



SUBJECT: Forest Biking (Bike Hire) at Black Park

RISK ASSESSMENT REF: BP 02/2020

WRITTEN BY: Black Park Site Manager

Risk Matrix								
Risk rating guidance	Likelihood (L)	5	5	10	15	20	25	Likelihood (L) x Severity (S) = Risk Rating (RR).
		4	4	8	12	16	20	
		3	3	6	9	12	15	
		2	2	4	6	8	10	
		1	1	2	3	4	5	
				1	2	3	4	
Severity (S)								
Acceptability of risk guidance	<b>High-risk: 15 – 25</b>		High-risk activities should cease immediately. Further effective control measures to mitigate risks must be introduced.					
	<b>Medium-risk: 8 – 12</b>		Medium-risks are an acceptable level based on the reduced likelihood after sufficient control measures are implemented					
	<b>Low-risk: 1-6</b>		Low-risks are largely acceptable. Where it is reasonable to do so, efforts should be made to reduce risks further.					
Guidance. When completing a risk assessment, you should:	<ol style="list-style-type: none"> <li>Identify the persons at risk and the significant hazards.</li> <li>Calculate an initial RR for the activity.</li> <li>Identify risk control measures that reduce the risks to an acceptable level.</li> <li>Calculate a revised RR - you should consider how much safer the task will be if the control measures are followed. Here, you should consider changing both the likelihood (L) and the severity (S) ratings.</li> </ol>							
<b>Note.</b> Ideally, you should look to reduce the risks so that the task can be classified as “low-risk”.								

Likelihood	Definition	Points rating
<b>Inevitable</b>	If the work continues as it is, there is almost 100% certainty that an accident will happen, for examples: A broken stair or broken rung on a ladder, Bare, exposed electrical conductors, Unstable stacks of heavy boxes	<b>5</b>
<b>Highly likely</b>	Will happen more often than not. Additional factors could precipitate an incident but it is still likely to happen without this additional factor.	<b>4</b>
<b>Possible</b>	The accident may occur if additional factors precipitate it, but it is unlikely to happen without them.	<b>3</b>
<b>Unlikely</b>	This incident or illness might occur but the probability is low and the risk minimal.	<b>2</b>
<b>Remote possibility</b>	There is really no risk present. Only under freak conditions could there be any possibility of an accident or illness. All reasonable precautions have been taken - This should be the normal state of the workplace.	<b>1</b>

Severity	Definition	Points rating
<b>Very high</b>	Causing multiple deaths and widespread destruction eg. fire, course/building collapse.	<b>5</b>
<b>High</b>	Causing death, serious injury or permanent disability to an individual.	<b>4</b>
<b>Moderate</b>	Temporary disability causing injury (to member of the public, contractor or employees) or disease capable of keeping an employee off work for seven days or more and reportable under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995).	<b>3</b>
<b>Slight</b>	Minor injury (to member of the public, contractor or employee), which would allow the individual to continue work after first aid treatment on site or at a local surgery. The duration of the stoppage or treatment is such that the normal flow of work is not seriously interrupted.	<b>2</b>
<b>Nil</b>	Very minor injury, bruise, graze, no risk of disease.	<b>1</b>

**The Review Process.** This risk assessment will be reviewed when it is suspected that the assessment is no longer valid or there has been a significant change. In addition, it will be reviewed annually.



	HAZARD	L	S	R R	WHO MIGHT BE HARMED	CONTROL MEASURES	FURTHER CONTROL MEASURES: reviewed annually to formulate Risk Reduction Plan	L	S	RR
1	<b>Mechanical Failure of the bike</b>	3	3	9	Employees, Public, uneducated cyclists, cyclists misusing their bike, riders who adjust settings or attempt to repair their bike	<ul style="list-style-type: none"> <li>• Only bikes fit for purpose are used (BS EN 14765- Bicycles for young children and BS EN 14766 – Mountain bicycles). Mountain bikes with suitable tyres will be used for forest tracks.</li> <li>• Each bike is given an individual number and inspection sheet for recording safety checks</li> <li>• Each bike is given a monthly safety check including frame and fork structural integrity, brakes, wheels, gears and contact points. This inspection is performed by a trained mechanic.</li> <li>• Before each use each bike is physically checked to control the operation of its brakes, wheel alignment, quick releases and contact points as per Forest biking program training</li> <li>• Each rider is provided with the opportunity to receive a correctly fitted helmet which is checked before and after each use, and inspected monthly (BS EN 1078:1997)</li> <li>• Riders are advised on appropriate clothing: open toed shoes, flip flops and high heels are discouraged and tops must be worn</li> <li>• Riders are asked to test the bike before they leave the cabin to ensure they are happy with the operations and settings, including seat height</li> <li>• Riders are instructed on the use of their bike, including brakes and gear operations</li> <li>• Riders are provided with a phone number to contact if they need assistance. Riders are instructed not to carry any repairs or adjustments themselves.</li> </ul>		2	2	4

**The Review Process.** This risk assessment will be reviewed when it is suspected that the assessment is no longer valid or there has been a significant change. In addition, it will be reviewed annually.



						<ul style="list-style-type: none"> <li>Riders are provided with advice on routes available including timings, distance, difficulty and suitability for each group, as well as emergency routes back to the cabin.</li> </ul>				
2	Rider error induced injuries or accidents	1	1	3	Overconfident riders, inexperienced riders, uneducated riders, tired, dehydrated, hungry or cold riders, riders who leave designated routes, employees, GP	<ul style="list-style-type: none"> <li>Uneducated riders are discouraged to hire bikes.</li> <li>Bikes with water bottle holders are made available. Water bottles are available for customers to buy from the cafe. Tap water is freely available for customers to fill bottles.</li> <li>Riders are advised on hot or cold weather conditions or visibility issues on the day, advice is offered on clothing</li> </ul>		1	2	2
3	Incidents or injuries due to adverse weather	1	3	3	Uneducated riders, injured riders, stranded or lost riders, any rider, employees, GP	<ul style="list-style-type: none"> <li>Local operating procedures will be in place. Those will include operating limits (wind, snow ice, etc.) and procedures for relocating and recovering a lost or injured rider.</li> </ul>		1	2	2
4	Collision with a moving or solid object (park user, machinery or vehicles, riding in the dark, crossing a road)	3	3	9	Riders, employees, GP, contractors	<ul style="list-style-type: none"> <li>Forest biking customers should remain in Black Park and should not be crossing a road and will be advised so.</li> <li>Riders are warned of forestry works where appropriate before leaving the cabin.</li> <li>Riders are given an appropriate amount of time to complete their intended route before dusk and informed of the time their bikes must be returned (if appropriate, the time dusk is expected that day)</li> <li>All bike will be fitted with reflectors and a mounted bell</li> </ul>		1	2	2
5	Electronic bikes- loss of control leading to fall or collision	3	3	9	Riders, employees, GP	<ul style="list-style-type: none"> <li>During handover, all e-bike riders strongly advised to keep it on the "Normal" setting and reminded to not ride at a speed beyond their abilities.</li> <li>All E-bike riders required to wear bike helmets</li> <li>E-bikes only hired to customers over 16 years old</li> </ul>		2	3	6
<p>Refs:BS EN 1078:2012+A1:2012 (previously BS EN 1078:1997 - Helmets for pedal cyclists and for users of skateboards and roller skates), BS EN ISO 8098:2014 (previously BS EN 14765- Bicycles for young children) and BS EN ISO 4210-1:2014, BS EN ISO 4210-2:2014, BS EN ISO 4210-3:2014, BS EN ISO 4210-7:2014, BS EN ISO 4210-9:2014, BS EN ISO 4210-4:2014, BS EN ISO 4210-6:2014, BS EN ISO 4210-8:2014, BS EN ISO 4210-5:2014 (previously BS EN 14766 – Mountain bicycles)</p>										

**The Review Process.** This risk assessment will be reviewed when it is suspected that the assessment is no longer valid or there has been a significant change. In addition, it will be reviewed annually.