



RIDE-ON BUGGY POLICY

A	17 th Nov 2023	Approved and issued for publication	J. Bradshaw	B Daniels
Revision	Date	Comment	Created by	Approved by

1.0 Introduction

This ride-on buggy policy has been prepared in compliance with UK legislation and is created as a bespoke document to Ellesmere Golf Club (EGC) and is based on the course, topography and resources currently available to the club. The primary intent is to ensure that we:-

- Allow the use of Ride-On buggy's when course conditions allow for members and visitors
- Make reasonable adjustments
- Minimise risk and liability to the club
- Increase the value of our annual membership – more opportunities to play
- Maintain the habit of disabled and older golfers – increasing the rate of retention
- Create an opportunity to offer golf to visitors

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. The purpose of this document is to establish a standard for the safe operation of all ride-on buggies operated on the course at Ellesmere Golf Club. The document also sets down the criteria to be applied and conditions to be met when the Club considers applications for ride-on buggy use.

EGC's approach to creating an equitable ride-on buggy policy has given consideration in identifying the difference between general ride-on buggy use and disabled people requiring a ride-on buggy.

EGC recognises it's a duty of care to users of ride-on buggies and therefore have carried out an on-course hole by hole risk assessment and to identify what remedies should be put in place to minimise or eradicate the risk and has established what reasonable adjustments will be made to enable disabled people to access the course and facilities of the club.

Health and safety reasons will only be used to justify restrictions on the use of ride-on buggies by disabled people where the specific course and ground conditions have been considered carefully.

Note compliance with this Policy is a Mandatory requirement for all members, guests and visitors.

2.0 Principles

- EGC fully recognises and complies with the legal duties imposed on clubs in the Equality Act 2010 only apply to those members, visitors, guests and associate members of the club who are disabled within the meaning of the legislation and who cannot play golf without the use of a ride-on buggy.
- 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.
- EGC 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 EGC to provide adequately safe means of access for all golfers including those given permission to use ride-on buggies
- EGC reserve the right to ban the use of ride-on buggies on any given day, to protect the course from damage. The exception being that EGC will not ban the use of ride-on buggies for people who carry a valid 'medical confirmation of disability' and demonstrably having a genuine incapacity to play golf unless aided by the use of the ride-on buggy.
- From time to time the EGC staff may determine that the state of the course, or the weather is such, that safety relating to 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.

- From time to time, due to Health and Safety reasons, some holes or sections of the course, ride-on buggies will not be allowed, including those holding medical confirmation of disability.
- Potentially unsuitable conditions include waterlogging, frost, etc. Where such conditions arise, the club will review the situation on a daily basis.
- Use of a ride-on buggy will only be allowed when authorised by the Club and will be restricted to members, visitors and guests.
- Ride-on buggies may be used during closed and open competitions by those suffering from a disability within the meaning of section 6 of The Equality Act 2010
- A ride-on buggy may be used by a player or caddie who can provide a valid current medical certificate of disability in accordance with this policy and has requested permission to use a ride-on buggy by 7 days prior to the first day of the time in which they are to compete or in which they seek to caddie or attend.
- Where the disability prevents the player from driving the ride-on buggy, he/she may nominate a third party to drive the ride-on buggy for them who must be approved by EGC Council in the event that permission is granted.
- EGC may provide permission for a player to use a ride-on buggy during any round in the season provided that the player's Medical Certificate clearly states that players will suffer from the disability during the relevant period.
- EGC 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.
- EGC 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.
- Failure to agree to the terms and conditions contained in this Policy by signing a Buggy Use Policy Consent Form may result in the player, caddie or other third party being denied permission to use a ride-on buggy.
- Ellesmere 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 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.

3.0 Definitions

“Disability” shall have the same meaning as section 6 of the Equality Act 2010. A person has a disability if he/she has a physical or mental impairment which has a substantial and long-term adverse effect on his/her ability to carry out normal day to day activities. Any reference to “golf buggy” shall include any vehicle deemed to be a ride-on buggy by EGC.

“Valid medical confirmation of disability” shall mean a valid medical certificate from a registered general practitioner or consultant registered with the Health Professions Council that the player, caddie or spectator or other person seeking to use a ride-on buggy under this policy, is suffering from a disability, as defined in Section 6 of the Equality Act 2010.

A person has a disability under equality law if they have a physical or mental impairment and that impairment has a substantial and long-term adverse effect on their ability to carry out normal day to day activities. Some disabilities will obviously satisfy this test and no evidence will be required. In

other cases, medical input will be needed to understand if an individual is classed as having a disability.

4.0 Designated routes for Ride-on Buggies

EGC will determine where we may have areas on the course where waterlogging occurs or due to the gradient of slopes that it would be unsafe to operate a ride-on buggy. These marked route for ride-on buggies will be adhered to minimise the damage to areas of the course and ensure that ride-on buggy users only use areas that have been deemed safe, thus reducing the risk of any accidents.

EGC will operate a three coloured system to advise Buggy users of the permit system for the use of Buggies. Course signage on the first tee will advise Buggies users on the restrictions on any given day. EGC will endeavour to inform of these restrictions on the EGC website.

- ⇒ **Green Route:** All Buggies are allowed on the course providing the Green Route is followed. This can be found on the Buggy Route diagrams and signage on the course. Signage will state *“Green Route in operation – all buggies allowed. Designated routes must be followed”*.
- ⇒ **Amber Route:** This is the same as the Green Route, but only Buggies where the member has a valid medical certificate can be produced. Please refer to the section relating to this in this Policy Document. Buggies where the driver cannot evidence a valid medical certificate will not be permitted on the course.
“Amber Route in operation – Only members with exemption certificates are allowed to use buggies. Designated routes must be followed.”
- ⇒ **Red Route:** From time to time, as identified in a risk assessment, parts of the Green Route will not be suitable for any Buggies.
“Red Route in operation – Only members with exemption certificates are allowed to use buggies. Designated routes must be followed. Note Hole restrictions are in place”.

Routes can change throughout the week or every other week to give areas of stress some relief. These can be on existing routes used by greens staff to get around the course or through the rough to the sides of each hole.

Where designated Buggy Routes are activated, players that need access to the course using a ride-on buggy to get to their ball to do so by entering and exiting the fairway on foot. Essentially this is to ensure that only buggies that need to be on the course are and that they do so causing the least amount of stress to the course. Buggies must not be taken outside of the designated routes.

EGC have determined the safest routes for Buggies. These routes are shown in the Buggy Route document.

EGC will hold golfers accountable for where they use their ride-on buggy on the course where there are designated routes. Adherence to Buggies routes is mandatory.

5.0 Owners of Ride on Buggies:-

Owners shall:-

- Ensure all ride-on buggies are maintained in a good condition and serviced at regular intervals
- Ensure that they have insurance for the buggy including third-party insurance.
- Check all ride-on buggies on a daily basis or prior to use to ensure that are safe for use.
- Ensure that all guards' windows etc. are secured in position and not damaged
- Ensure that drivers are instructed on the correct use of the vehicles prior to being permitted to operate the vehicle
- Ensure that all ride-on Buggies used on Ellesmere Golf Club must be regularly inspected and maintained in accordance with the manufacturer's service recommendations, and records kept of all maintenance.
- Ensure that a ride-on golf buggy safety policy acknowledgement form is completed by all drivers prior to use and submitted to the Hon Secretary of EGC
- Note that all of the above applies to anyone that has been given permission to use their own private Buggy

6.0 Ellesmere Golf Club owned Ride on Buggies:-

EGC will:-

- Ensure all ride-on buggies are maintained in a good condition and serviced at regular intervals
- Have in place insurance for the Buggies
- Ensure that drivers are instructed on the correct use of the vehicles prior to being permitted to operate the vehicle.
- Ensure that ride-on Buggies used on Ellesmere Golf Club are regularly inspected and maintained in accordance with the manufacturer's service recommendations, and records kept of all maintenance by the Club Professional.
- Ensure that a ride-on golf buggy safety policy acknowledgement form is completed by all drivers prior to use and submitted to the Club Professional
- Note that EGC own two Buggies currently. EGC will not provide to any visitor or guest, access to the use of a members own private Buggy.

7.0 Conditions for use of ride-on buggies

A player, caddie or other third party permitted to use a golf buggy must agree to the following terms and conditions of use:

- All operators of ride-on buggies must sign a Safety Policy Acknowledgement form before they are allowed to drive the buggy. EGC will ensure that the Club Professional or his assistant carries this out for visitors each time the buggy is hired.
- Any person operating a ride-on buggy must do so with the utmost courtesy, care and consideration for the safety and convenience of others and in accordance with any relevant golf buggy operating guidelines.
- A ride-on buggy shall be for the sole use of the player and his/her equipment (or any caddie or other third party who has been permitted to drive the ride-on buggy) unless a member of EGC has deemed that for reason of age or disability a third party is required to drive the ride-on buggy.
- A player who has been granted permission to use a ride-on buggy (or any caddie or other third party who has been permitted to drive the ride-on buggy) must remain seated in the ride-on buggy at all times while the vehicle is in motion.

- Drivers of ride-on buggies must comply with directional signs and not use prohibited areas including public highways and pavements.
- A player who has been granted permission to use a ride-on buggy (or any caddie or other third person who has been permitted to drive the ride-on buggy) must have adequate personal and third-party insurance and must provide a copy of the certificate of insurance to EGC.
- 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.
- In order that these conditions can in practice be met, the EGC Secretary or their approved nominee must whenever possible be given prior notice of a requirement by a member, visitor or guest to use a ride-on buggy.
- 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.
- The signs and instructions employed on the course to warn ride-on 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 always followed.
- 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.
- No ride-on buggy will be operated in excess of 15km per hour. All speed limits must be observed.
- Ride-on buggies shall be used only between dawn and dusk.
- 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.
- The consumption of alcohol and/or the improper use of drugs are not permitted when using the ride-on buggy.
- Ride-on buggy operators must not be under the influence of alcoholic drinks or drugs.
- Juniors are not allowed to drive the ride-on 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.
- Hands, feet and head must be kept inside the ride-on buggy at all times while the vehicle is in motion.
- Ride-on buggies must not be driven in prohibited areas
- The ride-on buggy vehicle must be used to progress the game, but must not be driven up and down excessively, e.g., when looking for golf balls.
- The ride-on buggy must not be used on tees, greens, collars, or the slopes and approaches leading up to them
- The ride-on 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.
- Drivers of ride-on buggies should only drive as fast as the terrain and safety considerations allow. To avoid tipping over, the ride-on buggy should be driven straight up and down severe slopes.

EGC reserves the right to refuse permission if some or all of the conditions stipulated are not complied with. EGC also 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.

8.0 Maintenance and update of this Policy

Each year this policy will be reviewed. This review will include but not limited to the following:-

- Noting any changes in legislation
- Ensuring legal compliance
- Identify how many members currently require a ride-on buggy in order to play.
- Predict how many members may require a ride-on buggy in order to play in the next 3 or 5 years
- Noting that approximately 70% of the disabled people in England are aged 50 plus, we will consider the average age of our membership and the impact that it could have.
- Understand ground conditions
- Take cognisance of what areas have been identified as risks in our Hole by Hole Risk assessment document
- Evaluate how our green staff get around the course during bad conditions.
- Look at routes used by green staff that could be utilised by players to safely get around.
- Consider how our course planning includes work to improve areas of risk or improve access for ride-on buggies
- Consider what reasonable adjustments that we could make.
- Keeping abreast of articles in England Golf and maintain awareness of best practice from other clubs.

9.0 Roles and Responsibilities

For roles and responsibilities, please refer to Ellesmere Golf Club Health and Safety Policy



Ride-on Golf Buggy Policy Acknowledgement Form

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

Any person who operates a ride-on buggy on Ellesmere 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:

Telephone Number:

Email Address:

By signing below, I acknowledge that:

- 1 have read Ellesmere Golf Club Ride-on Buggy Policy
- I understand the terms and conditions of Ellesmere Golf Club Golf Ride-on Golf Buggy Policy
- 1 have been given the opportunity to ask questions related to this Policy.
- 1 am aware of the areas where I am unable to take a ride-on buggy.
- 1 will ensure that the buggy will be maintained and operated in accordance with Ellesmere Golf Club Golf Buggy Safety Policy.
- 1 have lodged with the Secretary a copy of my valid insurance policy to cover liability for risks to third parties.
- 1 agree to indemnify Ellesmere Golf Club against all claims costs and demands made against Ellesmere 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. Ellesmere 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 club or any of its servants or agents

Signature of User.....Date.....

Signature of Secretary.....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

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)

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



MEDICAL EXEMPTION FORM
For the use of Ride on Buggies

Please complete either Section A or B

Section A

I, (Name)

Of (Buggy Holders address)

.....

I possess a blue disabled badge / 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.

Signed..... Date.....

Section B

I (Name)

Of (Buggy Holders address).....

I attach and hereby provide medical evidence / certificate that explains that I am unable to play or have undue difficulty in playing golf without the use of a motorised ride-on golf buggy.

Signed..... Date.....