

# MOTORISED GOLF VEHICLES (MGV)

## POLICY – GENERAL OPERATION

### Introduction

Berwick Montuna Golf Club & Driving Range recognises the growing popularity of MGV usage and understands its duty of care and legal responsibilities to Health and Safety and the Environment to provide where reasonably practicable, a safe and healthy environment for the health, safety and welfare of employees, contractors, members and visitors. This will ensure that employees, members, the public and other persons are not placed at risk.

### Scope

This MGV general operating policy applies to everyone at Berwick Montuna Golf Club & Driving Range including Members, Employees, Contractors and Visitors. Everyone must comply with this policy at all times when using a MGV. This policy **MUST be read in conjunction with the Club's "MGV – Winter Operation Policy"** as this provides further guidelines that address the unique conditions that can occur at Berwick Montuna during periods of high rainfall.

### Aims

Ensure all MGVs used at Berwick Montuna conform with the requirements as stipulated by the Club's Board from time to time. The type of vehicle, who is allowed to operate the vehicles, where the vehicles can be driven, the insurances required covering the vehicle and its' operator whilst on the golf course and the MGV usage guidelines are all set out in this policy.

### Management Roles and Responsibilities

- Oversee the implementation of this policy.
- Ensure that all parties understand the policy and their roles and responsibilities.
- Provide information to all employees about the potential health and safety impacts of MGV use.
- Provide appropriate training to employees according to the needs of their roles and responsibilities.
- Review this policy at least every two years

### Acceptable Motorised Golf Vehicles

- Must be specifically designed to be used as a motorised golf vehicle on a golf course
- Must have 4 wheels suitable for use on turf - cannot be a Motor Cycle / Motorised Scooter / Hoverboard / Segway
- Must not be able to travel in excess of 20km/hr
- No MGV may be used on the golf course unless the Board of Directors has given prior approval – a register of approved MGVs will be kept at the Club's Office & Pro Shop. This register will include the MGV make & model, the owner of the MGV and their phone number, and the insurance detail covering the MGV.
- Non Club Members must seek approval from the Board or their representative before they can bring their MGV onto the golf course. This MGV must comply with all design, maintenance and insurance requirements as designated in this policy.
- MGV owners who transport their MGVs to and from the golf course MUST park their vehicles & trailers on the grassed area at the northern end of the car park UNLESS the conditions are too wet to allow this
- All privately owned MGVs must be maintained regularly to ensure the vehicles are safe – the Club may request proof of such maintenance from time to time, and in the event it is found the MGV has not been maintained regularly, the Board may suspend the use of that MGV until the maintenance has been performed

### Insurance Requirements

- All MGVs must be insured against personal accident, property damage and public liability for 3<sup>rd</sup> party injury. The Club offers MGV insurance through its' insurance broker. MGV owners who elect to take their own insurance cover MUST provide a copy of their latest MGV cover when membership fees are renewed annually.
- MGV owners must advise the Club's Office of any change to the insurance arrangements covering their MGV within 7 days of the change. Berwick Montuna Golf Club and all Directors, Management and Staff are indemnified of any liability arising from an incident involving a cart that is uninsured.

### Storage of MGV on Club Grounds & Path Maintenance Levy

- Club Members may store their MGV on Club grounds upon payment of the annual storage fees as designated by the Board of Directors. The fee for storage of electric MGVs will be greater than that charged for the storage of petrol driven MGVs due to the electricity required for re-charging.

- In the event that storage is not available, a Club Member may place their name on the Cart Storage Waiting List located in the Club's Office and they will be contacted once a place becomes available
- Places in the Club's storage facility are not saleable items – members that sell their MGV to another member cannot promise their place in the storage facility to the purchaser of their MGV
- All MGV owners who are Club Members must pay the annual "Cart Path Maintenance Levy" as designated by the Board of Directors
- **All MGV owners that are not Club Members**, but have attained the necessary usage approval from the Board of Directors or their representative, must pay the daily "Cart Path Maintenance Levy" as designated by the Board of Directors

### MGV Operators

- Must be 18 years of age or older
- Must hold a current Victorian Driver's Licence
- May be under 18 years of age if in the company of a parent or guardian and operating a privately owned MGV
- May be under 18 years of age if employed by the Club or its' appointed Contractor to perform MGV cleaning duties or assist with any other tasks as / when requested

### MGV – Usage Guidelines

- The use of an MGV at Berwick Montuna GC is considered a privilege – MGV Operators found to be breaching this policy may have their MGV privileges immediately removed by the Club's Board or their designated representative
- Use of an MGV may at times be denied if course conditions and or other circumstances warrant such action
- The Club's paths and car park is considered a highway as the public may legally drive or park a motor vehicle on them and as such, all the usual drink driving laws and motor vehicle accident laws still apply – **the Club's insurance policy excludes unlicensed drivers in these areas**
- MGV Operators must operate the MGV from the Driver's side only
- MGV Operators must not operate a MGV under the influence of alcohol, drugs or medications that adversely affect their ability to drive or react. **The Club's insurance policy excludes drivers found to be operating MGVs with a BAC exceeding .05 or under the influence of any drugs or medications that adversely affect their ability to drive or react.**
- MGVs must give way to Course Staff (including Contractors) and their machinery at all times
- MGV operators and their passengers **must** keep their entire bodies within the vehicle to avoid / prevent serious injury
- MGV operators and their passengers **must** remain seated when the vehicle is moving and hold onto the handles / rails provided to prevent falling from the vehicle
- MGV operators must not overload the MGV by carrying more passengers than seats available – ie – one bench seat = 1 driver & 1 passenger
- MGV Operators must avoid sudden starts, stops and turns to avoid possible injuries to themselves, passengers, pedestrians or other vehicles
- MGV Operators must reduce their speed to walking pace in crowded areas, car parks, for turning and for travelling down slopes – skidding and driving that causes damage to the golf course will not be tolerated and may see an individual's MGV privileges removed
- To reduce the risk of injury to themselves, passengers, pedestrians or other vehicles, MGV Operators must reduce their speed in adverse driving conditions such as wet grass, rough or steep terrain
- MGV Operators are advised to remain on established paths whenever possible
- MGV Operators must follow ALL directional signage where displayed
- MGVs must be kept at least 5m from tees except when on a formed path
- MGVs must be kept at least 10m from all greens and greenside bunkers except when on a formed path
- MGVs are NOT permitted inside areas that are roped off
- It is advised to park MGVs at the sides or rear of greens where possible – NEVER in front of greens
- The Club will enforce Winter MGV Rules when course conditions prevent MGVs from travelling off the paths – see Winter Operation policy

- If course conditions are wet, but Winter Rules are not in place, MGVs should only be driven on made paths or the driest and firmest parts areas on fairways or in the rough – avoid obvious wet spots where surface water or mud can be seen
- MGV Operators should consider their fellow golfers and avoid driving in the vicinity of players putting or about to strike the ball

### **Breaching MGV Usage Guidelines**

In order to protect the course and provide the best playing conditions for all golfers, the Board of Management endorses the following actions for MGV Operators that breach the above guidelines:

1. Club Members who breach this policy will receive a written warning unless the breach is of a severe nature compromising course condition and / or the safety of fellow golfers – sever breaches may result in the immediate loss of MGV usage privileges
2. Members of the Public who breach this policy will receive a verbal warning unless the breach is of a severe nature compromising course condition and / or the safety of fellow golfers – sever breaches will result in the immediate loss of MGV usage privileges without refund of any MGV hire fees. A second verbal warning of any nature for any MGV usage breach by a member of the public will result in immediate removal of MGV privileges without refund.
3. Club Members who commit further breaches of this policy will be subject to a ban from driving or riding in/on carts within the course and grounds of the Club for a period of one (1) month or otherwise at the complete discretion of the Board of Directors or their representative
4. Any subsequent breaches by a Club Member will require the member to meet with the Board of Directors to explain their actions. The Board of Directors may take further disciplinary action including long term loss of MGV privileges, membership playing rights or expulsion from the Club.

### **Consultation**

Berwick Montuna Golf Club & Driving Range has total commitment to ensuring consultation, communication and co-operation between management, employees and members.

### **Review:**

The General Manager or nominated person has the responsibility to review this policy annually

### **Authorisation**

**General Manager:** Sean Constable  
(print name)

**Signature** 

**Dated:** 1<sup>st</sup> July 2020