



Northumbria Blood Bikes

Risk Assessment Proforma

NBB Doc No.		Revision No.	1.0
Date		Review Date	
Developed By		Approved By	Committee Meeting

Activity/Title	
Group at Risk	
Original Assessor	

People at Risk	Category	Tick if at Risk
	General Public	
	NBB Members	✓
	Others (Specify)	

Re-save this proforma into Word format prior to inserting the relevant wording.

Refer to risk table at end of document for guidance

Number	Hazard	People at risk	Severity	Likelihood	Overall risk	Control measures (and comments)	controls Adequate (Yes/No)	If not, anticipated date
1.						•		
2.						•		
3.						•		
4.						•		
5.						•		
6.						•		
7.						•		
8.						•		
9.						•		

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 motorcycle 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)	Severity (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 (Probability)				
		1 Very Unlikely to occur	2 Unlikely	3 Possible	4 Likely	5 Very Likely
Severity (Impact)	1 Minor injury (No first aid required)	1	2	3	4	5
	2 Moderate (First Aid likely required)	2	4	6	8	10
	3 Serious (Hospital or GP Treatment)	3	5	9	12	15
	4 Major (Significant Injury/Disability)	4	8	12	16	20
	5 Fatality	5	10	15	20	25

Overall Risk Rating = Severity x Likelihood		
Evaluated Risk Level	Guidance	Matrix Score
Intolerable	Work should not be started or continued until the risk has been reduced. If it is not possible to reduce risk even with unlimited resources, work has to remain prohibited e.g. Operating bikes on icy road conditions	15-25
Substantial	Work should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. For NBB purposes, Substantial & Intolerable risk are much the same and action must be taken immediately to reduce the risk.	9-12
Moderate	Efforts should be made to reduce the risk but the costs of prevention should be carefully measured and evaluated. Risk reduction measures should be implemented within a defined time period. Where the moderate risk is associated with extremely harmful consequences, further assessment may be necessary to establish more precisely the likelihood or harm and determining the need for improved control measures.	4-8
Tolerable	No additional controls are required. Consideration may be given to a more cost-effective solution or improvements that impose no additional cost burden. Monitoring is required to ensure that the controls are maintained.	2-3
Trivial	No action is required, however documentary records need to be kept.	1

**Northumbria Blood Bikes Definition:
Risk Assessment Proforma**

Version Control and History

Date	Version	Author:	Reason For Change
March 2024	1.0	Paul Curran	First Version