



CLEVELAND GOLF CLUB

BUGGY POLICY

Introduction

Some members, visitors or guests may not be able to play golf without the help provided by a motorised ride-on buggy.

Some members, visitors or guests without a disability may wish to use a buggy (where available and not required by a person with a disability) and the rules around golf buggy safety and when buggies are not permitted on the course apply equally.

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

Qualifications

A set number of ride-on buggies are available for hire from the Club. Alternatively, members and visitors will be permitted to use their own ride on buggy, but they will be required, in advance, to provide details of suitable insurance covering their use of the buggy on the course and within Club grounds and car park. Members with or without a disability wishing to use a privately owned ride-on buggy on the course, should apply in writing to the Secretary and will be required to sign a Golf Buggy Safety Policy Acknowledgement Form, which forms part of this policy document. All members wishing to use a privately owned ride on buggy must hold a valid driving licence.

Any person operating a ride-on buggy on the golf course is deemed by so doing, to have the knowledge, training and skill to safely operate the 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 sections below:

- Golf Buggy Safety
- Golf Buggy Safe Working Practice
- Golf Buggy Safety Policy Acknowledgment Form

Exceptionally, the Club staff may determine that the condition 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. This might apply to the whole or just part of the course. Generally, the course will be suitable for ride on buggies but ground frost, for example, would suspend the use of buggies, both Club hired and personal. This will be determined prior to the course opening and a notice will be sent out via the website and ClubV1. This will be reviewed frequently, and a further notice sent out as soon as the suspension is no longer required.

Use in General Play and Competitions

During general (non-competition) play a ride-on buggy may be used by members and visitors who, without the help provided by a motorised ride-on buggy, cannot play golf. Ride-on buggies may be used during closed and open competitions by those with a disability within the meaning of Section 6 of the Equality Act 2010 with prior notification to the competitions committee.

Cleveland golf Club are committed to making reasonable adjustments that will allow members with disabilities, within the meaning of Section 6 of the Equality Act 2010, to play golf. This will include priority booking rights and reduced-price concessions, as a minimum. In order to receive appropriate adjustments, and/or use a buggy in competitions, the member must complete the buggy request form, which forms part of this policy and register it with the club secretary.

GOLF BUGGY SAFETY

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 using buggies. Moreover, the Club must 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 using the various rights of way.

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 at Cleveland Golf Club property **in competitions** are only for the use of members and visitors who have a disability within the meaning of Section 6 of the Equality Act 2010.
2. Buggies are available for general use by all members and visitors who so wish to hire.
3. 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.
4. The signs, instructions and roped off areas 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.

5. 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 roadways, ramps or pavements. Those using a trailer to transport their private buggy to and from the club, must unhitch their trailer and park it in the designated trailer area, the key can be obtained from bar staff if the office is closed. They must ensure it is clearly visible to other car park users and not obstructing access routes.

6. Ride-on 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.

7. Cleveland Golf Club is responsible for providing buggies that are fit for use and correctly maintained. It is the responsibility of users to notify the office of any problems with a buggy owned by the Club.

8. Cleveland Golf Club has no responsibility for the maintenance of buggies owned and operated by individuals on or beyond the confines of the course and the Club car parks. Members and visitors who are operating their own buggies are responsible for ensuring that their buggy is fit for use and correctly maintained.

9. Cleveland 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.

10. No ride-on buggy will be operated in excess of 15km per hour on the course, or 5km per hour in car parks and club house paths. All speed limits must be observed.

11. Ride-on buggies shall be used only between dawn and dusk.

12. 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.

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

GOLF BUGGY SAFE WORKING PRACTICE

Before use

- Ride-on buggy operators must not be under the influence of alcohol or illegal substances.
- You must be aged 18 years or over to drive a buggy, or 17 years with a full, valid driving licence.

During use

- Do not move off until both occupants are seated
- Always remain seated and hold on while the buggy is in motion
- Hands, feet and head must be kept inside the buggy at all times while the buggy is in motion
- Ride-on buggies must not be driven in prohibited areas
- 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
- The buggy must not be used on tees, greens or the slopes leading up to them
- The buggy must not be used within 2 metres of any bunkers, ditches or ponds or slopes leading to them except when using the designated bridges
- Check the area behind the buggy before reversing
- Set the parking brake before leaving the buggy
- 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 buggy 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

- Club buggies are to be returned to the buggy parking area and key should be handed into the Pro shop or bar if pro shop is closed.
- Any issues with the buggy should be reported to the pro shop.

DOCUMENT CONTROL

This document will be agreed and ratified by the Management Committee, having been circulated prior to the meeting and on the agenda at a monthly meeting that is quorate. This document will be reviewed no less than every 3 years. If an earlier review is necessary due to external changes or identification of any unworkable areas, the document once amended will be ratified as above.

The ratification and review due dates will be entered and amended in the footer following initial implementation and after any subsequent reviews.



CLEVELAND GOLF CLUB

GOLF BUGGY SAFETY ACKNOWLEDGMENT FORM

Any person who operates a personally owned ride-on buggy on Cleveland Golf Club premises is deemed 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 require adherence to the minimum standard of care prescribed by the policy.

Name of User: _____

Address: _____

By signing below, I acknowledge that:

- I have read the Cleveland Golf Club Buggy Safety Policy.
- I am competent to drive a golf buggy.
- I understand the terms and conditions of the Cleveland 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.
- I will ensure that the buggy will be maintained and operated in accordance with Cleveland Golf Club Golf Buggy Safety Policy.
- I have lodged with the Secretary a copy of my valid insurance policy to cover liability for risks to third parties.
- If using a trailer, I will unhitch my trailer and park it in the designated trailer area and ensure it is clearly visible to other car park users and not obstructing access routes.
- I agree to indemnify Cleveland Golf Club against all claims, costs and demands made against Cleveland Golf Club arising out of or in connection with the use of the golf buggy.

Signature of User: _____ **Date:** _____

Signature of Secretary: _____ **Date:** _____



CLEVELAND GOLF CLUB

GOLF BUGGY REQUEST FORM

Player's Name:

England Golf Membership Number

I request the use of a golf buggy at Cleveland Golf Club as a reasonable adjustment for a disability within the meaning of the Equality Act 2010.

1. Do you have a physical or mental impairment within the meaning of the Equality Act 2010?
Yes / No
2. Does that impairment have a substantial adverse effect on your ability to walk long distances, carry golf clubs, or otherwise play a round of golf? Yes / NO

STATEMENT OF TRUTH I confirm that the information contained in this document is, to the best of my knowledge, a true and accurate reflection of my medical circumstances as of the date of this form. I acknowledge that I may face disciplinary action if any information in this form is deemed to be false or incorrect.

Signed:

Date:

Agreed by Secretary

Signed:

Date: