



# Barlaston Golf Club

## Buggy Policy April 2022

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### 1. Introduction and Background

Barlaston Golf Club has a duty of care to all users of the golf course. Due to disability, some members, visitors and guests may not be able to play golf without the assistance provided by a motorised ride-on buggy whilst others may simply prefer the option to drive around the course instead of walking.

The purpose of this document is to establish a standard for the safe operation of any ride-on buggies authorised and operated within the confines of Barlaston Golf Club (BGC). The document also sets down the criteria to be applied and conditions to be met when BGC considers applications for buggy use both hired and personally owned.

The topography of the BGC is such that you are requested to please take particular note of Course Topography Considerations and Restrictions thereof referred to later in this document.

This document is based upon and adapted from a template provided by the National Golf Clubs' Advisory Association (NGCAA) [www.ngcaa.co.uk](http://www.ngcaa.co.uk)



## 2. Qualifications and Criteria for Buggy Use

BGC welcomes the use of motorised golf buggies on the course subject to certain restrictions such as weather / ground conditions and health and safety considerations. Use of a ride-on buggy in competitions is permitted as the Match and Handicap Committee do not feel that the use of a buggy provides any unfair advantage over other golfers not using a buggy. A medical certificate is therefore not required to use a buggy in competitions.

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 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 documents.

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

In order that these conditions can in practice be met, the BGC Board / Golf Club 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 unless they are already registered with the golf club office. BGC reserves the right to refuse permission if some or all of the conditions stipulated are not complied with.

From time to time BGC 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, but are not restricted to, water logging, frost, snow and reduced visibility. Where such conditions arise BGC will review the situation on a daily basis.

Determining any such restrictions on buggy use will be the responsibility of the following;

- Head Green keeper
- Club Secretary
- Golf Professional
- Greens Chair



### **3. Course Topography Considerations & Restrictions**

Due to the layout of Barlaston Golf Club, some holes could be deemed hazardous to motorised buggies in certain weather or ground conditions. Particular consideration has, and continues, to be given to the potentially hazardous nature of the following sections of the course.

7th hole – slope on to the green, keep buggies on the pathway provided.

9th hole – slope and/or bank on to the green, keep buggies on the pathway provided.

11th & 12th holes – buggies may be restricted in winter months due to drainage.

18th hole – do not take buggies around the perimeter of the green they cannot traverse the bank on the right of the approach.

To this effect, after careful consideration and risk assessments having been carried out there may be restrictions in place for motorised buggies which could prohibit access to some or all of these holes or specific tees. In some circumstances an alternative route for buggies will be clearly marked out and this must be adhered to.

Any implementation of restrictions will be the responsibility of the Head Green keeper, Club Professional, Club Secretary or Greens Chair.



#### 4. Golf Buggy Safety Policy

The Club has a duty of care to its employees and all users of the golf course. Caution and care must be shown by all users of buggies. Moreover, the Club has to ensure the safety of golfers who do not use buggies but who might be at risk from a mechanically defective buggy or its careless use. The Club's duty of care also applies to any members of the public who may be on the course.

To assist the safe employment of ride-on buggies all potential users (members, visitors and guests) 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 forbidden to ride-on buggies because of concerns about danger or, the potential 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, bridges or paths This includes vehicles in storage at the golf club.
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 BGC.
5. BGC have no responsibility for ensuring the safe operation of ride-on buggies on or beyond the confines of the course and the club main car park 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 only be used between dawn and dusk.
8. Ride-on buggies must be operated in compliance with the common rules on the road regardless of whether they 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 is not permitted when using the ride-on buggy.
11. Any individual who has been disqualified from driving may not use a buggy on the course for the duration of the disqualification.
12. The Club Secretary, Club Professional or Club Administrator 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 the BGC Board.



## **5. Conditions of Use**

To ensure the safe use of buggies, all users are required to comply with the following conditions:

1. Buggies may only be used by those authorised by Barlaston Golf Club so to do.
2. Buggies must be operated with the utmost common sense, courtesy, care and consideration for the safety and convenience of pedestrians. Pedestrians must be afforded the right-of-way at all times.
3. Users will be responsible for the security of ignition keys for the period that the buggy is in use in their care and on Club property.
4. Any signs and instructions used to warn buggy riders of potential danger areas or areas in which buggies must not be used because of the potential to cause unacceptable wear and tear to the course must be complied with at all times.

Barlaston Golf Club has no responsibility for ensuring the safe operation of 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 buggy by their servants or agents.

## **6. Golf Buggy Safe Working Practice**

### **Before Use**

1. All users must sign a Safety Policy Acknowledgement Form (below) before they are allowed to drive a buggy at Barlaston Golf Club. This can be signed and sent back to us before the day of play or on the day itself. Members with their own buggy can sign once per year or at a point when any of the Safety Policy is amended.
2. All users must ensure that they are familiar with the buggy controls and the constraints on buggy use.



## **During Use**

1. A buggy shall only be used for the number of occupants it was designed to carry and only by those who are authorised to do so by Barlaston Hall Golf Club.
2. Under no circumstances should the buggy be removed from Barlaston Hall Golf Club course or main car park, unless it is the private property of that individual.
3. Buggy users should be satisfied that the buggy is well maintained and fully serviceable before each use.
4. Drivers should not move off until the occupants are seated.
5. Always remain seated with hands, feet and head kept inside the buggy at all times while the buggy is in motion.
6. Do not drive buggies in prohibited areas.
7. Use the buggy to progress the game by driving it in the direction of play.
8. Keep the buggy on pathways or closely mown grass, not on fairways where possible.
9. Drivers must not drive the buggy in tight circles or into the rough or semi-rough even when looking for golf balls.
10. Not use the buggy on tees, greens or the slopes leading up to them.
11. Not use the buggy within 5 metres of any bunkers, ditches or slopes leading to them.
12. Drivers should check the area behind the buggy before reversing.
13. Apply the parking brake before leaving the buggy.
14. Always consider the terrain, existing vehicular and pedestrian traffic as well as environmental factors that may affect the user's ability to operate the buggy safely.
15. Drive the buggy only as fast as the terrain and safety considerations allow & directly up and down sharp slopes to avoid the risk of it tipping over.
16. Slow down before cornering & execute all turns at reduced speeds.
17. Avoid sudden stops or changes of direction to prevent loss of control or damage to grass.
18. Take extra care in strong winds or when the course is wet or frosted.

## **After Use**

1. After use, the buggy should be parked outside of the clubhouse close to the Pro shop or placed back into its designated store shed, with the parking brake engaged & the operating key returned to the Pro Shop where applicable.



## **Privately owned buggies**

BGC allows the use of privately owned buggies by members, guests and visitors subject to the terms and conditions of use & buggy safety policy. It is the responsibility of the owner / user of such a buggy to ensure that the buggy is safe & fit for purpose & that the appropriate conditions for use have been met.

BGC has limited facilities for permanent under cover storage of privately owned buggies which is allocated on a first come basis. A waiting list is in operation for available spaces and is monitored by the Club Secretary/Manager.

Permission to store a buggy at BGC is at the discretion of the Board and subject to an annual levy of to cover rental of storage space and electricity for charging.

The levy does not cover any insurance cost or imply any liability for the security of a stored buggy on the premises of BGC.

Owners should arrange their own comprehensive insurance policy to cover personal injury, 3<sup>rd</sup> party liability, fire & theft.

An application form and supporting documentation for the use of and / or storing of a personal buggy should be presented to BGC on an annual basis at the point when annual subscription for golf club membership is due.

In any event, permission to store a buggy will be reviewed annually on a case-by-case basis.

Members currently making use of storage facilities will have first opportunity to renew up to the end of the current subscription year. After which spaces will be re-allocated on a first come basis reflecting when subscriptions are paid. The current waiting list takes priority over new applications.

Where a privately owned buggy is transported to BGC rather than being stored on the club premises, users should park their trailer or other vehicle utilised for transporting the buggy in a way so as to not create a hazard or inconvenience to other users of the car park.



## Buggy Safety Policy Acknowledgement Form

All golfers must complete this form prior to using a Golf Buggy ("Buggy")

Any person/s who accepts the privilege of operating a buggy at Barlaston Golf Club are required in so doing, to have the knowledge, training, and skill to operate the buggy safely and shall be fully accountable for their actions and consequences thereof.

The safe operation of buggies requires responsible application and adherence to the minimum standard of care prescribed by this policy.

Name of User \_\_\_\_\_ Membership number \_\_\_\_\_

Address: \_\_\_\_\_

By signing I acknowledge that:

- I have read and understand Barlaston Golf Club Buggy Safe Working Practice
- I understand the terms and conditions of Barlaston Buggy Policy
- I have been given the opportunity to ask questions related to this Practice and Policy
- I am aware of the areas where I am unable to take a buggy
- I will ensure that the buggy will be used in accordance with the BGC Buggy Policy
- I confirm that I have a current and valid insurance policy to cover liability for risks to third parties. I also confirm I have a current and valid driving licence.
- I agree to indemnify Barlaston Golf Club against all claims costs and demands made against Barlaston Golf Club arising out of or in connection with the use of the golf buggy.

Driving Licence Checked  Insurance Documents Checked (where applicable)

Signature of user \_\_\_\_\_

Signature of Club Official \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Users of golf buggies do so at their own risk. Barlaston Golf Club will not accept any liability for any loss or damage to the golf buggy or any other property other than arising from the negligence of the Club or any of its servants or agents





## Annual Application for Permission to Use a Golf Buggy at Barlaston Golf Club

Name: \_\_\_\_\_ Membership No: \_\_\_\_\_

Eligibility checked

Driving licence checked.

Insurance documents verified

Authorised Yes  No

Authorised by (signature): \_\_\_\_\_

Authorised by (print name): \_\_\_\_\_

Position: \_\_\_\_\_ Date: \_\_\_\_\_

Storage requested Yes  No

Authorised by (signature): \_\_\_\_\_

Authorised by (print name): \_\_\_\_\_

Position: \_\_\_\_\_ Date: \_\_\_\_\_

Storage payment ( ) received N/A  Yes  No  Date : \_\_\_\_\_