



# WHITSTABLE & SEASALTER GOLF CLUB

## GOLF BUGGY & MOTORISED TRANSPORT POLICY

### 1. INTRODUCTION

The purpose of this document is to establish a clear standard for the safe and responsible operation of all ride-on buggies and other forms of motorised transport used at Whitstable & Seasalter Golf Club.

This policy builds upon the Club's existing Buggy Safety Procedures and incorporates guidance issued by England Golf in relation to Buggy and Motorised Transport use and the Club's obligations under the Equality Act 2010.

The objectives of this policy are to:

- i. Ensure the safe operation of ride-on buggies
- ii. Provide fair and reasonable access to the course for all golfers
- iii. Protect the condition of the golf course
- iv. Ensure the Club meets its legal obligations under equality legislation

This policy applies to all Members, visitors and guests using Motorised Transport on Club premises.

### 2. EQUALITY AND REASONABLE ADJUSTMENTS

Whitstable & Seasalter Golf Club recognises that for some golfers the use of a ride-on buggy or specialist mobility equipment is essential in order to play golf.

In accordance with the Equality Act 2010 the Club will consider reasonable adjustments to ensure that disabled golfers are not placed at a substantial disadvantage compared with non-disabled golfers unless doing so would create a genuine safety risk or unacceptable damage to the Course.

### 3. SCOPE OF POLICY

This policy applies to:

- i. Club-owned ride-on buggies available for hire
- ii. Privately owned ride-on buggies used on Club premises
- iii. Specialist adaptive mobility equipment used by disabled golfers
- iv. All users of Motorised Transport on the Golf Course, practice areas and surrounding Club grounds

### 4. AUTHORISATION TO USE A BUGGY OR SPECIALIST MOBILITY EQUIPMENT

Any person who accepts the privilege of operating a ride-on buggy on the Golf Course is deemed by doing so, to have the knowledge, training and skill to safely operate their vehicle and be fully accountable for their actions and the consequences thereof, and to adhere to the minimum standard of care prescribed by this policy.

Ride-on buggies may be used by:

- i. Members or visitors who require a buggy due to disability or medical condition
- ii. Members or visitors wishing to use a buggy, subject to availability and course conditions

## **5. PERMITTED DRIVERS – AGE AND LICENCE REQUIREMENTS (CLUB HIRE BUGGIES)**

The following requirements apply to all drivers of Club-owned hire buggies:

- i. Minimum age: Drivers of Club hire buggies must be aged 18 or over.
- ii. Maximum age: There is no upper age limit. However, the Club reserves the right to make additional enquiries regarding medical fitness to drive where a health or safety concern is identified.
- iii. Driving Licence: All drivers of Club hire buggies must hold a valid full or provisional UK driving licence, or equivalent, and must present this upon request.

Ride-on buggies must be operated in accordance with the requirements of the following documents:

- a. Golf Buggy Safety Policy
- b. Golf Buggy Safe Operating Practice
- c. Golf Buggy Safety Policy Acknowledgement Form

The Club recognises that some disabled golfers may use specialist adaptive mobility devices designed to allow play from a standing position. These will be assessed individually and may be permitted where their use does not present a safety risk.

## **6. EVIDENCE OF DISABILITY**

Where a golfer requests the use of a buggy as a reasonable adjustment, the Club may request reasonable evidence such as:

- i. Blue Badge
- ii. EDGA pass
- iii. Evidence of disability benefits
- iv. Confirmation from a medical professional

## **7. COMPETITIONS**

The Club may adopt Model Local Rule G-6 (Prohibiting Use of Motorised Transport) in competitions.

Where this Local Rule is in operation, golfers who require a buggy as a reasonable adjustment due to disability will be authorised to use one.

Requests to use a buggy in competitions should be made in advance of the competition where possible.

Non-disabled golfers will normally not be permitted to use buggies in competitions where this Local Rule applies unless specifically authorised by the Committee

## **8. COURSE CONDITIONS AND BUGGY RESTRICTIONS**

The Club has determined that to protect vulnerable areas of the course, designated buggy routes will be identified and must be followed where applicable. Where buggy restrictions are in place, priority will be given to golfers who require a buggy as a reasonable adjustment due to disability.

Additional access may be authorised for such golfers where necessary, taking into account individual needs and course conditions.

In the interest of safety or the condition of the Course, the Club may impose restrictions governing the use of the ride-on buggy on the course whenever in its absolute discretion it deems it appropriate to do so. This might apply to the whole or just part of the course when potentially unsuitable conditions are prevalent e.g. waterlogging, frost, ice etc.

The Club will normally operate a Traffic Light System:

**Green** – The course is fully open, and buggies may be used by all golfers subject to normal buggy routes.

**Amber** – Course conditions require limited buggy use. Personal buggies allowed, hire buggies restricted to those with a qualifying disability. Approved buggy route to be used only.

**Red** – Course conditions present significant risks to safety or course protection; buggy use is not permitted.

## 9. COURSE ASSESSMENTS

When adverse conditions exist, the Course may be assessed daily on a hole by hole basis by the Head Greenkeeper or authorised staff member to determine whether buggy use can safely continue on parts of the course.

The club will maintain a Buggy Restriction Log, recording:

- i. Date and time of Course inspection
- ii. Course conditions
- iii. Restriction level applied
- iv. Name of the person making the decision

This record will be retained in order to ensure consistency and transparency in decision-making.

## 10. PRIVATELY OWNED BUGGIES

- i. Provide evidence that the buggy to be used is designed for golf course use.  
N.B. Conventional mobility scooters are not suitable and any requests for any use of such vehicles on the Course will be denied on safety grounds.
- ii. In order that the conditions within this document can be met in practice, the Club must be given written prior notice of a requirement by a Member or visitor to use a ride-on buggy. The Club reserves the right to refuse permission if a Member fails to comply with all conditions required within this policy.
- iii. Individuals must notify the Club as soon as the medical justification for the use of a ride-on buggy is no longer applicable at which time authorisation will be withdrawn. The Club also reserves the right to withdraw authorisation at any time if it determines that the medical or disability basis for use no longer applies.
- iv. Any Member or visitor who believes a decision relating to buggy use is unfair or discriminatory may raise a complaint through the Club's complaints procedure. Appeals will be considered by the Club Manager or an appropriate committee.

Privately owned buggies are permitted provided:

- a. 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.
- b. The owner signs the Buggy Safety Acknowledgement Form
- c. All Members wishing to use a privately owned ride on buggy must hold a valid driving licence. Adequate Public Liability Insurance is held covering their use of the buggy on the Course and within Club grounds. (recommended £5m minimum)

## **11. COSTS AND CHARGING**

The hire charge for Club buggies will be determined by the Club and published annually.

Where a golfer requires a buggy due to disability, the Club will consider reasonable adjustments to ensure that the golfer is not placed at a financial disadvantage compared with non-disabled golfers.

Adjustments may include reduced charges or fee waivers where appropriate.

## **12. SAFETY AND MAINTENANCE**

The Club will maintain all club-owned buggies in safe working condition. Owners of private buggies are responsible for their maintenance and insurance.

## **13. LIABILITY – CLUB HIRE BUGGIES**

Any Member, visitor or guest hiring and operating a Club-owned buggy does so on the basis that they accept full personal liability for any loss, damage or injury caused by their use of the vehicle, save where such loss or damage arises from the negligence of the Club or its employees.

The Club's Public Liability Insurance covers the Club's own legal liabilities. It does not extend to cover the Personal Liability of individual hirers. Users of Club hire buggies are therefore strongly advised to ensure that they hold appropriate Personal Liability Insurance. Members are advised to check whether their Golf Club Membership or Home Insurance policy provides this cover.

By signing the Golf Buggy Safety Policy Acknowledgement Form, the hirer acknowledges and accepts these liability conditions.

## **14. POLICY REVIEW**

This policy will be reviewed every three years or earlier if required due to legislative or operational changes.



# WHITSTABLE & SEASALTER GOLF CLUB GOLF BUGGY & MOTORISED TRANSPORT SAFETY POLICY

## 15. INTRODUCTION

Whitstable & Seasalter Golf Club has a duty of care to all users of the Golf Course and its surrounding grounds, including Members, visitors, and members of the public using rights of way across the course.

This duty of care extends to three distinct obligations in the context of buggy and Motorised Transport use:

- 1st. The Club must ensure that golfers permitted to use ride-on buggies can do so safely. Certain areas of the Course present particular hazards due to gradients, ground conditions and Course layout, and it is essential that buggy users are made aware of these risks and operate their vehicles accordingly.
- 2nd. The Club must protect golfers who are not using buggies from the risk of injury arising from the careless use or mechanical failure of a ride-on buggy operated by another person.
- 3rd. The Club must ensure that its duty of care extends beyond the playing membership to members of the public who may be present on or adjacent to the Course, including those using established rights of way.

It is in fulfilment of these obligations that the following Safety Policy and Safe Operating Practice have been established and must be followed:

- i. 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.
- ii. In the interest of safety, and an associated risk assessment for each hole, it has been necessary to limit the ride-on buggy access to some areas. The Club will provide a map showing what access is available, the routes that must be used and highlighting any obvious dangers on the course. Individuals ride-on buggy users should refer to this map whenever they are using a ride-on buggy on the course.
- iii. 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.
- iv. Ride-on buggy operators will be responsible for the security of the vehicle whilst in use on the course. They must prevent unauthorised use.
- v. Whitstable and Seasalter Golf Club is responsible for providing buggies that are fit for use and correctly maintained. It is the responsibility of approved users to notify the office of any problems with a buggy owned by the Club.
- vi. Whitstable and Seasalter 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.
- vii. The Club will accept no responsibility for any loss, damage or injury caused other than that arising from the negligent use of a ride-on buggy by the Club's servants or agents.
- viii. Maximum speed limit for ride-on buggies will be 10 miles per hour on the course. Maximum speed when using a ride-on buggy on any clubhouse path will be 5 miles per hour (walking speed).

- ix. Buggies must not be used on any of the paved areas surrounding the Clubhouse.
- x. Ride-on buggies shall be used only between dawn and dusk.
- xi. 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.
- xii. Operators must stop the buggy at blind intersections and proceed with caution.
- xiii. The consumption of alcohol and/or the improper use of drugs are not permitted when using the ride-on buggy.
- xiv. There may be occasional times relating to Course conditions or weather, when the use of buggies may be suspended on the grounds of Course protection or health and safety.



# WHITSTABLE & SEASALTER GOLF CLUB GOLF BUGGY & MOTORISED TRANSPORT SAFE OPERATING PRACTICE POLICY

## 16. INTRODUCTION

Ride-on buggy users must not operate buggies when under the influence of alcoholic drinks or drugs.

Children are not permitted to use a Member's private buggy or the Club's hire buggies.

Maximum speed is 10 miles per hour – drive more slowly than this when terrain and safety considerations require a slower speed.

Always consider the terrain, existing vehicle and pedestrian traffic conditions as well as environmental factors that may affect your ability to operate the vehicle safely.

## 17. BEFORE USE

- i. All operators of ride-on buggies must sign a Safety Policy Acknowledgement form before they are allowed to drive their buggy on the course.
- ii. The Club's buggies are available for rental from the office and can be booked in advance.
- iii. Club buggies are available on a first come first served basis
- iv. Buggies should only be used by the individual authorised to use them and they should not in any circumstances offer a lift to any other individual unless the buggy is designed to carry more than one person.

## 18. DURING USE

- i. Do not move off until you are seated.
- ii. Always remain seated and hold on while the vehicle is in motion.
- iii. Hands, feet and head must be kept inside the buggy at all times while the vehicle is in motion.
- iv. Always carry and refer to the map of routes and hazards that will be issued when you have permission to use a ride on buggy.
- v. Ride on buggies must be used to progress the game and must not be driven off approved routes.
- vi. Ride-on buggies must not be driven in prohibited areas.
- vii. The vehicle must not be used on tees, greens or the slopes leading up to them.
- viii. The vehicle must not be taken inside any white line protecting the approach to a green.
- ix. The vehicle should not be used close to bunkers, ditches or banked areas that have steep slopes.
- x. Check the area behind the buggies before reversing.
- xi. Set the parking brake before leaving the vehicle.
- xii. 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.

## **19. AFTER USE**

Club buggies are to be returned to the buggy parking area and keys should be handed into the Office or Bar if the Office is closed.

## **20. IN THE EVENT OF A BREAKDOWN**

- i. Apply the parking brake immediately and switch off the buggy.
- ii. Ensure the buggy is positioned safely, clear of play and not obstructing other golfers or vehicles. If on a slope, engage the brake and, where safe to do so, use wheel chocks or natural features to prevent movement.
- iii. Contact the Clubhouse immediately to report the breakdown on 01227 272020. If you do not have a mobile phone, ask a fellow golfer to assist or make your way back to the Clubhouse.
- iv. Do not attempt to repair the buggy yourself. A member of staff will attend to assist or arrange recovery of the vehicle.
- v. Record the hole number and location of the breakdown where possible to assist staff recovery.

## **21. EMERGENCIES, COMMUNICATION AND FIRST AID**

- i. In the event of an emergency on the Course, dial 999 in the first instance for serious injury or medical emergency.
- ii. Contact the Clubhouse as soon as possible to report the incident on 01227 272020. The Clubhouse will be able to coordinate assistance and, where possible, despatch a staff member to the scene.
- iii. A defibrillator (AED) is located at the bar within the Clubhouse. First Aid kits are available in the Clubhouse Office. Trained first aiders are on duty during staffed hours – details are displayed on the Clubhouse noticeboard.
- iv. All incidents involving a buggy (including collisions, near-misses, personal injury or property damage) must be reported to the Clubhouse as soon as possible after the round. An Incident Report Form must be completed.