



# Driffield Golf Club

## BUGGY POLICY

**The Driffield Golf Club wishes to encourage the participation in golf of all players regardless of disabilities. This Policy is in accordance with the Driffield Golf Club's obligations under the Equality Act 2010.**

### Introduction

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

### Qualifications:

Use of a **private** ride-on buggy will not be allowed unless authorised by the Club and will be restricted to members, visitors and guests demonstrably having a genuine incapacity to play golf unless aided by the use of the buggy. (See also 'Use in General Play and Competitions' below).

Any person who accepts the privilege of operating 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 (page 2)
- Golf Buggy Safe Working Practice (page 3)
- Golf Buggy Safety Policy Acknowledgement Form (page 5)
- Procedures for the use of Club and Private ride-on buggies (page 6)
- Course Traffic/ Route Guidelines (page 7)

In order that these conditions can in practice be met, the Club Secretary or Professional or their approved nominee must where-ever possible be given prior notice of a requirement by a member, visitor or guest to use a **private** ride-on buggy. In meeting requests for the use of the Club's own buggies, priority will be given to members, visitors and guests demonstrably

having a genuine incapacity to play golf unless aided by the use of the buggy (see “Driffield Golf Club – Booking and Allocation of Club Ride-on Buggies) at Page 11.

The Club reserves the right to refuse permission if all of the 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 **private** ride-on buggy 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 is used. This might apply to the whole or just part of the course. Potentially unsuitable conditions include waterlogging, frost, extremely slippery conditions etc. Where such conditions arise the club will review the situation on at least a daily basis.

The Club also recognises the vast difference in weight and construction of different types of ride-on buggy. As such it may be the case that restrictions could be imposed on the larger and heavier two seat Club Car type buggies whilst single seat buggies are permitted on the golf course. A fuller explanation of the temporary suspension of the use of ride-on buggies is set out in the “Protection of The Course in Winter & the Use of Trolleys/ Ride-on Buggies”

Information on course and buggy usage will be available at the Professional’s Shop and on the Club’s own website under “Course Status”. The Club will attempt to ensure that restrictions placed on buggy users are kept to a minimum.

### **Use in General Play and Competitions**

Ride-on buggies may be used during general play and in open competitions run by the club subject to any temporary restrictions in place. Members must have permission from the Match & Handicap Committee to use a buggy in closed competitions. This will be only be granted to those with a medical reason to do so. Entrants to competitions held at Driffield Golf Club but organized by other bodies should check whether the use of buggies by able-bodied golfers is permitted by the organizing committee.

### **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 but who might be at risk from a mechanically defective ride-on buggy or its careless use. This duty of care also applies to those members and employees of the Driffield Angling Club accessing the Driffield Trout Stream and contractors and employees of the golf club.

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 pedestrians. Pedestrians must be afforded the right-of-way at all times.
2. The signs and instructions employed on the course to warn buggy riders of potential danger areas or, areas prohibited 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.

3. 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.
4. 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.
5. Driffield 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.
6. No ride-on buggy will be operated in excess of 15km per hour. All speed limits must be observed.
7. Ride-on buggies shall be used only between dawn and dusk.
8. 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.
9. Operators must stop the buggy at blind intersections and proceed with caution.
10. The consumption of alcohol and/or the improper use of drugs are not permitted when using ride-on-buggy
11. The Honorary 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.

### **Golf Buggies - 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

#### **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 as defined by white lines or signage
- 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 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

**Operators of Ride-on Buggies must:**

- ✓ 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 operating 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 Driffield 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 a Ride-on buggy requires conscientious application and adherence to the minimum standard of care prescribed by this policy.

Name of User: .....

Address:  
.....  
.....

BUGGY Number:..... Telephone Number:.....

Email Address.....

By signing below I acknowledge that:

- I have read Driffield Golf Club Buggy Safe Working Practice
- I understand the terms and conditions of Driffield 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 agree to indemnify Driffield Golf Club against all claims, costs and demands made against the Club arising out of or in connection with the use of the golf buggy.

Please only tick if applicable:

I possess and have produced a copy of certified evidence that I have a disability within the meaning of section 6 of the Equality Act 2010 which disables me from playing golf without the use of a ride-on buggy	
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Signature of User .....Date.....

## **Procedures for the use of Club and Private Ride-on Buggies**

### **Club Buggies**

The Club Professional will be responsible for the day to day running of the Buggy Hire Scheme and the following procedures must be observed:

- Club buggies must be stored/locked in the Buggy storage area
- At the start of each day the Club Shop will ensure the cleanliness and safety of each buggy.
- Each hired buggy will be signed out by the shop staff and checked on return with any faults recorded
- The Club shop will record all buggy hire details
- Hired buggies must be returned to the shop during normal opening hours. If the hire period finishes after the closure of the shop adequate arrangements must be in place to ensure the safe parking of the buggy and return of the ignition key.
- The Club professional will ensure that a weekly maintenance check is carried out on all buggies and that any faulty buggies are taken out of service pending repair.

### **Privately-Owned Buggies**

- Privately owned buggies may not be hired for use on the course. All members and visitors with privately owned buggies must be in receipt of the Club's **Course Risk Profile for Ride-on Buggy Users** and the **Buggy Policy Procedures**.
- Members and visitors must provide proof of current appropriate public liability insurance. Copies of the Member's insurance policy must be submitted to the Club Hon Secretary annually.
- The Club offers limited container storage for privately owned buggies at an annual cost. A waiting list for access to this storage container will be maintained by the Club.

## **RIDE-ON BUGGIES – COURSE TRAFFIC/ ROUTE GUIDELINES**

The topography of the Course is generally flat parkland which normally lends itself to the safe operation of ride-on buggies although some areas will require care. However, the course is low-lying and is prone to waterlogging in many areas during periods of prolonged rainfall making access by Ride-on Buggies more hazardous for the driver and detrimental to the course. A study by the Sports Turf Research Institute (STRI) concluded that the use of a golf buggy can do far more damage to the turf through compaction, than either walking or taking a trolley.

During the normal summer period (April to September) buggies should only be driven as far as possible on the “second cut” using the 90 degree rule to cross fairways. Ride-on buggies are not permitted within 5 yards of any green, including the fringe and apron, bunker, water hazard or tee unless on a designated pathway and must not enter any prohibited area as defined by a white line.

During the winter period or at any time that the ground conditions require it, Ride-on buggies must only be driven in accordance with the course signage installed to reduce excessive damage to the course. Generally Ride-on buggies will be driven on the designated buggy paths or extremes of the fairways to avoid excessive wet areas in the rough and must follow the directions set out in the Winter Route Guidelines. During the winter period no ride-on buggy is permitted within 10 yards of any green, bunker, water hazard or tee unless on a designated pathway and must not enter any prohibited area as defined by a white line.

The Course Risk profile assessment document and Winter Route Guidelines will assist Ride-on buggy users in identifying those areas to be avoided or where extra care is required.

### **RIDE-ON BUGGY COURSE RISK PROFILE & WINTER ROUTE GUIDELINES.**

1. All signs directing traffic movement must be strictly observed
2. Wet areas and Ground Under Repair must be avoided
3. The Club may prohibit the use of **ALL** buggies when ground conditions are unsafe.
4. A map, detailing the Winter Routes is at Page 9

Hole 1- Low Risk. Buggy to be driven in left hand rough. If there is a need to cross the fairway such crossing must be at 90° on the top of the ridges. Users to take care on slopes during wet or frozen conditions.

Hole 2 – Low Risk. Buggy to be driven on right hand side of fairway and users must not take buggy down the slope to the green.

Hole 3 – Low Risk. Buggy must be driven in the rough to the left of the fairway up to the pathway commencing at the cross ditch.

Hole 4 – Low Risk. Buggy route is to the left hand side of the fairway and must keep to the left of the bunkers and green.

Hole 5 – Low Risk. Buggy route is in the right hand rough and continues between the long bunker and the hedge.

Hole 6 – Low Risk. Buggy keeps to the left hand side of the fairway avoiding the steep slopes around the bunkers and green.

Hole 7 – Low Risk. Buggy keeps to left hand rough and the bunker in front of the green. Access to 8<sup>th</sup> tee is via the land bridge adjacent to the tee.

Hole 8 – Low Risk. Buggy keeps to left hand side of the fairway to the end of the trees and then routes on the left hand rough.

Hole 9 – Low Risk. Buggy to travel on left side of fairway and must not cross the ditch via the pedestrian bridge. Buggy users must take care when approaching the pond on the left of the fairway.

Hole 10 – Low Risk. Buggy must cross the ditch via the bridge adjacent to the Red Tee box. Buggy users must be aware of the cross ditch and travel via the stone bridge to the 11<sup>th</sup> tee.

Hole 11 – Low Risk. The route follows the left hand side of the fairway with care being taken when approaching the large pond. All buggies must cross the top ditch via the land bridge.

Holes 12, 13 and 14 are located on the north side of the Trout Stream. Access is via the bridge and care must be taken when crossing this bridge and negotiating the approach ramp.

Hole 15 – Low Risk. Buggy users must not drive onto the apron in front of the green, leave buggy at the 16<sup>th</sup> tee.

Hole 16 – Low Risk. Buggy route is to the right hand side of the fairway in the second cut. Buggies must not be driven over the pedestrian bridges to play shots off the 11<sup>th</sup> fairway.

Hole 17 – Low Risk. The buggy route follows the left hand second cut.

Hole 18 – Low Risk. Buggy must travel in the left hand rough all the way to the green. The exit from the course is to the left of the 18<sup>th</sup> green.

***Where it is necessary for a buggy user to cross a fairway to play their next shot this crossing should be at 90 degrees from the buggy route, avoiding any excessively wet areas.***



## **CHECKLIST FOR BUGGY USERS**

### **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**

The buggy may only be used for the number of occupants it was designed to carry and by those authorized to do so

The buggy must not be used on the areas of the course where prohibitive signs are placed (including those relating to trolleys).

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 their fringes or aprons, or slopes leading up to them. From October to April the vehicle should not travel within 10 yards of the above areas.

The vehicle must not be used within 2 yards of, or on, the slopes leading to any bunkers, ponds or ditches (except when crossing designated bridges)

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 changes of direction that may result in loss of control

## **DRIFFIELD GOLF CLUB – BOOKING AND ALLOCATION OF CLUB RIDE-ON BUGGIES**

Please note that the Club has a limited number of buggies available for hire and notwithstanding the priorities set out below, availability of a buggy for hire, cannot be guaranteed.

### **General Play (including visiting parties)**

If any member of a visiting party is disabled and requires the use of a buggy the club should be notified at the time of booking or as soon after as is practicable.

Whilst every effort will be made to accommodate golfers with a disability, it may not always be possible if Buggies are all booked out.