



Vale of Llangollen Golf Club

Ride On Buggy and Trike Policy

Buggy Policy

1. Introduction

The purpose of this policy is to establish a standard for the safe operation of all ride-on golf buggies and trikes and in so doing to ensure compliance with both equality and health and safety legislation. The policy aims to balance the requirements between equality, health and safety and protection of our course.

2. Relevant Legislation

2.1 Section 6 Equality Act 2010:

Section 6 of the equality act 2010 applies to members, visitors and guests who are disabled within the meaning of the legislation and who cannot play golf without the use of a ride-on buggy or trike. A person has a disability under section 6 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 be obvious in satisfying this test and no evidence will be required. In other cases, medical evidence will be needed to understand the extent of the disability and what action should be taken to mitigate against the impairment. The Vale of Llangollen Golf Club can therefore require members, visitors and guests to provide medical evidence of a disability before authorising the use of ride-on buggies or trikes (See Appendix 1 – Medical Request Form) or on production of a Disabled Blue Badge. For members, this documentation must be submitted annually when membership fees are paid.

2.2 Health & Safety:

The Vale of Llangollen Golf Club has a duty of care to the users of ride-on buggies and trikes and in fulfilling this duty will carry out risk assessments for buggy/trike use, including general use risk assessments and daily risk assessments which will determine if, when and where buggies may be used on the course. The daily risk assessment will include a hole-by-hole visual inspection of the course considering any relevant weather conditions, the topography and ground conditions, and any other relevant considerations which could impede the safe use of a golf buggy/trike or impact on the safety of others. (See Appendix II – Hole by Hole Visual Risk Assessment for Ride-on Buggies and Trikes).

Private buggy/trike owners and drivers are responsible for ensuring that periodic safety inspections of their buggies are carried out by a competent person and are deemed fit for purpose and that personal and third-party insurance is not compromised.

3. Safety Statement

The Vale of Llangollen Golf Club is an inclusive club and will endeavour to maximise access for all golfers to its playing facilities whilst ensuring the safety of all those who use them.

Where safety risks are identified following completed risk assessments of the course, the club will take reasonable steps to eradicate or minimise the risk. Where risks cannot be adequately mitigated the club reserves the right to limit access to areas, and at times, strictly necessary for health and safety reasons, or to avoid damage or anticipated damage to the course.

Whilst buggy/trike bans may be imposed for able bodied golfers, those that qualify for buggy/trike use under Section 6 of the Equality Act 2010 will be granted access to those parts of the course which are deemed not to be dangerous or susceptible to damage and are open to walking golfers.

Before a decision to restrict buggies/trikes is taken, consideration will be given to what reasonable adjustments can be taken to minimise damage to the course, these will include;

- Providing recommended buggy/trike routes to identify and avoid sensitive areas) by, for example, using roping to demarcate preferred routes.
- Introducing new or extending existing pathways where practicably possible and financially affordable.
- 90 degree rule for non-section 6 golfers (travel in rough until level with ball, park buggy, walk to ball, play shot) where practical and safe to do so.
- A composite course layout where deemed safe and practical.

Day to day decisions in relation to golf buggy/trike usage or restrictions will be made by the Head Greenkeeper in consultation with, when necessary, the Club Professional. Ultimately over-riding responsibility rests with the Club Board of Directors.

Daily, as early as possible extension 1 of the golf clubs land line will communicate to members, visitors and guests the state of the course and when appropriate the level of permitted use for buggies/trikes.

4. Safe Working Practice

To assist the safe employment of ride-on buggies/trikes all members, visitors and guests, including those who come under Section 6 of the Equality Act 2010, will be required to take personal responsibility for the maintenance, operation and insurance (where applicable) of their buggy/trike, and will be expected to comply with the following conditions;

4.1 All users of a ride-on buggy/trike must sign a buggy/trike user policy acknowledgement form before operating a buggy/trike. This can be signed in the Professional Shop prior to its use.

4.2 Those who use privately owned ride on buggies/trikes must have in place adequate personal and third party insurance and must provide to the Club Manager of the Vale of

Llangollen Golf Club a copy of the certificate on an annual basis, when joining/re-joining the club.

4.3 Have the knowledge, training and skills to safely operate a ride on buggy/trike and be fully accountable for their actions, and that of anyone they allow to use their buggy/trike, and the consequences thereof.

4.4 Operate the ride on buggy/trike on the course with conscientious application and adherence to the minimum standard of care prescribed by this policy.

4.5 Operate the ride on buggy/trike with the utmost courtesy, care and consideration for the safety and convenience of pedestrians, whether they be golfers, employees of the club or any third party personnel, such as walkers, fishermen or contractors.

4.6 Be observant of potential danger areas or areas forbidden to ride on buggies/trikes for safety reasons or to mitigate against unacceptable wear and tear to the course, and at all times adhere to the recommended routes. Failure to do so, may result in the buggy/trike user being asked to stop using a buggy/trike.

4.7 The Permitted User Guidance Notes set out in Appendix V of this Policy

5. Terms Of Use

5.1 Use of a ride on buggy/trike is not permitted unless authorised by the Vale of Llangollen Golf Club and will be restricted to members, guests and visitors, including those who fall under Section 6 of the Equality Act 2010, who comply with the Club Policy, safety instructions, adhere to designated routes when in force, and have the skills and training to use them.

5.2 The Vale of Llangollen Golf Club reserves the right to withdraw authorisation to Section 6 users if the medical condition or disability necessitating the use of a ride on buggy/trike ceases, or the conditions for it's use are not fully complied with.

5.3 Ride on buggies/trikes may be used by both able and disabled golfers for all golf play who comply with the Policy.

5.4 Ride on buggy/trike operators must, at all times, comply with the Permitted User Guidance Notes set out in Appendix V of this policy

6. Non-Compliance of Policy

Breach of the Policy may result in sanctions dependant on the implications and seriousness of the breach. Sanctions will include immediate cessation of use of a buggy/trike, withdrawal of consent for use of buggy/trike for a period of time, suspension from the Vale of Llangollen Golf Club for a period of time.

7. Appeals Procedure

7.1 Any member, visitor or guest who is refused permission to use a ride on buggy/trike or is sanctioned for non-compliance of the Policy may appeal to The Board of Directors.

7.2 The appeal shall be made in writing withing five working days of the date of the initial decision and shall include a statement by the player of the reasons why he/she is seeking to appeal the decision.

7.3 The Board of Directors will establish an Appeal panel to consider the appeal and will communicate to the player within ten working days of the initial appeal the outcome, which is final and binding.

8. Communication of Policy

8.1 Members, visitors and guests using a buggy/trike will be provided with a copy of the Policy and will be required to complete and sign a Buggy/Trike User acknowledgement form prior to use.

8.2 The Policy will be distributed to all relevant staff, such as Club Manager, Club Professional, Head Greenkeeper and Course Staff, and relevant training will be provided where needed.

8.3 Communication of the Policy will make it clear that the Vale of Llangollen Golf Club may refuse permission for use of a ride on buggy/trike if terms and conditions of use are not complied with by the user.

Medical Request Form

Confidential

In compliance with Section 6 of the Equality Act 2010. The Vale of Llangollen Ride On Buggy/Trike Policy enables golfers with disabilities, within the meaning of the legislation to use mechanical assistance which would not normally be allowed on the course for safety or adverse weather reasons.

If any members consider they need mechanical assistance to play during these periods please ask your doctor to complete the following MEDICAL FORM.

Once completed, the form should be returned, 'In confidence' to;

Club Manager, Vale of Llangollen Golf Club, Holyhead Road, Llangollen. LL20 7PR

I Doctor _____

Of _____

Certify that I have examined _____

I am of the opinion that he/she is suffering from a long-term disability and is unable to play or has undue difficulty in playing golf without the use of mechanical assistance.

Signed _____ Date _____

Name (Printed) _____

Surgery Stamp:

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Hole by Hole Visual Risk Assessment for Ride-on Buggies and Trikes

<u>HOLE</u>	<u>Risks and Guide</u>
1	Path from tee, Bank in fairway, Tributary and Pond. Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
2	Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
3	Buggies must stay to the left and remain left on exit to the path. Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
4	Avoid the dip on the fairway and back of green. Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
5	Bridge over stream and area by ladies tee. Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
6	Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
7	The bank on the fairway. Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
8	Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
9	Path off the tee, avoid left hand side keep to the right hand side up until the oak tree. Keep 10m away from greensides and away from tees and wear areas.
10	Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
11	Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
12	Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
13	Caution on the bank, stay to right hand side of green. Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
14	Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
15	Avoid right hand side, Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
16	Stay to centre of fairway. Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
17	Stay to designated wet route. Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.
18	Caution on bridge, bank and exit from hole. Keep 10m away from greensides and away from tees and wear areas. Obey all signs, white lined areas and ropes.

Ride On Golf Buggy/Trike User Policy Acknowledgement **Form**

Any person who operates a Ride on Buggy/trike at the Vale of Llangollen Golf Club is deemed, by doing so, 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/trikes requires conscientious application and adherence to the minimum standard of care prescribed by this policy.

Anyone hiring a buggy/trike from the Vale of Llangollen Golf Club will be asked to sign the disclaimer form in the Professional Shop prior to use.

All privately owned buggy/trike users must, prior to use, agree to the policy and comments below and will be required to sign this form to acknowledge the following;

- I have read and understand the terms and conditions of the Vale of Llangollen Golf Club Ride on Buggy/Trike Policy.
- I have been given the opportunity to ask questions related to this policy.
- I will ensure that the ride on golf buggies/trike will be maintained and operated as deemed fit for purpose, in accordance with the Vale of Llangollen Golf Club's Ride On Buggy/Trike Policy.
- I agree to indemnify Vale of Llangollen Golf Club against all claims, costs and demands against Vale of Llangollen Golf Club arising out of, or in connection with the use of the ride on golf buggy/trike.
- Where applicable I have produced certified evidence that I have a disability within the meaning of Section 6 of the Equality Act 2010 which prevents me from playing golf without the use of a ride on golf buggy/trike.
- Where applicable I have lodged with the Club Manager a copy of my valid insurance policy to cover liability for risks to third parties.

Signed: _____

Printed Name: _____

Date: _____

Permitted User Guidance Notes

To assist the safe employment of Ride On Golf Buggies/Trikes all members, visitors and guests, including those who come within Section 6 of the Equality Act 2010, shall comply with the following:

1. Before Use

1.1 All operators of privately owned Ride on Buggies/Trikes must sign and submit to the Club Manager the 'Ride On Golf Buggy/Trike User Policy Acknowledgement Form' before they are allowed to drive a buggy.

1.2 All operators of buggies owned by the Vale of Llangollen Golf Club, must sign the disclaimer form in the Professional Shop prior to hiring each time.

1.3 All potential users of a golf buggy/trike must be aged over 18 years of age. Children are not allowed to be passengers unless accompanied and supervised by an adult who is held responsible for all incidents and accidents. Any person under 18 years of age and falling within the criteria of Section 6 of the Equality Act 2010 can ask a third person to drive the buggy provided that person holds a current 'Buggy/Trike User Policy Acknowledgement Form.

1.4 Must not operate a ride on buggy/trike if under the influence of alcohol or drugs.

1.5 Only use the ride on buggy/trike for the number of occupants it was designed to carry. Riding on the rear of a buggy/trike is strictly forbidden.

1.6 Not to use the ride on buggy/trike beyond the confines of the course and the club car parks.

1.7 Only use the buggy/trike during daylight hours.

1.8 Be conversant with the controls. Responsibility for the security of the ignition key whilst on the course.

1.9 Be conversant with and adhere to any operating instructions displayed within or on the buggy/trike

2. During Use

2.1 Ensure driving operation and when parked that the buggy/trike does not impede or interfere with pedestrian or vehicular flow.

2.2 Drive the vehicle only as fast as the terrain and safety considerations allow and at no time should it be operated in excess of 10km per hour. Slow down before corners and execute all turns at reduced speeds.

2.3 Do not move off until all occupants are seated and at all times remain seated whilst the vehicle is in motion. Hands, feet and head must be kept inside the buggy at all times whilst the vehicle is in motion.

2.4 Buggies/trikes must not be driven onto tees, greens or approaches, or within 2 meters of bunkers, ditches or ponds.

2.5 To avoid tipping over buggies/trikes should be driven straight up and down slopes.

2.6 Avoid sudden stops or changes in direction and always check the area behind the vehicle before reversing.

2.7 Always apply the parking brake when the vehicle has stopped and before leaving the vehicle.

2.8 If the course is open for buggy/trike use, extra care should be taken if ground conditions are wet, muddy or frozen.

2.9 Ensure that all safety notices on the course are complied with.

3. After Use

3.1 Once operation of the buggy/trike is complete engage the parking brake, turn the operating key to off, remove the key and for hired buggies return to the Professional Shop immediately. If the Professional Shop is closed the key should be deposited at the Clubhouse bar, or through the Club Manager's letter box.

3.2 Hired Club Buggies must be returned to and left in the buggy charging area.

3.3 Any damage to the hired buggy or incidents whilst out on the course should be reported to the Professional Shop. If the Professional Shop is closed then it should be reported to the bar staff in the clubhouse.