



Portarlington G.C. Golf Buggy Policy

Introduction

The purpose of this document is to establish a standard for the safe operation of all ride-on buggies operated on the course and its environs at Portarlington Golf Club. The document also sets down the criteria to be applied and conditions to be met for their use.

The course is defined as anywhere within the environs of Portarlington Golf Course and includes all car parking facilities and pathways.

The club has a number of buggies available for hire and they can be booked, in advance, by telephoning the Club Golf Shop on 057- 8623115.

Any booking is subject to restrictions that may be imposed owing to the condition of the course at any point in time. No guarantee can be given that a buggy will be available unless it has been pre-booked.

The Club also allows members and visitors to use their own buggies on the course subject to them having their own insurance or when they hire from the golf shop , and agreeing and signing to the requirements set out in relation to our Golf Buggy Safety Policy and our Golf Buggy Safe work Practice .

Qualifications

Under normal conditions there is no restriction on the use of ride-on buggies. Pathways must be used at all times where provided but it may be necessary to restrict access to other parts of the course in some circumstances as directed by the Course Manager.

These restrictions will be advertised via BRS, club website and course information at our golf shop

Any person who operates a ride-on buggy on the golf course is deemed by so doing, to have the necessary knowledge, training and skill to safely operate this 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 in this policy document.

Golf 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 Acknowledgement Form

The Club reserves the right to refuse permission to use a golf buggy if all of the conditions stipulated are not complied with. It is Club policy that if the whole course or part of the course is open, ride-on buggies may be used.

In exceptional weather conditions, the Head Greenkeeper or the Course Manager may determine that unrestricted use of Buggies will, or may be, likely to cause significant damage to the course. In these circumstances, buggy restrictions will apply. Buggies will then be permitted, but only by those people who have a disability, as defined under the Disability Discrimination Act.

Such persons must have had lodged with the Club's Hon. Secretary, a Medical Certificate signed by a registered General Practitioner, confirming they are unable to play a full round of golf without the use of a buggy.

For general play and competitions and (non-competition) play a golf buggy shall only be used by members, visitors and guests authorised to do so. Golf buggies may be used during closed and open competitions by those suffering from a disability within the meaning of the Disability Discrimination Legislation.



Golf Buggy Safety Policy

The Club has a duty of care to all users of the golf course and its environs. The topography of certain areas of the course is such that caution and prudence must be shown by the user of a Golf Buggy. It is also necessary for the Club to provide adequately safe means of access for all golfers including those given permission to use golf buggies.

Moreover, the Club has to ensure the safety of golfers who do not wish to use golf buggies but who might be at risk from a mechanically defective golf buggy or its careless use. This duty of care also applies to members of the public who may, from time to time, justifiably be on the course.

To assist the safe employment of golf buggies all potential users (members and visitors) shall comply with the following conditions:

1. Only recognised golf buggies – with three or four wheels - are permitted at Portarlington Golf Club.
2. **All Golf Buggies must be fully insured.**
3. Privately owned Buggies must be transported to Portarlington Golf Club within the confines of the owner's vehicle. Transportation using a trailer is permitted but restricted to the visitor's car park on the left hand side of the course due to restricted parking in the members parking area.
4. Facilities to store or recharge privately owned buggies are available at Portarlington Golf Club, but only with prior agreement with the Hon Secretary {storage or charging of Golf Buggies is at owner's risk?}
5. Members' privately owned buggies on Portarlington Golf Club property are only for the use of those members mentioned on the golf buggy insurance certificate.
6. Golf buggies must be operated with the utmost courtesy to care and consideration for the safety and convenience of pedestrians. Pedestrians must be afforded the right-of-way at all times.
7. The signs and instructions erected on the course to warn golf buggy users of potential danger areas, or areas forbidden to golf buggies because of concerns about danger or the potential to cause unacceptable wear and tear to the course, must be followed at all times.
8. Golf 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, pathways, ramps or pavements and must not be parked in car-parking facilities.
9. Golf 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.
10. Portarlington Golf Club has no responsibility for ensuring the safe operation of golf 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 golf buggy by their servants or agents. It is imperative that owners of buggies (members) must have public liability insurance included in their insurance policy

11. No person under the age of seventeen (17) years is permitted to operate a buggy.
12. No golf buggy will be operated in excess of 16km/10 miles per hour. All speed limits must be observed.
13. Golf buggies shall be used only between dawn and dusk.
14. Golf buggies must be operated in compliance with the common `rules of the road` regardless of whether golf buggies are operated on pavements or roadways.
15. Operators must stop the golf buggy at blind intersections and proceed with caution.
16. Golf Buggy operators must not be under the influence of alcoholic drinks or drugs and the consumption of alcohol and/or the improper use of drugs when using a golf buggy is not permitted.
17. The Council has the authority to immediately suspend or prohibit any individual from using or being carried in a golf buggy. Application for reinstatement of permission to use a Club/private owned buggy can only be made to the Management Committee.



Golf Buggy Safe Working Practice

- Golf buggy operators must not be under the influence of alcoholic drinks or drugs
- Never allow children to drive the Golf Buggy
- Never allow an un-insured person drive your Golf Buggy

Before Use

- All operators of golf buggies must sign a Golf Buggy Safety Policy Acknowledgement Form before they are allowed to use a buggy.
- A golf buggy shall only be used by the number of occupants it is designed to carry and driven by the person who is authorised to do so. (The person Insured)

During Use

- Always remain seated and hold on while the vehicle is in motion.
- Hands, feet and head must be kept inside the golf buggy at all times while the vehicle is in motion.
- Golf 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 not be used on tees, greens or the slopes and areas leading up to tee and greens.
- The vehicle must not be used within 2 metres of any bunkers, ditches or ponds or slopes leading to bunkers, ditches or slopes, except when using designated bridges.
- The vehicle must not be driven into any deep rough on the course
- 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 the 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 and muddy

After Use

When the golf buggy is left unattended, turn the operating key to the off position, remove the key and engage the parking brake.



Checklist

Know the following controls and how to use them:

- ✓ Ignition switch and immobiliser key
- ✓ Accelerator
- ✓ Footbrake
- ✓ Parking brake – Set the brake before leaving the Golf Buggy

Administration in Respect of Privately Owned Buggies

The Hon Secretary will retain on file a fully completed and signed “Golf Buggy Safety Policy Acknowledgement Form”, together with Medical Certification and proof of buggy insurance (copy).

The Hon Secretary will also ensure that the Shop Staff are in possession of an up to date copy of the register of Authorised Buggy Users, for whom documents are held on file and to whom authorisation has been granted for use of a privately owned buggy.

On behalf of Portarlington Golf Club Council Committee

John J Ryan

Honorary Club Secretary



Golf Buggy Safety Policy Acknowledgement Form

This form must be completed by all golfers prior to operating a golf buggy

Any person who accepts the privilege of operating a golf buggy on Portarlington Golf Club premises is deemed, by so doing, 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 golf buggies on the course requires conscientious application and adherence to the minimum standard of care prescribed by this policy.

Name:

Address:

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By signing below I acknowledge that:

- I have read the Portarlington Golf Club Buggy Safe Working Practice
- I understand the terms and conditions of Portarlington Golf Club Buggy Safety Policy
- I have been provided with the opportunity to ask questions relating to this policy
- I will ensure that the golf buggy is maintained and operated in accordance with the Portarlington Golf Club Buggy Safety Policy
- I accept that it is my duty alone to ensure that I have sufficient insurance to cover liability for risks to third parties.
- I agree to indemnify Portarlington Golf Club against all claims costs and demands made against Portarlington Golf Club arising out of or in connection with the use of the golf buggy.

Signature:..... Date:.....

Buggy No: _____

Users of Club/Private buggies do so at their own risk. Portarlington Golf club will not accept liability for any loss or damage to the Club/Private Buggy or any other property, other than that arising from the negligent use of a Golf Buggy by their servants or agents.