

Sickleholme



# Ride-on Buggy Policy

## Document Control

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## Document Approval

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## **1. Purpose**

- The purpose of this document is to establish a standard for the safe operation of all ride-on buggies operated on the course at Sickleholme Golf Club.

## **2. Buggy Permissions**

- Use of a ride-on buggy will not be permitted unless prior authorised by the Club (this includes both Club and privately owned buggies).
- Ride-on buggies must be operated in accordance with this policy, specific reference drawn to the following sections:
  - **Ride-on Buggy Safety Policy**
  - **Ride-on Buggy Safe Working Practice**
- The club reserves the right to refuse permission if some or all of the conditions stipulated in this policy are not complied with.

## **3. Club and Privately Owned Ride-on Buggies**

- The detailed procedures for use of Club and Privately owned ride-on buggies are listed below:

### **3.1 Club Owned Buggies**

- The Club Shop will be responsible for the day to day running of the Club owned buggies. The following applies:
  - Club buggies can be pre-booked by members and visitors via the online booking system or by contacting the Club Shop.
  - Priority will be given to those golfers who, due to disability or medical conditions; may not be able to play golf without the use of a ride-on buggy.
  - The Club Shop will arrange for all Club buggies to be parked outside the shop, ready for hire. A check of each buggy will be made for battery charge, petrol, brakes and cleanliness.
  - Each hired buggy will be signed out by the shop staff and checked on return with any faults recorded.
  - Buggies must be returned to the shop during normal opening hours. When the shop is closed the user must park the buggy by the Club Shop and return the keys to the bar staff in the club house.
  - Any faulty buggy will be taken out of service and labelled "Out of Service".

### **3.2 Privately Owned Buggies**

- Privately owned buggies may not be hired for use on the course.
- Members and Visitors operating privately owned buggies must provide proof of having appropriate comprehensive insurance in place.
- Copies of the Member's insurance policy must be submitted annually to the Club Manager.
- The Club will offer a limited storage area for privately owned buggies.
- Application for a space within the storage area must be made to the Club Manager.
- When the storage area is full a waiting list will be maintained.
- If a Member no longer requires the buggy space, ownership will return to the Club for allocation to the next Member on the waiting list.
- Petrol containers belonging to owners of private buggies must not be left unattended as per legislation.

## **4. Use of Buggies in General Play and in Competitions**

### **4.1 General Play**

- During general (non-competition) play a ride-on buggy shall only be used by members, visitors and guests authorised to do so.
- 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 ride-on buggies are used. Where this is the case restrictions on the course may be implemented. (See 5.4 and 5.5).
- Where safe to do so, reasonable adjustments will be made for those golfers who have a valid Medical Certificate.

### **4.2 Competition Play**

- Ride-on buggies may be used during closed and open competitions by those classified as being disabled, within the meaning of Section 6 of the Equality Act 2010.

## **5. Ride-on Buggy Safety Policy**

### **5.1 Overview**

- 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 the user of a ride-on buggy must show caution and prudence.
- It is also necessary for the Club to provide adequate and safe means of access for all golfers including those given permission to use buggies.
- The Club must also 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 extends to members of the public using the various rights of way throughout the course.
- 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.
- To assist the safe employment of ride-on buggies all potential users (members and visitors) shall comply with the following conditions:
  - 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.
  - Ride on buggies must be operated and parked in such a manner that they do not impede or interfere with normal pedestrian or vehicular flow on laneways or paved areas.
  - Ride on buggy operators will be responsible for the security of ignition keys for the period that the buggy is hired or on the property owned by the Club.
  - The signs and instructions employed on the course to warn buggy users of potential unsafe areas or areas forbidden to ride-on buggies because of concerns about safety or the potential to cause unacceptable wear and tear to the course, must be followed at all times.
  - Ride-on buggies shall be used only between dawn and dusk.

- No ride-on buggy will be operated in excess of 15km per hour. All speed limits must be observed.
- 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 or roadways.
- Operators must stop the buggy at blind intersections and proceed with caution.
- No person under the age of seventeen (17) to operate a buggy.
- Club buggies must be driven within the boundaries of Sickleholme Golf Club.
- The consumption of alcohol and/or the improper use of drugs is not permitted when using the ride-on buggy.
- The Club Manager and Club Professional have the authority to immediately prohibit any individual from using or being carried on a ride-on buggy.
- Sickleholme Golf Club have 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 employees 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 Employees or agents.

## **5.2 Course Topography, Considerations and Restrictions**

- 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 ride-on buggies are used.
- The Club has a duty of care to users of ride-on buggies and as such, course restrictions may be put in place when it is not deemed safe for buggies to be out on the course.
- Restrictions might apply to the whole or just part of the course.
- An assessment is carried out on a daily basis and reviewed throughout the day involving the Head Greenkeeper, Club Manager and Club Professional. Where such conditions arise and restrictions are required to be implemented these will be communicated to members as soon as reasonably practicable.

- Restrictions can include the following:
  - **Course Open** – No restrictions, the general use of ride-on buggies is permitted.
  - **Restrictions** – Restrictions in place, where safe to do so, use of ride-on buggies is only permitted with a valid Medical Certificate. Dependent on safety, ride-on buggy users may be required to only play designated holes per *5.5 Reasonable Adjustments*.
  - **Course Closed** – Full restriction. No golf to be played.

### **5.3 Reasonable Adjustments**

- The Club has a duty to make reasonable adjustments for those golfers who, due to disability (as defined by the Equality Act 2010), cannot play golf without the use of a ride-on buggy.
- The Club has performed a Course Risk Assessment to ensure safe use of ride-on buggies on the course.
- With safety and the course in mind, when restrictions are in place the Club will permit the use of ride-on buggies for those golfers with valid Medical Certificates.
- The Club reserves the right to withdraw authorisation if the medical condition or disability necessitating the use of a ride-on buggy ceases or the conditions for its use are not fully complied with.
- Where required, ride-on buggy users will be advised to use a predefined route to ensure golf can safely be played. This route can be found in **Appendix 1** of this policy, and dependent on other risk factors may be subject to change.

## **6. Ride-on Buggy Safety Working Practice**

- Before using a ride on buggy on the golf course, members and visitors must make themselves aware of the Buggy Policy Procedures and the Course Risk Profile for Ride on Buggy Users these documents are available from the Club Office and the shop.

### **6.1 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.

## **6.2 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 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.
- 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:
  - 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.

## **6.3 After Use**

- When the vehicle is left unattended, switch off the ignition, remove the key and engage the parking brake.

## 7. Appendix 1

### Restricted Course Route for ride-on buggy users.

- Join the Course at Hole 5 using the hard path from clubhouse to 5<sup>th</sup> Tee.

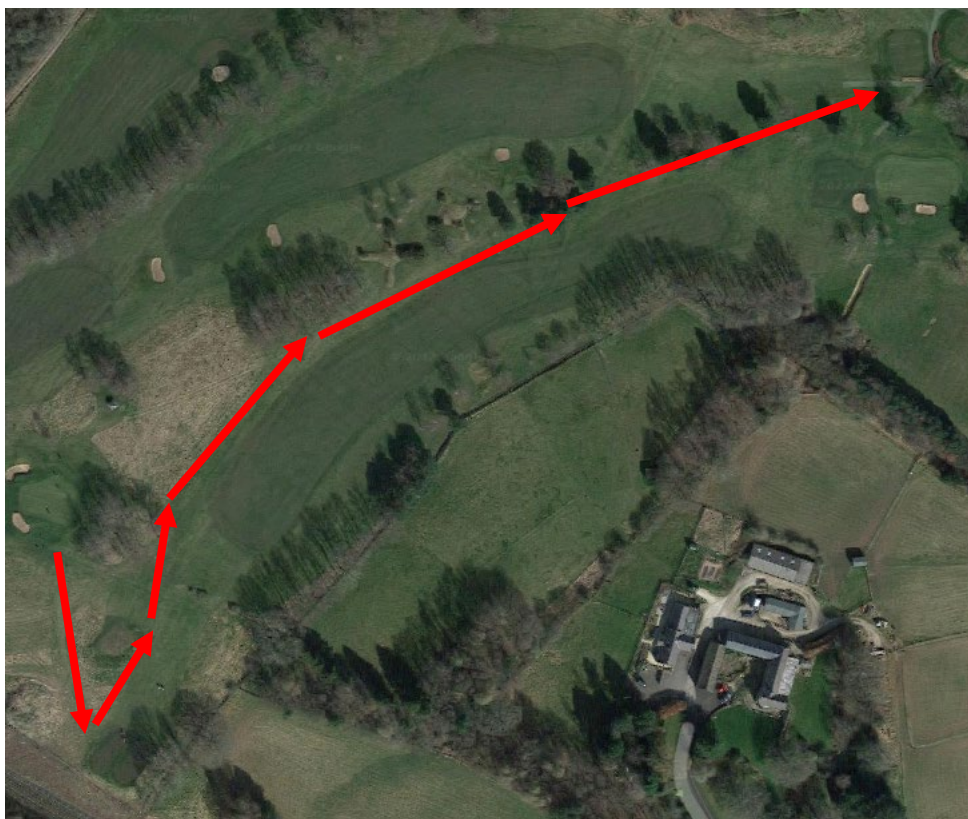


- Play Holes 5, 6, 11, 12 – Keeping the buggy in the rough at all times and employing the 90 degree rule to play your ball.

### Hole 5



Hole 6



Hole 11



Hole 12



- Exit the course at the 12<sup>th</sup> using hard path back to 5<sup>th</sup> Tee.



- Enter course around the back of the 14<sup>th</sup> green, cut across the course (when safe to do so) to the 15<sup>th</sup> tee.



- Play holes 15,16 & 17 keeping the buggy in the rough and using the 90 degree rule.

Hole 15



Hole 16



Hole 17



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- Exit the course from the 17<sup>th</sup> green, crossing the 4<sup>th</sup>, when safe to do so, using the hard path that runs from the 4<sup>th</sup> green back to the clubhouse.

