



RISK ASSESSMENT
BEDFORDSHIRE GOLF CLUB
18 HOLE GOLF COURSES
Full Edition

Summer 2013

Final: Version

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General Information.

Introduction.

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

General Course Topography.

The 155 acre site containing the two golf courses is leased by Bedfordshire Golf Club, and is bounded to the west by the A428 trunk road and on all other boundaries by farm and woodland. A bridleway runs on the 18 hole course boundary to right side of 12th hole, and a public footpath crosses the 18 hole course to the right of the 13th hole, to the left of the 5th hole green, and crosses the 6th, 9th, 1st and 18th fairways. The owner of Hanger Wood accesses his property on a daily basis by way of a track which crosses the 18 hole course to the left of the 9th hole, crosses the 6th hole, runs to the left of the 5th green and to the right of the 14th hole. The bridleway and public footpaths are infrequently used by members of the public.

A stream runs through the courses in a south to north direction. The depth of water in this stream at normal levels varies approximately from 300mm to 500mm deep. This can rise at flood levels to between 1.5m to 3m deep. Ponds integral to the 18 hole course are to be found on the 1st, 2nd, 14th and 15th holes. The water in the ponds on the 1st and 2nd holes is approximately 1m deep when at full depth. Ponds on the 14th and 15th contain deep water.

With the exception of the 11th and 12th holes which are flat the 18 hole course is built generally on moderately sloping ground which falls from Hanger wood towards the A428 trunk road. The 9 hole course is mainly flat but contains several short steep slopes.

Public Access

There are several public footpaths on the course. These are mentioned individually on each hole where appropriate however as a general rule the public always have priority on the course & no golf shots to be played if the public are visible & within shot range.



Staff Working on the Course.

At all times staff working on the course have priority & no golf shots to be played if the staff are within shot range.

Use of Trolleys, Electric Trolleys and Motorised Buggies.

Bedfordshire Golf Club Course Maintenance Policy Document states “Use of Trolleys, Electric Trolleys and motorised Buggies –This will be the responsibility of the Course Manager or his representative, who will daily check course condition and a sign will be displayed outside the Professional shop and on the clubhouse notice board advising the membership of any restrictions imposed.” The Course Manager, or in his absence, his Deputy are aware of this obligation.

Each buggy driver should be asked to read a list of buggy use instructions and be given a copy of these instructions before being allowed to drive on the course. The driver will sign a record book indicating they have read and understood **the** instructions. Any member or visitor who intends to use their personally owned buggy must be required to go through a similar procedure.

Buggies owned & operated by members must provide a copy of an insurance certificate providing 3rd party public liability each year when renewing their membership. This copy will be retained in the administration office.

Any visitor bringing their own buggy must provide a copy of an insurance certificate providing 3rd party public liability before use of the buggy on the course is allowed. This copy will be retained in the administration office.

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

Reduced Visibility Weather Conditions.

When foggy conditions prevail, the Course Manager or his Duty Deputy Understudy will stand on the 1st White Tee and if the back edge of the bunker on the left of the fairway is not in view he will place a sign advising the membership that the course is closed. This will be reviewed over the next couple of hours by the Club Professional or his representative. This also applies to the 10th with the proviso being able to see the mound at the end of the 10th fairway. 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."

Lightning Policy

In event of lightening or threat of lightening the course will be closed by Club Official or Professional Staff.

The air raid siren will be taken by buggy and sounded at 1st & 10th tees and then on the 6th tee to ensure all golfers can hear. For closure of the course it will be sounded once.



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 and 10th Tees including the 1st Tee on the Academy Course stating the course is closed.

Course may be re-opened by Club Official or Professional Staff by the sounding of the air raid 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.

Painted White Lines.

These are temporary white painted lines placed at various locations on the course. They are appropriately placed to ensure the safety of all golfers and to assist the Greenkeepers to maintain vulnerable parts of the course. Under no circumstances must golfers with trolleys or buggies cross these lines.

Permanent White Lines. (PWL)

These are permanently laid white plastic lines placed at various locations on the course indicating danger/hazard to all golfers. Under no circumstances must trolleys or buggies cross these lines. In addition extra care should be taken by golfer carrying their bags and it is recommended these golfers do not cross these lines

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.

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 with the following message will be placed on the Tee markers at the 1st, 6th, 9th, 13th & 18th holes.

Public footpath crosses this fairway.

At all times walkers have priority. Do not play a shot if person is in danger of being hit by a golf ball.

Public Footpath/Bridleway

A sign with the following message will be placed on the Tee marker on the 12th hole.

Public footpath/bridleway to the right of the fairway.



At all times walkers/riders have priority. Do not play a shot if person is in danger of being hit by a golf ball.

Private Road.

The farmer who manages the woods to the right of the 14th hole has access rights to the woods using the private road which runs down the entire length of the hole.

A sign with the following message will be placed on the Tee marker on the 14th hole.

Private Road to the right of the fairway.

At all times users of the road have priority. Do not play a shot if person is in danger of being hit by a golf ball.

Score Cards

The following message will be printed on each score card.

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 on the Club Website, in the General Office, Pro-Shop and both the Men's & Ladies' Changing rooms and that you have taken the time to familiarise yourself with its content.

Précised versions are also available in the same locations.

Additionally, for your safety & for the protection of the course, please ensure buggies & trolleys are kept outside white lined 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 General Manager 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 (generally known as the Academy 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.

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

Abbreviations

PWL Permanent white line

R Right

L Left

Publication of Risk Assessment

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

- Club Website
- General Office,
- Professionals Shop
- Men's changing rooms
- Ladies' hanging rooms.

A précised version of the assessment will also be available in the same locations. A copy of this version is contained in Appendix B.

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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	<ol style="list-style-type: none"> All players must remain alert at all times to the behaviour of nearby players. Players who have played an offline shot must immediately shout "FORE" to alert all surrounding players that the shot has been struck.
Being struck by a golf ball hit by a playing partner	High	<ol style="list-style-type: none"> Non playing partner (s) must not advance in front of the shot being played. 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.
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.
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	<ol style="list-style-type: none"> Obvious tripping hazards should be removed by fellow golfers & Greenkeeping staff. Sloping areas which become wet and are lacking in thick grass cover should roped off by Green's staff to prevent entry by players. Extra care should be taken by all golfers.
Tripping over a fellow golfer's playing equipment, trolley, or motorised buggy.	Low	Care should be taken by all golfers on the course.
Most of the bunkers on the 18 hole course are surrounded by steeply sloping sides. These slopes when wet are particularly slippery..	High	<ol style="list-style-type: none"> 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 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 High	All golfers should ensure they have golf shoes which are adequate & suitable for the ground/weather conditions on the day of play.



<p>Ponds: There are several ponds on the course. These are mentioned in the hole by hole risk assessment.</p>	<p>High.</p>	<p>All players should not walk inside the line of the hazard posts. If entering the sloping area at the pond edge (only on foot and without trolleys) then extreme care must be taken not to slip into the water. A warning notice of deep water to be placed in a clearly visible location at the pond edge. All trolleys/buggies must be left at least 3 metres from the pond.</p>
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Using Motorised Buggies in Wet Conditions.

If the Course Manager 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 Course Manager will also post notices 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 Course Manager 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.



18 Course: Hole by Hole Risk Assessment

1st Hole.

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry & wet conditions.	<ol style="list-style-type: none"> 1. Pond: Right side of Fairway. 2. Green: Steep slope to the left and rear of the green. 3. Green to Tee: When walking between the 1st green and the 2nd Tee. 4. Public footpath crosses fairway. 	<ol style="list-style-type: none"> 1. Medium. 2. High. 3. Medium in dry conditions/High in wet conditions. 4. Medium 	<ol style="list-style-type: none"> 1. Included in generic risks detailed above. 2. No trolleys to travel in these areas. 2 right directional notices will be placed on painted white line at front of green. 3. Always walk on made paths leading to 2nd teeing areas. 4. Signage to be placed on tee signs advising players that there is a footpath & members of the public have priority to cross fairway. No shot should be played.
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> 1. Tee/Practice green Area: Buggies must not be driven on the slope around the area. Path must be used at all times between the practice putting green & the 1st tee. 2. Pond: Right side of fairway. 3. Green: Steep slope to the left and rear of the green. 4. Driving buggies between the 1st green and the 2nd Tees: 5. Public footpath crosses fairway. 	<ol style="list-style-type: none"> 1. Medium. 2. High. 3. High. 4. High. 	<ol style="list-style-type: none"> 1. Use the path only 2. Included in generic risks detailed above. 3. No buggies to travel in these areas. 2 right directional notices will be placed on painted white line at front of green No buggies to be driven on these slopes. 4. Buggies must not leave the made path. 5. Signage to be placed on tee signs advising players that there is a footpath & members of the public have priority to cross fairway. No shot should be played.



2nd Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry & wet conditions.	<ol style="list-style-type: none"> The moderate R to L slope (after having left the made path in the area of the tees) is slippery in wet conditions. Pond left side of fairway: Steep right to left slope between left bunker 50m from the green and the right bunker. Steep slope between right hand bunker & tee area. Between the left bunker and the out of bounds hedge on the left, the grass is slippery in wet conditions. Route from green to the 3rd Tee. 	<ol style="list-style-type: none"> Low Medium Medium Medium Medium High 	<ol style="list-style-type: none"> Motorised trolleys should be set at slow speed and great care taken by walking players. Included in generic risks detailed above. Motorised trolleys should be set at low speed and great care taken by walking players. No trolleys should be taken on to the narrow strip of land between the L bunker and the hedge. PWL to be placed between right bunker & tee area. PWL to be placed between left hand bunker & out of bounds. Players walking from the 2nd green to the 3rd tee must not walk to the tee on the slope to the right of the made path when ascending. Players hitting balls to the 2nd green must be sure that those walking to the 3rd tee are well clear of the green and about to reach the teeing area. Extreme care to be taken by all players in this area. Players moving to the 3rd tee must signal to following players to play when it is safe to do so.
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> Sudden braking on the moderate slopes for much of this hole will cause skidding and the likelihood of loss control of the vehicle. Pond left side of fairway Skid/braking risk around bunkers 50 metres short of green. Skid braking risk on the steep slope to the right of the bunker 50m short of the hole at the right side of the fairway & tee area. Skid/Braking risk between the left bunker and the out of bounds hedge on the left. Route from green to 3rd tee. The 	<ol style="list-style-type: none"> High High High High High High 	<ol style="list-style-type: none"> Buggies must be driven slowly and braking restrained. Included in generic risks detailed above. Slow and careful driving between the bunkers 50m from the green is required and must be on the lesser slope approximately 5m to the right of left bunker. PWL to be placed between right bunker & tee area. PWL to be placed between left hand bunker & out of bounds If buggy users cannot walk to/from the tee then a either a suitable path should be built or a specific tee created adjacent to the 2nd green for buggy users



	surface and width of the path to the teeing area is unsuitable for buggies.		
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3rd Hole.

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry& wet conditions.	<ol style="list-style-type: none"> From the front of the teeing areas to the green the ground slopes moderately right to left. In wet conditions the ground is slippery. A stream runs on the left boundary of this hole. In flood conditions the depth of water for part of its length can be up to 3m deep. In places the embankments of this stream are unstable. In wet conditions the slope around the right greenside bunker is severe and slippery. The route from the 3rd green to the 4th tees should be by the made path. In wet conditions the approach to the 4th tee can be slippery. 	<ol style="list-style-type: none"> Medium. High. High. Medium 	<ol style="list-style-type: none"> Motorised trolleys should be set at low speed and great care taken by walking players. “DANGER DEEP WATER” signs to be placed in prominent positions along the banks of the stream. Additional ”OUT OF BOUNDS” posts to be placed, which extend the boundary to the bridge crossing the stream. . When golf balls are played into the stream it is unsafe for golfers to retrieve these balls. Notices to be placed to this effect. Out of bounds posts to be moved 1m right towards the fairway. PWL to be placed at the foot of the slope to the R of the R greenside bunker. 1 left directional notices will be placed on painted white line at front of green In wet conditions motorised trolleys should be set at low speed and great care taken by walking players. The present path should be extended up to area of the tees with particular improvements made to the drainage in this area to keep water off the paths.
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> From the front of the teeing areas to 50m short of the green the ground slopes moderately from right to left. A stream runs on the left boundary of this hole. In flood conditions the depth of water for part of its length can be up to 3m deep. In places the embankments of this stream are unstable. Around the green there is a severe slope to the right and a moderate slope on the left and rear of the green. The route to the 4th tees should be by 	<ol style="list-style-type: none"> Medium. High. Medium. Medium 	<ol style="list-style-type: none"> Buggies to proceed cautiously along the lower reaches of the slope and avoid sharp braking. Drive carefully, no sharp braking. Buggies not to be driven within 3m of the edge of the bank of the stream or between the bunker and stream.” DANGER DEEP WATER “notices to be placed in prominent positions near the edge of the stream. Other measures outlined above for golfers carrying their clubs and walking. Measures outlined above for golfers carrying their clubs and walking. Buggies should be driven slowly & use the path to the 4th tee.



	the made to the left & rear of the 3 rd green using the path.		
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4th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry& wet conditions.	<ol style="list-style-type: none"> 1. Steep slope on tee bank. 2. Gently sloping fairway up to green. 3. Moderate upslope from 50m short and steep upslope right of 4th green to the 5th tee. 	<ol style="list-style-type: none"> 1. Medium 2. Low. 3. When dry risk = low, when wet medium. 	<ol style="list-style-type: none"> 1. PWL at the bottom of the bank at the tee between the rear of the tee up to the steps 2. N/A 3. Rope off this slope in wet conditions. Players to approach teeing area from front of tee.
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> 1. Steep slope on tee bank 2. Gently sloping fairway to green. 3. Skidding/Brake risk due to moderate upslope from 50m short and steep upslope right of the 4th green to 5th tee. 	<ol style="list-style-type: none"> 1. Medium 2. Low. 3. High 	<ol style="list-style-type: none"> 1. As detailed above for walking golfers 2. N/A 3. 1 left directional sign to be placed on white painted line in front of green. Buggies to be driven to left and rear of 4th green and to be parked to the right of the trees behind the 4th green. Buggy users either to walk back to the 5th tees or to use the purple tee. No buggies to be taken to be adjacent to the 5th tees. Parking area to be PWL marked for buggies.

5th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry& wet conditions.	Gently sloping fairway to green	Low	PWL: between R greenside bunker & track. 1 left directional sign to be placed on painted white line in front of green.
Using motorised buggies in dry conditions.	Gently sloping fairway to green	Low	As above.



6th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry & wet conditions.	<ol style="list-style-type: none"> Moderate upslope from track to teeing area. Public footpath crosses fairway. 	<ol style="list-style-type: none"> Medium Medium 	<ol style="list-style-type: none"> Install post and rope fence running along bottom of slope .Open gap in fence behind 6th tees to allow access to L side of 6th tees. Steps up to tees already available for players carrying clubs. Signage to be placed on tee signs advising players that there is a footpath & members of the public have priority to cross fairway. No shot should be played
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> Moderate U slope from track to teeing area. Moderate slope to L side of green unsuitable for buggies. Public footpath crosses fairway. 	<ol style="list-style-type: none"> High. High Medium 	<ol style="list-style-type: none"> Install post/rope fence running along bottom of slope to stop access by buggies. Buggies to be driven and parked behind the 6th tee, and use the turning circle. Access to the 6th tees by walking through the gap provided in the post and rope fence at the rear of the tees. No access to be allowed from the front of the teeing areas. Notices to be placed in this respect. Route buggies to R side of green only by using small notices. Signage to be placed on tee signs advising players that there is a footpath & members of the public have priority to cross fairway. No shot should be played



7th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry & wet conditions.	<ol style="list-style-type: none"> 1. Steep down slope in front of the teeing area for a distance of approximately 75m. 2. For a further 150m approximately, medium upslope falling right to left. 3. From the upslope the 8th teeing area is partially hidden. 4. To the left 7th green is a steep right to left slope towards the 16th green. 5. Motorised trolleys should not be taken on to the slopes to the right or behind the 7th green. 	<ol style="list-style-type: none"> 1. Low. 2. Low. 3. High. 4. High. 5. Medium. 	<ol style="list-style-type: none"> 1. N/A 2. N/A. 3. Before shots are played towards the green players must ensure that golfers leaving the 7th green have reached the 8th tee and have signalled that the players on the 7th fairway can play their shots towards the green. Notices are posted on the 7th & 8th tee to this effect. Players on the 8th tee are also instructed that they must stand on the right side of the teeing area & can only drive off the 8th tee once they see the players on the 7th hole appearing over the upslope on the 7th hole 4. Motorised trolleys should not be taken on to this slope. White painted line to run across fairway in front of green. All trolleys should be left at front of green. 5. As at 4 above.
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> 1. Steep down slope for 75m in front of teeing. 2. For the next 150m approximately medium upslope falling right to left. 3. From the U slope the 8th teeing is partially hidden. 4. To the left 7th green is a steep right to left slope towards the 16th green. 5. Steep U slope at rear of 8th hole teeing area. 	<ol style="list-style-type: none"> 1. Medium 2. Low. 3. High. 4. High. 5. High. 	<ol style="list-style-type: none"> 1. Buggies must always travel down this slope on the lesser sloping right side 2. N/A. 3. Before shots are played towards the green players must ensure that golfers leaving the 7th green have reached the 8th tee and have signalled that the players on the 7th fairway can play their shots towards the green. Notices are posted on the 7th & 8th tee to this effect. Players on the 8th tee are also instructed that they must stand on the right side of the teeing area & can only drive off the 8th tee once they see the players on the 7th hole appearing over the upslope on the 7th hole. 4. Buggies trolleys should not be taken on to this slope. 1 Left directional sign to be placed pointing to the 8th tee between white & yellow tees. 5. As at 4 above.



8th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry& wet conditions.	<ol style="list-style-type: none"> 1. Immediately in front of the teeing area there is a steep down slope. 2. Medium upslope to the left of the greenside bunker. 	<ol style="list-style-type: none"> 1. High. 2. High. 	<ol style="list-style-type: none"> 1. All golfers must use the non-slip surfaced path to access the fairway. 2. PWL At front of slope to the left of the L greenside bunker to the 9th hole tee. 1 right directional sign to be placed on white painted line in front of green
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> 1. Immediately in front of the teeing area there is a steep down slope. 2. Medium slope to the left of the greenside bunker. 	<ol style="list-style-type: none"> 1. High. 2. High. 	<ol style="list-style-type: none"> 1. All buggies must be driven slowly down the non-slip surfaced path to access the fairway. 2. As at 2 above.

9th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry& wet conditions.	<ol style="list-style-type: none"> 1. Immediately in front of the teeing area there is a down slope. 2. Across the fairway there is a ditch. 3. Public footpath crosses fairway. 4. Medium upslope to the left of the bunker to the left of the green. 	<ol style="list-style-type: none"> 1. Low. 2. Low 3. Medium 	<ol style="list-style-type: none"> 1. N/A 2. All golfers should use the bridges at the right & left side of the fairway to cross this ditch. When retrieving a ball all golfers should use extreme care. 3. Signage to be placed on tee signs advising players that there is a footpath & members of the public have priority to cross fairway. No shot should be played. 4. PWL on the slope to the front & left of the L greenside bunker. All trolleys should go to the right of this green
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> 1. Immediately in front of the teeing area there is a down slope. 2. Across the fairway there is a ditch.. 3. Public footpath crosses fairway. 4. Medium upslope to the left of the bunker to the left of the green 	<ol style="list-style-type: none"> 1. Low. 2. Low. 3. High. 4. Medium 	<ol style="list-style-type: none"> 1. N/A 2. All buggies should use the bridges at the right & left side of the fairway to cross this ditch. When retrieving a ball all golfers should use extreme care. 3. Signage to be placed on tee signs advising players that there is a footpath & members of the public have priority to cross fairway. No shot should be played. 4. As at 4 above. All buggies should go to the right of this green.



10th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry & wet conditions.	Slopes to rear of green may cause foot slippage in wet conditions.	Low	1 Right directional sign to be placed on painted white line at front of green keeping all golfers to right of green.
Using motorised buggies in dry conditions.	Slopes to the side & rear of the green are steep or medium.	Medium/High	As above.

11th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry & wet conditions.	Steep slopes surround the teeing area.	High	PWL to be placed between the green & the front of the 11 th tee.
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> 1. Steep slopes surround the teeing area. 2. Steep slopes to the side & rear of the green. 	<ol style="list-style-type: none"> 1. High 2. High 	<ol style="list-style-type: none"> 1. As detailed above.. 2. Buggies must not be driven on these slopes.

12th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry & wet conditions.	<ol style="list-style-type: none"> 1. Infrequently used public bridleway running the full length right of fairway. 2. In wet conditions steep slope to side & rear of the green is very slippery.. 	<ol style="list-style-type: none"> 1. Low. 2. High 	<ol style="list-style-type: none"> 1. Notices to be placed on the tee which instructs that shots are not to be played if members of the public are walking on the bridleway and within range of the tee. 2. 1 left directional sign to be placed All traffic directed to the left of the green around the front of the 13th tee.
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> 1. Infrequently used public bridleway running the full length right of fairway. 2. Steep slope to the rear of the green. 3. Restricted access to the 13th tee from the right side of the 12th green due to slopes at side & rear of green. 	<ol style="list-style-type: none"> 1. Low 2. High 3. High 	<ol style="list-style-type: none"> 1. Notices to be placed on the tee which instructs that shots are not to be played if members of the public are walking on the bridleway and within range of the tee. 2. As at 2 above. 3. As at 2 above.



13th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry& wet conditions.	Infrequently used public footpath running full length right of the hole.	High	Notices to be placed on the tee instructing that shots are not to be played if members of the public are walking on this path.
Using motorised buggies in dry conditions.	1. Infrequently used public footpath running full length right of the hole.	1. High 2. High	1. Notices to be placed on the tee instructing that shots are not to be played if members of the public are walking on this path.

14th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry& wet conditions.	<ol style="list-style-type: none"> 1. Infrequently used, privately owned, made up track running the full length right of the hole. 2. Medium/steep down slope in front of tee for approximately 60m. 3. Deep water pond to the right of the green. 4. Steep bank to left side of pond on the immediate right of green. Possible foot slippage into pond. 	<ol style="list-style-type: none"> 1. High. 2. Medium. 3. High. 	<ol style="list-style-type: none"> 1. Notices to be placed on the tees instructing that shots are not to be played if the track is being used within range of the shot about to be played. 2. Users of motorised trolleys to maintain an easily controllable trolley speed when descending. 3. As detailed in generic risks. PWL to be placed between right pond & 14th green. 4. . Deep water notices to be placed adjacent to the pond. B. Life belt to be placed near the edge of the pond. C. No trolleys to be taken inside the line of the yellow hazard posts surrounding the pond & the embankment on left side of pond i.e. immediately right of the green. White lines barring entry to continue to be painted on the ground and maintained by the green's keepers. Small directional notices to be placed indicating trolley routes.
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> 1. Infrequently used, privately owned, made up track running the full length right of the hole. 2. Medium/steep down slope in front of tee for approximately 60m. 3. Deep water pond to the right of the green. 	<ol style="list-style-type: none"> 1. High. 2. Medium. 3. High 	<ol style="list-style-type: none"> 1. Notices to be placed on the tees instructing that shots are not to be played if the track is being used within range of the shot about to be played. 2. Buggies to be left on the made up track 15m to the R of the tees and when proceeding down the hole buggies not to enter the fairway area until beyond the uncut area of rough.. 3. As detailed in generic risks. PWL to be placed between right



	4. Risk of slippage around track area from right of pond to 15 th tee area.		pond & 14 th green. 4. 1 directional right sign to the right of the pond by the track directing buggies to the left of the green.
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15th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry & wet conditions.	<ol style="list-style-type: none"> 1. Deep water ponds: To the left side of the teeing area & running from 20m in front of tee for the full length of the hole to 2m short of the green. 2. Steep slope between the right of the tee and the adjacent wood. 3. Medium/Steep slope surrounding the bunker behind the green. 	<ol style="list-style-type: none"> 1. High 2. Low 3. Medium. 	<ol style="list-style-type: none"> 1. As detailed in generic risks. 2. All trolleys to driven with care at this location. Golfers to take extra care when walking in this area. 3. Trolleys taken to the left of the pond to be routed within the white lined area to the left of and behind the green.
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> 1. Deep water ponds: To the left side of the teeing area & running from 20m in front of tee for the full length of the hole to 2m short of the green. 2. Steep slope between the right of the tee and the adjacent wood. 3. Medium/Steep slope surrounding the bunker behind the green. 	<p>High. High. High.</p>	<ol style="list-style-type: none"> 1. As detailed in generic risks 2. Buggies must not travel on this slope and must be parked to the right front of the tee and golfers using buggies must walk back to the teeing areas to play. 3. PWL to guide trolleys/buggies at the rear of the green/bunker.



16th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry& wet conditions.	<ol style="list-style-type: none"> 1. This hole has a medium upslope for approximately 220m and then over the brow of the slope to a hidden green. 2. Steep upslope to the left of the green. 3. Steep slope to the right of green 	<ol style="list-style-type: none"> 1. High 2. Medium/High. 	<ol style="list-style-type: none"> 1. All players must ensure that the potential landing area for any shot played over the brow of the hill has been vacated by those playing immediately ahead or any green's keepers working in the hidden area. 2. PWL at front of slope between 16 & 7th greens. 3. 2 right directional signs at front & right side of green pointing buggies/trolleys to the grass track close to plantation & leading to 17th tee. Black posts to be erected at plantation to indicate track. Players to walk back to green from 17th tee.
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> 1. This hole has a medium upslope for approximately 220m and then over the brow of the slope to a hidden green. 2. Steep slope to the left of the green. 3. Steep slope to the right of green. 	<ol style="list-style-type: none"> 1. High 2. Medium/High. 	<ol style="list-style-type: none"> 1. All players must ensure that the potential landing area for any shot played over the brow of the hill has been vacated by those playing immediately ahead or any green's keepers working in the hidden area. 2. As 2 above 3. As 3 above..



17th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry & wet conditions.	<ol style="list-style-type: none"> 1. Medium left to right down slope for approximately 150m then medium upslope slope for remainder of fairway towards the green. 2. Pathways constructed from right of the green to the 18th hole tee. Pathway must be used. Deviation from this pathway on to the slope behind the 1st green increases risk. 	<ol style="list-style-type: none"> 1. Low. 2. Low 	<ol style="list-style-type: none"> 1. N/A 2. All golfers to use pathway to right of green for access to 18th tee.
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> 1. Medium left to right down slope for approximately 150m then medium upslope for remainder of fairway towards the green. 2. Pathways constructed from right of the green to the 18th hole tee. Pathway must be used. Deviation from this pathway on to the slope behind the 1st green increases risk 	<ol style="list-style-type: none"> 1. Low. 2. Low. 	<ol style="list-style-type: none"> 1. N/A 2. All buggies to use pathway to right of green for access to 18th tee.

18th Hole

Type of Trolley or Buggy	Risk Description	Risk Grade	Recommendation/Solution
Carrying Clubs and using motorised & pull trolleys in dry & wet conditions.	<ol style="list-style-type: none"> 1. Medium sloping and undulating fairway. 2. Steep slope around the large oak tree in the rough on the right of the fairway. 3. Medium upslope behind green. 	<ol style="list-style-type: none"> 1. Low. 2. Medium. 3. Medium. 	<ol style="list-style-type: none"> 1. N/A 2. Players with motorised trolleys to leave trolleys on the fairway in the area of the tree. 3. Install hoops to left of green forcing trolleys to use path to car park.
Using motorised buggies in dry conditions.	<ol style="list-style-type: none"> 1. Medium sloping and undulating fairway. 2. Steep slope around the large oak tree in the rough on the right of the 	<ol style="list-style-type: none"> 1. Low. 2. Medium. 3. Medium. 	<ol style="list-style-type: none"> 1. N/A 2. All buggies must be left on the fairway in the area of the tree. 3. Buggies to be directed to route on the left side of the green only by placing small route notices.



	fairway. 3. Medium upslope behind green.		4. No buggies should use footpath to the right of the clubhouse.
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Appendix A Directional Notice Template.

This section provides details on the location of directional notices & permanent white lines (PWL).

Hole No	Buggies to the right.	Buggies to the left.	Trolleys/Buggies to the right.	Trolleys/Buggies to the left.	Public access Signs on tees hard standing.	Danger Unstable Banks Do not enter.	Post & Rope.	Permanent White line. (PWL)	Turning circle
1	2 In front of white line at front of green				Public footpath across fairway. The public have priority.				
2								PWL At bottom of slope to R of R F/W bunker. PWL .From edge of left bunker to out of bounds.	
3				1 In the middle of the fairway on the painted white line.		1 Large sign To be placed on the “out of bounds” line 5m to the R of the bridge crossing the stream to the 9hole course.		PWL At the foot of the slope to the R of the R greenside bunker.	
4		1 In front of the 4 th green. Only route will be to the L and rear of green where buggies will be parked whilst shots played from the 5 th tee.						PWL At the bottom of slope between rear of white tee & steps. Plus permanent white line for parking area at rear of green.	
5		1. on the painted white line in fairway. 1 At gap in rope & fence “ NO Entry to 14 th tee” on rear of sign						PWL between bunker & track at green. Only route will be through the post and rope fence on to the made up track and then on to the path behind the 6 th tees.	



Hole No	Buggies to the right.	Buggies to the left.	Trolleys/Buggies to the right.	Trolleys/Buggies to the left.	Public access Signs on tees hard standing.	Danger Unstable Banks Do not enter.	Post & Rope.	Permanent White line. (PWL)	Turning circle
6					Public footpath across fairway. The public have priority.		Near the steps & along the road to stop trolley/buggies going up slope to tee.		1 At side of path behind 6 th tee
7		1. On the 7 th fairway approx. 40m short of 7 th green pointing towards the 8 th tee. This sign will be between white & yellow tees.							
8			1 At the front of the 8 th green directing buggies to the R and rear of the green towards the 9 th tees.					PWL At the front of the slope to the left of the L greenside bunker leading to the 9th hole teeing area	
9					Public footpath across fairway. The public have priority.			PWL On the slope to the front and left of the L greenside bunker.	
10			1 At front of green on painted white line pointing towards 11 th tee.					PWL between the green and the front of the 11 th teeing areas.	
11									



Hole No	Buggies to the right.	Buggies to the left.	Trolleys/Buggies to the right.	Trolleys/Buggies to the left.	Public access Signs on tees hard standing.	Danger Unstable Banks Do not enter.	Post & Rope.	Permanent White line. (PWL)	Turning circle
12				1 To the R of the bunker R of the green pointing left Winter only	Public footpath on right of fairway. Do not play if public are within shot range.				
13					Public footpath on right of fairway. Do not play if public are within shot range.				
14	. 1 At entry from track to 14 th teeing area on the other side of sign.	1 On the R front side of the pond adjacent to the made up track. No access to 15 th tee						Permanent white line between right pond & 14th green	
15								Permanent white line to guide buggies/trolleys at rear of green & bunkers.	
16			2 At the R front of the green pointing to the grass track running close to the tree plantation and leading towards the 17 th teeing area.					Permanent white line at front of slope between 7th and 16th greens.	
17									



18				1 In front of the 18 th green pointing to the left of the green.				Install hoops to stop buggies using left side of green to exit to car park	
Total	3	5	4	3	5	1			1





Appendix B - Precise version of risk assessment.

BEDFORDSHIRE GOLF CLUB 18 HOLE COURSE

ON COURSE RISK HIGHLIGHTER

THE CLUB'S COMPREHENSIVE UPDATED RISK ASSESSMENT IS AVAILABLE IN THE CLUBHOUSE AND ON THE CLUBS WEB SITE.

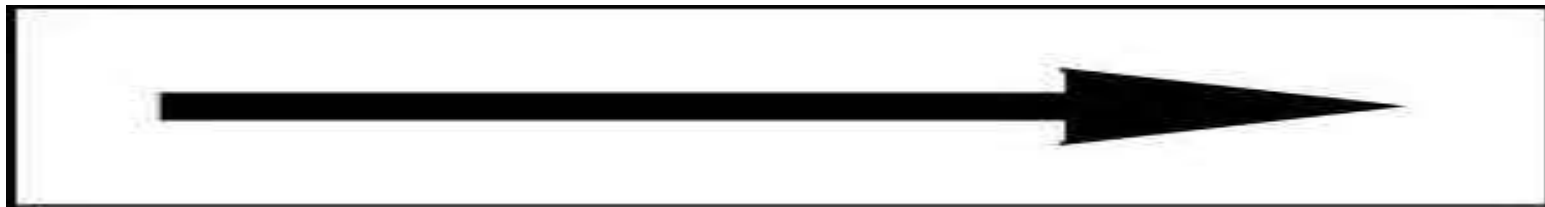
IT IS RECOMMENDED THAT ALL MEMBERS READ THE COMPREHENSIVE VERSION.

IF ANY DOUBT EXISTS AS TO ANY ASSESSED RISK AND SOLUTIONS TO IDENTIFIED RISKS THEN THESE ARE TO BE CONVEYED TO THE CLUB OFFICE FOR CLARIFICATION.

1. Be aware of the behaviour of other golfers and their place on the course. Do not play a shot until you are sure there is little risk of your ball hitting any other person particularly if you are hitting towards an area hidden from your view. Always shout "FORE" if you hit a wayward shot.
2. In foggy conditions do not attempt to play if restriction notices are placed on the 1st and 10th tees.
3. Many bunkers have steeply sloping sides. The risk of slipping on these slopes is high. Always enter and leave from the lowest point and never take trolleys on to these slopes.
4. Many tees and greens have sloping sides. To avoid risk of slipping and skidding do not take trolleys on to slopes surrounding tees.
5. In wet conditions many slopes are very slippery. It is essential that footwear designed for golf is worn at all times. In addition slopes considered to be particularly risky and to be avoided are e.g. Behind the 1st green/to the right of the right hand fairway bunker at the 2nd/to the left of the tees at the 5th hole/leading to the 6th, 8th, 11th and 15th hole tees/ to the right and left of the 15th green.
6. There are 4 ponds two containing water approx. 1m deep (1st and 2nd holes) and two with deep water. All have steeply sloping sides and are designated as water hazards by yellow posts. Entry to the areas on the pond side of the yellow posts should be made only in extreme circumstances and with great care. No trolleys are to be taken on the pond side of the yellow posts.
7. Directional notices are in place on the course, Deviation from indicated directions will be at the entire risk and responsibility on the individual.
8. A stream runs along the length of the third hole. This stream is outside the playing area of the course. The embankments to this stream are unstable and deep. No attempt is to be made to recover any golf balls which go into this stream.
9. The Course manager is responsible for deciding if buggies can be used on the course if conditions are wet. His decision will be relayed to the Professional's shop.
10. Any accidents occurring on the course are to be reported immediately to the Club Office or if the office is not attended, to the Professional shop.



Appendix C - No entry course signage for buggies/Trolleys



No Buggies/Trolleys



Appendix D – Policy for use of buggies during winter period

USE OF MOTORISED BUGGIES IN THE WINTER PERIOD

(Commencing November 2013)

For the purposes of this document the winter period is generally regarded as being mid November to mid March.

Red Course Condition:

When the course manager or deputy decides the course conditions are red, a red circular sign will be displayed outside the professionals shop. No buggies or trolleys will be allowed on the course.

Blue Course Condition

When the course manager or deputy decides the course conditions are blue, a blue circular sign will be displayed outside the professionals shop. Only trolleys with winter wheels will be allowed on the course. In addition buggies will be allowed on certain holes on the course as indicated in the highlighted paragraph below.

The Club's Course Policy document (2006) under the heading "Roles and Responsibilities" and sub heading "Use of trolleys, Electric Trolleys and motorised Buggies" states "This will be the responsibility of the Course Manager or his representative, who will daily check course condition and a sign will be displayed outside the Professional shop and in the clubhouse on the notice board advising the membership of any restrictions imposed"

This policy has worked well and generally has been accepted by the membership. It is inevitable that "at the margin" there is likely to be differing views on whether the Course Manager's decision is right or wrong.

The Course Manager bases his decisions on two factors-

1. Whether or not there is a high risk to the health and safety of players using the highlighted equipment.
2. Whether there is likely to be lasting damage to the course. Whether repair of this damage is likely to result in excessive expenditure, or detract from the appearance and playing condition of the course.

As the Course Manager is the most experienced member of staff in these matters, then he and he alone should remain responsible for this function. He has to make the same judgement when deciding whether to deploy course machinery and whether he risks the health and safety of his trained and experienced staff when they drive the machinery.

Situations will arise when conditions are marginal. The Course Manager should then consider whether a part of the course can be made available to those players who provide medical certification which states that they will not be able to play if the use of motorised buggies is suspended. (They will also be required to provide proof that they carry third party accident insurance and sign a disclaimer before they are allowed to drive on the course.) If these conditions are met and the Course Manager agrees that limited use is acceptable, then a route will be laid out for buggy users by reference to the course Risk Assessment and the prevailing ground conditions. This route will not include any holes where the Course Manager considers the Risk to be unacceptable. **(Knowledge of recent winter conditions leads us to believe that this route will be along the following holes – 10th, 14th, 15th, 4th, 5th 6th, and 9th holes).** Buggy drivers will also be expected to drive only on designated parts of these holes i.e. in the rough. It is likely that the numbers of members wishing to avail themselves of this facility will be few. It should be the responsibility of the Pro shop to take the few on test drives to ensure they are fully briefed on what is expected of them. Visitors wishing to use a motorised buggy will have to meet the same requirements as members.