



## Golf Buggy Policy

BCGC provides a limited number of buggies for the use of members and visitors. This is primarily to provide access to the course for golfers with reduced mobility, but may enhance the enjoyment of any player using the course.

### 1. Responsibility and Accountability

The following groups are responsible for the following elements of the buggy policy:

*Club Office Committee:* acquisition and maintenance of buggies and charging points, contracts, adequate insurance arrangements.

*Governance committee:* authorship of the Golf Buggy Policy (this document), the Golf Buggy User Agreements (appendix one), and other relevant documents (appendix 2). These will be prepared in consultation with the club professional, the health and safety and greens committees, and any other person or group deemed appropriate.

*Marketing committee:* review buggy usage and make recommendations to the Board regarding the number and availability of buggies. Advise regarding fees charged for members and visitors.

*Greens committee:* daily morning check: general condition (tyres, damage to bodywork), ensure adequate charge and unplug from sockets. Power wash cleaning as required (recommend use of volunteers).

*Bar and Catering Committee:* at the end of each day ensure all buggies are parked correctly and safely and on charge, remove and dispose of remaining litter, report any new damage to the office.

*Health and Safety Committee:* manage and/or audit the implementation of rules of use, user hire agreement forms, safety notices and safety checks.

*Club Professional:* booking of buggies, ensure drivers have signed a hire agreement form before use, give out key, document individual buggy allocation.

*Course manager or deputy:* assess weather and course conditions to decide if it is unsafe to allow buggies on the course. Inform members and the club professional when this is in force.

*Office manager:* booking of buggies for visiting parties and guests booking in advance via the office

### 2. Provision and storage

Buggies belonging to the club are kept and charged in numbered bays in the courtyard and may be hired by members and visitors subject to the Conditions of Hire and Use.

Subject to prior approval by the Board, standard golf buggies owned by members may be kept and charged in the numbered bays, provided they are available for hire by the club when not in use by the owner. This will normally limit the owner to use of the buggy on 2 days in any week.

Golfers using personal ride-on buggies do so entirely at their own risk, and are subject to same rules and conditions as standard buggy users.

Buggies hired out by the club shall be fitted with a speed limiter.

### **3. Eligibility for the use of buggies**

No person aged under 17 may hire or drive a buggy anywhere on club premises. Proof of age may be requested by club staff.

Members must have signed the Golf Buggy User Agreement (members) form no more than one year prior to using any buggy (including personal ride-on vehicles) on club premises

Visitors must sign the Golf Buggy User Agreement (visitors) form prior to each use of any buggy (including personal ride-on vehicles) on club premises

### **4. Note re insurance.**

### **5. Buggy hire process (to appear in the Rulebook)**

Buggies may be booked in advance when booking a tee online or by phoning the pro-shop.

You may also book in the pro-shop prior to playing, subject to availability.

All bookings must be entered into BRS at the time of booking.

Keys are available only from the pro-shop. Members wishing to hire a buggy before the shop opens should clarify arrangements for key collection with pro-shop staff in advance

The Golf Buggy User Agreement must be signed, and the buggy must be paid for before use.

Use only the numbered buggy allocated to you by pro-shop staff

At all times follow the safety instructions shown in the Golf Buggy User Agreement, and those displayed on the buggy windshield.

After use, the buggy should be returned to the correct numbered bay in the courtyard, and the key returned to the pro-shop (or the bar if the pro-shop is closed).

You do not need to connect the cable into the charging point

Report any damage to the pro-shop or bar staff.

Remove and dispose of any litter in the buggy before leaving.

### **Appendices**

1. Golf Buggy User Agreements (pp 3-6) (to appear in the Rulebook)
2. Buggy windshield notices (p7) (temporary in this document, remove when approved)



## Brancepeth Castle Golf Club Golf Buggy User Agreement - Members

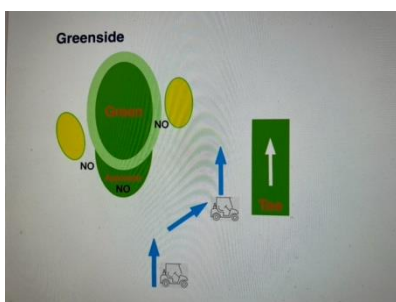
### Conditions of hire and use

- No person aged under 17 years is allowed to drive the buggy. Proof of age may be required prior to hiring.
- The Club accepts no liability for injury, loss, or damage caused by buggy use, unless it is due to a defect in the buggy when hired, or for any theft from the buggy.
- The hirer/user accepts liability for injury to him/herself or others that occurs in relation to the use of the buggy while in their care.
- The hirer/user accepts liability for any damage to the buggy, course infrastructure or personal property that occurs in relation to the use of the buggy while in their care.
- The hirer/user will use the buggy strictly in accordance with the rules and procedures shown below.
- Users of personally owned buggies must ensure that they have their own insurance covering 3<sup>rd</sup> party injury or damage to property

### Safety rules

- Drive carefully with full attention to your surroundings, including surface conditions.
- Always use the paths where provided, taking particular care when driving downhill.
- Do not drive on any steep grassy slopes, and avoid driving across slopes
- Avoid sudden stops or changes of direction.
- No more than 2 people in a buggy at one time. Remain seated and keep your head, arms and legs inside the buggy when moving.
- Look behind you before reversing.
- Set the brake before leaving the vehicle.
- Do not drive under the influence of drugs or alcohol.
- Pay attention to the safety notices displayed in the buggy

### Course specific rules



- Use bridges and buggy paths where provided
- Pay attention to signage on the course.
- Do not drive on tees, greens, fringes, or closely mown approaches
- Do not drive or in areas between bunkers and greens.
- Do not drive in penalty areas, bunkers, GUR or near ditches

Examples of restricted areas include, but are not limited to, the following:

Do not drive down the ravine in front of 4<sup>th</sup> green



Do not drive down the bank to the left if the the 8<sup>th</sup> fairway



Do not drive on the bank to the left of of the 9<sup>th</sup> green



Do not drive up the bank on the 18<sup>th</sup> hole. Use the path to the left side



Take care to drive slowly down the bank from the 18th tee.

### Buggy return

- After play, return the buggy to the correct numbered bay in the courtyard, and return the key to the pro-shop (or the bar if the pro-shop is closed).
- Report any damage to the pro-shop or bar staff.
- Remove and dispose of any litter in the buggy before leaving.
- You do not need to connect the buggy to the charge point.

### Declaration

I confirm that I understand and accept the above Conditions of Hire and Use

Name \_\_\_\_\_

Signature \_\_\_\_\_

Telephone number \_\_\_\_\_

Date \_\_\_ / \_\_\_ / \_\_\_\_\_



## Brancepeth Castle Golf Club Golf Buggy User Agreement - Visitors

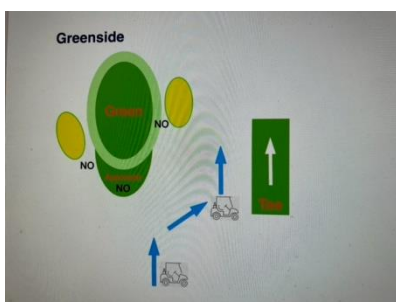
### Conditions of hire and use

- No person aged under 17 years is allowed to drive the buggy. Proof of age may be required prior to hiring.
- The Club accepts no liability for injury, loss, or damage caused by buggy use, unless it is due to a defect in the buggy when hired, or for any theft from the buggy.
- The hirer/user accepts liability for injury to him/herself or others that occurs in relation to the use of the buggy while in their care.
- The hirer/user accepts liability for any damage to the buggy, course infrastructure or personal property that occurs in relation to the use of the buggy while in their care.
- The hirer/user will use the buggy strictly in accordance with the rules and procedures shown below.
- Users of personally owned buggies must ensure that they have their own insurance covering 3<sup>rd</sup> party injury or damage to property

### Safety rules

- Drive carefully with full attention to your surroundings, including surface conditions.
- Always use the paths where provided, taking particular care when driving downhill.
- Do not drive on any steep grassy slopes, and avoid driving across slopes
- Avoid sudden stops or changes of direction.
- No more than 2 people in a buggy at one time. Remain seated and keep your head, arms and legs inside the buggy when moving.
- Look behind you before reversing.
- Set the brake before leaving the vehicle.
- Do not drive under the influence of drugs or alcohol.
- Pay attention to the safety notices displayed in the buggy and on the course.

### Course specific rules



- Use bridges and buggy paths where provided
- Pay attention to signage on the course.
- Do not drive on tees, greens, fringes, or closely mown approaches
- Do not drive or in areas between bunkers and greens.
- Do not drive in penalty areas, bunkers, GUR or near ditches

Examples of restricted areas include, but are not limited to, the following:

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Do not drive on the bank to the left of of the 9<sup>th</sup> green



Do not drive up the bank on the 18<sup>th</sup> hole. Use the path to the left side



Take care to drive slowly down the bank from the 18th tee.

### Buggy return

- After play, return the buggy to the correct numbered bay in the courtyard, and return the key to the pro-shop (or the bar if the pro-shop is closed).
- Report any damage to the pro-shop or bar staff.
- Remove and dispose of any litter in the buggy before leaving.
- You do not need to connect the buggy to the charging point.

**Declaration** (if 2 players are sharing the buggy, both must sign)

I/we confirm that I/we understand and accept the above Conditions of Hire and Use

User 1 \_\_\_\_\_ User 2 \_\_\_\_\_

Signature \_\_\_\_\_

Telephone number \_\_\_\_\_

Date \_\_\_ / \_\_\_ / \_\_\_\_\_

Date \_\_\_ / \_\_\_ / \_\_\_\_\_

Buggy number



## Buggy Safety rules

### When Using

At no time shall the vehicle carry more than 2 passengers.  
Hands and feet must be kept inside the vehicle at all times.  
Always consider the terrain.  
Use paths and bridges where provided  
Follow any instructions on the golf course  
Apply hand brake before leaving the vehicle.  
Return the key safely to the pro shop.  
Report any accidents / incidents / near misses that occurred during your use.



## Buggy Safety rules

### Prohibitions

Do not move off until occupants are seated.  
Do not drive up and down looking for golf balls.  
Always use permanent paths where present, stay clear of the greens, tee, bunker profile, approach and aprons.  
Slow down when driving over the ridge and furrows  
Do not go within 2 metres of any bunkers ditches or slopes leading to them.  
Do not attempt to drive up / down steep banks [unless you are on a path]  
Buggies are not allowed in the dip in front of the 4th & 15th green, nor the bank to the left of the 9th, in front of the 10th green, nor on the 18th hole. These should be walk in holes for those using buggies.



## Buggy Safety rules

### Remember

Driving downhill affects your ability to brake.  
Drive straight up and down slopes.  
Consider ground conditions at all times.  
Avoid sudden stops or change of direction.  
In wet conditions drive along the rough where possible  
When looking for your ball, park the buggy and search on foot.  
Golf buggies do NOT give protection from lightning.



**Following your round please remove your own rubbish.  
Thank you.**