

## **Skipton Cycling Club Generic Risk Assessment - August 2024**

### **Introduction**

Skipton Cycling Club (SCC) currently organises club rides to suit the varying abilities and experience of its members. SCC wants all members to have an enjoyable and safe experience when participating in a club ride.

This risk assessment has been produced to identify and define risks involved in regular club rides on the open road. It also sets out the measures that should be taken by riders on the club rides to reduce associated risk. Many of the things mentioned below are considered to be common sense and laid out in the club Group Riding Guidance but there may be information that is new and helpful to members.

Importantly, in order to comply with the requirements of the club's insurance, all of these things need to be formalised into this Risk Assessment document. This will help towards protecting both our members and SCC as a whole.

There is always an element of risk when riding a bike, both in a group or alone, however SCC seeks - wherever possible - to protect members and the public from injury or incident.

This assessment is specific to SCC club rides. Members and guest riders are expected to be proficient and safe riders prior to joining a club ride and risks resulting from inexperience (eg using cleats and gears) are not considered separately. Most of the risks below are therefore best managed by actions by individual riders who should recognise we all have a duty of care to themselves, other riders in the group and other road users.

We strongly recommend all riders to obtain appropriate 3rd party insurance (minimum).

Please note that no liability shall be attached to Skipton Cycling Club (including its members and officials) for any injury, loss or damage suffered. SCC group rides will have a Ride Leader who plans and leads the ride, but the emphasis for safety remains with individual riders.

### **Definition**

In this risk assessment there will be a description of an identified risk or hazard. This is then defined using the Very Low, Low, Medium, High indicator method based on its likelihood of occurring and the severity of harm it could cause. Finally, it identifies ways to reduce the overall risk of it occurring and the harm it could cause. These are the control measures to be implemented by all riders taking part in the activity. A grid system is then used to combine the two and give a graded level of risk Very Low, Low, Medium, High.

S=Severity	L=Likelihood
1 = Very Low None	1 = Very Low Seldom or never likely to happen
2 = Low Minor injury requiring first aid attention	2 = Low Not likely to happen
3 = Medium Injury requiring cessation of activity and 3rd party action	3 = Medium Likely to happen
4 = High Serious injury requiring hospitalisation or fatality	4 = High Extremely likely to happen

Risk Scores (R = S x L)
4 or Less Risk is controlled as far as reasonably practicable by riders and leaders following the guidelines. Rides where all risks fall in this category are deemed low enough for the activity to take place.
6 Risk is controlled by all riders and leaders following all the guidelines. Rides where all risks fall in this category are deemed low enough for the activity to take place but leaders should be aware of changing conditions which may increase this risk during the activity.
8 or 9 Risk is controlled by all riders and leaders following all the guidelines but additional control measures are required to reduce this risk to an acceptable level before activity can take place.
12 or 16 The risk cannot be reduced by any measures practically possible by the ride leader for the activity to take place. The activity must not be started or must be immediately stopped.

## Risk and Control Measures

Activity/Hazard	Uncontrolled Severity	Uncontrolled Likelihood	Uncontrolled Risk	Control measures to manage risk	Person Responsible	Controlled Severity	Controlled Likelihood	Controlled Risk
Impact with ground, falling from cycle – e.g., due to: bad road surface, gravel, ice, wet, oil or diesel spill, etc.	4	3	12	<p>Each rider must familiarise themselves with the distance, pace and severity of the ride planned prior to making their decision to attend.</p> <p>Advance guidance on the ride expectations can be found in the ride events on the SCC Cyql App/website. In addition, the Ride Leader will provide an appropriate rider briefing at the starting point.</p> <p>All riders must pay close attention to the road surface and immediate environment at all times.</p> <p>Abilities in a group ride will vary and it is for each individual rider to consider the conditions and take individual action such as slowing down and dismounting.</p> <p>If conditions will be unsafe for group riding (ie. icy), ride leaders will either postpone the ride to allow thawing or cancel the ride altogether.</p> <p>All Riders to only ride at a speed at which they are competent / confident particularly on descents. Riders at the front of a group shall communicate hazards as set out in club guidance/etiquette.</p> <p>Helmets are mandatory on all club rides.</p> <p>Note that personal protection such as helmets and gloves may reduce injury in the event of falling off but do not prevent the incident arising.</p>	<p>Riders</p> <p>Ride Organiser/ Leader</p> <p>Riders</p> <p>Riders</p> <p>Ride Leader</p> <p>Riders</p> <p>Riders</p> <p>Riders</p>	2	2	4
Impact or collision with motor vehicle / other road users, pedestrians, dogs or	4	4	16	<p>All riders must follow the Highway Code at all times including obeying traffic signals and signs.</p> <p>If poor visibility expected, wear bright clothing and use cycle lights.</p>	<p>Riders</p> <p>Riders</p>	2	1	2

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<p>other cycle path users wildlife – stray dog, farm animals, birds, horses etc.</p>				<p>All riders to continually assess traffic conditions, driver attitudes and take appropriate safety action such as getting off and walking; using a pedestrian crossing to cross a major road.</p> <p>Should the need to stop arise e.g. through puncture, then a place must be found sufficiently off the road for group to wait safely and the bike be attended to. Consider using person(s) at strategic points to warn oncoming traffic.</p> <p>Riders to use warnings and signals to warn of approaching vehicles and other hazards, ensuring these warnings are passed along the line. (eg 'Car-front' to warn of vehicle approaching from front, 'Car-back' when it's from behind)</p> <p>Ride smoothly and consistently, be aware of those around you and do not brake without warning. Concentrate at all times and anticipate changing road conditions.</p> <p>When negotiating unforeseen road conditions (such as potholes) riders should be aware that their actions impact on others.</p> <p>Do not let your front wheel overlap that of the rear wheel of the bike in front.</p> <p>Riders must give pedestrians priority and ride at a safe speed.</p> <p>On approach to a pedestrian from behind, riders must slow and warn that bikes are passing if this is necessary.</p> <p>Riders need to ride especially carefully when dogs are not on leads.</p> <p>Riders at front of group to be observant of such hazards and shout warnings to the group</p>	<p>Riders</p> <p>Riders</p> <p>Riders</p> <p>Riders</p> <p>Riders</p> <p>Riders</p> <p>Riders</p> <p>Riders</p> <p>Riders</p>			

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				<p>Lead riders to warn all group riders of horse(s) on road, group to slow, and warn horse riders of approach of riders and riders to pass wide and slow.</p> <p>On narrow, busy or blind sections of road, riders should go single file to avoid collision with other road users by calling 'Single'</p>	<p>Riders</p> <p>Riders</p>			
Impact or collision between cyclists in the group	4	3	12	<p>Riders to position themselves to avoid overlapping wheels</p> <p>Riders should avoid sudden or drastic movements or braking</p> <p>Riders should be aware of the position of other riders in the group</p> <p>Riders should look ahead or at the rider in front of them</p> <p>Riders should never undertake and only overtake other riders when it is safe, giving a warning when necessary</p> <p>Riders should spread out on downhills and only overtake when it is safe to do so</p> <p>Ride leaders to be observant of riders in the group and warn of unsafe group riding</p>	<p>Riders</p> <p>Riders</p> <p>Riders</p> <p>Riders</p> <p>Riders</p> <p>Ride Leader</p>	2	2	4
Impact or collision due to being blown off cycle or being blown off course	4	2	8	<p>This can be caused by wind or large vehicles passing close to riders.</p> <p>Riders to increase space between themselves in windy conditions.</p> <p>Ride leaders to consider cancelling rides in exceptionally highwinds and to plan sheltered routes if wind is a problem.</p> <p>Ride leaders to avoid major roads with high numbers of large vehicles where possible.</p>	<p>Riders</p> <p>Ride Leader</p> <p>Ride Leader</p>	2	1	2

Activity/Hazard	Uncontrolled Severity	Uncontrolled Likelihood	Uncontrolled Risk	Control measures to manage risk	Person Responsible	Controlled Severity	Controlled Likelihood	Controlled Risk
Hazards listed in this document encountered during the hours of darkness	4	4	16	<p>All riders to use road legal lighting during lighting up hours and wear bright clothing</p> <p>Rear lights should be set on a non-flashing mode and low intensity to prevent distraction and 'blinding' of riders behind.</p>	Riders Riders	2	2	4
Hazards described above involving new or guest riders	3	4	12	<p>Any guest / new rider must introduce themselves to the Ride Leader. As not all new riders will be aware of this, all club riders and the Ride Leader should look out for new riders attending the meet point for the first time and discuss with them prior to setting off their suitability for the ride.</p> <p>Club Members bringing a guest or new rider should make sure in advance that the rider is reasonably competent to take part in the ride planned. They should still introduce themselves to the Ride Leader.</p>	Ride Leader Riders	2	1	2
Falling off bike, colliding with other riders/vehicle due to bike malfunction and bike condition	4	2	8	<p>Cycles must be legal and roadworthy. Riders to inspect their cycle prior to each ride paying particular attention to brakes, frame, steering, pedals / cleats, wheels and tyres.</p> <p>Each rider to carry tools and spares appropriate to their bike.</p> <p>If a rider or Ride Leader has concerns about the condition of a rider's bike before the ride commences, they may consider carrying out a bike assessment or asking the rider to leave the ride.</p>	Riders Riders Ride Leader	2	1	2
Lone rider hazards -Assault, illness, injury, etc -rider stranded	4	3	12	<p>Riders must be prepared to take care of themselves should they become stranded due for instance to bike failure or otherwise become separated from the group.</p> <p>This means each rider preferably carrying mobile phone, knowing the route / general area, or having a map, and knowing public transport options for getting back.</p> <p>Each rider should carry a toolkit to enable them to fix general mechanicals such as puncture, broken chain as a</p>	Riders Riders Riders	2	2	4

Activity/Hazard	Uncontrolled Severity	Uncontrolled Likelihood	Uncontrolled Risk	Control measures to manage risk	Person Responsible	Controlled Severity	Controlled Likelihood	Controlled Risk
				<p>minimum However, a Ride Leader shall not leave a rider stranded unless it is safe to do so or prior agreement has been reached. Particular care and thought should be taken with more vulnerable riders.</p> <p>Riders should communicate up the group to inform the leader of anybody being dropped or stopping</p>	<p>Ride Leader</p> <p>Riders</p>			
Impact of road debris on riders' eye – insects, gravel, rain, mud etc	2	3	6	<p>Each rider to consider wearing suitable eye protection to protect against insects, rain, sunlight and mud flicking up from their own bike and bikes in front.</p> <p>All riders are requested to fit mudguards when it is probable that conditions will be poor – for instance during the winter months.</p>	<p>Riders</p> <p>Riders</p>	2	2	4
Poor weather Conditions - Hypothermia or heat stroke	4	3	12	<p>Forecast checked 24 hours prior to each club ride. With a Red weather warning in winter, club rides should not take place. Red or Amber heat warnings in summer must be considered with shorter, shadier routes considered.</p> <p>Riders to assess weather conditions and dress / prepare appropriately and fit mudguards if considered necessary.</p> <p>Ride Leader should manage changing conditions during the ride.</p>	<p>Ride Organiser</p> <p>Riders</p> <p>Ride Leader</p>	2	2	4
Known medical condition – I.e. Asthma, heart condition, sciatica etc.	4	3	12	<p>Riders with a known medical condition to ensure that they are fit to participate in the ride and carry any necessary medication. Also ensure an accompanying rider has sufficient knowledge of the condition to ensure their safety in the event of an incident.</p> <p>Inform the Ride Leader of the condition if you are happy to do so.</p>	<p>Riders</p> <p>Riders</p>	3	2	6
Size of group	3	3	9	The size of the groups should be dictated by the type of ride and rider experience.	Ride Leader	2	2	4

Activity/Hazard	Uncontrolled Severity	Uncontrolled Likelihood	Uncontrolled Risk	Control measures to manage risk	Person Responsible	Controlled Severity	Controlled Likelihood	Controlled Risk
				<p>Ride Leaders should not lead groups larger than they feel comfortable with - Maximum recommended group size for SCC is 10 riders</p> <p>When riding in large groups, riders should divide into smaller groups on busy roads to make it easier and safer for cars to pass. (eg 2 groups of 5 with 100 metres between so that cars can overtake each smaller group quicker &amp; easier than a larger group of 10)</p>	<p>Ride Leader</p> <p>Riders</p>			
Stress & Fatigue	4	2	8	<p>Riders have responsibility for ensuring that they carry sufficient food / drink / energy gels for duration of ride. The ride leader will plan appropriate café and refreshment stops or state that none are planned in the advance information and at the briefing.</p> <p>Riders to carry money to purchase food / drink.</p> <p>If during a club run you (or you observe someone) become significantly fatigued or unwell, inform the Ride Leader immediately.</p>	<p>Riders</p> <p>Riders</p> <p>Riders</p>	2	1	2
Route Choice	4	3	12	Routes are planned to avoid known hazardous roads, junctions, roadworks and closed roads	Ride Organiser	2	1	4

### **Notes**

Not all ride leaders are first aiders and no direct provision is made for first aid on rides. The club offers, periodically, first aid training for interested members.

All riders should carry an ICE contact number (In Case of Emergency) within their phone, saddle bag or on their person so others can use contacts if necessary – examples include wrist bands, phone lock screen, helmet tags, bike stickers etc.

All club members should consider their individual insurance needs and understand that the British Cycling insurance held by ARCC covers ride leaders not individual riders.



### **Incident Reporting**

In the event of a significant incident or significant near miss, the Ride Leader should write a report detailing the circumstances and present this to the Committee. The report should then be considered by the Committee, and any action required agreed and taken. Such action might include issuing guidance, provision of training for club members and ride leaders.

Riders are encouraged to raise any issues or concerns with the Ride Leader and just as importantly to talk about things that have gone well. British Cycling insurance held by Skipton Cycling Club provides third party (public) liability insurance for ride leaders, who act as officers of the club when leading the approved club rides. Note that this is purely third-party cover for ride leaders; it DOES NOT provide personal injury or bicycle theft/damage cover for ride leaders, nor third party (public) liability insurance for member riders. As individual riders are not covered by the club's insurance, it is recommended that members obtain individual third party (public) liability insurance, e.g. British Cycling membership.