

## BUGGY POLICY – Liberton Golf Club

The purpose of this policy is to establish a standard for the safe operation of any ride-on buggies authorised and operated within the confines of Liberton Golf Club. including both those which are hired and personally owned. The Club recognises all 3-4 wheeled, 2-seater and single seat golf buggies.

### **Our Commitment**

Liberton Golf Club has a responsibility to ensure that access to on-course play is inclusive for our playing membership and visitors.

Liberton Golf Club's guiding principle is to provide all golfers with as much regular on-course playing opportunities as possible throughout the year.

Liberton Golf Club is committed to taking positive steps to counteract the effects of physical barriers that restrict the opportunity for all sections of the community to participate equally and fully.

To enable all our members and visitors to access our course we will provide, support or contribute to the appropriate measures required. To achieve this, we are committed to the following approaches:

- We will strive to ensure that buggies can access our course when it is safe to do so.
- We will establish a system to assess restrictions due to differing factors.
- We will carry out a hole-by-hole risk assessment to ensure safety of all playing on the course to determine any specific risks on each hole.
- We will make reasonable adjustments for any member or visitor who may require additional support to access our golf course.
- We will implement designated course routes based on the topography of the golf course; these may be subject to change in inclement weather.
- We will ensure confidentiality when requesting personal information related to the use of a buggy on our course.

### **Course Conditions**

The Course Manager, along with the club professional, using their professional judgement, are responsible for determining the condition of the course in respect of buggy use when weather conditions challenge the safety of users and would be to the detriment of the golf course.

To minimise the damage to the course under wet, windy or frozen ground conditions, but primarily to ensure the safety of buggy users, an assessment will be conducted, when appropriate, to minimise risk to individuals. This may result in course restrictions, depending on the conditions on the day. Assessments will be reviewed throughout the day, should the weather improve, and may result in restrictions being lifted.

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This has resulted in Liberton Golf Club introducing assessment levels for the course and these are:

- Level 1 – Buggies are allowed for all
- Level 2 - Buggies allowed for golfers with medical mobility issues only, with restrictions \*
- Level 3 – No Buggies allowed due to added safety concerns

\*Restrictions would be decided daily by the greenkeeping staff and published electronically / advised at the Pro Shop. Restrictions could involve simply ensuring extra care is taken or closing certain holes for buggies where there is a safety issue due to the conditions.

Buggy use levels would be reviewed as appropriate if weather conditions improve and so assessment levels could change.

### **Reasonable adjustments for players with a disability or mobility impairment.**

Liberton Golf Club strives to keep the course open as much as is feasibly possible to maintain access to all throughout the year. The following parameters have been agreed at Council level to correspond to the Equality Act 2010. Decisions on the course will be made daily and will follow the above assessment system.

Golfers who have a disability or long-term mobility impairment that require a buggy to access the course can do so when it is considered safe, either for the whole course or under advised restrictions.

One of the following criteria will be accepted by Liberton Golf Club to reaffirm that a player can always access a buggy due to a disability and/or medical confirmation:

- European Disability Golf Association (EDGA) Pass
- DLA/Personal Independent Payment Letter
- Letter from Professional Practitioner (GP, Consultant, Physiotherapist, Occupational Therapist)

### **Duty of Care**

Liberton Golf Club has a duty of care to its employees (paid/voluntary) and all users of the golf course. All users of buggies must show caution and care. Liberton Golf Club must also ensure adequate safe means of access for all golfers as well as those given permission to use buggies. Moreover, the Club must ensure the safety of golfers who do not use buggies but who might be at risk from a mechanically defective buggy or its careless use.

The Club's duty of care also applies to any members of the public who may be on the course. To assist the safe employment of ride-on buggies all users shall comply with the following conditions:

1. Buggies must be operated with the utmost common sense, courtesy, care and consideration for the safety and convenience of individuals within the grounds of the Club.
2. Any signs and instructions employed on the course, or supplied in writing or verbally, to warn buggy riders of potential dangers / prohibited areas must always be followed.
3. Buggies must be operated and parked in such a manner that they do not impede or interfere with pedestrians or other vehicles.
4. Buggies shall only be used between the opening times of club.
5. Buggies must be operated in compliance with the common rules on the road regardless of where they are operated and when on shared pavements, shared common paths or roads.

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### Conditions of Use

In addition to the conditions of the Safety Policy above:

1. Buggies may only be used by those authorised by Liberton Golf Club
2. Users will always be responsible for the security of the ignition keys to buggies supplied to them by Liberton Golf Club whilst under the care and/or control of the User. Users are not allowed to remove the buggy from Liberton Golf Club's property.
3. Buggies must only be used within the confines of the course.
4. Liberton Golf Club will accept no responsibility for any loss or damage caused to any property caused by misuse of a buggy.

Liberton Golf Club's Council has the authority to immediately prohibit any individual from using or being carried on a buggy. Authorisation will be withdrawn in cases of serious or repeated disregard of the conditions set by this policy. Application for reinstatement of permission can only be made to Liberton Golf Club via the Club Secretary.

### Privately owned buggies

Liberton Golf Club welcomes the use of privately owned buggies (2,3 or 4 wheeled) by members and visitors subject to the terms and conditions of use and buggy safety policy. It is the responsibility of the owner and/or user to ensure that the buggy is safe and fit for purpose and that the appropriate conditions for use have been met.

Owners should arrange their own comprehensive insurance policy to cover personal injury, third party liability, fire and theft.

Where a privately owned buggy is transported to Liberton Golf Club, users should park their trailer utilised for transporting the buggy in a way to not create a hazard or inconvenience to other users of the car park.

### Golf Buggy Safe Working Practice

#### Before Use

- a) All users must sign a Safety Policy Acknowledgement Form (appendix 1) before they are allowed to drive a buggy at Liberton Golf Club. This can be signed and returned to us prior to day of play or completed on the day itself.
- b) All users (driver) must ensure that they are familiar with the buggy controls and the constraints on buggy use.
- c) All users must be over the age of 18 years, or in the company of an adult.

#### During Use

A buggy shall only be used for the number of occupants it was designed to carry and only by those who are authorised to do so by Liberton Golf Club.

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Users must:

- 1) Be satisfied that the buggy is well maintained and fully serviceable.
- 2) Keep the buggy stationary until all occupants are seated.
- 3) Always remain seated with hands, feet and head kept inside the buggy whilst the buggy is in motion.
- 4) Keep the buggy within the parameters of the golf course and club car park.
- 5) Utilise buggies only on closely mown grass.
- 6) Must not drive the buggy in tight circles or into deep rough or semi rough even when looking for golf balls.
- 7) Keep the buggy at least two metres away from tees, greens, water and bunkers.
- 8) Check the area behind the buggy before reversing.
- 9) Apply the parking brake before leaving the buggy.
- 10) Always consider the terrain, existing vehicular traffic, and pedestrians as well as environmental factors that may affect their ability to operate the buggy safely.
- 11) Drive the buggy no faster than the terrain and safety considerations allow.
- 12) Drive the buggy directly up, down, sharp slopes slowly to avoid the risk of it tipping over.
- 13) Slow down before cornering and take corners at a reduced speed.
- 14) Avoid sudden stops or changes of direction to prevent loss of control or damage to grass.
- 15) Take extra care in high winds or when the course is wet or frosted.
- 16) Normally, buggies should not be driven down the slope leading to the fourth green. Please remain on the high level and drive carefully down the slope on the far side of the fourth green. However, if your ball does not reach the green, buggies may be carefully driven down the gentlest part of the slope at the end of the 4<sup>th</sup> fairway. You should then drive back up the slope before playing from the fifth tee. Buggies can be parked behind the fourth green when playing from the fifth tee.
- 17) Buggy users with mobility issues and a ride on one seater small buggy may also cross the bridges at the 5<sup>th</sup> tee where it is deemed safe to do so. This is at the driver's risk and they must ensure the buggy is of a size that will easily fit on the path of the bridges without causing danger to themselves or the bridges.
- 18) Buggies must not be driven on the path down from the sixteenth tee. Please drive on the right hand side of the trees to the right of the tee and return to the sixteenth fairway on the far side of the dip in front of the tee.

**(Appendix 2 Rules for Buggy use will be attached in each club buggy)**

### After Use

Unless advised otherwise, the buggy should be parked next to Pro shop with the parking brake engaged and the operating key turned to the off position.

- 1) Report any concerns to the Pro Shop team or Golf Club staff.
- 2) Remove all personal items and rubbish from the buggy, so it is ready for the next user.

### Appeals Procedure

Liberton Golf Club will take seriously complaints of inappropriately refusing a player permission to use a golf buggy. Any appeals or complaints should be reported to the Club office providing as much information as possible.


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The Club will consider the appeal / complaint and provide feedback on the outcome.

### Review

The Club Council will review the policy yearly to ensure that any new amendments are embedded for the following golfing year.

### Approval

Approved On behalf of Council:  Date: 13/8/25

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### Appendix 1

#### Buggy Safety Policy Acknowledgement Form

All users must complete this form prior to using a Golf Buggy ("buggy")

Any person who accepts the privilege of operating a buggy at Liberton Golf Club are required, in so doing, to have the knowledge, training and skill to operate the buggy safely 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:	
Contact Number:	
Email Address:	
Category:	Member / Visitor

By Signing below, I acknowledge that:

- I have read and understand the terms and conditions of Liberton Golf Club's Buggy Policy, which includes the Conditions of Use and Buggy Safe Working Practice and will adhere to them.
- I am competent to drive a golf buggy and will adhere to all conditions, paths and any restrictions that may be imposed on the day.
- I will report any mechanical issues that may arise while operating the buggy.
- I have been given the opportunity to ask questions related to this Practice and Policy.
- I agree to remunerate Liberton Golf Club against all claims costs and demands made against Liberton Golf Club arising out of or in connection with my use of the buggy.
- Failure to comply with conditions outlined in our policies may lead to the hirer and their playing partner being asked to leave the course by management, with their decision being final.

Signature of User:	
Date:	

Users of golf buggies do so at their own risk. Liberton Golf Club will not accept any liability for any loss or damage to the golf buggy or any other property other than arising from negligence.

**Appendix 2 - Document For inside each club buggy**



**Rules for Buggy Hire**

The person who uses a golf buggy on Liberton Golf Club is deemed to have the knowledge, training and skills to safely operate this vehicle.

During use, the following rules will apply to users of rental buggies

- *A maximum of 2 people may use a rental buggy. They must be seated before the buggy moves off*
- *Users of rental buggies must remain seated whilst the buggy is in motion, with hands, feet and head kept inside the buggy at all times.*
- *Buggies must not be driven in prohibited areas or any road outwith the confines of Liberton Golf Club.*
- *Buggies must remain on pathways or tightly mown grass. They must not be driven near trees or through any plantation.*
- *Normally, buggies should not be driven down the slope leading to the fourth green. Please remain on the high level and drive carefully down the slope on the far side of the fourth green. However, if your ball does not reach the green, buggies may be carefully driven down the gentlest part of the slope at the end of the 4<sup>th</sup> fairway. You should then drive back up the slope before playing from the fifth tee. Buggies can be parked behind the fourth green when playing from the fifth tee.*
- *Buggies **must not be driven on the path down from the 16<sup>th</sup> tee**. Please drive on the right side of the trees to the right of the tee and return to the 16<sup>th</sup> fairway on the far side of the dip in front of the tee.*
- *Buggies must not be driven onto tees, greens or within 2 metres of bunkers or water hazards*
- *On slopes you must drive straight up and down to avoid tipping over*
- *Apply the parking brake before leaving the buggy*
- *The buggy should be driven with care at all times and only driven at a speed consistent with the terrain, especially when cornering.*
- *Avoid rapid braking or sudden changes of direction*

When you finish your round, return the key to the Pro Shop, or the bar if the Pro Shop is closed.