



HEVER CASTLE GOLF CLUB

Overview Golf Course Risk Assessment

1.1 Introduction

This assessment considers issues relating to Kings and Queens (18 Holes) and the Princes Course (9 Holes). Also, any risks that may be present around the clubhouse including the driveway, car park, waterside Area, and practice area.

1.2 General Course Topography

The Estate and surrounding Golf Courses are of a Parkland type, with many undulations and slopes. With some 30 meters difference in elevation from the highest point on the course (clubhouse) to the lowest point (5th Green). The soil composition of the Estate and course is mainly that of "Blue Weald Clay" so as such can be prone to slippery surfaces during wetter periods.

The site has many ponds within its boundaries and a "live" water course that runs through all three courses along its eastern boundary exiting in the river Eden on its southern boundary.

There are some occasionally steep inclines within the golf course extending over short distances.

Drainage ditches also feature on the courses which have intermittent water depending on conditions.

1.3 Public Access

All Members, Staff, Visitors, Contractors and delivery vehicles pass through a "Shared Drive" to enter the Golf Club this drive has Vehicle Calming measures and a Maximum Speed of **5MPH** Priority must be given to Pedestrians on this Drive.

The Carpark is also Maximum Speed of **5MPH** with Priority to Pedestrians.

There is a Public Footpath SR526 that runs along one of the Golf Courses access paths, running from East to West crossing the 13th, running alongside the 12th/15th/11th/10th/17th/18th then crossing the 9th finally running alongside the 1st and 18th and terminates at the footpath gate, Pedestrians have Priority.

There is a "Granted" access road on the Princes Course allowing the residents/Stable personnel ingress and egress. This is located behind the 1st Green running alongside the 2nd and entering the Private Property behind the 9th Tee Box. Vehicles and Pedestrians have Priority on this access road.

On the western side of the courses, we have a path that runs North – South linking the Castle to the clubhouse Pedestrians have priority on this path.

A Concrete access Road to the Greenkeepers Compound runs Through the courses Passing along and through the 10th, Prince's 9th,18th. and the 9th Kings. The Greenkeepers and any Vehicle travelling on this road have Priority, **Golfers must give courtesy and let them pass.**

1.4 Staff/Contractors Working on the Course

Staff/Contractors working on the course have priority at all times and golfers should not play shots if individuals are within range or at obvious **Risk** of being struck.

1.5 Adverse Weather Conditions

In the event of extreme weather episodes, the management Team i.e., Course Manager (or his/her Deputy in their absence) will close and open the Course at their discretion after course inspections have taken place. No play should commence/continue until this inspection has taken place.

Buggies and Trolleys use are at the Discretion of the Clubhouse Manager (or his/her Deputy in their absence) Any visitor bringing their own buggy should be asked to provide a copy of an insurance certificate providing 3rd party public liability before using the buggy on the course.

Fog Closure/opening are at the Discretion of the Clubhouse Manager (or his/her Deputy)

1.6 Lightning

In the event of Lightning or the imminent threat of lightning the course will be closed by the Clubhouse manager (or his/her Deputy in their absence. The Air horn will be sounded by several long blasts, signalling that the course is closed. Continuing to play at Golfer discretion is not an option.

Where there is insufficient time to evacuate the course and there is a threat of lightning, Golfers and others on the course are advised to comply with the following:

- keep as low down as possible, seek refuge in the nearest bunker or hollow.
- leave golf equipment and stand at a distance from this.
- DO NOT shelter under trees or go to high ground.
- Switch off your mobile phone and do not use it.
- DO NOT put up your umbrella
- DO NOT stand close to any stream or pond.

The Courses will be reopened by the Club Manager (or by his/her deputy in their absence)

1.7 Painted Lines GUR and Temporary Signs and Rope

where the Course manager (or his/her) representative have marked up areas for the protection of golfers and to assist the greens staff in maintaining or repairing damaged or vulnerable areas of the course. Golfers with buggies and trolleys must remain outside these lines.

1.8 Footwear

All golfers must ensure they are wearing golf shoes that are adequate and suitable for the ground and weather conditions on the day of play.

1.9 Safety notices/recommendations

All users of the golf course should be made aware of the full risk assessment which is available to be read/QR Scanned/in the following locations:

- Club website
- General office
- Pro Shop

Please Take Time to Familiarise Yourself With its Content.

Hever Castle Golf Club wants everyone to enjoy their round of golf but accepts no liability for any accident or damage caused by not following the safety notices and guidelines whilst playing the course.

Thank you for your understanding in this matter.

1.10 Responsibilities

Maintaining Risk Assessments is the responsibility of the Health and Safety Officer. Assisted by the Course manager and the Clubhouse Manager.

1.11 Overview of Risk Assessments definitions

The risk assessment will address the following:

- Generic risks whilst playing golf

- Risks from carrying clubs and using pull and motorised trolleys in dry and wet conditions
- General hazards within the golf course

Generic Risks Whilst Playing Golf

Risk - Being struck by a golf ball hit offline by a golfer elsewhere on the course.

Potential of Harm - High

Recommendation - All players must remain alert at all times. Players who have played an offline shot must immediately shout "Fore" to alert surrounding players/staff the shot has been struck.

Potential of Harm with Recommendation in place – Medium

Risk - Being struck by a golf ball hit by a playing partner

Potential of Harm – High

Recommendation - Non-playing partners must not advance in front of the shot being played, without watching the shot being played. Players who have played a shot towards a playing partner(s) must immediately shout "Fore" to alert all surrounding players the shot has been struck

Potential of Harm with Recommendation in place – Medium.

Risk - Being struck by a golfer in the following group

Potential of Harm - Medium

Recommendation - Following Golfers must ensure that those in front have advanced further than they can hit their best shot.

Potential of Harm with Recommendation in place – Low

Risk - Being Struck by the swinging club of a playing partner.

Potential of Harm - Medium

Recommendation - Players to stand at least 2m from the arc of the swinging club.

Potential of Harm with Recommendation in place – Low

Risk - Tripping on uneven sloping, or slippery ground.

Potential of Harm - Medium

Recommendation - Obvious tripping hazards should be removed by fellow Golfers and any Hever Castle Golf Club Staff. Most obvious wet laying slopes to be roped off (i.e. previously recorded incidents acted on)

Extra care should be taken by all Golfers and visitors encountering these conditions, to self-assess the safest way to proceed i.e., walk a slightly longer route if the slope is less steep, (including ensuring they are wearing appropriate footwear)

Potential of Harm with Recommendation in place – Low

Risk - Slipping when on Sloping Ground e.g., river and bunker banks especially when ground conditions are wet

Potential of Harm - High

Recommendation - Enter and Exit the bunkers from the shallowest Side/steps wherever possible. Do not go down riverbanks in wet conditions. Trolleys and

buggies must be kept at least 5 meters from such slopes in all conditions.

Potential of Harm with Recommendation in place – Medium

Risk - Steep slopes on the sides of Tee Boxes can be slippery when wet.

Potential of Harm - High

Recommendation - Use steps if provided for that Tee box.

Potential of Harm with Recommendation in place – Low

Risk - Slopes within the course may become slippery when wet.

Potential of Harm - High

Recommendation - Treat all slopes with extreme care particularly when wet.

Always self-assess for the safest way to navigate slopes if ropes are in place do not step over them

Ensure Golf shoes are adequately spiked and suitable for the ground conditions on the day of play

Potential of Harm with Recommendation in place – Medium - Low

Risk - Ponds/streams marked by Hazard posts/paint. (see Hole by Hole analysis)

Potential of Harm - High

Recommendation - Players should remain outside the line of the hazard. Only enter the marked area on foot and with extreme caution to avoid slipping into the water. Keep all trollies and buggies 5 meters from the edges of hazards.

Potential of Harm with Recommendation in place – Medium

Using Buggies in wet Conditions

If the Clubhouse manager or his/her representative considers that the course conditions are too wet to safely operate motorised buggies without damaging the course (liaise with Course Manager or his/her representative) and risking damage to buggies / users, the Club website will be amended to state that buggies are off (i.e., not to be used).

Risk - High level from buggies skidding uncontrollably or overturning, causing injury to drivers, passengers, and others, as well as damage to the course.

Recommendation - Use of buggies will be banned until course condition improves.

Risk - Inexperienced Drivers of the buggies.

Potential of Harm - High

Recommendation - Drivers must be 17 years of age or over.

Potential of Harm with Recommendation in place – Medium

Risk - Driving vehicles when intoxicated (drink/drugs)

Potential of Harm - High

Recommendation - Driving when intoxicated is strictly prohibited.

Potential of Harm with Recommendation in place – Low

Risk - injury/incident in/on Shared Driveway/Entrance and Carpark

Potential of harm - Medium

Recommendation - maximum speed 5 MPH

Potential of Harm with Recommendation in place – Low

Risk - Deep water at the Waterside Restaurant

Potential of Harm - High

Recommendation - Stay behind Physical Barrier, Stay 1 meter back from unprotected Water. Always supervise Children and the vulnerable.

Potential of Harm with Recommendation in place – Low

General Hazards Present on Or Near the Golf Course

The information below identifies the main hazards that members and visitors may encounter when playing, practicing on, or walking the golf course. This is not a comprehensive list as adverse weather and unforeseen human, or other actions may create new and unforeseen hazards. Being aware of this information will reduce the risk to yourself and others. The Golf Club Management may deem it necessary to close the course if risks to members and the public are considered excessive.

All Golfers must adhere to the following:

1. Be aware of and adopt golfing etiquette, do not play a shot when others are in range; if an error of judgement is made in terms of distance or direction, shout **"FORE"**!
2. Be aware of the behaviour and location of other golfers and members of the public, particularly on holes running alongside the public footpath SR526 and the access roads on site. There could be increased use of this path by members of the public who may not be aware of the dangers of being hit by a golf ball or may be moving quickly (cycling) and therefore harder to spot when teeing off.
3. Be aware of your playing partners, do not walk in front of them when they are playing a shot, or stand in range of the arc of their golf club.
4. Be aware of Greenkeepers/Contractors when they are working on the course, give them time to move away before playing a shot. If they are unaware of your presence, attract their attention as best you can (noting they may be wearing ear defenders so may not hear you easily).
5. Many holes on the golf course run in parallel, if unsure where your ball will finish shout **"FORE"**! as a precaution. See also the hole-by-hole notes for more information.

Hazards associated with Ponds, Streams, and Ditches

All banks and edges of ponds, streams and ditches should be treated as potentially slippery, and caution taken when negotiating these. Do not step onto frozen ice. Keep motorised buggies and trollies clear of hazards and at least 5m from the edges of these.

Hazards associated with Trees on the Golf Course

Many of the poplars and older trees on the golf course contain a lot of dead wood and may shed branches at any time, particularly in strong winds. Avoid walking close to trees in windy weather as branches can fall unexpectedly.

Hazards associated with animal Damage

Rabbits and other animals can dig holes in areas of the golf course, be aware of the risk of stepping into a hole, particularly in areas of long grass; this may result in sprained or broken limbs.

Hazards associated with chemicals used on the course

Avoid oral contact with anything that has come into contact with the golf course, especially if signs "Caution Spraying" are in place. The golf course will at times have traces of fertiliser, fungicides/herbicides, and other chemicals, as well as animal waste.

Hazards associated with Dead Animals

Any dead animals found on the course should not be handled but reported to a member of staff, who will take action to address this.

Hazards associated with Extreme Weather Events

Additional care is required when moving round the golf course in wet, cold, or icy conditions. During hot weather, ensure you remain well hydrated by having a bottled drink with you, wear a hat and apply sunscreen.

Players must take responsibility for their own safety on the course when it is open for play.

Hazards associated with slopes and Banks

Wear the correct footwear on the course, having regard for the weather / ground conditions. Take care when going up or down slopes; use steps where these are provided; avoid taking buggies and trollies up or down steep slopes, especially if an alternative route is available. Do not brake suddenly when driving buggies on slopes, especially in wet conditions. Enter and exit bunkers from low points.

Practicing

This is limited to the practice Ground (adjacent to the First Hole) and the Practice Putting Green located opposite the Clubhouse.

4.0 Hole by Hole Analysis

Abbreviations

OOB – out of Bounds

R/H/S – Right Hand Side

L/H/S – Left Hand Side

F/way – Fairway

Kings And Queens (Championship Course)

1st Hole

OOB R/H/S of the Hole

Risk of wayward Shots played from the 9th.

Risk of hitting Tee box (2nd) hitting long into Green

Sloping ground around Green be careful in wet slippery conditions

2nd Hole

Water hazard to L/H/S of hole near the Green. Lifebuoy L/H/S.

Sloping ground around Green be careful in wet slippery conditions

Risk of hitting 3rd Tee box hitting long into the Green

3rd Hole

Water hazard to L/H/S

OOB R/H/S along Castle Estate Fence line

Sloping ground around Green/Tee be careful in wet slippery conditions

4th Hole

O/O/B R/H/S along Castle Estate Fence line

Risk of wayward shot hitting players R/H/S on the 7th Hole and 5th Tee box (please ensure 5th Tee box is clear before hitting into 4th Green)

Water hazard to rear of 4th Green.

Risk of wayward shot hitting Castle Estate Visitors R/H/S

Sloping ground around Tee boxes be careful in wet slippery conditions

5th Hole

Risk of wayward shot hitting players L/H/S on the 7th Hole

Water hazard (stream) running from Left to Right in front of Green 275 meters from Tee Box

Steep drop to water course around the green area please stay clear of these drops.

Cross water hazard at bridge, Caution bridges maybe slippery when wet

Risk of hitting Tee Box (6th) hitting long into the Green

Moderate slopes around Green Take care when wet.

6th Hole

Water hazard to L/H/S and R/H/S of the hole

Lifebuoy to rear of the Green.

Steep drop to water course around the green area please stay clear of these drops.

7th Hole

Risk of wayward shot hitting players on the 4th, 5th Hole L/H/S

Risk of wayward shot hitting Tee Box (8th Winter) R/H/S

8th Hole

Water hazard to L/H/S and R/H/S of the Hole

Cross water hazard at bridge, Caution bridges maybe slippery when wet

Sloping ground around Green be careful in wet slippery conditions

Risk of wayward shot hitting Tee Box (9th) R/H/S of hole

9th Hole

Risk of wayward shot hitting players L/H/S on the 1st Hole and R/H/S on the 17th Hole

Risk of wayward shot hitting players R/H/S on the 18th Green playing long into the Green

O/O/B and path to Rear of Green

Access road runs left to right in front of Tee Boxes Please give way to road users.

Public Footpath runs Left to right in front of Green Please ensure this is clear before taking your shot.

10th Hole

Access road runs from Left to Right in front of Tee Boxes Please give way to road users.

Risk of wayward shot hitting players L/H/S 7th, 8th, 9th Princes Hole and R/H/S 18th Hole

Risk of hitting Tee box (11th) hitting long into Green

Ditch to L/H/S be careful in this area (marked as hazard)

Water hazard R/H/S near Green

Public Footpath SR526 runs adjacent to the green risk of wayward shot hitting Footpath behind Hedge (please shout "Fore" if your shot heads in that direction)

Risk of hitting Tee Box (11th) hitting long into the Green

Sloping ground around Green be careful in wet slippery conditions

11th Hole

O/O/B R/H/S of the hole

Sloping ground around Green/Tee be careful in wet slippery conditions

Public footpath SR526 runs parallel R/H/S Risk of wayward shot hitting footpath behind Hedge (please shout "Fore" if your shot heads in that direction)

Risk of wayward shot hitting players L/H/S Princes 7th and R/H/S 12th Hole

Ditch runs parallel to Hole along the Hedge line be careful in this area.

Water hazard (pond) L/H/S near green

Cross water hazard at bridge, Caution bridges maybe slippery when wet

Water hazard (stream) runs left to right 245 meters from the White/Yellow Tee Box, 214 meters from the Red Tee Box

Lifebuoy on Greenstaff "Pump House" irrigation shed.

12th Hole

Water hazard in front of the Green 81 meters from the White/Yellow Tee Box, 34 meters from Red Tee Box

Cross water hazard at bridge, Caution bridges maybe slippery when wet

Sloping ground around Green/Tee be careful in wet slippery conditions

Lifebuoy L/H/S of the Green

Steep drop to water course around the green area please stay clear of these drops.

Risk of wayward shot hitting players L/H/S 13th Hole and R/H/S 11th Hole

Please ensure Players are clear of the Green before taking your shot.

Ditch to rear of the green please be careful in this area.

Footpath SR526 runs L/H/S of this Hole please ensure that it is clear before taking your shot.

13th Hole

Public Footpath SR526 runs in front of Tee Box Please ensure it is clear before taking your shot.

Risk of a wayward shot hitting players R/H/S 12th hole and 14th hole.

Sloping ground/Steep Drops around Green/Tee be careful in wet slippery conditions

Water hazard (pond) to L/H/S of the hole

Ditch to R/H/S of the Hole (marked as hazard) please be careful in this area.

Water hazard runs left to right in front of the Green 282 meters in front of the White/Yellow Tee Box and 220 meters in front of the Red Tee Box

Lifebuoy R/H/S of the Green

Cross water hazard at bridge, Caution bridges maybe slippery when wet

Steep drop to water course around the green area please stay clear of these drops.

14th Hole

Risk of wayward shot hitting players R/H/S 13th Hole

Steep slopes around Green to exit the Hole Please take the flattest route possible and show extreme caution in wet and slippery conditions.

Ditch R/H/S of the hole please be careful in these areas.

15th Hole

Public footpath SR526 runs along the length of the hole R/H/S risk of wayward shot hitting the footpath (please shout "Fore" if your shot heads in that direction)

Risk of wayward shot hitting players L/H/S 16th

Risk of hitting 18th Tee path (behind the Green) hitting long into the Green

Steep slope on the F/way please take extra care when walking on these especially in wet and slippery conditions.

16th Hole

Risk of wayward shot hitting players L/H/S 15th and R/H/S 16th

Steep slopes on Tee Boxes, Green and to the sides of the F/way please take care in all areas especially in wet and slippery conditions.

17th Hole

Risk of wayward shot hitting players L/H/S 9th Hole and R/H/S 16th Hole

Steep slopes on Tee Boxes, Green and to the sides of the F/way please take care in all areas especially in wet and slippery conditions.

Public Footpath SR526 Runs behind the Green Risk of hitting Footpath if hitting long into the Green (please shout "Fore" if your shot heads in that direction)

Access road L/H/S Risk of wayward shot hitting the road please ensure it is clear before taking the shot.

Water hazard R/H/S of the hole with a steep bank 217 meters from the White/Yellow Tee Box and 125 meters from the Red Tee Box please take extra care in this area especially in wet or slippery conditions.

18th Hole

Public Footpath SR526 runs parallel L/H/S the entire length of the hole behind the hedge risk of a wayward shot hitting the footpath (please shout "Fore" if your shot heads in that direction)

Access road crosses the F/way from left to Right, please give way to all road users.

Risk of wayward shot hitting players R/H/S 10th Hole

Risk of wayward shot hitting players L/H/S on the 9th Green playing long into the Green

O/O/B and Halfway Refreshment Hut to Rear of Green Risk of wayward shot hitting people if hitting into the Green too long.

Princes Nine Hole Course

Hole 1

O/O/B L/H/S of the entire Hole

Sloping ground around Green/Tee be careful in wet slippery conditions

Risk of a wayward shot hitting player R/H/S 9th F/way please aim your shot at white and orange Marker Disk to reduce the risk of wayward shots left or right.

Access road to rear of the Green if Hitting into the Green too long. Please ensure road is clear before taking the shot.

Hole 2

O/O/B to the Left and Right of the Hole Please aim your Shot at the White and Orange marker Disk to reduce the risk of wayward shots left or right.

Sloping ground around Green/Tee be careful in wet slippery conditions

Water hazard to the rear of the Green

Hole 3

Water hazard (Pond and stream) 60 meters in front of the White/Yellow Tee Box and 50 meters in front of the Red Tee Box

Cross water hazard at bridge, Caution bridges maybe slippery when wet

Sloping ground around Green/Tee be careful in wet slippery conditions

Risk of wayward shot hitting players L/H/S 2nd Hole

4th Hole

Risk of wayward shot hitting players L/H/S 5th Hole

Water hazard (pond) R/H/S 120 meters in front of Tee Box

Steep slopes around Green to exit the Hole Please take the flattest route possible and show extreme caution in wet and slippery conditions.

5th Hole

Water Hazard (pond) L/H/S and R/H/S with a Stream 15 meters in front of the Tee Box

Steep slopes around Green to exit the Hole Please take the flattest route possible and show extreme caution in wet and slippery conditions.

Risk of a wayward shot hitting players L/H/S 6th Hole and the R/H/S 4th Hole

Cross water hazard at bridge, Caution bridges maybe slippery when wet

Lifebuoy L/H/S of the Tee Box

6th Hole

Water hazard (pond) 66 meters in front of the White/Yellow Tee Box and 19 meters in front of the Red Tee Box

Water hazard runs down the L/H/S of the hole along hedge line please be careful in this area.

Water Hazard to rear of the Green please be careful in this area.

Sloping ground around Green/Tee be careful in wet slippery conditions
Cross water hazard at bridge, Caution bridges maybe slippery when wet
Lifebuoy L/H/S of the Green

7th Hole

Risk of wayward shot hitting players L/H/S Kings 11th Hole and Kings 10th Hole
O/O/B R/H/S
Sloping ground around Tee boxes be careful in wet slippery conditions

8th Hole

O/O/B R/H/S
Risk of hitting players on the 9th F/way hitting long into the green
Risk of being hit by Players Teeing off (9th) if you don't use the path through the Trees to the Ninth Tee Box

9th Hole

Risk of wayward shot hitting players L/H/S 8th and R/H/S 1st Holes
Do not climb over cordoned off Drainage Chambers in the Deep Rough L/H/S
Access road to rear of the Green if Hitting into the Green too long. Please ensure road is clear before taking the shot.
Sloping ground around Green be careful in wet slippery conditions