

**TITLE: Golf Buggy Safety Policy**

## Ride-on Golf Buggy Safety Policy – KINGS LINKS GOLF COURSE

### 1. Document Control Sheet

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## **1. Introduction**

This Policy sets out the circumstances in which ride-on golf buggies may be used on golf courses managed by Golf Aberdeen.

A copy of this policy is available to members and visitors and is available on our webpages:

<https://www.sportaberdeen.co.uk/activities/golf> FAQ Can I hire a buggy?

Golf Aberdeen wishes to encourage the participants in golf of all players regardless of disabilities. This Policy is in accordance with any obligations which Golf Aberdeen has under the Equality Act 2010.

Disability shall have the same meaning as in Section 6 of the Act – A person has a disability if he/she has a physical or mental impairment which has a substantial and long-term adverse effect on his/her ability to carry out normal day to day activities.

### **1.1 Authorisation for Ride-on Buggies**

The safety of everyone using one of Sport Aberdeen’s Golf Courses is paramount. Members and visitors will only be authorised to use a ride-on buggy on the course if they can demonstrate that they can use it safely.

A privately-owned ride-on golf buggy may only be used by customers who have been granted approval on medical/disability grounds.

## **1.2 Capability to operate a ride-on buggy**

Any person operating a ride-on buggy must demonstrate that they have the knowledge and skills to safely operate the vehicle and be fully accountable for their actions and the consequences thereof.

The safe operation of ride-on buggies on the course requires adherence to the minimum standard of care prescribed in this policy document. Ride-on buggies must be operated in accordance with the requirements of the following sections of this policy:

**Appendix 1            Sport Aberdeen Ride-on Golf Buggy Conditions of Use**

**Appendix 2            Ride-on Buggy Safe Operating Practice**

**Appendix 3            Golf Buggy - User consent form**

**Appendix 4            Private Golf Buggy – User consent form**

**Appendix 5            Golf Aberdeen Ride-on Buggy Route Guidance**

A copy of these appendices are available to each authorised ride-on buggy user on our Golf / FAQ webpages. **It is the duty of the buggy user to check with the Golf Starter that they understand the current and up-to-date appendices before they take a ride-on buggy on the golf course.**

Sport Aberdeen reserves the right to withdraw authorisation for use of a ride-on buggy on any Golf Aberdeen Golf Course if these requirements are not fully complied with.

## **1.3 Golf Aberdeen Hire Ride-on buggies**

The use of Sport Aberdeen owned ride-on buggies:

- Required formal authorisation by Golf Starters who will approve the use of buggies by a member/visitor.
- Will require completion of a Sport Aberdeen Ride-on Golf Buggy Acknowledgement and Acceptance Form (**Appendix 3**).

## **1.4 Privately Owned Ride-on Buggies**

The use of all privately owned ride-on buggies may be granted provided that adequate medical evidence has been provided by the applicant and the type of golf buggy is approved by Golf Aberdeen:

- Required formal authorisation by Sport Aberdeen who will issue written approval for the use of a privately-owned buggy by the owner due to medical reasons.
- Will be restricted to members and visitors genuinely require vehicular assistance to enable them to play golf.
- Will require completion of a Sport Aberdeen Privately-owned Ride-on Golf Buggy Acknowledgement and Acceptance Form (**Appendix 4**).

The required forms can be obtained from the golf starter who reserves the right to withdraw authorisation if the conditions for its use are not fully complied with.

## APPENDIX 1

### Sport Aberdeen Ride-on Golf Buggy Conditions of Use

1. Golf Buggies may only be used by those authorised by Sport Aberdeen to do so.
2. Golf Buggies may not be used beyond the confines of the Golf Course.
3. Sport Aberdeen will accept no responsibility for any loss or damage caused to any property other than that arising from the negligent use of a ride-on buggy by their employees.
4. Users of a privately-owned ride-on buggy must have adequate personal and third-party insurance.
5. Golf Aberdeen shall, where a determination is made, have regard to the following additional health and safety considerations before granting approval for the use of a buggy at any time:
  - a. Any relevant weather conditions;
  - b. The surface and ground conditions
  - c. The condition of and suitability of the buggy
  - d. Any other relevant considerations which could impede the safe use of a golf buggy or impact the safety of others.
6. If Golf Aberdeen believes that for reasons of health and safety a golf buggy should not be used by customers at a particular time, Golf Aberdeen may refuse to grant permission for use.

#### Buggy Safe Working Practices

**Ride-on buggy users should, at all times:**

1. **Demonstrate the utmost common sense, courtesy, care and consideration for the safe operation of the golf buggy and convenience of other course users.**
2. Afford pedestrians the right-of-way at all times.

**During Use the user should:**

1. **Not drive the buggy in prohibited areas – Do not drive across Tees or Greens or areas of Ground Under repair. Golf buggies must not be driven within 3 metres of any Green.**
2. Ensure the buggy is used only for the number of occupants it was designed to carry.
3. Not move off until occupants are seated and keep hands on controls at all times.
4. Keep hands and feet inside the buggy at all times while the buggy is in motion.
5. Not drive or park the buggy within two metres of bunkers or slopes.
6. Adhere to mandatory routes defined in the **Golf Aberdeen Ride-on Buggy Guidance Route (Appendix 5)** and course signage.
7. Use the buggy to progress the game by driving it in the direction of play. Avoid driving the buggy up and down excessively, e.g. when looking for golf balls.
8. Check behind the buggy before reversing.
9. Operate and park the buggy in such a manner that it does not impede or interfere with normal pedestrian flow on paths or tracks.
10. Ensure the buggy is stationary before leaving the buggy. Apply parking brake, turn operating key to off position and remove key when buggy is left unattended for a period of time.
11. Consider the terrain and pedestrian traffic and environment factors/conditions that might affect their ability to operate the buggy safely.
12. **Slow down and drive with caution at potential hazards such as dropped kerbs, corners, junctions, bridges and changes of terrain.**
13. Stop the buggy where paths cross the course and always proceed with caution.
14. Avoid sudden stops or changes of direction to prevent loss of control or damage to grass.

## APPENDIX 2

### Ride-on Buggy Safe Operation Practices

It is the duty of the user to adhere to restrictions and route guidance (**Appendix 5**) at all times.

#### 2.1 Drivers' Competence

No person under the age of 18 years old is permitted to drive a ride-on buggy.

All ride-on buggy drivers must demonstrate that they can competently operate:

- Ignition switch
- Accelerator
- Footbrake
- Reserving control

#### 2.2. Storage and Maintenance

1. All Golf Aberdeen ride-on buggies must be maintained in a clean and tidy state.
2. All users of ride-on buggies must sign a Golf Buggy Safety Policy Acknowledgement Form (Appendix 3 or 4) before they are allowed to operate a ride-on buggy on a Golf Aberdeen Golf Course.
3. A ride-on buggy should only be operated by those authorised to do so.
4. Ride-on buggy users are responsible for the security of ignition keys for the period that the buggy is used.
5. When the buggy is finally parked, the parking brake must be engaged and the operating key turned to the off position, removed and return to the Starters box.

## APPENDIX 3

### Sport Aberdeen Hire Ride-on Golf Buggy

### Acknowledgement and Acceptance Form

All golfers must complete this form prior to using a Golf Buggy.

**Any person/s who accepts the privilege of operating a buggy on a Golf Aberdeen Course must demonstrate the utmost common sense, courtesy, care and consideration for the safe operation of the golf buggy and convenience of other course users 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.**

Name of User:	
Address:	
Contact Number:	

By signing below, I acknowledge that:

I have read and understand Sport Aberdeen's <b>Ride-on Golf Buggy Conditions of Use (Appendix 1)</b>	
I have read and understand Sport Aberdeen's <b>Ride-on Buggy Safe Operating Practices (Appendix 2)</b>	
I have read and understand the Golf Aberdeen <b>Ride-on Buggy Route Guidance (Appendix 5)</b>	
I have been given the opportunity to ask questions related to Sport Aberdeen's <b>Ride-on Buggy Safety Policy</b> and have received answers to clarify these.	
I am aware of the areas where I am unable to take a buggy. <b>Do not drive on Greens or Tees</b>	
I confirm that I am a competent driver and will operate the buggy in a safe and responsible manner at all times.	
I agree to indemnify Sport Aberdeen against all claims costs and demands made against Sport Aberdeen arising out of or in connection with the use of the golf buggy.	

Signature of User:		Date:
Signature of Golf Starter:		Date:

**Users of golf buggies do so at their own risk. Sport Aberdeen will not accept any liability for any loss or damage to property caused by users.**

## **APPENDIX 4 Sport Aberdeen Privately Owned Ride-on Golf Buggy Acknowledgement and Acceptance Form**

All golfers must complete this form prior to being permitted to use a privately owned Golf Buggy. The use of all privately owned ride-on buggies may be granted provided that adequate medical evidence has been provided by the applicant. Requests should be made to: [customerhub@sportaberdeen.co.uk](mailto:customerhub@sportaberdeen.co.uk)

**Any person/s who accepts the privilege of operating a buggy on a Golf Aberdeen Course must demonstrate the utmost common sense, courtesy, care and consideration for the safe operation of the golf buggy and convenience of other course users 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.**

Name of User:	
Address:	
Contact Number:	

By signing below, I acknowledge that:

I have read and understand Sport Aberdeen's <b>Ride-on Golf Buggy Conditions of Use (Appendix 1)</b>	
I have read and understand Sport Aberdeen's <b>Ride-on Buggy Safe Operating Practices (Appendix 2)</b>	
I have read and understand the Golf Aberdeen <b>Ride-on Buggy Route Guidance (Appendix 5)</b>	
I have been given the opportunity to ask questions related to Sport Aberdeen's <b>Ride-on Buggy Safety Policy</b> and have received answers to clarify these.	
I am aware of the areas where I am unable to take a buggy. <b>Do not drive on Greens or Tees</b>	
I confirm that I have a current and valid insurance policy to cover liability for risks to third parties. I confirm that I am a competent driver and will operate the buggy in a safe and responsible manner at all times.	
I agree to indemnify Sport Aberdeen against all claims costs and demands made against Sport Aberdeen arising out of or in connection with the use of the golf buggy.	

Signature of User:		Date:
Signature of Golf Starter:		Date:

**Users of golf buggies do so at their own risk. Sport Aberdeen will not accept any liability for any loss or damage to your buggy or any other property caused by users.**

## APPENDIX 5

### Sport Aberdeen Ride-on Buggy Route Guidance

Sport Aberdeen has a duty of care to all golfers using the course as well as members of the public on the course. Caution must be shown by users of ride-on golf buggies with regards to pedestrians on the course.

#### 5.1 Course Conditions

Throughout daily operations, Golf Aberdeen staff make decisions on a daily basis concerning the safety of the course for ride-on buggy users. There will be times where conditions restrict access for ride-on buggies. Users must ensure they comply with any restrictions and with relevant course signage.

Information about short-term restrictions placed on buggy users can be conveyed verbally by Golf Aberdeen staff or may be displayed on:

- Starters box notice boards
- Signage on the course

#### 5.2 Consideration for Course

In dry conditions, when the ground is firm, Golf Aberdeen staff will permit ride-on buggies to use the fairways.

In wet conditions, when the ground is wet, it is preferable for ride-on buggies to be driven at the edge of the fairway (avoiding deep rough). In these circumstances the ride-on buggy should be stopped and parked at the side of the fairway and the user should walk to the fairway to play their shot.

In very wet conditions, no buggies will be permitted onto the course to help prevent damage to fairways and other areas of the golf course.

## 5.3 Kings Links Ride-on Buggy Route Guidance

**Always maintain a slow steady pace in the golf buggy**

**Always park the buggy behind your golf shot**

**Always ensure the vehicle is stationary before exiting the buggy**

**Buggies must never be driven across the tees or within 2 metres of greens**

**Any inappropriate use will result in buggies being forfeited**

HOLE	ROUTE GUIDANCE
Front of House	<ul style="list-style-type: none"> <li>Exit hard standing area via gravel path to 1<sup>st</sup> tee. Do not use grass in front of practice area.</li> </ul>
1	<ul style="list-style-type: none"> <li>Avoid parking or driving on humps on Left of fairway</li> <li>Avoid driving buggy through the heavy rough on Right of fairway</li> <li>Park buggy to Right of green at least 3 meters from the green apron</li> </ul>
Transition to 2 <sup>nd</sup> hole	<ul style="list-style-type: none"> <li>Access to the second tee via the rear of the 4<sup>th</sup> green and return towards the 2<sup>nd</sup> tee.</li> <li>Beware of balls and players from 4<sup>th</sup> hole.</li> <li>Be aware of steep incline up to 2<sup>nd</sup> tee.</li> </ul>
2	<ul style="list-style-type: none"> <li>Do not drive buggy on slope to the right of the bunkers on the right of the green.</li> <li>Be aware of uneven surface/inclines on fairway.</li> <li>Beware of fairway bunker on left</li> <li>Park buggy to left of green at least 3 meters from the green apron</li> </ul>
3	<ul style="list-style-type: none"> <li>Avoid driving buggy into rough on right and left of fairway</li> <li>Beware of the 3 fairway bunkers in front of green</li> <li>Park buggy between the green and 4<sup>th</sup> tee</li> </ul>
4	<ul style="list-style-type: none"> <li>Follow footpath till you reach the 4<sup>th</sup> fairway</li> <li>Beware of fairway bunker on the right and left</li> <li>Avoid driving amongst Gorse to the right and left of fairway</li> <li>Park buggy back Right of green – next to 5<sup>th</sup> tee</li> </ul>
5	<ul style="list-style-type: none"> <li>Do not drive through gorse in front of the tee.</li> <li>Use footpath down to left to access the fairway</li> <li>Beware of the two fairway bunkers on Right</li> <li>Park close to the 6<sup>th</sup> tee and walk to the green</li> </ul>
6	<ul style="list-style-type: none"> <li>Beware of balls coming towards you from the adjacent 13<sup>th</sup> hole</li> <li>Be aware of pedestrians walking on public footpath</li> <li>Stay to the right of the green with buggy</li> <li>Do not drive on or around the green apron</li> <li>Park beyond green on left</li> </ul>
7	<ul style="list-style-type: none"> <li>Please use the raised paths to get from tee to fairway</li> <li>Avoid driving through the heavy rough on both sides of fairway</li> <li>Beware of the fairway bunkers on the right, left and centre.</li> <li>Park to the right of the green at least 3 meters away from the green apron</li> </ul>
8	<ul style="list-style-type: none"> <li>Avoid driving buggy amongst the heavy rough to the left and right of the fairway</li> <li>Keep to the centre of the fairway.</li> <li>Give caution to the two green side bunkers</li> <li>Park buggy to the left of the green next to the 9<sup>th</sup> tee (yellow)</li> </ul>

HOLE	ROUTE GUIDANCE
9	<ul style="list-style-type: none"> <li>• Avoid driving on left of the fairway if course is wet</li> <li>• Avoid driving buggy in heavy rough to the left of fairway</li> <li>• Be aware of uneven surface/inclines on fairway.</li> <li>• Do not enter the rough ground on the right of the fairway</li> <li>• Park to the Right of green</li> </ul>
10	<ul style="list-style-type: none"> <li>• Do not take buggy onto either tee</li> <li>• Follow the footpath to the end, continue straight and drive up the hill towards the green.</li> <li>• Be aware of steep incline – avoid steeper sections.</li> <li>• Beware of the green side bunker</li> <li>• Park buggy at the rear of the green next to the 11<sup>th</sup> tee.</li> </ul>
11	<ul style="list-style-type: none"> <li>• Follow footpath to the fairway. Be aware of drop from grass to pathway on right - use lowest point.</li> <li>• Beware of the two fairway bunkers</li> <li>• Beware of the blind summit on the fairway</li> <li>• Please keep to the left on approach to the green</li> <li>• Beware of the green side bunker</li> <li>• Please use the footpath to the left to exit this hole and access the 12<sup>th</sup> tee</li> </ul>
12	<ul style="list-style-type: none"> <li>• DO NOT take the buggy up to the tee. Please use the stairs</li> <li>• Please use the footpath to lead you to the fairway</li> <li>• Beware of fairway bunker on the left</li> <li>• Keep buggy to the right of the bunkers</li> <li>• Park to the right of the green at least 3 meters away from the green apron</li> <li>• Use raised path to access 13<sup>th</sup> tee</li> </ul>
13	<ul style="list-style-type: none"> <li>• Please keep out of the heavy rough on the left.</li> <li>• Beware of balls coming toward you from the adjacent 6<sup>th</sup> hole</li> <li>• Be aware of pedestrians crossing the public footpath</li> <li>• Keep to the right of the green side bunker on your right</li> <li>• Do not park on the green apron</li> </ul>
14	<ul style="list-style-type: none"> <li>• Use the gravel footpath to access 14<sup>th</sup> tee and to exit to the fairway</li> <li>• Do not drive in the heavy rough to your left</li> <li>• Beware of oncoming balls from the 15<sup>th</sup> hole</li> <li>• Be aware of uneven surface/inclines on fairway.</li> <li>• Beware of the bunkers at green side</li> <li>• Don't drive the buggy up to the green. Leave on the right next to the 15<sup>th</sup> tee</li> </ul>
15	<ul style="list-style-type: none"> <li>• Please drive carefully</li> <li>• Be aware of uneven surface/inclines on fairway.</li> <li>• Beware of oncoming balls from the 14<sup>th</sup> hole.</li> <li>• Do not drive in the heavy rough to the left of this hole</li> <li>• Beware of the fairway bunker on the left and greenside</li> <li>• Please keep at least 3 metres away from the green apron</li> <li>• Park the buggy on left next to the 16<sup>th</sup> tee</li> </ul>
16	<ul style="list-style-type: none"> <li>• Please drive carefully</li> <li>• Be aware of steep incline on path.</li> <li>• Keep 3 metres away from the green apron</li> <li>• Beware of the two green side bunkers at the rear of the green</li> <li>• Park buggy on left close to the 17<sup>th</sup> tee</li> </ul>

HOLE	ROUTE GUIDANCE
17	<ul style="list-style-type: none"> <li>• Keep out of the long rough on the left</li> <li>• Beware of the fairway bunker on the left</li> <li>• On approach to the green, keep to the left</li> <li>• Beware of the green side bunkers on the right</li> <li>• Park on left next to 18<sup>th</sup> tee</li> </ul>
18	<ul style="list-style-type: none"> <li>• Keep out of heavy rough on the left</li> <li>• Beware of drop at the edge of semi rough on the right next to fence</li> <li>• Beware of the fairway/greenside bunkers</li> <li>• Cross in front of green and park to the right of the green at least 3 meters away from the green apron.</li> </ul>
Transition to front of house (starters box)	<ul style="list-style-type: none"> <li>• Keep to the gravel path. Be aware of drop from grass to path.</li> <li>• Beware of pedestrian, green staff, golf Aberdeen staff, and other users</li> <li>• Drive slow at all times.</li> <li>• Park buggy and return key to the starter whom will inspect buggy.</li> </ul>