

Spokes CTC, Part of Cycling UK

Assessing the Risks.

The main aim of this guidance is to help **Ride Leaders (RL's)** take all reasonable care to reduce the risk of any harm occurring to the participants or the general public, whilst on an event.

Reccé the route beforehand, preferably with the Assistant Ride Leader (ARL), and make notes of any potential hazards.

Bear in mind the size of the group, the road/terrain and traffic conditions.

Whilst it may be reasonably safe for a couple of cyclists, would it be safe for a larger group?

If the route has not been recc'd then it's important that this is made clear to the participants before the ride and stress the need for vigilance the following may be of help;

- Plot the route using maps, books, Google Earth or other devices

Using this information may identify previously unknown potential risks or hazards.

The Spokes CTC **Generic Risk Assessment (ADP4)** covers the hazards and control measures for the vast majority of club rides and shows that **with normal hazard reduction measures the risk level is acceptable.**

If, following the reccé, you identify any additional hazards then they may be added to the Generic Risk Assessment on the supplementary page, together with the risk rating, hazard reduction measures and residual risk rating. If the residual risk rating is not acceptable then the route should be changed.

The Ride Leader will carry out a **dynamic risk assessment** on the day of the ride to cover any last-minute issues. The dynamic risk assessment will not be documented, but any significant issues will be discussed with the ARL and the group informed as necessary.

A Risk Assessment is an examination of potential hazards with a view to deciding if more precautions should be taken to prevent harm. Definitions for hazard analysis and risk assessment are given on the next page.

- STEP 1 Identify the hazards.
- STEP 2 Decide who might be harmed and how.
- STEP 3 Evaluate the risks and decide whether the existing precautions are adequate or if more should be done.
- STEP 4 Record how the hazards can be eliminated or reduced.
- STEP 5 Review the assessment and revise if necessary.

Reference can also be made to the **Cycling UK Led Ride Risk Assessment Guide:**

https://www.cyclinguk.org/sites/default/files/file_downloads_widget/risk_assessment_led_ride.pdf

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The table below gives definitions for the hazard analysis and risk assessment

The risk rating [RR] is just a structured way of identifying the level of risk.

DEFINITIONS FOR HAZARD ANALYSIS AND RISK ASSESSMENT		
LIKELIHOOD (L)		SEVERITY (S), i.e. Worst Case Outcome
1. HIGHLY UNLIKELY, i.e. Remote		1. SLIGHTLY HARMFUL, i.e. Minor Injury
2. UNLIKELY, i.e. Possible		2. HARMFUL, i.e. Major Injury
3. LIKELY		3. EXTREMELY HARMFUL, i.e. Fatal
RISK RATING (RR) = L x S		
RR	DESCRIPTION	ACTION
1	Trivial	No action is required
2	Tolerable	No action is required.
3&4	Moderate	Efforts should be made to reduce risk. If this is not possible then detail in the Route Guidance notes. .
	Significant Risk	Where this situation arises serious consideration should be given to changing the route
6	Substantial	Definitely change the route
9	Intolerable	Definitely change the route

L=Likelihood S=Severity RR=Risk Rating