

COURSE USERS
RISK ASSESSMENT
DUNFERMLINE GOLF CLUB

Full Edition

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General Information.

Introduction.

This assessment addresses issues appertaining to the eighteen and nine hole golf courses only as well as the practice areas. It does not consider any risks which may be present in or around the Clubhouse, car park area and Green's Keepers compound. Risks associated with Green's Keepers work duties are not considered within this assessment.

General Course Topography.

Dunfermline Golf Club Pitfirrane has gradually moved over 60 years from the east side of Dunfermline to the west side of the town. The club was formed in Halbeath in 18887 then moved to Ferryhills three years later. It moved again to Torrie in 1929 before settling in its present location at Pitfirrane in 1953.



The top of the clubs boundary borders on one of the main roads leading from the town, the A994 with farmland on another two sides and a hotel and grounds making up the majority of the eastern boundary.

The access is by a tarred drive from the A994 that splits the 9 hole course and the full 18 hole course. Visitors to the club should be warned in advance that there is a courtesy code in place when they come to the brow of the hill that overlooks the club house and look towards the first tee to ensure nobody is in play. A sign alerts drivers to the courtesy expectation. If so, they should stop by using the passing place provided or, if waved on by the players move on to the club car park. The speed limit of 20mph is to be observed on all club roadways and car park, the latter requiring common sense and a reduction in speed appropriate to the number of vehicles occupying spaces.

Public Access

There are several public footpaths on or around the course. These are confined to the access from the road itself or the boundary from the hotel on the east corner and then only to access a natural water feature just over the south boundary.

Staff Working on the Course.

Players are to ensure that it is appropriate for them to play without endangering green staff and should not play to a green if work is in progress. Green staff will stand aside when appropriate and signal when it is safe to play. Polite exchanges are expected if discussing issues with the staff working the course at all times.

Use of Trolleys, Electric Trolleys and Motorised Buggies.

Use of Trolleys, Electric Trolleys and motorised Buggies – This will be the responsibility of the Club Professional or his representative, who will be advised by the greenstaff of the course condition daily and a sign will be displayed outside the Professional shop adjacent to the clubhouse advising the membership of any restrictions imposed by the Head Green Keeper and notified to the Club Professional.

Each club buggy driver will be asked to read the Golf Buggy Safety Policy and sign the Golf Buggy Safety Acknowledgement form indicating they have read and understood the policy and their liabilities. Any member or visitor who intends to use their personally owned buggy will be required to go through a similar procedure. A copy of the acknowledgement form will be retained by the Club Manager.

Any visitor bringing their own buggy must read the Golf Buggy Safety Policy and sign the Golf Buggy Safety Acknowledgement form indicating they have read and understood the policy and their liabilities before the buggy is allowed on the course. This copy will be retained by the Club Manager.

All buggy drivers must be over the age of 17 years.

All buggies should follow the prescribed buggy routes which may vary between summer and winter. Winter routes will be advised by Head Greenkeeper relating to ground conditions and notified to members.

Reduced Visibility Weather Conditions.

When foggy conditions prevail, the Head Green Keeper or his nominated Deputy will stand on the 1st Tee and if the area at the hill at the front of 1st green is not in view he will place a sign advising the membership that the course is closed. Alternative but equally suitable viewing locations will be used at the discretion of the Head Greenkeeper. This will be reviewed over the coming hours by the Club Professional or his representative. When the fog clears to an acceptable distance, as previously stated, the course closed signs will be removed by the Professional and the course will be “open for play” but only with the agreement of the Head Green Keeper or his designated deputy.

The Professional is responsible for making the decision and managing members if no greenstaff are on duty.

Lightning Policy

In event of lightening or threat of lightening the course will be closed by the Head Greenkeeper or Professional Staff.

The air horn siren will be taken by buggy and sounded at 1st & 11th tees to ensure all golfers can hear. For closure of the course it will be sounded with 3 sharp blasts.

A sweep of the course will take place and all players will be told that they must immediately vacate the course; it is not an option to continue at your own risk. Signs are to be put on 1st Tee of the Pitfirrane course and the 1st Tee on the Halkett Course stating the course is closed.

Course may be re-opened by Green Staff or Professional Staff by the sounding of the air horn siren 3 times, once the risk of lightening has passed. The closure signs will be removed.

Paths

Where paths are available on the course all golfers whether walking, using a trolley or buggy must use them.

Footwear.

All golfers (members & visitors) must ensure they have golf shoes which are adequate & suitable for the ground/weather conditions on the day of play. This covers anyone who may walk the course such as spectators during Championships.

Players Insurance.

All golfers (Members & Visitors) are advised to take out adequate 3rd party insurance to provide cover for liability at law for damages payable in respect of:

Death or bodily injury.

Loss of damage to material property.

Safety Notices

Public Footpaths.

A sign will be placed on or near any public footpaths such as the one that leads down to the practice range asking users to be vigilant for mishit golf balls and be alert for shouts warning of such an event.

Score Cards

The following message will be printed on each score card or on an insert in each scorecard.

Health & Safety Notice

Playing golf on uneven terrain & changeable ground conditions carries inevitable risks.

You play this golf course having been made aware that a full risk assessment has been conducted, is available to be read in the Clubhouse, in the Locker rooms and in the Pro-Shop and that you have taken the time to familiarise yourself with its content.

Additionally, for your safety & for the protection of the course, please ensure buggies & trolleys are kept outside rough and out of bounds areas at all times.

Whilst we want you to enjoy your round, The Club accepts no liability for any accident or damage caused by not following the safety notices & guidelines whilst playing on our courses.

Thank you for your understanding on this matter.

Responsibilities.

The Appointed Health & Safety Officer is responsible for maintaining this risk assessment.

Overview of Risk Assessment Definitions.

The risk assessment will address the following:

Generic risks whilst playing golf.

Risks whilst carrying Clubs and using motorised and pull trolleys in dry and wet conditions

Risks whilst driving motorised buggies in dry conditions.

Risks whilst driving motorised buggies in wet conditions.

Risk Assessment.

The Risk Assessment is presented in three categories:

Generic Risks

Risks on a hole by hole basis for the 18 hole course

Risks on a hole by hole basis for the 9 hole course

For each hole the type of risk will be graded as detailed below:

L= Low or Little Risk M= Medium Risk H = High Risk

Where there is a Medium or High a possible solution /recommendation to eradicate or reduce the risk will be suggested. Known as mitigation.

When defining the location of a risk by reference to a particular hole this is ascertained by looking from the Tee towards the Green.

Publication of Risk Assessment

A copy of the full risk assessment is available in the following locations:-

Club Website
In the bar area,
Professionals Shop
Men's changing rooms
Ladies' changing rooms.
Visitors changing rooms

Generic Risks

Risk Description	Grade of Risk	Solution/Recommendation
Being struck by a golf ball hit offline by a golfer playing on another part of the golf course	High	1. All players must remain alert at all times to the behaviour of nearby players. 2. Players who have played an offline shot must immediately shout "FORE" to alert all surrounding players that the shot has been struck. Players on hearing 'FORE' should duck, cover head and face, turn away away from the direction of shout.
Being struck by a golf ball hit by a playing partner	High	1. Non playing partner (s) must not advance in front of the shot being played. 2. Players who have played a shot towards a playing partner (s) must immediately shout "FORE" to alert all surrounding players that the shot has been struck. Players on hearing 'FORE' should duck, cover head and face, turn away away from the direction of shout.
Being struck by the swinging club of a playing partner.	Medium	Players must stand at least 2 metres away from the arc of the swinging club
Tripping on uneven, sloping, or slippery ground.	Medium	1. Obvious tripping hazards should be removed by fellow golfers & Green keeping staff where possible but this is a traditional course with many elevated Tee positions and greens. 2. Sloping areas which become wet and are lacking in thick grass cover should roped off by Green's staff to prevent entry by players to the area that is affected. 3. Extra care should be taken by all golfers entering or existing a tee or green due to the existence of various degrees of sloping sides. The flattest approach should be used at all times.

Risk Description	Grade of Risk	Solution/Recommendation
Tripping over a fellow golfer's playing equipment, trolley, or motorised buggy.	Low	- Care should be taken by all golfers on the course. - All bags and equipment should be laid to the side of the playing line away from others. Playing equipment should not be laid on greens or the slopes of greens or tees to trips and slips can be avoided.
Being struck by a golf ball played by a golfer in the following group	Medium	- Following golfers must ensure that those in front have advanced further than they can hit their best shot. - When playing a "blind shot", the player must advance far enough to see where the ball could travel or use steps provided at various locations to do the same.
Most of the bunkers on the 18 hole course are surrounded by steeply sloping sides. These slopes when wet are particularly slippery.	High	- When entering/exiting bunkers to play/after playing a shot, entry and exit should be from the shallowest edge of the bunker. - Trolleys (whether motorised or pull) and motorised buggies must not be taken within <u>5m</u> of any of these slopes in either wet or dry conditions
Many of the teeing areas are surrounded by steep or medium sloping ground.	Medium to High	Trolleys & motorised buggies are not to be taken on to these slopes in dry or wet conditions
Throughout the courses there are steep and medium slopes which must be treated with care particularly during wet conditions. Specific slopes are dealt with as part of the hole by hole assessment.	Medium	All golfers should ensure they have golf shoes which are adequate & suitable for the ground/weather conditions on the day of play.

Using Motorised Buggies in Wet Conditions.

If the Head Greenkeeper considers that the use of motorised buggies on wet ground is likely to endanger drivers, passengers, and other players then he will inform the staff in the Professional's shop that motorised buggies must not be rented out to members and visitors until further notice is given. The Club Manager and Professional will also issue notices to members and in the Clubhouse and outside the Professional's shop which will inform any golfer intending to use a motorised buggy that use on the particular day is forbidden. If the Head Greenkeeper is absent from work then his responsibilities in this respect will pass to his Deputy.

RISK=High from buggies skidding uncontrollably or overturning, causing injury to drivers, passengers, and walking players.

SOLUTION= Banning the use until conditions are suitable.

When buggies are being returned to storage or to the Pro Shop after use they will be driven directly by the flattest route and will not under any circumstances cut across the fairways or rough areas of holes in play or potentially in play.

The Pitferrane Course: Hole by Hole Risk Assessment

1st Hole.

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole	1. Roadway: Right side of Fairway. 2. Green: Slope around green 3. Tee to top of fairway: Uneven slope 4. Fairway: two bunkers with edges 5. Green: One edged bunker 6. Trip risk from playing equipment	1. Medium 2. Low 3. Low 4. Medium if entered on a sloping side 5. Medium if entered on a sloping side 6. Medium	1. 10mph speed limit and no golfers to use roadway when in play. Signage for vehicles to give way to those driving their ball from the first tee 2. Only approach on the non-sloped face of the green. 3. Left side of fairway must be used with care. Trolleys to be secured & walk directly up the slope for better grip. 4. Enter on the low side and exit the same way. 5. As above 6. Clubs and other equipment must be laid to the side and behind the playing line by at least 2 metres and never on the green or the sloping edge of a bunker
Additional issues with using motorised buggies.	1. Roadway: Right side of Fairway. 2. Tee to top of fairway: Uneven slope	1. Medium 2. Medium in dry & high when wet	1. 10mph speed limit and no buggies on the tarred road unless crossing to reach the first tee. 2. Buggies not to be driven at an angle on the slope if the tilt is more than 15%. Care when stepping from the buggies due to uneven ground so position exist point from buggies by always stepping uphill.
Others in play from 9 th fairway	1. Mishit ball from the adjacent hole	1. Low	1. Always be alert for shouts and be vigilant when players are on the 9th hole
Footwear and outdoor clothing (All holes. Carry required items in bag or buggy)	1. Weather conditions	1. Low	1. Always be aware of weather and temperature, especially during the winter months to ensure layers of light clothing and waterproofs are carried when required. Adherence to the dress code and footwear in particular. As non-standard items such as denim will hold a lot of water and could reduce body temperature more than lighter cotton trousers.

2nd Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole.	1. Roadway: Right side of hole 2. Fairway: one bunkers with edges 3. Green: Two edged bunkers 4. Trip risk from playing equipment	1. Medium 2. Medium if entered on a sloping side 3. Medium if entered on a sloping side 4. Medium	1. 10mph speed limit and no golfers to use roadway when in play. Maintain fairway line to keep distance from road 2. Enter on the flattest side and exit the same way. 3. As above 4. Clubs and other equipment must be laid to the side and behind the playing line by at least 2 metres and never on the green or the sloping edge of a bunker
Additional issues with using motorised buggies.	1. Speed.	1. Medium	1. Maintain speed at the walking pace of the rest of the playing group.
Others in play on 8 th tee	1. Mishit ball from the 2nd tee	1. Low	1. Maintain trees to provide some protection. Clear shouts when mishits occur

3rd Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Risk to traffic on A994	1. Wayward shot impacting on travelling vehicles	1. Low	1. Tee position was actually relocated to minimise this outcome and it is judged to be in the best place.
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole. Blind shot possible during play	2. Tee: Blind tee shot 3. Tee to top of fairway: Steep slope 4. Fairway: one bunker with edges 5. Green: Two edged bunkers 6. Green: Steep slope around green 7. Rough: Open drainage ditch 8. Trip risk from playing equipment	2. Medium 3. Low 4. Medium if entered on a sloping side 5. Medium if entered on a sloping side 6. Medium if not entered from high position. 7. Medium if entering rough 8. Medium	2. Stairs in place to look ahead 3. Steady pace pulling trolley behind. If playing on the slope, trolleys to be secured 4. Enter on the low side and exit the same way. 5. As above 6. Steep sides should not be used to access green 7. If in rough, be aware of red posts marking drainage ditch. Ditch is out of bounds. 8. Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker
Additional issues with using motorised buggies.	1. Moving up the slope. 2. Exiting buggies on the slope	1. Low 2. Medium	1. Follow the line of the slope to reduce inclining of the buggies and keep speed to that of the walking group. 2. Buggies not to be driven at an angle on the slope if the tilt is more that 15%. Care when stepping from the buggies due to uneven ground so position exist point from buggies by always stepping uphill.

4th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole. Blind shot possible during play	1. Tee: Slope round normal tee but severe slope round winter tee 2. Tee shot: consideration for longer hitters of a blind shot over the crest of a hill on fairway. 3. Tee to top of fairway: Slope on fairway leading to a hill crest 4. Fairway: blind second shot 5. Green: Two edged bunkers 6. Green: Slope around green 7. Rough: Old tree stump on right near top of the hill. 8. Trip risk from playing equipment	1. Low / Medium on winter tee 2. Medium if a longer hitter 3. Low 4. Medium 5. Medium if entered on a sloping side 6. Medium if not entered from high position (flattest point). 7. Medium if entering rough 8. Medium	1. Careful footing and clubs placed off the tee. When using winter tee, Steady footing and selection of a clear path off & on the tee. 2. Listen for the bell to ensure clear or walk to a visible point closer to the brow of the hill if you have the capability to hit the ball beyond the brow. 3. Steady pace on upward slope 4. If bell has not been heard, approach the top of the hill to confirm it is clear before taking second shot. 5. Enter on the low side and exit the same way 6. Steep sides should not be used to access green 7. When entering the rough on the right of the fairway, feeling forward with one foot is required due to a hidden tree trunk that is a trip risk. 8. Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker
Additional issues with using motorised buggies.	1. Moving up the slope. 2. Exiting buggies on the slope	1. Low 2. Medium	1. Follow the line of the slope to reduce inclining of the buggies and keep speed to that of the walking group. 2. Buggies not to be driven at an angle on the slope if the tilt is more that 15%. Care when stepping from the buggies due to uneven ground so position exist point from buggies by always stepping uphill.
Consideration for others	1. Anxiety caused by delay	1. Low	1. Last person leaving the green area ring the bell to alert following party hole is clear.

5th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole.	1. Medal Tee: Severe drop and steep slope 2. Green: Three edged bunkers 3. Green: Slope around green 4. Trip risk from playing equipment	1. Medium 2. Medium if entered on a sloping side 3. Low 4. Medium	1. Steady footing and selection of a clear path off & on the tee. 2. Enter on the low side and exit the same way 3. Flattest route to green to be used 4. Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker
Additional issues with using motorised buggies.	1. Speed.	1. Medium	1. Maintain speed at the walking pace of the rest of the playing group.

6th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole. Blind shot possible during play	1. Tee: Slope round tee 2. Tee shot: consideration for longer hitters of a blind shot 3. Tee to top of fairway: Severe slope on fairway that requires caution on approach. 4. Fairway: possibility of blind second shot depending on position & ability 5. Green: Two edged bunkers 6. Green: Slope around green 7. Rough: Small wall running length of the right hand side of the hole presenting a possible trip risk for those ending up on that side. 8. Trip risk from playing equipment	1. Low 2. Medium if a longer hitter 3. Low / medium depending on weather conditions and condition of footwear and positioning of feet. 4. Medium 5. Medium if entered on a sloping side 6. Medium if not entered from flattest point. 7. Medium if entering rough close to wall 8. Medium	1. Careful footing and clubs placed off the tee. 2. If the ability to hit long shot, ensure clear ahead or walk to a visible point to ensure this is the case. 3. Steady pace on upward slope and footwear in good condition. Angled approach on slope minuses slip risk 4. If not visibly clear ahead, move to a point where the way ahead is visible to confirm it is clear before taking second shot. 5. Enter on the low side and exit the same way 6. Sloping sides not to be used to access green 7. When entering the rough feel forward with one foot to ensure no hidden trip risks from loose stones from the small wall. 8. Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker
Additional issues with using motorised buggies.	1. Moving up the slope. 2. Exiting buggies on the slope	1. Low 2. Medium	1. Follow the line of the slope to reduce inclining of the buggies and keep speed to that of the walking group. 2. Buggies not to be driven at an angle on slope (< 15%). Care when stepping from the buggies due to uneven ground so position exist point from buggies by always stepping uphill.

7th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole. Blind shot possible during play	1. Tee: Slope round tee 2. Tee shot: Blind tee shot 3. Tee to top of fairway: Slope on fairway. 4. Fairway: One edged bunker 5. Green: Two edged bunkers 6. Green: Slope around green 7. Trip risk from playing equipment	1. Low 2. Medium 3. Low. 4. Medium if entered on a sloping side 5. Medium if entered on a sloping side 6. Medium if not entered from flattest point. 7. Medium	1. Careful footing and clubs placed off the tee. 2. Ensure clear ahead or walk to a visible point to ensure this is the case. 3. Steady pace on upward slope and footwear in good condition. 4. Enter on the low side and exit the same way 5. As above 6. Sloping sides not to be used to access green 7. Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker
Additional issues with using motorised buggies.	1. Moving up the slope. 2. Exiting buggies on the slope	1. Low 2. Medium	1. Follow the line of the slope to reduce inclining of the buggies and keep speed to that of the walking group. 2. Buggies not to be driven at an angle on the slope (< 15%). Care when stepping from the buggies due to uneven ground so position exist point from buggies by always stepping uphill.
Consideration for others	1. Anxiety caused by delay	1. Low	1. Last person leaving the green area ring the bell to alert following party hole is clear.

8th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole. Blind shot possible during play	1. Tee shot: Blind tee shot 2. Fairway: Depending on ability, second shot could be blind. 3. Fairway: One edged bunker 4. Green: One edged bunkers 5. Green: Slope around green 6. Trip risk from playing equipment	1. Medium 2. Medium if unsighted ahead. 3. Medium if entered on a sloping side 4. Medium if entered on a sloping side 5. Medium if not entered from flattest point. 6. Medium	1. Ensure clear ahead or walk to a visible point to ensure this is the case. 2. Ensure clear ahead or walk to a visible point to ensure this is the case. 3. Enter on the low side and exit the same way 4. As above 5. Sloping sides not to be used to access green 6. Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker
Additional issues with using motorised buggies.	1. Speed.	1. Medium	1. Maintain speed at the walking pace of the rest of the playing group.

9th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole.	1. Fairway: Descending incline down towards green. 2. Green: Four edged bunkers 3. Green: Slope around green 4. Trip risk from playing equipment	1. Low 2. Medium if entered on a sloping side 3. Medium if not entered from flattest point. 4. Medium	1. Ensure steady and firm walking pace with footwear in good condition. 2. Enter on the low side and exit the same way 3. Sloping sides not to be used to access green 4. Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker
Additional issues with using motorised buggies.	1. Speed.	1. Medium	1. Maintain speed at the walking pace of the rest of the playing group. Keep slightly ahead on incline.

10th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole.	- Green: Slight slope on sides - Fairway: Slight upward incline towards green. - Rough on left: Uneven ground leading across to 18th fairway - Rough on right: Heavy growth in places and wall running partway behind which are greens sheds - Green: Two edged bunkers - Trip risk from playing equipment	- Low - Low - Medium - Low - Medium - Medium	- carefully position clubs off to the side of the tee - Ensure footwear in good condition. - Ground is heavy underfoot and undulated so slow steady steps need to be taken. - Undergrowth should be treated with caution to avoid scratches and cuts and underfoot should be cautious steps. - Enter on the low side and exit the same way - Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker
Additional issues with using motorised buggies.	Speed.	Medium	Maintain speed at the walking pace of the rest of the playing group.

11th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole.	- Tee: Medal tee has a slope but no real issue with the rest of the tee - Fairway: One edged bunker but no other real issues. - Rough on left: Open drainage ditches in the trees approximately 180 yards from the tee. - Rough on right: Open drainage ditches approximately 100 yards from the tee leading to a small pond - Green: Two edged bunkers - Trip risk from playing equipment - Out of bounds: Electrical substation in the out of bounds originally for the ruined cottage.	- Low - Medium - Medium - Medium - Medium - Medium - High	- Select the correct pathway on and off the medal tee. - Enter on the low side and exit the same way - Do not approach the ditches. Obey markers and treat as out of bounds - Do not approach the ditches. Obey markers and treat as out of bounds. - Enter on the low side and exit the same way - Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker. - Do not wander beyond the normal out of bounds. Obey signs and keep away from the electrical substation.
Additional issues with using motorised buggies.	Speed.	Medium	Maintain speed at the walking pace of the rest of the playing group.

12th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Trip risk and contact with overhanging branches	- Slip risk from leaves from overhanging tree on path from 11th to 12th tee. - Contact with branches from overhanging tree	- Low - Medium	- Care under foot when walking on path and under tree. - Tree maintenance ongoing and concrete used to stabilise tree in the short term.
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole.	- Tee: Severe slopes off both mens and ladies tees. - Fairway: Two edged bunkers but no other real issues. - Rough on left of tee: Open drainage ditch and wooded area. - Green: Two edged bunkers - Trip risk from playing equipment	- Medium - Medium - Medium - Medium - Medium	- Select the correct pathway on and off the tee. Do not enter either tee from the slopes - Enter on the low side and exit the same way - Do not approach the ditches. Obey markers and treat as out of bounds. Wooded area can be an area where cuts and abrasions possible. Enter with care. - Enter on the low side and exit the same way - Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker.
Additional issues with using motorised buggies.	Speed.	Medium	Maintain speed at the walking pace of the rest of the playing group.

13th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole.	- Tee: Slopes around tee - Green: Three edged bunkers - Green: Severe slope around green. - Trip risk from playing equipment	- Medium - Medium - Medium to high of not accessed from the flattest point - Medium	- Select the correct pathway on and off the tee. - Enter on the low side and exit the same way - Enter on the high (flattest) part of green and exit the same way. - Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker.
Additional issues with using motorised buggies.	Speed.	Medium	Maintain speed at the walking pace of the rest of the playing group.

14th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole. Blind shot possible during play	1. Tee: Slopes around tee 2. Tee: Possible blind shot if long hitter. 3. Fairway: Wet area on left near green when wet weather indicated by visible drain lines. 4. Fairway: Possible blind second shot depending on ability 5. Green: Two edged bunkers 6. Trip risk from playing equipment	1. Low 2. Medium 3. Low 4. Medium 5. Medium 6. Medium	1. Select the correct pathway on and off the tee. 2. Ensure clear ahead or walk to a visible point to ensure this is the case 3. This ground present a slip risk so avoid. If entry is possible take slow a short steps. Soft ground should reduce any risk of injury from a slip. 4. Ensure clear ahead or walk to a visible point to ensure this is the case 5. Enter on the low side and exit the same way 6. Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker.
Additional issues with using motorised buggies.	1. Speed.	1. Medium	1. Maintain speed at the walking pace of the rest of the playing group. Keep buggies out of the area where the ground could be wet.

15th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole. Blind shot possible during play	1. Tee: Slopes around tee 2. Tee: Possible blind shot 3. Fairway: Three edged bunkers. 4. Green: One edged bunkers 5. Green: Slope around green 6. Trip risk from playing equipment	1. Low 2. Medium 3. Medium 4. Medium 5. Medium if not accessed from the flattest point 6. Medium	1. Select the correct pathway on and off the tee. 2. Ensure clear ahead or walk to a visible point. Listen for the bell as added indicator. 3. Enter on the low side and exit the same way. 4. Enter on the low side and exit the same way. 5. Sloping sides not to be used to access green 6. Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker.
Additional issues with using motorised buggies.	1. Speed.	1. Medium	1. Maintain speed at the walking pace of the rest of the playing group.
Consideration for others	1. Anxiety caused by delay	1. Low	1. Last person leaving the fairway ring the bell to alert following party playing area is clear.

16th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole.	1. Tee: Slopes down from tee 2. Fairway: Downward incline to approach 3. Fairway: One edged bunker 4. Green: Four edged bunkers 5. Trip risk from playing equipment	1. Low 2. Low 3. Medium 4. Medium 5. Medium	1. Select the correct pathway on and off the tee and down slope. 2. Steady paces on downward incline ensuring footwear in good condition. 3. Enter on the low side and exit the same way. 4. Enter on the low side and exit the same way. 5. Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker.
Additional issues with using motorised buggies.	1. Speed.	1. Medium	1. Maintain speed at the walking pace of the rest of the playing group.

17th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole. Blind shot possible during play	1. Tee: depending on ability, blind shot needs to be considered 2. Fairway: Blind shot to green 3. Fairway: Sloping from first bunker to green. 4. Fairway: Two edged bunkers 5. Green: One edged bunkers 6. Trip risk from playing equipment	1. Medium 2. Medium 3. Medium 4. Medium 5. Medium 6. Medium	1. Ensure clear ahead or walk to a visible point to ensure this is the case if you have the ability to hit the distance beyond sight. 2. Ensure clear ahead or walk to a visible point to ensure this is the case. Listen for the bell for additional reassurance. 3. Steady paces on downward incline ensuring footwear in good condition 4. Enter on the low side and exit the same way. 5. Enter on the low side and exit the same way. 6. Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker.
Additional issues with using motorised buggies.	1. Speed.	1. Medium	1. Maintain speed at the walking pace of the rest of the playing group.
Consideration for others	1. Anxiety caused by delay	1. Low	1. Last person leaving the green area ring the bell to alert following party hole is clear.

18th Hole

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole.	1. Fairway: Open ditch to the right of the fairway. 2. Fairway: Open ditch to the left of the fairway. 3. Rough: Soft uneven ground between 18th fairway & 10th fairway 4. Fairway: One edged bunker 5. Green: Two edged bunkers 6. Trip risk from playing equipment	1. Medium 2. Medium 3. Medium 4. Medium 5. Medium 6. Medium	1. When straying off the fairway and the ditch is not visible, put one foot forward to feel ground ahead to avoid a trip or a fall. 2. When straying off the fairway and the ditch is not visible, put one foot forward to feel ground ahead to avoid a trip or a fall 3. The uneven yet soft feel of the rough ground makes walking difficult. Short steps feeling the ground between each step. 4. Enter on the low side and exit the same way. 5. Enter on the low side and exit the same way. 6. Clubs etc. must be laid to the side & behind the playing line by at least 2 metres. Never place on green or sloping edges of bunker.
Stray balls from practice area	1. Mishit balls from practice area striking players on 18th fairway	1. Low	1. Notice on practice ground to call out when ball mishit in the same way as they would in normal play.
Additional issues with using motorised buggies.	1. Speed.	1. Medium	1. Maintain speed at the walking pace of the rest of the playing group.

The Halkett Course: Hole by Hole Risk Assessment

1st Hole.

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole	1. Tee: Mats used that can be slippery depending on climatic conditions. 2. Rough: Wet area on left 3. Rough: Wet area behind green 4. Green: Slope from green to 2nd tee 5. Trip risk from playing equipment 6. Oncoming traffic from entrance road	1. Medium to high if icy 2. Medium 3. Medium 4. Low 5. Medium 6. Medium	1. Playing off mats requires careful footing and the wearing of the correct footwear. Ice on the mats means they should not be played. 2. Wet areas are visible and of the ground becomes soft under foot withdraw rather than risk a slip injury. 3. As above 4. Careful placement of footing with the correct footwear will minimise the risk of a slip on the slope. 5. Clubs and other equipment must be laid to the side and behind the playing line by at least 2 metres 6. Wait playing shots until traffic has passed.
Footwear and outdoor clothing (All holes. Carry required items in bag or buggy)	1. Weather conditions	1. Low	1. Always be aware of weather and temperature, especially during the winter months to ensure layers of light clothing and waterproofs are carried when required. As the 9 hole course has more wet areas it is vitally important that sensible and appropriate footwear is always worn.

2nd Hole.

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole	1. Tee: Mats used that can be slippery depending on climatic conditions. 2. Green: Shared with 9th hole so awareness of play from left. 3. Trip risk from playing equipment	1. Medium to high if icy 2. Low 3. Medium	1. Playing off mats requires careful footing and the wearing of the correct footwear. Ice on the mats means they should not be played. 2. Awareness of and courtesy to others will ensure those playing first to use the green. 3. Clubs & other equipment must be laid to the side and behind the playing line by at least 2 metres

3rd Hole.

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole	1. Tee: Mats used that can be slippery depending on climatic conditions. 2. Fairway: intrusive design affecting this and 9th hole 3. Trip risk from playing equipment	1. Medium to high if icy 2. Medium 3. Medium	1. Playing off mats requires careful footing and the wearing of the correct footwear. Ice on the mats means they should not be played. 2. Courtesy to others is the first considerations but the close proximity also needs vigilance and a need to use verbal alarms every time they are required. 3. Clubs & other equipment must be laid to the side and behind the playing line by at least 2 metres

4th Hole.

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole	1. Tee: Mats used that can be slippery depending on climatic conditions. 2. Trip risk from playing equipment 3. Area subject to flooding and wet conditions in winter	1. Medium to high if icy 2. Medium 3. Medium	1. Playing off mats requires careful footing and the wearing of the correct footwear. Ice on the mats means they should not be played. 2. Clubs & other equipment must be laid to the side and behind the playing line by at least 2 metres 3. Players should be aware of regular wet conditions in winter – vigilance required to avoid slips

5th Hole.

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole	1. Tee: Mats used that can be slippery depending on climatic conditions. 2. Double green with 7th hole 3. Trip risk from playing equipment	1. Medium to high if icy 2. Low 3. Medium 4. Medium 5. Medium	1. Playing off mats requires careful footing and the wearing of the correct footwear. Ice on the mats means they should not be played. 2. Courtesy to others is the first considerations but the close proximity also needs vigilance and a need to use verbal alarms every time they are required 3. Clubs & other equipment must be laid to the side and behind the playing line by at least 2 metres

6th Hole.

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole	1. Tee: Mats used that can be slippy depending on climatic conditions. 2. Fairway: Tarred driveway on right 3. Fairway: intrusive design affecting this and 7th hole 4. Trip risk from playing equipment	1. Medium to high if icy 2. Medium 3. Medium 4. Medium	1. Playing off mats requires careful footing and the wearing of the correct footwear. Ice on the mats means they should not be played. 2. Vehicles could be struck by a ball. Delay shot to allow traffic to pass. Golfers will not play beyond boundary with road. 3. Courtesy to others is the first considerations but the close proximity also needs vigilance and a need to use verbal alarms every time they are required. 4. Clubs & other equipment must be laid to the side and behind the playing line by at least 2 metres

7th Hole.

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole	1. Tee: Mats used that can be slippy depending on climatic conditions. 2. Double green with 5th hole 3. Trip risk from playing equipment	1. Medium to high if icy 2. Medium 3. Medium	1. Playing off mats requires careful footing and the wearing of the correct footwear. Ice on the mats means they should not be played. 2. Awareness of players on 5th green – courtesy and vigilance 3. Clubs & other equipment must be laid to the side and behind the playing line by at least 2 metres

8th Hole.

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole	1. Tee: Mats used that can be slippery depending on climatic conditions. 2. Fairway: intrusive design affecting this 7th and 3rd hole 3. Trip risk from playing equipment	1. Medium to high if icy 2. Medium 3. Medium	1. Playing off mats requires careful footing and the wearing of the correct footwear. Ice on the mats means they should not be played. 2. Courtesy to others is the first considerations but the close proximity also needs vigilance and a need to use verbal alarms every time they are required. 3. Clubs & other equipment must be laid to the side and behind the playing line by at least 2 metres

9th Hole.

Hazard Consideration	Risk	Risk ranking	Mitigation
Carrying Clubs and using pull trolleys in dry& wet conditions while playing the hole	1. Tee: Mats used that can be slippery depending on climatic conditions. 2. Green: Shared with 2nd hole 3. Fairway: Slope from tee green 4. Trip risk from playing equipment 5. Slope when exiting course	1. Medium to high if icy 2. Low 3. Low 4. Medium 5. Low	1. Playing off mats requires careful footing and the wearing of the correct footwear. Ice on the mats means they should not be played. 2. Courtesy to others will ensure those playing first to use the green. 3. Careful placement of footing with the correct footwear will minimise the risk of a slip on the slope. 4. Clubs and other equipment must be laid to the side and behind the playing line by at least 2 metres 5. Care to be taken when exiting course down sloped area.

Practice Ground

Hazard Consideration	Risk	Risk ranking	Mitigation
Driving Practice	1. Fairway: Direction of play east to west 2. Boundary: Fenced at left side and far end. 3. Beyond boundary: Reed beds and marsh ground 4. Playing position: Overhead power lines. 5. Other players: being hit with other players balls	1. Low 2. Low 3. Medium 4. Medium 5. Low	1. Play must be in the direction of east to west due to overhead power lines. If this is maintained, the risk of injury is low and only then related to slips m/ trips on the grass surface. 2. When on the practice ground play must be directed in the area shown and not towards the boundary fence. 3. If a ball goes beyond the boundary fence, the ball should be classed as lost. Nobody should cross the fence and if they do, the club cannot be held responsible for any injury caused by such an act. 4. There are overhead power lines in the vicinity of the practice ground. Play must always be east to west. 5. Use of the practice ground assumes that respect will be shown to other players by giving them room and time to practice. All over hit or mishit balls will be accompanied by a verbal warning just as they would on the course.
Chip, pitch & put	1. Fairway: Chipping towards green 2. Bunker: Chipping towards green 3. Putting: Slip & trip on balls on green 4. Other players: Over hit ball from players on 18th striking a player on practice ground.	1. Low 2. Medium 3. Low 4. Low	1. All play on approach to the practice green area will be done in a controlled manner taking account of members of the public and other players who use the footpath behind the green. Verbal warnings will always be used for mishit shots. 2. Bunker play practice must be conducted by entering and existing the bunker at its lowest point back on to the fairway. No walking up banks should be done as this is a slip risk. 3. Practice putting often sees many balls on the greens. Controlling those balls in use by keeping play forward of the player mininses the risk to slipping on a stray ball. 4. Mishit balls will always be accompanied by a verbal warning. React immediately to such warnings and give them out immediately as well.

Putting Area

Hazard Consideration	Risk	Risk ranking	Mitigation
Use of the putting area adjacent to the access road	1. Access: walking on roadway 2. Using putting surface: Trip risk from edging of green. 3. Posture: Poor posture when picking up ball can have a negative ergonomic impact	1. Low 2. Low 3. Low	1. Walk from the locker room by the side of the clubhouse rather than along the road. 2. Always be aware of your surrounds so that tripping on the edging is minimised. Keep play close enough to the holes for this not to be an issue. 3. Use the knees and bend the knees wherever possible to collect the ball or alternative use a ball lifting aid.

COURSE OVERVIEW

