



SPÓRT
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IRELAND
OUTDOORS

Trail Management Plan





Trail Details

Trail Name(s):	
County:	
Grade(s):	
Length(s):	
Plan Period:	

Trail Management Details:

Trail Management Organisation / Committee (TMO):	
Primary Contact Person:	
Phone Number:	
Email Address:	
Number of People Involved in the TMO:	
TMO Meeting Frequency (to discuss the trail(s)):	
Are Records or Minutes of Meetings Kept:	

Trail Inspection & Maintenance Details:

Inspections Carried Out By:	
Maintenance Carried Out By:	
Any Other Bodies Involved & Details:	

Risk Assessment

Public Safety Risk Assessment			
Location: TRAIL or TRAIL NETWORK NAME		Date Completed: DATE	Review Date: DATE (at least annually)
Activities taking place at this location: WALKING/CYCLING/etc.		Completed By: NAME	
Risk Level Matrix			
Likelihood/Consequence	Slightly Harmful (SH)	Harmful (H)	Extremely Harmful (EH)
Unlikely (U)	Trivial Risk (TR)	Acceptable Risk (AR)	Moderate Risk (MR)
Likely (L)	Acceptable Risk (AR)	Moderate Risk (MR)	Substantial Risk (SR)
Highly Likely (HL)	Moderate Risk (MR)	Substantial Risk (SR)	Intolerable Risk (IR)

Nature of hazard	Location	Who might be harmed?	How might they be harmed?	Initial Risk Level			Control Measures	Residual Risk Level			Additional Control Measures
				Before control measures				After control measures introduced			
Likelihood – Consequence – Risk Level				L	C	RL		L	C	RL	
Constructed environment e.g. car parks, trail surfaces, slipways etc.		Trail users General public Inspection and maintenance volunteers	Slips, trips, and falls causing injury.								
Getting lost		Trail users Inspection and maintenance staff	Physical or emotion distress.								
Livestock		Inspection and maintenance staff Trail users General public	Emotional distress, physical harm or death.								
Visitor conflict		Trail users General public Inspection and maintenance volunteers	Physical or emotion distress.								
Maintenance operations e.g. use of machinery etc.		Trail users General public Inspection and maintenance volunteers	Health, safety, and welfare.								
Litter and dog waste		Trail users General public Inspection and maintenance volunteers Wildlife	Health, safety, and welfare.								

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				Before control measures				After control measures introduced			
Likelihood – Consequence – Risk Level				L	C	RL		L	C	RL	
Fire		Trail users General public Inspection and maintenance volunteers Wildlife	Smoke inhalation, burns, damage to environment.								
Flooding and fast flowing water		Trail users Inspection and maintenance staff	Damage to property, entrapment, and drowning.								
Natural Environment e.g. hazards arising from natural terrain & conditions		Trail users General public Inspection and maintenance volunteers	Slips, trips, and falls causing injury. Emotional distress.								
Weather Conditions e.g. changing or extreme weather		Trail users General public Inspection and maintenance volunteers	Emotional distress, physical harm or death.								
Wildlife e.g. wild animals or insects		Trail users General public Inspection and maintenance volunteers	Physical or emotion distress.								
Health & Wellbeing e.g. Dehydration, heatstroke, hypothermia, fatigue, overexertion etc.		Trail users General public Inspection and maintenance volunteer.	Emotional distress, physical harm or death.								

Nature of hazard	Location	Who might be harmed?	How might they be harmed?	Initial Risk Level			Control Measures	Residual Risk Level			Additional Control Measures
				Before control measures				After control measures introduced			
Likelihood – Consequence – Risk Level				L	C	RL		L	C	RL	
Accessibility & Inclusion e.g. hazards or barriers for people with disabilities or limited mobility		Trail users General public Inspection and maintenance volunteers	Physical or emotion distress								
Emergency Response e.g. areas with poor mobile signal, lack of emergency access routes, no clear evacuation procedures, no contact information or help points		Trail users General public Inspection and maintenance volunteers.	Emotional distress, physical harm or death.								

Trail Monitoring Tool

Monitoring refers to checking the trail regularly to ensure that everything is order and to identify any unforeseen issues, for example, electric fence warning signs missing, fallen waymarkers, damage to stiles or other trail furniture etc.

The appropriate frequency of monitoring depends on the trail's characteristics. This section will help to estimate how often the trail should be monitored and determine a monitoring schedule.

It is the responsibility of the Trail Management Organisation to ensure monitoring is carried out and written records of the monitoring is maintained. The Trail Activity Log may be used to record details of monitoring activity.

- i) Assign a score for each of the parameters listed below to determine a total. In the 'Potential for Issues/Seasonal Change' section, consider factors like storm damage, flooding, high-use events such as walking festivals etc.

Parameter	1	2	3	Score
Usage Level	Low	Medium	High	
Grade & User Profile	Difficult Grade Experienced Users	Medium Grade Moderate Users	Easy Grade Novice Users	
Potential for Issues /	Low	Medium	High	
Amount of Trail Furniture, Signs etc.	Low	Medium	High	
Total Score:				

Trail Inspections – Potential Issues

Map Board

- Dirty/Illegible
- Loose
- Damaged

Waymarking

- Missing
- Misaligned/Confusing
- Hidden/Obscured/Dirty
- Inconsistent (Colour/Name/Symbol)
- Loose/Leaning
- Diversion without Waymarking

Missing Signage

- Busy Road (Motorists & Walkers)
- Bulls/Livestock
- Electric Fencing across/beside Trail

Trail Furniture/Structures

- Damaged
- Loose
- Slippery Surface

Vegetation & Litter

- Vegetation Blocking Route/Too Long
- Vegetation Blocking Stiles/Gates etc
- Litter/Dumping

Trail Surface/Water Management

- Trail Obstructed/Impassable
- Muddy/Boggy
- Flooded/Waterlogged
- Slippery/Loose
- Difficult to Walk for more than 5m
- Drains Blocked/Overflowing
- Broken Drains/Waterbars etc

Fencing (Across/Beside Trail)

- Exposed Barbed Wire
- Exposed Electric Fence
- Broken/Damaged Fence

Potential Safety Issues

- Barbed Wire/Sharp Objects
- Hidden Dangers e.g. Holes/Wires/Drops
- Damaged/Rotting Trail Furniture
- Slippery Surfaces
- Dangerous River Crossings

Trail Maintenance Planner

Maintenance usually refers to regular, known, preventative tasks required to keep the trail in a good and sustainable condition.

Examples include clearing vegetation, clearing out drains, cleaning waymarking and picking-up litter. These tasks need to be identified and planned in advance. You should also identify which organisation will be carrying out the tasks (e.g., the Trails Management Organisation, RSS workers, or another organisation such as Coillte etc).

Code	Task	Applicable (Yes/No)	Frequency (Weekly/Monthly/ Annually etc)	When (Months/Year)	Location (Whole trail or, if particular section/s, specify where)	Who
Regular /predictable on-going tasks (seasonal / annual)						
01	Clean information board and other waymarking & signage at trailhead/s					
02	Clean all waymarking throughout trail/s					
03	Clean all signage throughout trail/s (including walkers on road signs)					
04	Pick up litter					
05	Cut-back all encroaching vegetation (branches/briars etc), as necessary, to ensure that the trail is maintained a minimum of 1 metre in width (where possible)					
06	Mow/ strim vegetation on the surface of the trail, as necessary, to enable ease of passage for trail users					
07	Cut-back vegetation at stiles, gates and other passing places					
08	Cut-back vegetation / strim around waymarking & signage to ensure it is visible					

09	Remove leaves etc from stiles, bog bridges and boardwalks etc to ensure the trail surface is not slippery					
10	Clear-out all open drains of debris					
11	Clear-out all buried drainage pipes of debris					
12	Surface remediation (filling of pot holes etc) depending on trail grade					
13	Other (specify)					

Emerging tasks/ tasks identified during monitoring

14	Repair/replace protective tubing on electric wire that crosses the trail					
15	Re-attach/replace new hazards signs on electric wire, crossing or adjacent to the trail					
16	Repair/replace slip-resistant surfaces on trail furniture (stiles, bog bridges etc)					
17	Repair/replace trail furniture (stiles, bog bridges, handrails etc), particularly that of timber construction					
18	Repair/replace fencing separating the trail from potential hazards (livestock, drops etc)					
19	Other (specify)					

Long-term tasks*

20	(specify)					
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* These tasks will primarily relate to structures on the trail that are intended to last a particular length of time, after which replacement may be necessary. It is good to recognise these long-term maintenance requirements within the Plan, so that they can be prepared for and, where necessary, funding obtained for them in advance. One such example might be a long section of boardwalk which it is planned to replace a specified number of years after it is installed.

Trail Activity Calendar

Create a monthly 'to do' list for each month of the year using the Monitoring Schedule established above and the predictable on-going tasks identified in the Routine Maintenance Planner. For maintenance tasks the Code may be used (rather than writing out the full task).

Once complete, each task should be logged in the Trail Activity Log.

Month	Monitoring and/or maintenance tasks required	Who
January		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		



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Trail Activity Log

Trail Activity Log:

(insert name of trail/s)

[illegible]

Trail Activity Log:

(insert name of trail/s)

[illegible]

Trail Activity Log:

(insert name of trail/s)

[illegible]

Trail Activity Log:

(insert name of trail/s)

[illegible]

Trail Activity Log:

(insert name of trail/s)

[illegible]

Trail Activity Log:

(insert name of trail/s)

[illegible]

Trail Activity Log:

(insert name of trail/s)

[illegible]

Trail Activity Log:

(insert name of trail/s)

[illegible]





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