

BROOMIEKNOWE GOLF CLUB

POLICY GOVERNING BUGGY USE

Policy Summary:	This document sets out Broomieknowe Golf Club's policy for buggy use.
Policy Owner:	Council, Broomieknowe Golf Club.
Approved by:	Council, Broomieknowe Golf Club.
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1.0 Introduction

The purpose of this Policy is to establish, clearly, the Club terms and conditions for the use of buggies, either hired or personal, by members, guests and visitors. The Policy is not intended to restrict the rights of individuals, rather to ensure that all members, guests and visitors can expect safe conditions whilst enjoying the course at Broomieknowe Golf Club.

Personal buggies are generally used by individual members with medical conditions that limit their access to golf and their use must be approved by Council. Two-seater buggies may be hired by any member or visitor but their use in competitions (Club or Open) must be approved by the Club and their hire arranged through the PGA Professional.

Examples of Single, Member-Owned Ride-On Buggies.



Example of a Typical Club-Owned, Two-Seater Buggy.



The Club considers that, upon payment of membership or green fees, all members, guests and visitors have agreed to be bound by the terms and conditions of this Policy. Members shall be responsible for any breach of the Policy, whether by themselves or by their guests.

Broomieknowe Golf Club has a duty of care to its employees and to members, guests, visitors and other individuals using the golf course. Caution and care must be shown by all users of buggies, whether hired or personal ride-on. The Club must also ensure adequate safe means of access for all golfers as well as those given permission to use buggies. Moreover, the Club must ensure the safety of the majority of golfers who do not use buggies but who might be at risk from a mechanically defective buggy or careless use.

The operation of buggies therefore requires conscientious application and adherence to the minimum standard of care prescribed by this policy. The Club has a duty to ensure all buggies are mechanically sound before they are offered for hire. Similarly, privately owned buggies must be mechanically sound if they are to be used on the course. Caution and care must be shown by all buggy users.

The Head Green Keeper, in partnership with the Greens Convener / Director(s), may withdraw authority to use buggies in the event of inclement weather or poor ground conditions.

2.0 Conditions for use

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

- buggies may only be used by those authorised by the Club so to do;
- 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;
- users will be responsible for the security of ignition keys for the period that the hired buggy is in use, in their care and on Club property. The Club is not responsible for damage to hired or personal property left unattended.
- any signs and instructions used to warn buggy riders of potential danger areas or areas in which buggy use is restricted because of the potential for unacceptable wear and tear to the course must be complied with at all times;
- the Club has no responsibility for ensuring the safe operation of buggies on or beyond the confines of the course and the Club carparks.
- the Club will accept no responsibility for any loss or damage caused to any property caused by the hirer or owner.

3.0 Safe Working Practice

Before Use

All users, members or visitors, must sign a Safety Policy Acknowledgement Form (Appendix 2) before they are allowed to hire a buggy at Broomieknowe. This can be signed and sent back before the day of play or on the day itself.

All users must ensure that they are familiar with the buggy controls and the constraints on buggy use.

Members authorised to use a ride-on buggy should complete the form at Appendix 1 at the beginning of the membership year.

Users must make themselves aware of any restrictions placed by the Club on the use of buggies on the course before the start of play.

During Use

All buggies must be used solely for the number of occupants they are designed to carry and only by those who are authorised to do so by the Club.

Users must:

- be satisfied that the buggy is well maintained and fully serviceable;
- not move off until the occupants are seated in the case of a hired buggy;
- remain seated with hands, feet and head kept inside the hired buggy at all times while it is in motion;
- not drive buggies of any kind in prohibited areas;
- not use any buggy to progress the game by driving it in the direction of play;
- not use any buggy on tees, greens or the slopes leading up to them;
- not use the buggy within 2 metres of any bunkers, ditches or slopes leading to them;
- obey direction indicators placed on the course to protect the terrain;
- check the area behind the buggy before reversing;
- apply the parking brake before leaving the buggy;
- 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;
- drive the buggy only as fast as the terrain and safety considerations allow;
- drive the buggy directly up and down sharp slopes to avoid the risk of it tipping over;
- slow down before cornering;
- execute all turns at reduced speeds;
- avoid sudden stops or changes of direction to prevent loss of control or damage to grass;
- take extra care in strong winds or when the course is wet or frosted.

On Completion of the Round

The hired buggy should be parked on the shale facing the golf course and outside the Professional shop with the parking brake engaged. The key should be returned to the Professional or to the bar staff in his absence. Ride-on buggies should not be parked in such a way as to obstruct the path leading to the clubhouse entrance from the course.

All golfers must complete the relevant form (Appendices 1 and 2) prior to using a buggy, whether hired or personal ride-on. Members who have authorisation for buggy use may complete this once only at the start of the membership year.

Any person/s who accept the privilege of operating a buggy 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.

4.0 Restrictions for Buggy Access to All or Part of the Golf Course

The Club has a duty of care to all users of the Golf Course in addition to ensuring equity of access for all members wherever possible and avoidance of damage to the course. The topography of certain areas of the course is such that caution and prudence must be shown by all users of hired or ride-on buggies.

In the interests of health and safety the Club operates a policy whereby buggy use may be restricted during adverse ground conditions. The precise timing, details and duration of any restriction will be decided by the Head Greenkeeper / Greens Convener on a daily basis, based upon documented risk assessment and, as far as possible, notice will be given. Records of course closures or restrictions to access will be maintained with details of risk to individuals or to the course being recorded.

Any restriction will relate directly to assessment of the ground conditions across the entire course. Reasonable adjustments to the flow of traffic on the course will be detailed and members should respect any instructions published or indicated on the course.

During any period of full or partial restriction, the club's hire buggies may be withdrawn from service and the use of privately owned buggies may not be permitted.

It should be noted that restrictions on access to the course may apply to all members, not only those using buggies.

When the use of buggies is restricted:

- all signs directing traffic movement must be strictly observed;
- no buggy shall be driven on or near any tees, greens or bunkers;
- wet areas and ground under repair must be avoided;
- the Club may prohibit the use of buggies when ground conditions are judged to be unsafe;
- during wet/winter conditions, any indicated ground under repair or buggy route must be adhered to.

Appendix 1 Ride-on Buggies

Insurance & Liability

Privately owned buggies must have comprehensive insurance cover and be maintained in accordance with the manufacturers' recommendations.

Buggy operators are responsible for the security of their vehicle.

The 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.

The Club accepts no responsibility for any loss or damage caused to any property.

The Club will not accept responsibility or liability for any injury or damage sustained or caused by the driver or passenger.

I have read, understood and agree to abide by the conditions specified in this policy applicable to use of a ride- on buggy at Broomieknowe Golf Club.

Name:..... Signature:.....

Date:.....

This section of the policy to be returned to the Administrator, duly signed and dated prior to the use of a Ride on Buggy.

Appendix 2 Hired Buggies

By signing below I acknowledge that:

- I have read and understood Broomieknowe Golf Club's Buggy Policy.
- I understand and agree to follow the terms and conditions of the Buggy Policy.
- I have been given the opportunity to ask questions related to this Policy.
- I will make myself 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 Club 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 Broomieknowe Golf Club against all claims costs and demands made against Broomieknowe Golf Club arising out of or in connection with the use of the golf buggy.

Signature of User _____

Date _____

Signature of Club Official _____

Date _____

Name _____

Position _____

Users of golf buggies do so at their own risk. Broomieknowe Golf Club will not accept any liability for 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.