



Northumbria Blood Bikes

Risk Assessment

Activity/Title	General Operations, Fund raising Public areas
Group	Northumbria Blood Bikes
Assessor	D Burns

	Category	Tick if at Risk
People at Risk	General Public	✓
	Volunteers	✓
	NBB Members	✓
	Host location personnel	✓

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Developed By	D Burns/G Annan	Approved By	Committee Meeting

IMPORTANT NOTE – Fundraising operations are conducted by qualified and vetted volunteers under the guidance of the Fundraising committee lead on a volunteer basis on behalf of Northumbria Blood Bike group. Volunteers are requested to behave and use equipment in a conducive and appropriate manner to ensure the Goals and objectives of the NBB Charter are met.

Hazard	People at risk	Severity	Likelihood	Overall risk	Control measures (and comments)	controls Adequate (Yes/No)	If not, anticipated date
Collision with another vehicle/road user/roadside property etc	All	5	1	5	<p>Riders When delivering bikes to fundraising events All riders will follow the guidelines of NBB and have advanced motorcycle riding test pass qualification as a minimum of prior training (or EU equivalent) providing evidence of some prior competence Observation rides conducted and verified by RoSPA qualified assessor Confirmation of current clean valid driving licence and status thereof Appropriate motorcycle protective clothing worn at all times while riding accompanied by NBB Hi Viz vests</p> <p>Vehicles Vehicles used are owned by NBB and are maintained and serviced to manufactures recommendations by reputable professional motorcycle dealerships Riders conduct a daily pre-use checks and record results on a provided checklist Riders are given authority not to accept or deliver a motorcycle to a fundraising event in an unsafe condition Riders have received familiarity training and are required to familiarise themselves with the motorcycle handling and other characteristics prior to using in service</p> <p>Miscellaneous Rider has authority to terminate activity if he/she considers the conditions inappropriate Route choice at discretion of Rider to match road and weather etc conditions <input checked="" type="checkbox"/> Speed limits and other traffic law WILL BE adhered to <input checked="" type="checkbox"/> Mobile phone carried by observer in case of emergency <input checked="" type="checkbox"/> Riders are expected to demonstrate good riding etiquette at all times by setting good standards of performance and road safety Riders have been trained in the use of on-board Sat Nav</p>	Yes	

					fitted to all motorcycles to ensure safe operation and routing.		
Collision of pedestrian participant with another vehicle at venue	Rider Host employees Members of Public	5	1	5	Riders are all licensed drivers, therefore have background awareness of road dangers ☑ Traffic awareness an integral part of the activity and therefore given attention Traffic routes and speed limits where established at fundraising events will be adhered to		
Slip/Trip at starting/finishing venue or during en route stops	Rider Host employees Members of Public	3	1	3	Refuelling is conducted at bon-a-fide petrol stations only, use of jerry cans for refuelling is prohibited Vehicles are checked daily and any drips leaks reported Vehicles parked adjacent to pedestrianized traffic routes will have track matting under to catch any potential drips. Dependant on host location requirements petrol <u>may</u> have to be removed from vehicle petrol tanks and tanks aired to remove flammable vapours. Positioning of vehicles in public places will be marshalled to prevent injury to members of the public or host employees ☑ Riders will all be wearing motorcycle clothing, affording some impact/graze protection ☑ parking Location chosen to avoid uneven surfaces where possible (motorcycle parking practicalities also encourage this)		
Cramp etc from static posture	volunteer	1	1	1	Static posture when fundraising can create or exasperate existing health problems, volunteers are advised to change posture frequently to prevent pains in legs, feet and lower back		
Physical injury from manual handling of machine	Rider/volunteer	3	1	1	☑ All have DSA driving test pass qualification as a minimum of prior training (or EU equivalent) providing evidence of some prior competence ☑ Training given on appropriate handling of machine in vehicle familiarisation sessions		
Effects of weather	Rider/volunteer	5	1	5	volunteers have total authority to cancel/curtail activity if conditions unsuitable or extreme cold conditions, controlling risk of damage to transported product, hypothermia (Rider), and also increased risk of collision due to road surface conditions ☑☑		
Theft	volunteer	3	1	3	In the event of an attempted theft of Motorcycle, collected funds or NBB equipment any volunteers present will raise the alarm and speak loudly avoiding any physical		

					contact with perpetrator.		
Rider fatigue	Rider	5	1	5	Riders are requested to rested and without fatigue before accepting any riding duties. Riders who feel unwell or are tired are encouraged to speak up and ask the rota manager to provide another volunteer to cover their shift. Northumbria Blood Bikes support and praise instances where riders do speak up due to ill health or feel under the weather or fatigued		
Not Knowing host Emergency Arrangements	Rider Volunteers	5	1	5	NBB Volunteers will undergo a safety induction/familiarisation brief from a representative of the host establishment in which emergency alarms muster points and actions required will be discussed. Visitors will be informed of hosts accident reporting procedures, routes to access and egress premises (where applicable) location of facilities and a point of contact. Volunteers will also be briefed on their responsibilities and function while on host premises by a NBB representative.		

The Risk Assessment process

A risk assessment is carried out to evaluate the likelihood of harm occurring as a result of a hazard and how severe that harm could be. The process should identify the hazards involved, and then assess them. The next step is to consider how to control the risks – what can be done to keep them as low as possible.

There will be times when the risk is so high that it would be considered dangerous to carry on with the activity – e.g. operating a motor cycle on sheet ice. There are also activities where there is a real risk of injury, but which have a very low injury level – e.g. handling sheets of paper runs the risk of “paper cuts” to the fingers.

The end result is that the risks are managed downwards by the control measures considered for that purpose. The control measures then have to be implementedTo calculate the risk the system below is intended to be fairly simple to use.

Likelihood (Probability)	Consequences (Impact)
5. Most Likely	5. Fatality
4. Probable	4. Major Injury, resulting in disability
3. Possible	3. Injury Requires, Doctor’s or Hospital attendance
2. Unlikely	2. Minor Injury, 1st Aid required
1. Not Heard of	1. Minor Injury, 1st Aid not required

		Likelihood				
		1 Not heard of	2 Unlikely	3 Possible	4 Probable	5 Most Likely
Severity	1 Minor injury (No first aid required)	1	2	3	4	5
	2 First Aid Required	2	4	6	8	10
	3 Hospital Treatment	3	6	9	12	15
	4 Major Injury/Disability	4	8	12	16	20
	5 Fatality	5	10	15	20	25