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Membership of DCN

About DCN

DCN promotes cycling as environmentally-friendly transport because it improves health and reduces congestion and pollution. We try to use a bike whenever possible instead of our cars.

We work with local authorities trying to get improved conditions for cyclists.

We specially represent people who cycle to work, school, the shops and other essential short journeys.

Membership is from £6.00 to £8.00 a year which covers all members of the same household.

See <http://www.dcn.org.uk/join.html> for details

Benefits include:

Automatic 3rd party insurance cover when taking part in DCN rides and events

Access to theft insurance and cycle breakdown rescue at special rates

Reduced rate membership of Cycling UK

Discounts at cycle shops

Cycle rides, including some for the less experienced

Regular 24-page newsletter (by post or from web site)

Comprehensive website of cycling information

Opportunity to get your cycling issues put to transport authorities through DCN

To join

Visit <http://www.dcn.org.uk> and go to "Membership"

E-mail <mailto:join@dcn.org.uk>, or

go to <http://www.dcn.org.uk/contacts.html> and phone or e-mail your nearest DCN Coordinator

The DCN Constitution as amended by the AGM in 2017 can be found at <http://www.dcn.org.uk/constitution.html>.

Amendments will be proposed at the 2018 AGM to take account of changes in Data Protection legislation

DCN county committee details

Names and contact details of the DCN committee are on the website and in newsletters.

Functions of branches

This list is not part of the constitution and can be changed by the County Committee.

1. Highly recommended functions:

- a. Hold at least one meeting a year for local cyclists.
- b. Participate with local authorities and other local bodies on transport planning where cycling is a concern.
3. Act on behalf of local members with specific cycling problems.
4. Participating in DCN Committee decision-making.
5. Providing news and diary events for newsletter and web site.
6. Publicity and communication with press and outside bodies on local cycling issues.

2. Discretionary functions:

1. Regular contact with local members.
2. Recruiting for DCN.
3. Fund-raising.
4. Organising Bike Clinics.
5. Organising rides.
6. Attending local events with DCN display.

POLICY STATEMENTS

Promotion of cycling by DCN Members:

When representing DCN, members must act in accordance with our objective, namely; to promote cycling in any legal manner throughout Dorset, Poole and Bournemouth and promote DCN policy statements, cooperate with other DCN members and branches, work proactively with other affinity groups, agree where possible joint responses with other affinity groups on consultations from local Highway Authorities, be familiar with Government policy on sustainable travel and promote integration rather than segregation in accordance with DCN policy statement on shared use of footpaths and separate cyclepaths.

DCN advocates Highway Authorities to seek to save money by engaging with DCN at the design stage of all road projects. DCN will work with them to promote cycling and positive attitudes to cyclists and to help unlock resources for appropriate provision for cyclists.

Planning and Design for Cycling and Walking:

DCN supports Local Transport Note 1/12 as published by the DfT which sets out core design principles for pedestrian and cyclist provision.

DCN believes that the correct place for a cyclist to ride is on the carriageway and that their safety on the carriageway should be an important planning consideration. Separate cyclepaths or tracks away from the carriageway can be convenient in some situations and may be preferred by less confident cyclists. DCN advises that cyclists should be able to use such cyclepaths at their discretion but their use is not mandatory

Cycling on the footway:

DCN encourages cyclists to behave with consideration for other road users whether by foot, bike or car and to fit and use appropriately a bell plus rear red and front white lights after dark in accordance with the Highway Code.

Helmets:

DCN supports CYCLING UK guidance on the use of cycle helmets which can reduce injuries in low impact collisions. DCN does not support compulsory use of helmets as this is shown to cause a decline in numbers of cyclists and a consequent increase in numbers of motor vehicles. DCN agrees with and supports the concept that there is safety in numbers for cyclists.

Third Party Liability Insurance:

DCN members have automatic third party insurance cover when taking part in a DCN organised ride or other event. DCN members can get affiliated membership of Cycling UK at a reduced rate, and enjoy 3rd party insurance to cover them when riding at other times. See

<http://www.dcn.org.uk/insurance.html>

Accident Liability (otherwise known as Strict Liability):

DCN supports the concept of Strict Liability whereby in a collision between differing road users, the presumption of liability falls on the more powerful road user unless proved otherwise: e.g. In a collision between cyclist and motorist, liability falls on the motorist unless he can show fault on the part of the cyclist. This useful protection exists in several other countries, but sadly not yet in the UK.

Data Protection

1. **DCN membership data.** From 25 May 2018, we are subject to the [General Data Protection Regulation](#) which controls how personal information is used by organisations, businesses or the government. We have to ensure that the information we hold about members is:
 - obtained with their express consent
 - used fairly and lawfully
 - used for limited, specifically stated purposes
 - used in a way that is adequate, relevant and not excessive
 - accurate
 - kept for no longer than is absolutely necessary
 - handled according to people's data protection rights
 - kept safe and secure
 - not transferred outside the UK without adequate protection
 - not given to anyone without the express permission of the member concerned

2. Sending e-mails to multiple recipients

For security and privacy reasons, the **Blind Carbon Copy (Bcc)** feature must be used when sending an email message to a group of people who have not previously agreed to their e-mail addresses being known to each other. Many people do not want their email address to be distributed to people they do not know.

Using the Bcc field to conceal email addresses also acts as an anti-spam measure. Using only the **To** or **Cc** fields to e-mail a group makes it more likely that recipients will receive unwanted email.

CYCLISTS' CODE

- **Be assertive (but not aggressive).** You have the same right to use the road as motor vehicles. Ride clear of the kerb or parked vehicles and where you can be seen more easily by other road users.
- **Be visible.** By law you must use lights after dark. Wear, bright or hi-vis clothing and add reflective strips or patches to improve your visibility both day and night
- **Be clear.** Make your intentions obvious to others by giving good hand signals when safe to do so and always use eye contact.
- **Be legal.** Not stopping at red lights or cycling on the footway is against the law and unjustly gives all cyclists a bad reputation.
- **Be kind to bike.** Learn how to maintain your bike and service it regularly to make you safer and your cycling more enjoyable.
- **Be considerate.** On shared use cyclepaths, keep your speed down, use your bell to warn pedestrians of your approach and give an arm's length distance when passing.
- **Be weather aware.** Take extra time and care in adverse weather conditions. Take bends slower and allow extra space to manoeuvre or to stop.
- **Be cautious at junctions.** As this is where most collisions occur, use clear road positioning and never undertake on inside of a large vehicle whose driver may not be able to see you.
- **Be alert.** Don't use your mobile phone or other device which can distract your attention from what is happening around you on the road.
- **Be stable.** Carry luggage low down and equally balanced on your bike. Bags swinging from handlebars can catch in spokes. Cycle panniers or a rucksack are best. Be wary of carrying loose items in a front basket which can jump out and cause mishap.
- **Be courteous and patient.** If another road user causes you alarm, don't respond with anger. You are more likely to be listened to if you politely explain the impact of their actions if and when it is safe to do so. Acknowledge helpful actions to win support for cyclists.
- **Be skilful.** If you lack confidence, one-to-one training is available for all ages and is often subsidised by your local authority, unlike driving lessons.

AND WHEN YOU'RE A MOTORIST:

- **Don't speed.** Speed limits are imposed to make the road safer for everyone.
- **Anticipate cyclists.** Expect to meet them on road, especially when you see a 'Warning Cyclists' triangular sign.
- **Give cyclists space.** They need at least the same space as a motor vehicle so don't squeeze past at a pinch point but wait a minute – the ambulance takes 20mins if you get it wrong! They may need to swerve to avoid a pothole and wobble in windy weather.
- **Use your indicator.** When moving off from parked, when stopping, at junctions and leaving roundabouts, a cyclist needs to know your intentions.
- **Check before opening door.** Cyclists are taught to ride away from parked cars but novice riders often ride too close and will be caught off balance if you start to open a door.
- **Don't overtake only to turn in front of a cyclist.** A cyclist turning right is performing a difficult turn and needs time and space.
- **Dip headlights** for cyclists as for motorists.
- **Don't be distracted.** Leave your phone on silent and out of temptation's reach.

BIKE CLINICS

When doing a bike clinic

- Explain the introduction below.
- Make copies of the report form on page 7.
- Give completed report to the person whose bike has been checked.

INTRODUCTION

DCN Bike Clinic

- Your bike will be checked free of charge, but we do not do repairs or adjustments.
- We will give you a written report on matters we think merit attention in the interests of the safety of yourself and other.
- Possible faults on the attached sheet should be attended to by a cycle shop or experienced person.

DCN BIKE CLINIC REPORT

Bike owner

Bike make and type

Frame number

Wheel rotation (any wobble?)
Spokes (any loose?)
Tyres condition (tread or sides worn?)
Tyre pressures (correct as marked on tyres?)
Does bike run smoothly?
Do brakes work?
Do brake levers travel no more than 1/3 towards handlebar?
Condition and position of brake pads
Any free play in chain?
Any free play in bottom bracket / cranks?
Chain wheel (bent/missing teeth?)
Do pedals turn smoothly?
Frame: dents, bends or twists?
Handlebars correct height and handlebar end stoppers in place?
Saddle correct height?
Saddle firmly fixed?
Reflectors (rear is compulsory)
Lights fitted / available?
Clothing - light coloured / reflective?
Bell or similar device fitted?
Mudguards fitted correctly? Consider fitting them to protect you and other riders if not fitted.
Helmet - correctly worn?
Side panniers for heavy loads?
Is bike postcoded or marked for identification?
Is bike insured?
General condition of bike

Other comments:

EXAMINER

Place, date and time

FINANCE, EQUIPMENT, STATIONERY AND OTHER SUPPLIES

Finance for local purchases

Each Branch can have an allocated budget decided at intervals by the County Committee, for spending at the discretion of the Branch for purposes conforming to the DCN Constitution. The Treasurer holds all funds and a claim for reimbursement should be made to him as soon as possible after each purchase using a copy of the claim form on page 9.

If more is required locally than is in a local budget, the Coordinator can ask the secretary to put the request to the Committee.

Written Communication

As far as practicable, Coordinators should use standard DCN headed stationery for letter writing. Templates can be obtained by e-mail from the Secretary.

When communication with outside bodies is by e-mail, use your dcn.org.uk address.

Your e-mail program may let you show this in the "From" box. If this is not possible, add your dcn.org.uk address to your signature.

Each Coordinator can purchase business cards and charge to DCN funds. We have an account with Vistaprint Ltd who can supply 250 cards free, plus postage.

Display equipment.

Having a display at local fairs and other events has been found to give good publicity to DCN and in increasing membership. The following items of equipment are available. For their current location, ask the Chairman or Secretary.

- Two free-standing "Pull-up" roller banners
- Plastic gazebo
- Velcro table-top boards
- A4 laminating machine (held by newsletter editor)

Other items

- DCN leaflets
- DCN stickers for bicycles and cars

Coordinators can order the following items from their local budgets

- Stationery (paper, scissors, Velcro tape, marker pens etc)
- Leaflet and newsletter dispensers for cycle shops (mark them with a DCN sticker)
- Two-way radios for use on cycle rides

DCN Expenses Claim Form

Name	
Date	
DCN Branch	
Amount claimed	
To be taken from local budget?	Yes / No
Details of claim	
Internet transfer (preferred) Sort code & account number	
For payment by cheque, state name of payee and your full postal address	

Travelling by car: 20p per mile (from 2014)

Attach receipt for purchases over £15.00

Treasurer to complete

Amount reimbursed by cheque / cash / BACS : £

Date

Signed