updated on a day by day bases and information can be obtained by using the Hotline service, by dialling 01900 603460 option 5 or contacting the professionals shop on 01900 603460 option 2 (it is the responsibility of all buggy users to check for any restrictions before they commence their golf).



No person under the age of 17 years old is permitted to drive a ride-on buggy, all drivers must hold a full valid UK driving license for a motor car.

### **Know your driving conditions**

1. Never drive under the influence of alcohol or drugs.
2. The vehicle must travel on the designated buggy paths and any mandatory routes defined. They should be predominantly driven in the semi rough.
3. The vehicle must always approach the ball on the fairway at 90 degrees from the semi rough and where appropriate, return to the semi rough on completion of the shot.
4. Use routes that will cause the least damage to the Course and always adhere to mandatory routes defined in the Buggy Route Guidelines.
5. Do not move off until the occupants are seated.
6. Always remain seated and hold on while the vehicle is in motion.
7. Hands, feet and head must be kept inside the buggy at all times while the vehicle is in motion.
8. Ride-on buggies must not be driven in prohibited areas as identified by the Buggy Route Guidelines and course signage.
9. The buggy must be used to progress the game and must not be driven up and down excessively, e.g., when looking for golf balls.
10. The vehicle must not be used on tees, fairways, greens or the approaches leading up to them.
11. The vehicle must not be used or driven within 2 metres of any bunkers, ditches or slopes.
12. Check the area behind the vehicle before reversing.
13. Set the parking brake before leaving the buggy. When the buggy is left unattended for any lengthy period, engage the parking brake, turn the operating key to the off position and remove the key.
14. 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.
15. Drive the vehicle only at the manufacturers recommended speed limit or as fast as the terrain and safety considerations allow.
16. To avoid tipping over, understand the buggies limitations regarding slopes.
17. Slow down before corners.
18. All turns must be executed at reduced speeds.



19. Avoid sudden stops or changes of direction that may result in loss of control.
20. Additional care must be taken when the course is wet, muddy or has frost on the ground.
21. Slow down and drive with care over bridges.

## **AFTER USE**

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

The vehicle must be immobilised and secured in the designated area at the end of play or as instructed at the time of hire.

*Version 2 - September 2017*



## APPENDIX 3

### BUGGY ROUTE GUIDELINES

#### General

1. The topography of certain areas of the Workington Golf Club Course is such that caution and prudence must be shown by the user of a ride-on buggy. Also from time to time the Club 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 is used. Buggy users must abide by safety decisions made by the Club regarding buggy use.
2. Prior to use, each user must ensure that they are aware of existing or new trouble areas on the Course by reference to on course signage
3. Ride-on buggies must be operated with the utmost courtesy, care and consideration for the safety of pedestrians. Pedestrians must be afforded the right-of-way at all times.
4. In general we expect everyone who uses a motorised ride-on buggy at Workington Golf Club Ltd, to operate it in a common sense fashion, fully respecting the Course and all those around them.
5. Anyone causing unnecessary damage to the buggy or Course environs will have their right to use a buggy withdrawn forthwith.

Whenever Workington Golf Club has in force, as a minimum Course rule, Preferred Lies, the following must be adhered to by all ride-on buggy users:

- 1) Travel only in the semi rough.
- 2) When approaching the ball to play a shot other than a tee shot, the ride-on buggy should be stopped and parked in the semi rough and the buggy user should then walk to their ball to actually play the shot. In general we expect all ride-on buggy users to avoid driving it on all fairways, unless absolutely necessary or as directed by Workington Golf Club or due to their disability.
- 3) We realise to some Disabled Golfers it may not always be possible to avoid driving on the fairway, in such cases they MUST proceed as follows:

If the ride-on buggy user's disability is such that they are forced to travel on the fairway then please respect the conditions and everyone's safety, do not travel the same path twice thus avoiding excessive damage. Be aware that in severe winter conditions actual play of the ball on the fairway may be prohibited, so do not use your ride-on buggy to retrieve your ball when one of your able bodied partners may be willing to do it for you. Please use your initiative and common sense at all times.

*Version 2 - May 2017*



## APPENDIX 4

# Acknowledgement & Acceptance Form

### Users must complete this form prior to operating a personnel golf buggy

Any persons who operate a personal motorised buggy on Workington Golf Club Ltd premises is deemed, by doing so, 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 motorised buggies requires conscientious application and adherence to the minimum standard of care prescribed by the Club Buggy Policy.

Name of user \_\_\_\_\_ Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signing this form I acknowledge that:

1. I am over 17 years old with a Full UK Driving License for a motor car
2. I have read and accept the Club Buggy Policy.
3. I understand the terms and conditions of the Club Buggy Policy.
4. I am aware that areas of the course, from time to time, may be restricted when using a motorised buggy.
5. I will ensure the buggy I use will be maintained and operated in accordance with the Manufacturers Guide Lines and the Golf Buggy Policy.
6. I am in possession of a current / valid insurance policy for the use of a ride on golf buggy and a copy has been given to the Club Secretary.
7. I agree to indemnify Workington Golf Club Ltd against all claims, costs and demands made against Workington Golf Club Ltd arising out of or in connection with the use of the golf buggy.

Signed in acceptance: \_\_\_\_\_ Date: \_\_\_\_\_

Users of golf buggies do so at their own risk. Workington Golf Club Ltd 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 or passenger.

***(Please keep to the semi-rough and use the 90 degree rule where possible,  
do not drive down steep slopes at an angle to the slope, cross all bridges with care)***

Version 2 - October 2017