

Whittlebury Park Golf Club

Ride on Buggy Safe Working Practice Policy

1. Introduction

Whittlebury Park Golf 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 therefore recognised that all buggies used at Whittlebury Park Golf Club must be those maintained and serviced by Whittlebury Park Golf Club.

It is also necessary for Whittlebury Park Golf 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 members of the public using the one right of way down the side of the white course.

To assist the safe enjoyment of ride-on buggies all potential users (Members, visitors and guests) 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.
- 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 to cause unacceptable wear and tear to the course, must be followed 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 roadways, ramps or pavements.
- 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.

- Whittlebury Park 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.
- No ride-on buggy will be operated at a speed considered excessive. All speed limits that may be set must be observed.
- Ride-on buggies shall be used only when the courses are open for play and when no essential buggy prohibition is in force.
- 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.
- The Secretary, Courses Manager and Professional have 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.

2. Safe Working Practice

- Ride-on buggy operators must not be under the influence of alcoholic drinks or drugs
- Children under the age of 18 are not allowed to drive the ride-on buggy.

BEFORE USE:

- All drivers of ride-on buggies must read and sign the Buggy Safety Policy in the Caddy Masters shop before they are allowed to drive the buggy.
- If two people are sharing a buggy then the designated driver need only sign.
- 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.
- In particular, standing on the back of a buggy and towing trolleys is expressly forbidden.

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

- 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 absolutely not be used on tees, greens or the slopes leading up to them
- The vehicle may not be driven into heather areas
- The vehicle must not be used within two 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:
 - 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, muddy, icy or frosty.

AFTER USE:

- When returning the buggy, turn the operating key to the off position, engage the parking brake and return the key to The Professional Shop

3. Disability

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 the below policy is to establish a standard for the safe operation of all ride-on buggies operated at Whittlebury Park Golf Club. The policy also sets down the criteria to be applied and conditions to be met when the Club considers applications for buggy use.

4. Aim of Policy

This Policy is the Ride on Buggy Policy referred to in **Whittlebury Park Golf Club Course Risk Assessment** document. It sets out the circumstances in which golf buggies may be used in general play and events organised and managed by Whittlebury Park Golf Club.

Whittlebury Park Golf Club wishes to encourage the participation in golf of all players regardless of disabilities. This Policy is in accordance with Whittlebury Park Golf Clubs obligations under the Equality Act 2010.

5. Definitions

“Disability” shall have the same meaning as 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 golf buggy by Whittlebury Park Golf Club Committee.

Any reference to **“Committee”** shall refer to Whittlebury Park Golf Club Committee which has responsibility for taking a decision on the use of a golf buggy and “member of the Committee” shall be construed accordingly.

“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 or caddie is suffering from a disability.

6. Persons who may use a golf buggy

It shall be a condition of any competition organised by Whittlebury Park Golf Club that players must walk at all times during a stipulated round, unless permitted to use a golf buggy by a member of the Whittlebury Management team, in accordance with this policy. The penalty for a breach of this condition is detailed under the Specimen Condition on page 142 of the English edition of the 2012-15 Rules of Golf as published by R&A Rules Limited.

A golf 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 golf buggy by the closing date for any competition they seek to enter or in which they seek to caddie. Where the disability prevents the player from driving the buggy, he/she may nominate a third party to drive the buggy for them who must be approved by the Committee in the event that permission is granted.

The Whittlebury management team may not without good reasons refuse a request for permission to use a golf buggy in a competition if the criteria in paragraph 3.2 are met.

Where a player is under the age of 17 years and has met the criteria in paragraph 3.2, above, a member of the Committee shall reserve the right to specify that the golf buggy is driven by another person of that Committee member's choice, in the event that a person having parental responsibility for the player is unable or not competent or qualified to do so.

In cases where an officer of Whittlebury Park Golf Club refuses to permit the use of golf buggy then they shall inform the player of the decision, the reasons for it, and the right to appeal this refusal in accordance with this Policy.

7. Conditions in which use of a golf buggy may be permitted

Where a determination is made that the use of a buggy may be permitted by a player or where appropriate a caddie or third party to use a golf buggy, a member of the Whittlebury management team shall have regard to the following additional health and safety considerations before granting approval:

- (a) Any relevant weather conditions;
- (b) The topography and ground conditions;
- (c) The condition of and suitability of the golf buggy; and
- (d) Any other relevant considerations which could impede the safe use of a golf buggy or impact on the safety of others.

In the event that an officer of Whittlebury Park Golf Club believes that for reasons of health and safety a golf buggy should not be used by players, caddies or third parties at a particular time he/they may:

(a) Refuse to grant permission for the use of a golf buggy, and shall inform the player, caddie or third party of this decision; or

(b) Revoke any such permission in the event of new health and safety considerations having come to light since the granting of the initial permission to use a golf buggy;

It will in any event be a requirement of any player, caddie or other third party granted permission to use a buggy to complete and sign a Golf Buggy Safety Acknowledgement Policy * in The Caddy Masters Shop prior to use whether or not they are a regular user.

8. Conditions for use of golf buggies

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

(a) Any person operating a golf 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;

(b) The Whittlebury management team may require that a golf buggy must not exceed walking pace and/or must have a covered roof;

(c) A golf buggy shall be for the sole use of the player and his/her equipment, unless a member of the Whittlebury management team has deemed that for reason of age or disability a third party is required to drive the golf buggy;

(d) A golf buggy must not impede or interfere with normal pedestrians or vehicular traffic flow on roadways, ramps and pavements;

(e) A player who has been granted permission to use a golf buggy (or any caddie or other third party who has been permitted to drive the golf buggy) must remain seated in the golf buggy at all times while the vehicle is in motion;

(f) Drivers of golf buggies must comply with directional signs and the detailed map found in the buggy for access to the 1st tees of each of our three courses and not use prohibited areas including public highways and pavements;

(g) A player who has been granted permission to use a golf buggy (or any caddie or other third party who has been permitted to drive the golf buggy) must accept responsibility for any losses or injury sustained as a result of his or her fault whilst using a golf buggy

(h) Members over 80 years of age are entitled to the use of a buggy free of charge subject to booking and availability.

Failure to agree to the terms and conditions contained in clause 5.1 by signing a Buggy Policy Consent Form may result in the player, caddie or other third party being denied permission to use a golf buggy.

9. Appeals Procedure

Any decision by a member of the Whittlebury management team refusing a player or caddie permission to use a golf buggy during a competition may be appealed by the player or

caddie to the Appeals Committee which shall comprise of three members of Whittlebury management team.

An appeal shall be made in writing to the Appeals Committee within 5 working days of the date of the initial decision. Any written appeal request shall also include a statement by the player or caddie of the reasons why he/she is seeking to appeal the decision.

The Appeals Committee shall make a decision on an appeal and communicate it to the player or caddie within 10 working days of the initial appeal.

*** Golf Buggy Safety Acknowledgement Policy – contains a précis of this document.